

SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA





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

June 24, 2019
6:00 PM

1. CALL TO ORDER SCHOOL BOARD BUSINESS MEETING AND ROLL CALL - VICE CHAIR TOMCZIK
2. PLEDGE OF ALLEGIANCE
3. WE ARE SHAKOPEE SCHOOLS
 3. 1. Recognition of All-State Band Members
Please help us congratulate Alijah Nelson (Percussion, All State Orchestra) and Judith Villalobos (Alto 1, All State SSAA Choir). Earlier this month, the high school students were selected as members of the MN All-State Ensembles. In March, they prepared/submitted recordings along with thousands of other high school students from around the state. The Minnesota Music Educators Association then selected members for each ensemble: Band, Orchestra, & Choir. Being named to one of the All-State Ensembles is among the highest honors a student can receive in high school music. Due to a prior summer commitment, Alijah is unable to attend. But, we want to send a congratulations to him. Let's recognize Judith, who is in attendance tonight.
4. CONSIDERATION OF AGENDA AS PRESENTED
5. CONSENT ITEMS
 5. 1. Personnel Items
 - 5.1.1 Acceptance of Resignations**
Last Name, First Name, Position, Location, Effective Date
Baskette, Jonnelle, Teacher, Special Services, East Middle School, 6/07/2019
Damon, Melissa, Teacher, High Potential, Sun Path Elementary School, 6/07/2019
Dunn, Rachel, Program Support Assistant, Sun Path Elementary School, 6/06/2019
Fett, Victoria , Program Support Assistant, Eagle Creek Elementary School, 5/31/2019
Galbetti, Hafso, Program Support Assistant, West Middle School, 6/06/2019
Gatimu, Joyce, Program Support Assistant, West Middle School, 6/06/2019
Haas, Victoria, School Counselor, High School, 6/28/2019
Jewison, Cory, Teacher, Grade 2, Red Oak Elementary School, 6/07/2019
Kubler, Jayne, Program Support Assistant, Eagle Creek Elementary School, 6/07/2019

Lambrecht, Krystal, Program Support Assistant, Central Family Center, 6/06/2019
Lee, Pa, School Psychologist, West Middle School, 6/07/2019
Manasra, Najwa, Program Support Assistant, Central Family Center, 6/03/2019
Marschall, Kally, Program Support Assistant, Sun Path Elementary School,
6/06/2019
Newman, Brent, Teacher, Grade 4, Eagle Creek Elementary School, 6/07/2019
Nicklin, Liza, Teacher, Special Services, High School, 6/07/2019
Petersen, Emerald, Tech Assistant , East Middle School, 6/12/2019
Pogue, Gina, Teacher, Physical Education, Red Oak Elementary School, 6/07/2019
Severson, Jennifer, School Counselor, High School, 6/28/2019
Ward, Kristi, CFC & Equity Principal, Central Family Center, 6/28/2019
Wicklender, Amy, Food Service Worker, Sun Path Elementary School, 6/06/2019

Recommended Action

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

5.1.2 Approval of Certified Contracts for the 2019-20 School Year

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

Aeikens, Charise, Teacher, Business, High School, MA, 8, 1.0, 8/19/2019,
\$53,950.00

Dummer, Michael, Teacher, Business, High School, BA, 4, 1.0, 8/19/2019,
\$40,556.00

Kantrud, Laura, TOSA-Instructional Coach, Red Oak Elementary, MA, 11, 1.0,
8/19/2019, \$58,545.00

Lechleitner, Katherine, Teacher, FACS, High School, BA, 8, 1.0, 8/19/2019,
\$44,462.00

Swanson, Paige, School Counselor, High School, MA+30, 13, 1.0, 8/19/2019,
\$69,546.00

Wimberger, Jill, TOSA-Instructional Coach, Eagle Creek Elementary, Ed. Specialist,
23, 1.0, 8/19/2019, \$85,263.00

Recommended Action

Approve certified contracts as presented.

5.1.3 Approval of Non-Certified Contract for the 2019-20 School Year

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

Wilson, Dan, Custodian, High School, \$16.92/hr, 6/10/2019

Recommended Action

Approve the non-certified contract as presented.

5.1.4 Request for UnPaid Leave of Absence

Laura Aleckson, Teacher at East Middle School is requesting a 1.0 FTE UnPaid
Leave of Absence, for the 2019-20 school year.

Recommended Action

Approve the leave of absence for Laura Aleckson as presented.

5.1.5 Request for UnPaid Leave of Absence

Cassandra Carlson, Teacher at Eagle Creek Elementary is requesting a 1.0 FTE UnPaid Leave of Absence, for the 2019-20 school year.

Recommended Action

Approve the leave of absence for Cassandra Carlson as presented.

5.1.6 Request for UnPaid Leave of Absence

Kelsey Haugan, Teacher at Sun Path Elementary School, is requesting a 1.0 FTE UnPaid Leave of Absence, for the 2019-20 school year.

Recommended Action

Approve the leave of absence for Kelsey Haugan as presented.

5.1.7 Request for UnPaid Leave of Absence

Emalyn Waletzko, Speech Language Pathologist at West Middle School, is requesting a 1.0 UnPaid FTE Leave of Absence starting 10/16/2019 and ending on 4/03/2020.

Recommended Action

Approve the leave of absence for Amalyn Waletzko as presented.

5.1.8 Approval of Supervisor Contract

Last Name, First Name, Position, Location, Effective, Salary
Ritter, Julie, Central Family Center Administrator (Supervisor), TBD, \$103,000.00

Recommended Action

Approve the contract for Julie Ritter as presented.

- | | |
|---|----|
| 5. 2. Approval of Minutes of the School Board Meetings | 8 |
| Recommended Action | |
| Approve the minutes of the May 20, 2019 School Board Business Meeting and the June 10, 2019 School Board Work Session as presented. | |
| 5. 3. Consideration of Bills and Authorization to Pay Same | 15 |
| Recommended Action | |
| Approve the bills and authorize to pay same as presented. | |
| 5. 4. Approval of Wires Reports | 28 |
| Recommended Action | |
| Approve the wires reports as presented. | |
| 5. 5. Approval of Change Order #30 for the Shakopee High School Additions and Renovations Project | 29 |
| Change Order #30 for the Shakopee High School Additions and Renovations Project in the amount of \$24,176.76 is presented for approval. | |
| Recommended Action | |
| Approve Change Order #30 as presented. | |

5. 6. Approval of 2019 School District Population Estimate	30
Recommended Action	
Approve the 2019 school district population estimate as presented.	
6. DISCUSSION	
6. 1. 1st Reading of School District Policies	31
School District Policies Recommended for First Reading:	
602 Organization of School Calendar and School Day	
603 Curriculum Development	
606 Textbooks and Instructional Materials	
608 Instructional Services – Special Education	
611 Home Schooling	
615 Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students	
616 School District System Accountability	
624 Online Learning Options	
Presenter: School Board Policy Committee Chair Kristi Peterson	
Time: 5 minutes	
7. DISCUSSION AND POSSIBLE ACTION	
7. 1. 1st Reading of Recommendation for Removal	64
School District Policies Recommended for Removal:	
619 Staff Development for Standards	
623 Mandatory Summer School Instruction	
Presenter: School Board Policy Committee Chair Kristi Peterson	
Time: 5 minutes	
7. 2. Shakopee Public Utilities Electric Underground Easement Agreement	67
Background:Shakopee Public Utilities desires to perform the work (construction of an underground conduit for the distribution of electrical power) this construction season in conjunction with the Scott County Government Center expansion project. The Easement will not affect access or use of the Central Family Center and no outage will occur during construction.	
Benefits: Service to the building is currently radial, just from one source. Upon installation of the new cable loop, the building will have two sources, enabling restoration service quicker in the event of cable failure.	
The Underground Easement Agreement - Shakopee Public Utilities Commission - will be presented for School Board review and approval.	
Presenter: Director of Finance & Operations Jeff Priess	
Time: 10 minutes	
7. 3. Long Term Facilities Maintenance Revenue (LTFMR) SouthWest Metro Dist. 288	74
The 2015 Legislature established a Long-Term Facility Maintenance Revenue (LTFM) program and allows Intermediate District participation provided approval is received from member districts. The Intermediate District approved their LTFM plan for the 2020-21 school year in the amount of \$275,000, of which District No.	

720's share is \$77,822.69. Member districts pay their proportionate share of pay-as-you-go projects as indicated on the Cooperative Allocation Form.

A request will be made for the School Board to approve the resolution of SW Metro Dist. 288's Long Term Facility Maintenance Ten Year Plan, and authorize the inclusion of the proportionate share of revenue in our application will be presented for board review and approval.

Presenter: Director of Finance and Operations Jeff Priess

Time: 10 minutes

7. 4. SouthWest Metro ISD# 288 Safe School Levy 77

The Intermediate District #288 approved their Safe School program budget for the 2020-21 school year in the amount of \$220,000, of which District No. 720's share is \$62,258.15.

A request will be made for the School Board to approve of resolution of SW Metro Dist. 288's Safe School levy, and authorize the inclusion of the proportionate share of revenue in our application will be presented for board review and approval.

Presenter: Director of Finance and Operations Jeff Priess

Time: 10 minutes

8. INFORMATION

8. 1. 2018-19 School District Finance Monthly Update 80

This budget update provides as analysis of General Fund revenue and expense through May 31, 2019. Please note that the revenue category Local (Fees, Interest, ETC.) is within \$2,012 of budget with the month of June remaining in the fiscal year. This category should provide a very positive budget variance at fiscal year-end. Salaries and Wages expenditures (78.96%) are also tracking towards a year-end positive budget variance.

Presenter: Director of Finance & Operations Jeff Priess

Time: 5 minutes

8. 2. Raptor Visitor Management System

Ed Zeimet, Jenny Ames, and Bryan Drozd will provide some information regarding the Raptor Visitor Management System.

Presenter: Ed Zeimet, Jenny Ames, and Bryan Drozd

Time: 10 minutes

9. ACTION

9. 1. Approval of 2019-20 Preliminary Budget 81

Director of Finance & Operations Jeff Priess will present the final version of the 2019-20 Preliminary Budget for School Board approval.

Recommended Action

Approve the 2019-20 School District Preliminary Budget as presented.

Presenter: Director of Finance & Operations Jeff Priess

Time: 10 minutes

9. 2. School Board Control of Extracurricular Activities Accounts 139

Recent legislation requires school board control of extracurricular activities accounts. Previously all accounting and reporting for these accounts has been excluded from General Fund activity and accounted for in a separate fund (Fund 50). New legislation requires these activities to now be accounted for in the General Fund, this requirement is effective for July 1, 2019.

Recommended Action

Direct the district’s administration to implement the requirements of Minnesota Session Laws 2019, 1st Special Session, CH. 11, Art. 1, Sec. 5 as presented.

Presenter: Director of Finance & Operations Jeff Priess

Time: 5 minutes

9. 3. Approval of School District Policy 713 Update 141

This year's legislature passed a new law, removing one of the choices for how school district's may account for Student Activity Accounts. The choice removed was the one we had been using. This new law takes effect on July 1, 2019. Director of Finance Jeff Priess and his team have been working for a few months on making the transition to the accounting practices required by the new law. In the past couple of weeks they have been working hard to communicate with stakeholders within the district. The stakeholders are mainly at the high school with some at the middle schools.

Recommended Action

Approve School District Policy 713 Student Activity Accounting as presented.

Presenter: Superintendent Mike Redmond

Time: 10 minutes

10. OTHER

11. RECOGNITION OF VISITORS TO BOARD MEETING

12. COMMITTEE REPORTS

13. UPCOMING MEETINGS AND IMPORTANT DATES 149

June 24, 2019	5:00PM	Finance Committee Meeting	District Office
		Room 202	
June 24, 2019	6:00PM	School Board Business Meeting	District Office
		Board Room	
June 26, 2019	5:00PM	Facilities Committee Meeting	District Office
		Board Room	
July 8, 2019	5-9:00PM	Summer Retreat	District Office Board
		Room	
July 11, 2019	6:00PM	Community Facilities Task Force Meeting	District Office
		Board Room	
July 22, 2019	5:00PM	Finance Committee Meeting	District Office
		Room 202	
July 22, 2019	6:00PM	School Board Business Meeting	District Office Board
		Room	
July 23, 2019	9:00AM	Policy Committee Meeting	Superintendent's

Office

July 24, 2019 5:00PM

Facilities Committee Meeting

District Office

Board Room

14. ADJOURNMENT

Minutes of School Board Regular Business Meeting

School Board Shakopee Public Schools

A School Board Regular Business Meeting of the School Board of Shakopee Public Schools was held Monday, May 20, 2019, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee, MN.

1. CALL TO ORDER 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 ITEMS

3. 1. Minnesota DECA State Competition

30 students from Shakopee participated in the annual Minnesota DECA State Career Development Conference in Minneapolis. They competed in more than 50 events focused on entrepreneurship, finance, hospitality, marketing and other related fields. The competitions are designed to simulate real-life business scenarios and test students' academic understanding and skills development. Five of our students received state recognition:

*Dan Hunter – Business Services Marketing Series – 3rd

*Jacqueline Macht – Principles of Finance – 3rd

*Jacqueline Macht – Financial Consulting – 3rd

*Jacqueline Macht – Accounting - 1st in Round 1, 1st in Round 2, 1st in Central Region Round 2

*Himani Joshi – Human Resource Management – 5th

*Akshay Vankayala – Marketing Communication Series – 5th

*Visara Sok – Employment Interview - Entry Level – 2nd

In addition, Dan, Jacqueline, Himani and Akshay competed at the International Career Development Conference in Orlando in April. The event is referred to as the "Pinnacle of DECA competition". The ICDC results are:

Himani Joshi - Human Resource Management - Top Role Play

Jacqueline Macht - Principles of Finance - Top Role Play and Top 10 Finalist

3. 2. State Speech Competition and National Tournament

Congratulations to our Shakopee High School speech students for competing in the Minnesota State High School League 2A Speech Tournament in April:

*Himani Joshi

*Gautham Nair

*Agrim Joshi

*CJ Younger

Additionally, Gautham Nair and Anjali Thomas qualified for nationals. They competed in the National Individual Speech Tournament of Champions in Omaha, Nebraska earlier this month. They competed with nearly 1000 students from around the country that also had to qualify for the tournament with high placings throughout the 2018-2019 speech season. Congratulations to ALL of these students for their outstanding work and performances!

3. 3. 2018 Faces of Change award through PACER's National Bullying Prevention Center Award Recipient Congrats to GLOmies; the recipient of the 2018 Faces of Change award through PACER's National Bullying Prevention Center. GLOmies is a peer-to-peer mentor program that works to create and sustain a culture of inclusion and acceptance for all students at Shakopee High School. The primary goal of GLOmies, which includes more than 70 students, is to create connections between general and special education students through structured social experiences. The Inclusion Revolution is spreading in Shakopee! East Middle School started its own Junior GLOmies program in the 2017-2018 school year.

Joining us tonight is Suzi Pierce Fish, Special Education Teacher and GLOmies Advisor at the high school. And, she's joined by GLOmies teachers: Jenn Tabios and Wade Laughlin.

4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS

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

5. CONSENT ITEMS

Peterson/Aldrich moved to approve the consent agenda as presented; motion passed unanimously.

5. 1. Personnel Items

5.1.1 Acceptance of Retirement

Last Name, First Name , Position, Location, Effective

Schmitt, Martin, Custodian, Head, Jackson Elementary School, 8/02/2019

Miller, Esther, Program Support Assistant, East Middle School, 6/06/2019

Recommended Action

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

5.1.2 Acceptance of Resignations

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

Batalden, Jennifer, Teacher, Kindergarten, Jackson Elementary School, 6/07/2019

Churchill, Andrew, Technology Assistant, East Middle School, 5/17/2019

DeShaw, Jennifer, Food Service Worker, Jackson Elementary School, 6/06/2019

Gumenuic, Mariana, Program Support Assistant, East Middle School, 6/06/2019

Johanson, Kimberly, Teacher, Physical Education, Jackson Elementary School, 6/07/2019

Kersteter, Dianne, Teacher, Media Specialist, Jackson/Sun Path Elementary School, 6/07/2019

Kleinedler, Angela, Speech Language Pathologist, Central Family Center, 6/07/2019

Loftness, Amy, Program Support Assistant, Sun Path Elementary School, 6/06/2019

Mohamed, Dalia, Program Support Assistant, Central Family Center, 6/06/2019

Reina, Erica, School Social Worker, Eagle Creek Elementary School, 6/07/2019

See, James, Teacher, Special Services, Sweeney Elementary School, 6/07/2019

Seth, Jessica, Teacher, Social Worker, High School, 6/07/2019

Ward, Kristiana, Equity Programming Principal & Principal of Central Family

Recommended Action

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

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

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

Yang, Vatoua, Technology Assistant, Sun Path Elementary School, \$18.30/hr, 5/13/2019

Fitzgibbons, Melissa, Food Service Worker, Eagle Creek Elementary School, \$12.94/hr, 5/13/2019

Recommended Action

Approved the non-certified contracts as presented.

5.1.4 Approval of Long Term Substitute Contracts

Name LTS, Replacing, Position, Location, Approx. Dates, Grade/Step, Approx. Days, FTE, Salary
Conrad, Emma, Bloom, Elizabeth, Program Support Assistant, District Wide, 5/07/2019 through approx. 6/06/2019, Grade 4 Step 1, .875, \$16.60/hr
Johnson-Dorothy, Oscar, Larson, Stephanie, Program Support Assistant, Eagle Creek Elementary School, 5/13/2019 through approx. 6/06/2019, Grade 3 Step 1, .750, \$14.59/hr
Leroux, Karen, Haugan, Kelsey, Teacher, Grade 1, Sun Path Elementary School, 5/07/2019 through approx. 6/07/2019, MA + 30 Step 8, 1.0, \$329.64/day
McCarty, Erin, Triest, Erin, Teacher, Kindergarten, Sweeney Elementary School, 5/06/2019 through approx. 6/07/2019, BA Step 3, 1.0, \$214.35/day
Fracisco, Andre, Brophy, Jennifer, Teacher, Science, East Middle School, 5/06/2019 through approx. 6/07/2019, BA Step 3, 1.0, \$214.35/day

Recommended Action

Approved the Long Term Substitute contracts as presented.

5.1.5 Approval of Assignment Change

Last Name, First Name, Old Position, New Position, FTE, Effective
Gregory, Cynthia, Administrative Assistant Human Resources, Secretarial/Clerical Association, Administrative Assistant Human Resources, Unaffiliated Contract, 1.0, 4/22/2019

Recommended Action

Approved the assignment change as presented.

5.1.6 Request for Leave of Absence

Vanessa Schultz, Stepping Stones teacher at Central Family Center is requesting a 1.0 FTE Leave of Absence, for the 2019-20 school year.

Recommended Action

Approved the leave of absence as presented.

5.1.7 Request for Leave of Absence

Kara Wong, Speech Language Pathologist at Sweeney Elementary School is requesting a 1.0 FTE Leave of Absence, for the 2019-20 school year.

Recommended Action

Approved the leave of absence as presented.

5.1.8 Approval of Non-Renewal of Teaching Contracts

The district is recommending the non-renewal of a teaching contract for the following teachers. The non-renewal will be effective 6/07/2019.

Last Name, First Name, Position, Location, Effective
Arvin, Betsi, Teacher, Grade 5, Jackson Elementary School, 6/07/2019
Beran, Abigail, Teacher, Intervention, Red oak Elementary School, 6/07/2019
Cronin, Chris, Teacher, Grade 5, Sun Path Elementary School, 6/07/2019
Hinseth, Spencer, Teacher, Social Studies, High School, 6/07/2019
Hussong, Jill, Teacher, Grade 1, Sun Path Elementary School, 6/07/2019
Kalthoff, Heather, Teacher, Grade 4, Eagle Creek Elementary School, 6/07/2019
Long, Karli, Teacher, Kindergarten, Eagle Creek Elementary School, 6/07/2019
Mulder, Megan, Teacher, Grade 2, Sweeney Elementary School, 6/07/2019
Nelson, Nick, Teacher, Grade 4, Red Oak Elementary School, 6/07/2019
Netterlund, Laura, Teacher, Grade 2, Sun Path Elementary School, 6/07/2019
Nimmer, Kelsey, Teacher, Grade 3, Sun Path Elementary School, 6/07/2019
Priebe, Christine, Teacher, Intervention, Sweeney Elementary School, 6/07/2019
Sammis, Laura, Teacher, Grade 2, Sun Path Elementary School, 6/07/2019

Recommended Action

Approved the above non-renewal of the teaching contracts as presented.

5. 2. Approval of Minutes of the School Board Meetings

Recommended Action

Approved the minutes of the April 22, 2019 School Board Business Meeting and May 6, 2019 School Board Learning Session as presented.

5. 3. Consideration of Bills and Authorization to Pay Same

Recommended Action

Approved the bills and authorized to pay same as presented.

5. 4. Approval of Wires Reports

Recommended Action

Approved the wires reports as presented.

5. 5. Approval of Annual MacBook Lease

Recommended Action

Approved the resolutions to approve and authorized the execution of schedule No. PUB18579 to the governmental lease purchase master agreement dated May 15, 2014, and supplements thereto and related documents and certificates as presented.

5. 6. Change Order #28 Shakopee High School Additions and Renovations Project

Change Order #28 for the Shakopee High School Additions and Renovations Project in the amount of \$4,267.43 was presented for approval.

Recommended Action

Approved Change Order #28 as presented.

5. 7. Change Order #29 Shakopee High School Additions and Renovations Project

Change Order #29 for the Shakopee High School Additions and Renovations Project in the amount of \$30,780.51 is presented for approval.

Recommended Action

Approved Change Order #29 as presented.

6. INFORMATIONAL

6. 1. South Site - County Roads 78/79

Buildings and Grounds Manager Ed Zeimet provided an update regarding the district owned land at the corner of County Road 78 & 79.

6. 2. Update Regarding Bike Trail

Superintendent Mike Redmond provided an update for the Board regarding the district bike trail.

6. 3. Update Regarding Community Facilities Task Force

Members of the School Board Facilities Committee provided an update for the Board on the recent Community Facilities Task Force meeting held May 15, 2019.

6. 4. Monthly Finance Update

Provided by Director of Finance & Operations Jeff Priess.

7. DISCUSSION AND POSSIBLE ACTION

7. 1. Approval of 2018-21 Superintendent Contract Addendum

Superintendent Mike Redmond's 2018-21 contract includes a moving and storage expense provision. The Redmond's moved in December 2018 to a temporary location in Shakopee using only a portion of this allocation. The Redmond's will be purchasing a home in July 2019 and this addendum allows the extension of the reimbursement period to July 31, 2019 not to exceed the original amount.

Recommended Action

Tucker/Christiansen moved to approve the addendum to Superintendent Mike Redmond's 2019-20 contract as presented; motion passed unanimously.

7. 2. Approval of Phone System Project

Director of Instructional Technology Bryan Drozd reviewed finalist options for the district's phone system project.

Recommended Action

Christiansen/McKeand moved to approve the contract for implementation of the phone system with High Point: Mitel Connect System as presented; motion passed unanimously.

7. 3. Approval of Shakopee University Pilot

Director of Teaching & Learning Nancy Thul and SEA President Dale Anderson presented for approval the pilot of an alternate pathway for receiving credits used for lane changes on the Shakopee Public Schools' teacher salary schedule.

Aldrich/Tomczik moved to approve the Shakopee University pilot as presented; motion passed unanimously.

7. 4. Approval of Shakopee University Memorandum of Understanding with SEA

Director of Teaching & Learning Nancy Thul and SEA President Dale Anderson presented for approval an MOU regarding Shakopee University pilot.

McKeand/Peterson moved to approve the Shakopee University MOU with the SEA as presented; motion passed unanimously.

8. ACTION

9. OTHER

10. COMMITTEE REPORTS

11. RECOGNITION OF VISITORS TO BOARD MEETING

12. UPCOMING MEETINGS AND IMPORTANT DATES

May 22, 2019 5:00PM	Facilities Committee Meeting	District Office Board Room
June 10, 2019 5:00PM	Policy Committee Meeting	District Office Room 202
June 10, 2019 6:00PM	School Board Work Session	District Office Board Room
June 24, 2019 5:00PM	Finance Committee Meeting	District Office Room 202
June 24, 2019 6:00PM	School Board Business Meeting	District Office Board Room
June 26, 2019 5:00PM	Facilities Committee Meeting	District Office Board Room

13. ADJOURNMENT

At 7:22PM, Christiansen/Peterson moved to adjourn; motion passed unanimously.

Minutes of School Board Work Session

School Board Shakopee Public Schools

A School Board Work Session of the School Board of Shakopee Public Schools was held Monday, June 10, 2019, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee, MN.

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

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

ABSENT: Peterson

2. PLEDGE OF ALLEGIANCE

3. WE ARE SHAKOPEE SCHOOLS

4. CONSIDERATION OF AGENDA AS PRESENTED

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

5. DISCUSSION

5. 1. Draft of 2019-20 Preliminary Budget

Director of Finance & Operations Jeff Priess presented a draft of the 2019-20 Preliminary Budget. This will also be presented to the CFAC (Community Financial Advisory Committee) group on June 12, 2019. The School Board will be asked to adopt the Annual Budget at the Business Meeting on June 24, 2019.

6. DISCUSSION AND POSSIBLE ACTION

6. 1. Final Review and Approval of 2019 Community Survey Questions

Superintendent Mike Redmond presented the community survey questions to the board and request final approval of the questions.

McKeand/Christiansen moved to approve the 2019 community survey as presented; motion passed unanimously.

7. INFORMATION

7. 1. Student Presentation - Himani Joshi

2019 Shakopee High School Senior Graduate Himani Joshi provided a presentation on "Connected Kids in Scott County".

7. 2. Special Education Program Overview

Director of Special Services Julie Fred provided a basic overview of special education program across the district.

8. ACTION

9. OTHER

10. UPCOMING MEETINGS AND IMPORTANT DATES

June 11, 2019	9:00AM	Policy Committee Meeting	Superintendent's Office
June 24, 2019	5:00PM	Finance Committee Meeting	District Office Room 202
June 24, 2019	6:00PM	School Board Business Meeting	District Office Board Room
June 26, 2019	5:00PM	Facilities Committee Meeting	District Office Board Room
July 8, 2019	5-9:00PM	Summer Retreat	District Office Board Room
July 11, 2019	6:00PM	Community Facilities Task Force	District Office Board Room
July 22, 2019	5:00PM	Finance Committee Meeting	District Office Room 202
July 22, 2019	6:00PM	School Board Business Meeting	District Office Board Room
July 23, 2019	9:00AM	Policy Committee Meeting	Superintendent's Office
July 24, 2019	5:00PM	Facilities Committee Meeting	District Office Board Room

11. ADJOURNMENT OF SCHOOL BOARD WORK SESSION

At 7:04PM, Christiansen/Aldrich 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
5/16/2019 4:05:42 PM	EDG	105252057	741819	AFFINITECH INC	4,705.02	Yes	No
5/16/2019 4:05:42 PM	EDG	105252057	741820	AG IREPAIR	4,080.00	Yes	No
5/16/2019 4:05:42 PM	EDG	105252057	741821	AIM ELECTRONICS	200.28	Yes	No
5/16/2019 4:05:42 PM	EDG	105252057	741822	AIRGAS NATIONAL CARBONATION	311.54	Yes	No
5/16/2019 4:05:42 PM	EDG	105252057	741823	ART BY ASI	400.00	Yes	No
5/16/2019 4:05:43 PM	EDG	105252057	741824	ATX LEARNING	6,318.75	Yes	No
5/16/2019 4:05:43 PM	EDG	105252057	741825	BACKLUND, CHAD	210.00	Yes	No
5/16/2019 4:05:43 PM	EDG	105252057	741826	BAKER TILLY VIRCHOW KRAUSE, LLP	8,632.00	Yes	No
5/16/2019 4:05:43 PM	EDG	105252057	741827	BARTLEY SALES COMPANY	640.00	Yes	No
5/16/2019 4:05:43 PM	EDG	105252057	741828	BERRY COFFEE COMPANY	24.56	Yes	No
5/16/2019 4:05:43 PM	EDG	105252057	741829	BIFFS INC	1,553.53	Yes	No
5/16/2019 4:05:43 PM	EDG	105252057	741830	BIG FISH DIGITAL WORKS	20.00	Yes	No
5/16/2019 4:05:44 PM	EDG	105252057	741831	SW NEWS MEDIA	122.60	Yes	No
5/16/2019 4:05:44 PM	EDG	105252057	741832	BIX PRODUCE CO.	5,297.16	Yes	No
5/16/2019 4:05:44 PM	EDG	105252057	741833	BOOKBINS	2,160.00	Yes	No
5/16/2019 4:05:44 PM	EDG	105252057	741834	BORCHERS, WILLIAM	79.00	Yes	No
5/16/2019 4:05:44 PM	EDG	105252057	741835	BROADWAY AWARDS INC	160.13	Yes	No
5/16/2019 4:05:44 PM	EDG	105252057	741836	BROHOLM, SUE	2,069.00	Yes	No
5/16/2019 4:05:44 PM	EDG	105252057	741837	BROWER, ROSS	79.00	Yes	No
5/16/2019 4:05:45 PM	EDG	105252057	741838	BUCKEYE CLEANING CENTER	660.30	Yes	No
5/16/2019 4:05:45 PM	EDG	105252057	741839	BURNSIDE, LOGAN	504.00	Yes	No
5/16/2019 4:05:45 PM	EDG	105252057	741840	CAPFIRST EQUIPMENT FINANCE	750.00	Yes	No
5/16/2019 4:05:45 PM	EDG	105252057	741841	CENTERPOINT ENERGY MINNEGASCO	1,543.88	Yes	No
5/16/2019 4:05:45 PM	EDG	105252057	741842	CITY OF SHAKOPEE	586.04	Yes	No
5/16/2019 4:05:45 PM	EDG	105252057	741843	CRISIS PREVENTION INSTITUTE	150.00	Yes	No
5/16/2019 4:05:45 PM	EDG	105252057	741844	CUB FOODS	324.16	Yes	No
5/16/2019 4:05:46 PM	EDG	105252057	741845	DALLAS W PLEKKENPOL TRUST	7,250.00	Yes	No
5/16/2019 4:05:46 PM	EDG	105252057	741846	DECKER EQUIPMENT	189.52	Yes	No
5/16/2019 4:05:46 PM	EDG	105252057	741847	DEVORE, DREW	54.00	Yes	No
5/16/2019 4:05:46 PM	EDG	105252057	741848	DIVERSIFIED SNACK DISTRIBUTORS	9,437.52	Yes	No
5/16/2019 4:05:46 PM	EDG	105252057	741849	EARL F. ANDERSON, INC	140.00	Yes	No
5/16/2019 4:05:46 PM	EDG	105252057	741850	EARTHGRAINS	2,443.07	Yes	No
5/16/2019 4:05:46 PM	EDG	105252057	741851	FERNDALE MARKET LLC	6,149.90	Yes	No
5/16/2019 4:05:47 PM	EDG	105252057	741852	FRONTLINE PLACEMENT TECHNOLOGI	91,045.95	Yes	No

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5/16/2019 4:05:47 PM	EDG	105252057	741854	GENERAL PARTS , INC	830.57	Yes	No
5/16/2019 4:05:47 PM	EDG	105252057	741855	GRAINGER, INC.	238.95	Yes	No
5/16/2019 4:05:47 PM	EDG	105252057	741856	GRILL, KELLY	720.00	Yes	No
5/16/2019 4:05:47 PM	EDG	105252057	741857	GROTH MUSIC	394.20	Yes	No
5/16/2019 4:05:47 PM	EDG	105252057	741858	HILLYARD / HUTCHINSON	4,816.94	Yes	No
5/16/2019 4:05:47 PM	EDG	105252057	741859	HOGAN, SEAN	70.00	Yes	No
5/16/2019 4:05:48 PM	EDG	105252057	741860	HORIZON COMMERCIAL POOL SUPPLY	1,102.06	Yes	No
5/16/2019 4:05:48 PM	EDG	105252057	741861	HULWI, NICHOLAS AND TARA	6,000.00	Yes	No
5/16/2019 4:05:48 PM	EDG	105252057	741862	HUSCHKA, MARTHA M	30.00	Yes	No
5/16/2019 4:05:48 PM	EDG	105252057	741863	HYVEE INC	21.20	Yes	No
5/16/2019 4:05:48 PM	EDG	105252057	741864	INNOVATIONAL CONCEPTS	698.25	Yes	No
5/16/2019 4:05:48 PM	EDG	105252057	741865	INNOVATIVE OFFICE SOLUTIONS	563.10	Yes	No
5/16/2019 4:05:48 PM	EDG	105252057	741866	INSIGHT PUBLIC SECTOR, INC	13,185.58	Yes	No
5/16/2019 4:05:49 PM	EDG	105252057	741867	INSTITUTE FOR ENVIRON ASSESS	2,797.88	Yes	No
5/16/2019 4:05:49 PM	EDG	105252057	741868	INTERMEDIATE DISTRICT 287	13,732.33	Yes	No
5/16/2019 4:05:49 PM	EDG	105252057	741869	JOHNSON CONTROLS	3,718.92	Yes	No
5/16/2019 4:05:49 PM	EDG	105252057	741870	JOHNSON, CRAIG E	210.00	Yes	No
5/16/2019 4:05:49 PM	EDG	105252057	741871	JOSTENS INC	3,130.97	Yes	No
5/16/2019 4:05:49 PM	EDG	105252057	741872	JW PEPPER	954.71	Yes	No
5/16/2019 4:05:49 PM	EDG	105252057	741873	KOLNIK, JOHN	78.00	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741874	KORBA, JERRY	210.00	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741875	KOTEK, MARK	78.00	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741876	KULLY SUPPLY CO	141.86	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741877	KUSKE, MARK	140.00	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741878	LINDBERG, SUSAN	168.00	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741879	LOFFLER	3,633.37	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741880	LOUIS DEGIDIO SERVICES INC	2,751.90	Yes	No
5/16/2019 4:05:50 PM	EDG	105252057	741881	LOWES	342.52	Yes	No
5/16/2019 4:05:51 PM	EDG	105252057	741882	MARIAN M PLEKKENOL TRUST	7,250.00	Yes	No
5/16/2019 4:05:51 PM	EDG	105252057	741883	MARIN, VALERIA DURAN	13.75	Yes	No
5/16/2019 4:05:51 PM	EDG	105252057	741884	MASBERG, JOHN	78.00	Yes	No
5/16/2019 4:05:51 PM	EDG	105252057	741885	MATHESON TRI GAS	8.75	Yes	No
5/16/2019 4:05:51 PM	EDG	105252057	741886	MEI TOTAL ELEVATOR SOLUTIONS	440.48	Yes	No

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5/16/2019 4:05:51 PM	EDG	105252057	741888	MF IRRIGATION SERVICES	3,139.23	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741889	MIDWEST EDUCATIONAL CONSULTANT	1,050.00	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741890	MINNEAPOLIS INSTITUTE OF ART	450.00	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741891	MINNEAPOLIS OXYGEN	167.40	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741892	MINNESOTA GREEN	335.00	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741893	MN DEPT OF LABOR AND INDUSTRY	100.00	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741894	MN DEPT OF LABOR AND INDUSTRY	100.00	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741895	MONSSEN, LEE	210.00	Yes	No
5/16/2019 4:05:52 PM	EDG	105252057	741896	MTI DISTRIBUTING CO	80.54	Yes	No
5/16/2019 4:05:53 PM	EDG	105252057	741897	MUSIC MART	224.65	Yes	No
5/16/2019 4:05:53 PM	EDG	105252057	741898	NEIL'S OUTDOOR SERVICES	14,526.25	Yes	No
5/16/2019 4:05:53 PM	EDG	105252057	741899	NEUHARTH, ANDREW CHARLES	133.00	Yes	No
5/16/2019 4:05:53 PM	EDG	105252057	741900	NEWMAN, ERIC	60.00	Yes	No
5/16/2019 4:05:53 PM	EDG	105252057	741901	NORCOSTCO	665.45	Yes	No
5/16/2019 4:05:53 PM	EDG	105252057	741902	NORTHSTAR AV LLC	261.00	Yes	No
5/16/2019 4:05:53 PM	EDG	105252057	741903	OBRIEN, NICOLE (NIKKI)	30.00	Yes	No
5/16/2019 4:05:54 PM	EDG	105252057	741904	OELFKE, MARK	70.00	Yes	No
5/16/2019 4:05:54 PM	EDG	105252057	741905	PALMER BUS SERVICES	299,210.00	Yes	No
5/16/2019 4:05:54 PM	EDG	105252057	741906	PARALLEL TECHNOLOGIES INC	23,844.74	Yes	No
5/16/2019 4:05:54 PM	EDG	105252057	741907	PERFORMANCE FOOD GROUP	5,994.17	Yes	No
5/16/2019 4:05:54 PM	EDG	105252057	741908	PINNACLE WALL SYSTEMS	600.00	Yes	No
5/16/2019 4:05:54 PM	EDG	105252057	741909	PLAINVIEW MILK PRODUCTS	12,097.75	Yes	No
5/16/2019 4:05:54 PM	EDG	105252057	741910	PRAIRIE RIVER HOME CARE, INC	5,915.00	Yes	No
5/16/2019 4:05:55 PM	EDG	105252057	741911	PREMIUM WATER CO	42.00	Yes	No
5/16/2019 4:05:55 PM	EDG	105252057	741912	PROCARE THERAPY	25,330.11	Yes	No
5/16/2019 4:05:55 PM	EDG	105252057	741913	RAMACHER, THUY	70.00	Yes	No
5/16/2019 4:05:55 PM	EDG	105252057	741914	REED, SCOTT	79.00	Yes	No
5/16/2019 4:05:55 PM	EDG	105252057	741915	UNIVERSITY OF MINNESOTA	172.90	Yes	No
5/16/2019 4:05:55 PM	EDG	105252057	741916	REIMERS, DOUGLAS	79.00	Yes	No
5/16/2019 4:05:55 PM	EDG	105252057	741917	RIVERFRONT PRINTING	52.00	Yes	No
5/16/2019 4:05:56 PM	EDG	105252057	741918	RYAN MECHANICAL INC	6,703.50	Yes	No
5/16/2019 4:05:56 PM	EDG	105252057	741919	SAFELINE MANAGEMENTSERVICES	8,300.00	Yes	No
5/16/2019 4:05:56 PM	EDG	105252057	741920	SAFETY FIRST PLAYGROUND SURFAC	13,450.00	Yes	No

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5/16/2019 4:05:56 PM	EDG	105252057	741921	SCHMITT MUSIC COMPANY	62.26	Yes	No
5/16/2019 4:05:56 PM	EDG	105252057	741922	SCHOLASTIC BOOK FAIRS	1,351.78	Yes	No
5/16/2019 4:05:56 PM	EDG	105252057	741923	SECURITY CONTROL SYSTEMS, INC	415.00	Yes	No
5/16/2019 4:05:56 PM	EDG	105252057	741924	SEW EASY DESIGNS	99.00	Yes	No
5/16/2019 4:05:57 PM	EDG	105252057	741925	SHAKOPEE MDEWAKANTON SIOUX	20.00	Yes	No
5/16/2019 4:05:57 PM	EDG	105252057	741926	SHAKOPEE PUBLIC UTILITY COMMIS	7,995.48	Yes	No
5/16/2019 4:05:57 PM	EDG	105252057	741927	SHRED-N-GO, INC.	460.63	Yes	No
5/16/2019 4:05:57 PM	EDG	105252057	741928	SJOBORG, SUSAN	87.50	Yes	No
5/16/2019 4:05:57 PM	EDG	105252057	741929	SMISEK, DAVE	210.00	Yes	No
5/16/2019 4:05:57 PM	EDG	105252057	741930	SMITH, JAMES E	78.00	Yes	No
5/16/2019 4:05:57 PM	EDG	105252057	741931	SONOVA USA INC	147.00	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741932	SOUTHWEST METRO EDUCATIONAL CO	10,381.74	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741933	SPECIAL OLYMPICS MINNESOTA	180.00	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741934	STENZEL, MELISSA	60.00	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741935	STONEBROOKE GOLF COURSE	3,750.00	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741936	SUTTON, JOY	67.00	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741937	SWANSON MEATS INC	3,096.90	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741938	THOMPSON, JACINTA	8.75	Yes	No
5/16/2019 4:05:58 PM	EDG	105252057	741939	TISCHENDORF, MICHAEL	156.00	Yes	No
5/16/2019 4:05:59 PM	EDG	105252057	741940	TRANG, KRIS	70.00	Yes	No
5/16/2019 4:05:59 PM	EDG	105252057	741941	TRIMARK FOODSERVICE EQUIPMEMT	38,534.43	Yes	No
5/16/2019 4:05:59 PM	EDG	105252057	741942	TRIO SUPPLY COMPANY	1,040.08	Yes	No
5/16/2019 4:05:59 PM	EDG	105252057	741943	TWIN CITY OUTDOOR SERVICES	2,430.00	Yes	No
5/16/2019 4:05:59 PM	EDG	105252057	741944	UHL CO., INC	9,749.45	Yes	No
5/16/2019 4:05:59 PM	EDG	105252057	741945	UNITED STATES POSTAL SERVICE	500.00	Yes	No
5/16/2019 4:05:59 PM	EDG	105252057	741946	UNIVERSAL ATHLETIC SERVICE	29.95	Yes	No
5/16/2019 4:06:00 PM	EDG	105252057	741947	US BANK	2,000.00	Yes	No
5/16/2019 4:06:00 PM	EDG	105252057	741948	US FOODS, INC.	56,803.35	Yes	No
5/16/2019 4:06:00 PM	EDG	105252057	741949	US MATH RECOVERY	30,450.00	Yes	No
5/16/2019 4:06:00 PM	EDG	105252057	741950	VAN CLEVE, MERCEDES	2,500.00	Yes	No
5/16/2019 4:06:00 PM	EDG	105252057	741951	WASTE MANAGEMENT	5,357.07	Yes	No
5/16/2019 4:06:00 PM	EDG	105252057	741952	WATER TO YOU	25.00	Yes	No
5/16/2019 4:06:00 PM	EDG	105252057	741953	WEST, DON	160.00	Yes	No
5/16/2019 4:06:01 PM	EDG	105252057	741954	WILLIAMS, GREGG	210.00	Yes	No

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5/16/2019 4:06:01 PM	EDG	105252057	741955	WOLLAN, TOM SR	70.00	Yes	No
5/16/2019 4:06:01 PM	EDG	105252057	741956	ZIMANSKE, DOUGLAS	78.00	Yes	No
5/16/2019 4:06:01 PM	EDG	105252057	741957	ZIMMERMAN, FRANK	78.00	Yes	No

*** Totals

Total Documents: 139

Total Amount: 841,927.86

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5/23/2019 5:20:30 PM	EDG	105252057	741962	ADVANCED IMAGING SOLUTIONS	69.90	Yes	No
5/23/2019 5:20:30 PM	EDG	105252057	741963	ALL FLAGS, LLC	68.18	Yes	No
5/23/2019 5:20:30 PM	EDG	105252057	741964	ANCHOR PAPER	3,800.35	Yes	No
5/23/2019 5:20:30 PM	EDG	105252057	741965	ANDOVER HIGH SCHOOL	150.00	Yes	No
5/23/2019 5:20:30 PM	EDG	105252057	741966	ATHENA AWARDS COMMITTEE	100.00	Yes	No
5/23/2019 5:20:31 PM	EDG	105252057	741967	BARTCZAK ANDREW	133.00	Yes	No
5/23/2019 5:20:31 PM	EDG	105252057	741968	BELL, THOMAS M	70.00	Yes	No
5/23/2019 5:20:31 PM	EDG	105252057	741969	BESTGE, MONICA	30.00	Yes	No
5/23/2019 5:20:31 PM	EDG	105252057	741970	BIX PRODUCE CO.	3,024.31	Yes	No
5/23/2019 5:20:31 PM	EDG	105252057	741971	BLOOM, BRIAN MATTHEW	123.00	Yes	No
5/23/2019 5:20:31 PM	EDG	105252057	741972	BORCHERS, WILLIAM	187.00	Yes	No
5/23/2019 5:20:31 PM	EDG	105252057	741973	BOVA, EDWARD D	78.00	Yes	No
5/23/2019 5:20:32 PM	EDG	105252057	741974	BRACHER, TOM	40.00	Yes	No
5/23/2019 5:20:32 PM	EDG	105252057	741975	BREKKE, BARB WECKMAN	50.35	Yes	No
5/23/2019 5:20:32 PM	EDG	105252057	741976	BREKKE, CLYBORNE & RIBISCH, LL	1,733.00	Yes	No
5/23/2019 5:20:32 PM	EDG	105252057	741977	BUCKEYE CLEANING CENTER	352.16	Yes	No
5/23/2019 5:20:32 PM	EDG	105252057	741978	CENTERPOINT ENERGY MINNEGASCO	1,126.53	Yes	No
5/23/2019 5:20:32 PM	EDG	105252057	741979	CENTURYLINK	103.98	Yes	No
5/23/2019 5:20:32 PM	EDG	105252057	741980	CHOICE ELECTRIC, INC	728.82	Yes	No
5/23/2019 5:20:33 PM	EDG	105252057	741981	CLARK, TAYLOR	133.00	Yes	No
5/23/2019 5:20:33 PM	EDG	105252057	741982	COFFEE MILL INC	91.00	Yes	No
5/23/2019 5:20:33 PM	EDG	105252057	741983	COLBY, ADAM	78.00	Yes	No
5/23/2019 5:20:33 PM	EDG	105252057	741984	CONERY, STEVEN	133.00	Yes	No
5/23/2019 5:20:33 PM	EDG	105252057	741985	CUB FOODS	592.90	Yes	No
5/23/2019 5:20:33 PM	EDG	105252057	741986	DEMPSEY, MATT	133.00	Yes	No
5/23/2019 5:20:33 PM	EDG	105252057	741987	DILLNER, RYAN OBRIEN	41.00	Yes	No
5/23/2019 5:20:34 PM	EDG	105252057	741988	DISCOUNT STEEL, INC.	356.80	Yes	No
5/23/2019 5:20:34 PM	EDG	105252057	741989	DIVERSIFIED SNACK DISTRIBUTORS	7,934.83	Yes	No
5/23/2019 5:20:34 PM	EDG	105252057	741990	DORAN, JANE	270.00	Yes	No
5/23/2019 5:20:34 PM	EDG	105252057	741991	DORAN, JOHN T	270.00	Yes	No
5/23/2019 5:20:34 PM	EDG	105252057	741992	EARTHGRAINS	1,033.19	Yes	No
5/23/2019 5:20:34 PM	EDG	105252057	741993	EDWARDS, WILSON	70.00	Yes	No
5/23/2019 5:20:34 PM	EDG	105252057	741994	EHLERS AND ASSOCIATES	500.00	Yes	No
5/23/2019 5:20:35 PM	EDG	105252057	741995	FISCHER, BETH	120.00	Yes	No

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5/23/2019 5:20:35 PM	EDG	105252057	741997	FREEMAN, JEFFREY A	40.00	Yes	No
5/23/2019 5:20:35 PM	EDG	105252057	741998	GAINES, ALFONSO	210.00	Yes	No
5/23/2019 5:20:35 PM	EDG	105252057	741999	GELMO, IBSAA	133.00	Yes	No
5/23/2019 5:20:35 PM	EDG	105252057	742000	GILPATRIC, HUGH	79.00	Yes	No
5/23/2019 5:20:35 PM	EDG	105252057	742001	GJERSVIG, MICHAEL	138.00	Yes	No
5/23/2019 5:20:36 PM	EDG	105252057	742002	GRAINGER, INC.	634.41	Yes	No
5/23/2019 5:20:36 PM	EDG	105252057	742003	GRAPHIC SOURCE INC	270.00	Yes	No
5/23/2019 5:20:36 PM	EDG	105252057	742004	GREGUS, DANIEL	325.00	Yes	No
5/23/2019 5:20:36 PM	EDG	105252057	742005	GRIDER, RICHARD WILLIAM	78.00	Yes	No
5/23/2019 5:20:36 PM	EDG	105252057	742006	GUENINGSMAN, DAN	70.00	Yes	No
5/23/2019 5:20:36 PM	EDG	105252057	742007	HENTGES, HENRY	78.00	Yes	No
5/23/2019 5:20:37 PM	EDG	105252057	742008	HILLYARD / HUTCHINSON	2,640.58	Yes	No
5/23/2019 5:20:37 PM	EDG	105252057	742009	HOLZEMER, THOMAS JOSEPH	70.00	Yes	No
5/23/2019 5:20:37 PM	EDG	105252057	742010	HOWARD, DOMINIC	70.00	Yes	No
5/23/2019 5:20:37 PM	EDG	105252057	742011	HUSCHKA, MARTHA M	60.00	Yes	No
5/23/2019 5:20:37 PM	EDG	105252057	742012	INNOVATIVE OFFICE SOLUTIONS	288.88	Yes	No
5/23/2019 5:20:37 PM	EDG	105252057	742013	JAKUBOWSKY, MARCUS	80.00	Yes	No
5/23/2019 5:20:37 PM	EDG	105252057	742014	JENSEN, RANDY	70.00	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742015	JOHNSON CONTROLS	1,131.94	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742016	JOHNSON, RAY	210.00	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742017	JONCKOWSKI, DICK	150.00	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742018	KAHMEYER, TROY	79.00	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742019	KNUTSON, GREG	70.00	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742020	KOTEK, MARK	156.00	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742021	KRINHOP, BRIAN	70.00	Yes	No
5/23/2019 5:20:38 PM	EDG	105252057	742022	KUDEBEH, STEVEN D	133.00	Yes	No
5/23/2019 5:20:39 PM	EDG	105252057	742023	KULLY SUPPLY CO	56.23	Yes	No
5/23/2019 5:20:39 PM	EDG	105252057	742024	LACH, THEAVY	50.00	Yes	No
5/23/2019 5:20:39 PM	EDG	105252057	742025	LARKIN, HEIDI	133.00	Yes	No
5/23/2019 5:20:39 PM	EDG	105252057	742026	LAURSEN PIANO SERVICE	202.00	Yes	No
5/23/2019 5:20:39 PM	EDG	105252057	742027	LOVING SR, KRISTOPHER D	54.00	Yes	No
5/23/2019 5:20:39 PM	EDG	105252057	742028	MACKIN EDUCATIONAL RESOURCES	2,457.16	Yes	No
5/23/2019 5:20:39 PM	EDG	105252057	742029	MAILFINANCE - NEOPOST LEASE	421.77	Yes	No

Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
5/23/2019 5:20:40 PM	EDG	105252057	742030	MASBERG, JOHN	78.00	Yes	No
5/23/2019 5:20:40 PM	EDG	105252057	742031	MCCORMICK, DALE	270.00	Yes	No
5/23/2019 5:20:40 PM	EDG	105252057	742032	MCCORMICK, DIANE	270.00	Yes	No
5/23/2019 5:20:40 PM	EDG	105252057	742033	MIDWEST EDUCATIONAL CONSULTANT	350.00	Yes	No
5/23/2019 5:20:40 PM	EDG	105252057	742034	MIELKE, TYLER	78.00	Yes	No
5/23/2019 5:20:40 PM	EDG	105252057	742035	MINNESOTA COACHES, INC	1,289.93	Yes	No
5/23/2019 5:20:40 PM	EDG	105252057	742036	MINNESOTA SCHOOL OF BUSINESS	43,339.23	Yes	No
5/23/2019 5:20:41 PM	EDG	105252057	742037	MN HOSA	180.00	Yes	No
5/23/2019 5:20:41 PM	EDG	105252057	742038	MN STATE HIGH SCHOOL LEAGUE	700.00	Yes	No
5/23/2019 5:20:41 PM	EDG	105252057	742039	MONSSEN, LEE	70.00	Yes	No
5/23/2019 5:20:41 PM	EDG	105252057	742040	MOSELLE, GARETT	78.00	Yes	No
5/23/2019 5:20:41 PM	EDG	105252057	742041	MUSIC MART	1,625.00	Yes	No
5/23/2019 5:20:41 PM	EDG	105252057	742042	NAC BUILDING SOLUTIONS	613.00	Yes	No
5/23/2019 5:20:41 PM	EDG	105252057	742043	NICHOLSON, JOHN P	133.00	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742044	OBRIAN, TOM	79.00	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742045	OBRIEN, NICOLE (NIKKI)	60.00	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742046	OCONNOR, MICHAEL	78.00	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742047	OFFICE OF MN IT SERVICES	89.10	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742048	ORTON GILLINGHAM OF MINNESOTA	1,100.00	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742049	PALMER BUS SERVICES	156,009.49	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742050	PARK NICOLLET HEALTH SERVICES	670.00	Yes	No
5/23/2019 5:20:42 PM	EDG	105252057	742051	PETERSON BROS. ROOFING	3,327.80	Yes	No
5/23/2019 5:20:43 PM	EDG	105252057	742052	POLAR ELECTRO INC	3,505.20	Yes	No
5/23/2019 5:20:43 PM	EDG	105252057	742053	PRAIRIE RIVER HOME CARE, INC	2,518.75	Yes	No
5/23/2019 5:20:43 PM	EDG	105252057	742054	PRINT DYNAMIX, LLC2	1,230.78	Yes	No
5/23/2019 5:20:43 PM	EDG	105252057	742055	RADMACHER, JON	78.00	Yes	No
5/23/2019 5:20:43 PM	EDG	105252057	742056	RAMACHER, THUY	70.00	Yes	No
5/23/2019 5:20:43 PM	EDG	105252057	742057	REED, SCOTT	108.00	Yes	No
5/23/2019 5:20:43 PM	EDG	105252057	742058	RIESGRAF, DAN	70.00	Yes	No
5/23/2019 5:20:44 PM	EDG	105252057	742059	RIESGRAF, DAN	70.00	Yes	No
5/23/2019 5:20:44 PM	EDG	105252057	742060	RIVERA, RICARDO FRANK	318.00	Yes	No
5/23/2019 5:20:44 PM	EDG	105252057	742061	RIVERFRONT PRINTING	52.00	Yes	No
5/23/2019 5:20:44 PM	EDG	105252057	742062	ROSEVILLE AREA SCHOOLS	465.00	Yes	No
5/23/2019 5:20:44 PM	EDG	105252057	742063	RUUD, RYAN EUGENE	90.00	Yes	No

Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
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5/23/2019 5:20:45 PM	EDG	105252057	742066	SCHLEPER, GARY	60.00	Yes	No
5/23/2019 5:20:45 PM	EDG	105252057	742067	SEW EASY DESIGNS	225.47	Yes	No
5/23/2019 5:20:45 PM	EDG	105252057	742068	SHAKOPEE COMMUNITY ED	200.00	Yes	No
5/23/2019 5:20:45 PM	EDG	105252057	742069	SMITH, JAMES E	238.00	Yes	No
5/23/2019 5:20:45 PM	EDG	105252057	742070	SOUTHWEST METRO EDUCATIONAL CO	170,970.66	Yes	No
5/23/2019 5:20:45 PM	EDG	105252057	742071	STENZEL, MELISSA	30.00	Yes	No
5/23/2019 5:20:45 PM	EDG	105252057	742072	STRATFORD SIGN COMPANY	3,265.00	Yes	No
5/23/2019 5:20:46 PM	EDG	105252057	742073	SWANSON MEATS INC	353.85	Yes	No
5/23/2019 5:20:46 PM	EDG	105252057	742074	TDS METROCOM	3,700.14	Yes	No
5/23/2019 5:20:46 PM	EDG	105252057	742075	TIERNEY BROTHERS INC	106.64	Yes	No
5/23/2019 5:20:46 PM	EDG	105252057	742076	TIMP, JAMES EDWARD	40.00	Yes	No
5/23/2019 5:20:46 PM	EDG	105252057	742077	TRANG, KRIS	70.00	Yes	No
5/23/2019 5:20:46 PM	EDG	105252057	742078	TREML, LISA D	50.00	Yes	No
5/23/2019 5:20:46 PM	EDG	105252057	742079	TRI DIM FILTER CORPORATION	741.00	Yes	No
5/23/2019 5:20:47 PM	EDG	105252057	742080	TRIO SUPPLY COMPANY	1,564.61	Yes	No
5/23/2019 5:20:47 PM	EDG	105252057	742081	TWIN CITIES DOTS & POP	3,920.40	Yes	No
5/23/2019 5:20:47 PM	EDG	105252057	742082	UHL CO., INC	5,902.74	Yes	No
5/23/2019 5:20:47 PM	EDG	105252057	742083	US FOODS, INC.	27,604.53	Yes	No
5/23/2019 5:20:47 PM	EDG	105252057	742084	UTECHT, GREGORY R	40.00	Yes	No
5/23/2019 5:20:47 PM	EDG	105252057	742085	UTECHT, THERESA ANNE	40.00	Yes	No
5/23/2019 5:20:47 PM	EDG	105252057	742086	VERIZON WIRELESS	6,023.94	Yes	No
5/23/2019 5:20:48 PM	EDG	105252057	742087	WAGNER PRESS	790.80	Yes	No
5/23/2019 5:20:48 PM	EDG	105252057	742088	WANKE, SANDRA	105.00	Yes	No
5/23/2019 5:20:48 PM	EDG	105252057	742089	WARD, DENNIS	78.00	Yes	No
5/23/2019 5:20:48 PM	EDG	105252057	742090	WATTENPHUL, TWILA	71.39	Yes	No
5/23/2019 5:20:48 PM	EDG	105252057	742091	WEST, DON	394.00	Yes	No
5/23/2019 5:20:48 PM	EDG	105252057	742092	WHITE, TERRENCE	79.00	Yes	No
5/23/2019 5:20:48 PM	EDG	105252057	742093	WHITNEY, WILLIAM	79.00	Yes	No
5/23/2019 5:20:49 PM	EDG	105252057	742094	YOUTH ENRICHMENT LEAGUE	2,641.00	Yes	No
5/23/2019 5:20:49 PM	EDG	105252057	742095	ZIMANSKE, DOUGLAS	78.00	Yes	No
5/23/2019 5:20:49 PM	EDG	105252057	742096	ZIMMERMAN, FRANK	78.00	Yes	No

*** Totals

Total Documents: 135

Total Amount: 483,178.72

Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
5/31/2019 3:53:06 PM	EDG	105252057	742113	ABRAKADOODLE	840.00	Yes	No
5/31/2019 3:53:06 PM	EDG	105252057	742114	ACADEMIC ALL STAR TUTORING	1,309.00	Yes	No
5/31/2019 3:53:06 PM	EDG	105252057	742115	AG IREPAIR	548.00	Yes	No
5/31/2019 3:53:06 PM	EDG	105252057	742116	ALPHA VIDEO & AUDIO INC	10,098.30	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742117	ANCHOR PAPER	11.50	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742118	ARCH LANGUAGE NETWORK INC	160.00	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742119	ATX LEARNING	6,993.75	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742120	BARTLEY, JENNIFER - EC	92.05	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742121	BIX PRODUCE CO.	2,507.37	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742122	BOCK, ELIZABETH	154.99	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742123	CANON FINANCIAL SERVICES	2,563.44	Yes	No
5/31/2019 3:53:07 PM	EDG	105252057	742124	CITY OF PRIOR LAKE	238.05	Yes	No
5/31/2019 3:53:08 PM	EDG	105252057	742125	COMO PARK ZOO	300.00	Yes	No
5/31/2019 3:53:08 PM	EDG	105252057	742126	COOLE SCHOOL	356.40	Yes	No
5/31/2019 3:53:08 PM	EDG	105252057	742127	CROWFEATHER, REUBEN	175.00	Yes	No
5/31/2019 3:53:08 PM	EDG	105252057	742128	CUB FOODS	513.13	Yes	No
5/31/2019 3:53:08 PM	EDG	105252057	742129	DEARLY, JERRY M	800.00	Yes	No
5/31/2019 3:53:08 PM	EDG	105252057	742130	DEMCO INC	84.52	Yes	No
5/31/2019 3:53:08 PM	EDG	105252057	742131	DIVERSIFIED SNACK DISTRIBUTORS	4,882.82	Yes	No
5/31/2019 3:53:09 PM	EDG	105252057	742132	DRAMA KIDS	1,296.00	Yes	No
5/31/2019 3:53:09 PM	EDG	105252057	742133	EARTHGRAINS	1,656.46	Yes	No
5/31/2019 3:53:09 PM	EDG	105252057	742134	FERGUSON, RANDALL L	200.00	Yes	No
5/31/2019 3:53:09 PM	EDG	105252057	742135	FRID, THEODORE (TEDDY)	40.00	Yes	No
5/31/2019 3:53:09 PM	EDG	105252057	742136	FULTON, LISA	2,050.00	Yes	No
5/31/2019 3:53:09 PM	EDG	105252057	742137	GOPHER SPORT	479.28	Yes	No
5/31/2019 3:53:09 PM	EDG	105252057	742138	GROTH MUSIC	46.80	Yes	No
5/31/2019 3:53:10 PM	EDG	105252057	742139	HILLYARD / HUTCHINSON	543.64	Yes	No
5/31/2019 3:53:10 PM	EDG	105252057	742140	HOUGHTON MIFFLIN HARCOURT	18,498.20	Yes	No
5/31/2019 3:53:10 PM	EDG	105252057	742141	HYVEE INC	330.00	Yes	No
5/31/2019 3:53:10 PM	EDG	105252057	742142	INFINITE CAMPUS, INC.	375.00	Yes	No
5/31/2019 3:53:10 PM	EDG	105252057	742143	INNOVATIVE OFFICE SOLUTIONS	1,092.43	Yes	No
5/31/2019 3:53:10 PM	EDG	105252057	742144	INSIGHT PUBLIC SECTOR, INC	5,678.57	Yes	No
5/31/2019 3:53:10 PM	EDG	105252057	742145	JAGUAR COMMUNICATIONS INC	4,590.00	Yes	No
5/31/2019 3:53:11 PM	EDG	105252057	742146	JORDAN SHUCK AND SARAH KAVANAG	300.00	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
5/31/2019 3:53:11 PM	EDG	105252057	742147	JW PEPPER	158.99	Yes	No
5/31/2019 3:53:11 PM	EDG	105252057	742148	KONIEZKO, ANNA	133.00	Yes	No
5/31/2019 3:53:11 PM	EDG	105252057	742149	LINCOLN NATIONAL LIFE INS CO	49,159.58	Yes	No
5/31/2019 3:53:11 PM	EDG	105252057	742150	MINNESOTA HIGHWAY SAFETY & RESE	360.00	Yes	No
5/31/2019 3:53:11 PM	EDG	105252057	742151	MINNESOTA COACHES, INC	234.00	Yes	No
5/31/2019 3:53:11 PM	EDG	105252057	742152	Mood Media	162.06	Yes	No
5/31/2019 3:53:12 PM	EDG	105252057	742153	UNIVERSITY OF MINNESOTA	435.00	Yes	No
5/31/2019 3:53:12 PM	EDG	105252057	742154	MINNESOTA DEPT OF EDUCATION	30.00	Yes	No
5/31/2019 3:53:12 PM	EDG	105252057	742155	PARSONS, KAREN	207.00	Yes	No
5/31/2019 3:53:12 PM	EDG	105252057	742156	PERFORMANCE FOOD GROUP	1,740.53	Yes	No
5/31/2019 3:53:12 PM	EDG	105252057	742157	PIONEER VALLEY BOOKS	15,533.25	Yes	No
5/31/2019 3:53:12 PM	EDG	105252057	742158	PITNEY BOWES	521.13	Yes	No
5/31/2019 3:53:12 PM	EDG	105252057	742159	PRAIRIE RIVER HOME CARE, INC	2,518.75	Yes	No
5/31/2019 3:53:13 PM	EDG	105252057	742160	PROVISION MEDIA INC.	680.00	Yes	No
5/31/2019 3:53:13 PM	EDG	105252057	742161	RIVER BOTTOM PRODUCTIONS	300.00	Yes	No
5/31/2019 3:53:13 PM	EDG	105252057	742162	RIVER VALLEY THEATRE COMPANY	758.40	Yes	No
5/31/2019 3:53:13 PM	EDG	105252057	742163	SHAKOPEE DIVERSITY ALLIANCE	15.00	Yes	No
5/31/2019 3:53:13 PM	EDG	105252057	742164	SHIBLEY, JEREMY	70.00	Yes	No
5/31/2019 3:53:13 PM	EDG	105252057	742165	SHIFFLER EQUIPMENT SALES, INC.	1,176.82	Yes	No
5/31/2019 3:53:13 PM	EDG	105252057	742166	TIERNEY BROTHERS INC	959.00	Yes	No
5/31/2019 3:53:14 PM	EDG	105252057	742167	TRIO SUPPLY COMPANY	1,210.57	Yes	No
5/31/2019 3:53:14 PM	EDG	105252057	742168	US FOODS, INC.	22,317.11	Yes	No
5/31/2019 3:53:14 PM	EDG	105252057	742169	WILHAUS, ROGER	79.00	Yes	No
5/31/2019 3:53:14 PM	EDG	105252057	742170	WORTHINGTON DIRECT	7,809.43	Yes	No

*** Totals

Total Documents: 58

Total Amount: 176,373.32

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
6/4/2019 10:34:35 AM	EDG	105252057	742113	ABRAKADOODLE	840.00	Yes	No
6/4/2019 10:34:35 AM	EDG	105252057	742114	ACADEMIC ALL STAR TUTORING	1,309.00	Yes	No
6/4/2019 10:34:35 AM	EDG	105252057	742115	AG IREPAIR	548.00	Yes	No
6/4/2019 10:34:35 AM	EDG	105252057	742116	ALPHA VIDEO & AUDIO INC	10,098.30	Yes	No
6/4/2019 10:34:35 AM	EDG	105252057	742117	ANCHOR PAPER	11.50	Yes	No
6/4/2019 10:34:36 AM	EDG	105252057	742118	ARCH LANGUAGE NETWORK INC	160.00	Yes	No
6/4/2019 10:34:36 AM	EDG	105252057	742119	ATX LEARNING	6,993.75	Yes	No
6/4/2019 10:34:36 AM	EDG	105252057	742120	BARTLEY, JENNIFER - EC	92.05	Yes	No
6/4/2019 10:34:36 AM	EDG	105252057	742121	BIX PRODUCE CO.	2,507.37	Yes	No
6/4/2019 10:34:36 AM	EDG	105252057	742122	BOCK, ELIZABETH	154.99	Yes	No
6/4/2019 10:34:36 AM	EDG	105252057	742123	CANON FINANCIAL SERVICES	2,563.44	Yes	No
6/4/2019 10:34:36 AM	EDG	105252057	742124	CITY OF PRIOR LAKE	238.05	Yes	No
6/4/2019 10:34:37 AM	EDG	105252057	742125	COMO PARK ZOO	300.00	Yes	No
6/4/2019 10:34:37 AM	EDG	105252057	742126	COOLE SCHOOL	356.40	Yes	No
6/4/2019 10:34:37 AM	EDG	105252057	742127	CROWFEATHER, REUBEN	175.00	Yes	No
6/4/2019 10:34:37 AM	EDG	105252057	742128	CUB FOODS	513.13	Yes	No
6/4/2019 10:34:37 AM	EDG	105252057	742129	DEARLY, JERRY M	800.00	Yes	No
6/4/2019 10:34:37 AM	EDG	105252057	742130	DEMCO INC	84.52	Yes	No
6/4/2019 10:34:37 AM	EDG	105252057	742131	DIVERSIFIED SNACK DISTRIBUTORS	4,882.82	Yes	No
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6/4/2019 10:34:38 AM	EDG	105252057	742133	EARTHGRAINS	1,656.46	Yes	No
6/4/2019 10:34:38 AM	EDG	105252057	742134	FERGUSON, RANDALL L	200.00	Yes	No
6/4/2019 10:34:38 AM	EDG	105252057	742135	FRID, THEODORE (TEDDY)	40.00	Yes	No
6/4/2019 10:34:38 AM	EDG	105252057	742136	FULTON, LISA	2,050.00	Yes	No
6/4/2019 10:34:38 AM	EDG	105252057	742137	GOPHER SPORT	479.28	Yes	No
6/4/2019 10:34:38 AM	EDG	105252057	742138	GROTH MUSIC	46.80	Yes	No
6/4/2019 10:34:39 AM	EDG	105252057	742139	HILLYARD / HUTCHINSON	543.64	Yes	No
6/4/2019 10:34:39 AM	EDG	105252057	742140	HOUGHTON MIFFLIN HARCOURT	18,498.20	Yes	No
6/4/2019 10:34:39 AM	EDG	105252057	742141	HYVEE INC	330.00	Yes	No
6/4/2019 10:34:39 AM	EDG	105252057	742142	INFINITE CAMPUS, INC.	375.00	Yes	No
6/4/2019 10:34:39 AM	EDG	105252057	742143	INNOVATIVE OFFICE SOLUTIONS	1,092.43	Yes	No
6/4/2019 10:34:39 AM	EDG	105252057	742144	INSIGHT PUBLIC SECTOR, INC	5,678.57	Yes	No
6/4/2019 10:34:39 AM	EDG	105252057	742145	JAGUAR COMMUNICATIONS INC	4,590.00	Yes	No
6/4/2019 10:34:40 AM	EDG	105252057	742146	JORDAN SHUCK AND SARAH KAVANAG	300.00	Yes	No

Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
6/4/2019 10:34:40 AM	EDG	105252057	742147	JW PEPPER	158.99	Yes	No
6/4/2019 10:34:40 AM	EDG	105252057	742148	KONIEZKO, ANNA	133.00	Yes	No
6/4/2019 10:34:40 AM	EDG	105252057	742149	LINCOLN NATIONAL LIFE INS CO	49,159.58	Yes	No
6/4/2019 10:34:40 AM	EDG	105252057	742150	MINNESOTA HIGHWAY SAFETY & RESE	360.00	Yes	No
6/4/2019 10:34:40 AM	EDG	105252057	742151	MINNESOTA COACHES, INC	234.00	Yes	No
6/4/2019 10:34:40 AM	EDG	105252057	742152	Mood Media	162.06	Yes	No
6/4/2019 10:34:40 AM	EDG	105252057	742153	UNIVERSITY OF MINNESOTA	435.00	Yes	No
6/4/2019 10:34:41 AM	EDG	105252057	742154	MINNESOTA DEPT OF EDUCATION	30.00	Yes	No
6/4/2019 10:34:41 AM	EDG	105252057	742155	PARSONS, KAREN	207.00	Yes	No
6/4/2019 10:34:41 AM	EDG	105252057	742156	PERFORMANCE FOOD GROUP	1,740.53	Yes	No
6/4/2019 10:34:41 AM	EDG	105252057	742157	PIONEER VALLEY BOOKS	15,533.25	Yes	No
6/4/2019 10:34:41 AM	EDG	105252057	742158	PITNEY BOWES	521.13	Yes	No
6/4/2019 10:34:41 AM	EDG	105252057	742159	PRAIRIE RIVER HOME CARE, INC	2,518.75	Yes	No
6/4/2019 10:34:42 AM	EDG	105252057	742160	PROVISION MEDIA INC.	680.00	Yes	No
6/4/2019 10:34:42 AM	EDG	105252057	742161	RIVER BOTTOM PRODUCTIONS	300.00	Yes	No
6/4/2019 10:34:42 AM	EDG	105252057	742162	RIVER VALLEY THEATRE COMPANY	758.40	Yes	No
6/4/2019 10:34:42 AM	EDG	105252057	742163	SHAKOPEE DIVERSITY ALLIANCE	15.00	Yes	No
6/4/2019 10:34:42 AM	EDG	105252057	742164	SHIBLEY, JEREMY	70.00	Yes	No
6/4/2019 10:34:42 AM	EDG	105252057	742165	SHIFFLER EQUIPMENT SALES, INC.	1,176.82	Yes	No
6/4/2019 10:34:42 AM	EDG	105252057	742166	TIERNEY BROTHERS INC	959.00	Yes	No
6/4/2019 10:34:43 AM	EDG	105252057	742167	TRIO SUPPLY COMPANY	1,210.57	Yes	No
6/4/2019 10:34:43 AM	EDG	105252057	742168	US FOODS, INC.	22,317.11	Yes	No
6/4/2019 10:34:43 AM	EDG	105252057	742169	WILHAUS, ROGER	79.00	Yes	No
6/4/2019 10:34:43 AM	EDG	105252057	742170	WORTHINGTON DIRECT	7,809.43	Yes	No

*** Totals

Total Documents: 58

Total Amount: 176,373.32

Bank Account - Wires Out

Date	Description	Amount
5/1/2019	Health Partners Premium	3,752.00
5/2/2019	Teachers Retirement Association (TRA) ACH	269,788.84
5/2/2019	Public Employee Retirement Association (PERA) ACH	70,095.75
5/3/2019	Payroll Voluntary Deductions	65,140.15
5/7/2019	Payroll Voluntary Deductions	9,521.49
5/7/2019	RevTrak Credit Card Fees	5,278.51
5/7/2019	Merchant Credit Card Fees	2,464.80
5/7/2019	Payroll Direct Deposit	1,266.19
5/7/2019	Miscellaneous Service Charges	48.20
5/8/2019	Miscellaneous Service Charges	1.45
5/9/2019	Payroll Direct Deposit	1,516,398.58
5/13/2019	IRS Federal Taxes ACH	533,797.89
5/14/2019	State of MN Taxes ACH	91,300.00
5/14/2019	Payroll Voluntary Deductions	11,957.84
5/14/2019	State of MN Taxes ACH	215.51
5/16/2019	Payroll Voluntary Deductions	65,494.75
5/17/2019	Teachers Retirement Association (TRA) ACH	273,887.71
5/17/2019	Public Employee Retirement Association (PERA) ACH	77,111.31
5/17/2019	Employee Reimbursement ACH	14,256.38
5/21/2019	Payroll Voluntary Deductions	14,733.72
5/21/2019	Miscellaneous Service Charges	52.60
5/22/2019	403b Wire	133,141.78
5/22/2019	Payroll Voluntary Deductions	3,639.55
5/23/2019	Payroll Direct Deposit	1,516,582.08
5/28/2019	IRS Federal Taxes ACH	532,441.68
5/29/2019	State of MN Taxes ACH	90,864.00
5/29/2019	Payroll Voluntary Deductions	12,792.28
5/31/2019	Teachers Retirement Association (TRA) ACH	272,684.25
5/31/2019	Public Employee Retirement Association (PERA) ACH	77,018.62
5/31/2019	Payroll Voluntary Deductions	65,469.73
5/31/2019	Transfer to High School Activity Fund	3,530.00
5/31/2019	Bank Service Charge	1,197.20
		5,735,924.84

DRAFT AIA® Document G701™ - 2001

Change Order

PROJECT (Name and address):
 Shakopee High School Additions and Renovations
 100 17th Avenue West
 Shakopee, MN 55379

TO CONTRACTOR (Name and address):
 Shaw-Lundquist Associates, Inc.
 2757 West Service Road
 St. Paul, MN 55121

CHANGE ORDER NUMBER: 0030
DATE: May 22, 2019

ARCHITECT'S PROJECT NUMBER: 152092
CONTRACT DATE: July 26, 2016
CONTRACT FOR: General Construction

OWNER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

THE CONTRACT IS CHANGED AS FOLLOWS:

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

1. PCO 430/PR 344: A120 Monitor and Kitchen Fire Alarm Devices ADD: \$2,911.52
2. PCO 440/CCD 023/PR 354: Piping between the Existing and New Chilled Water Loop ADD: \$17,819.27
3. PCO 485/PR 368: Finned Tube Radiation at Reception Desk ADD: \$3,445.97

TOTAL THIS CHANGE ORDER: \$24,176.76

The original Contract Sum was
 The net change by previously authorized Change Orders
 The Contract Sum prior to this Change Order was
 The Contract Sum will be increased by this Change Order in the amount of
 The new Contract Sum including this Change Order will be

\$	73,088,000.00
\$	3,307,184.14
\$	76,395,184.14
\$	24,176.76
\$	76,419,360.90

The Contract Time will be unchanged by zero (0) days.
 The date of Substantial Completion as of the date of this Change Order therefore is September 2, 2018

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

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

Wold Architects Engineers
ARCHITECT (Firm name)
 332 Minnesota Street, Suite W2000
 St. Paul, MN 55102
ADDRESS

BY (Signature)
R. Scott McQueen
 (Typed name)

DATE

Shaw-Lundquist Associates, Inc.
CONTRACTOR (Firm name)
 2757 West Service Road
 St. Paul, MN 55121
ADDRESS

BY (Signature)
Trent Lundquist
 (Typed name)

DATE

Independent School District #720
OWNER (Firm name)
 1200 Town Square Mall
 Shakopee, MN 55379
ADDRESS

BY (Signature)
Jeffrey Priess, Director of Finance
 (Typed name)

DATE

**RESOLUTION TO DETERMINE 2019 POPULATION ESTIMATE FOR
INDEPENDENT SCHOOL DISTRICT NO. 720**

WHEREAS, Community Education funding is based upon specific district population, and,

WHEREAS, Independent School District No. 720 wishes to use its own estimates for a more accurate population count, and,

WHEREAS, Independent School District No. 720 obtains its population information from:

- *Reports on births from local and area medical centers;
- *Census information received from early childhood programs,
- *Scott County offices,
- *City of Shakopee offices,
- *Metropolitan Regional Council,
- *U.S. Census Office,
- *State Demographers office, and

NOW THEREFORE BE IT RESOLVED, that the basic Community Education levy will be based on a 48,954 population count as determined by Independent School District No. 720.

Signed this 24th day of June, 2019

Mike Redmond
Superintendent of Schools

Reggie Bowerman, Chair
Board of Education

Bob Greeley, Director
Community Education

602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

I. PURPOSE

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advance, effective planning of the school year.

III. CALENDAR RESPONSIBILITY

- A. The school calendar shall be adopted annually by the school board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff, and parents.

[Note: The annual school calendar must include at least 425 hours of instruction for a kindergarten student without a disability, 935 hours of instruction for a student in grades 1 through 6, and 1,020 hours of instruction for a student in grades 7 through 12, not including summer school. The school calendar for all-day kindergarten must include at least 850 hours of instruction for the school year. If a voluntary prekindergarten program is offered by the school district, a prekindergarten student must receive at least 350 hours of instruction for the school year. A school board's annual calendar must include at least 165 days of instruction for a student in grades 1 through 11 unless a four-day week schedule has been approved by the Commissioner of Education under Minn. Stat. § 124D.126. A school board's annual school calendar may include plans for up to five days of instruction provided through online instruction due to inclement weather. The inclement weather plans must be developed according to Section V., below.]

~~*[Note: To the extent the school board offers K-12 teachers the opportunity for more staff development training under Minn. Stat. § 122A.40, Subds. 7 and 7a, or Minn. Stat. § 122A.41, Subds. 4 and 4a, the school district shall adopt as its school calendar a total of 240 days of student instruction and staff development, of which the total number of staff development days equals the difference between the total number of days of student instruction and 240 days. The school board may schedule additional staff development days throughout the*~~

~~*calendar year.*~~

- B. Except for learning programs during summer and flexible learning year programs, the school district will not commence an elementary or secondary school year before Labor Day, except as provided in Section III.B.1., III.B.2., or III.B.3. Days devoted to teacher's workshops may be held before Labor Day.
 - 1. The school district may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of \$400,000 or more affecting a school district school facility.
 - 2. The school district may begin the school year on any day before Labor Day if the school district has agreement under Minn. Stat. § 123A.30, § 123A.32, or § 123A.35 with a school district that qualifies under Section III.B.1.
 - 3. The school district may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state.
- C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer process.

[Note: The provisions of the prior law requiring the school board to adopt the calendar for the next school year by April 1 have been repealed. The school board should still attempt to establish the calendar as early as possible so proper planning can take place by all members of the school community.]

IV. SCHOOL DAY RESPONSIBILITY

- A. The superintendent shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.
- B. In developing the student day schedule, the superintendent shall consider such factors as school bus schedules, cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving of attention.
- C. Proposed changes in the school day shall be subject to review and approval by the school board.

V. E-LEARNING DAYS

- A. An "e-learning day" is a school day where a school offers full access to online instruction provided by students' individual teachers due to inclement weather.
- B. A school district may designate up to five e-learning days in one school year.

- C. An e-learning day is counted as a day of instruction and included in the hours of instruction pursuant to Section III.A., above.
- D. The e-learning day plan developed by the school district will include accommodations for students without Internet access at home and for digital device access for families without the technology or with an insufficient amount of technology for the number of children in the household. The plan must also provide accessible options for students with disabilities.
- E. The school district must notify parents and students of its e-learning day plan at the beginning of each school year.
- F. When an e-learning day is declared by the school district, notice must be provided to parents and students **at least two hours** prior to the normal school start time that students will need to follow the e-learning day plan for that day.
- G. On an e-learning day, each student's teacher must be accessible both online and by telephone during normal school hours to assist students and parents.

Legal References: Minn. Stat. § 120A.40 (School Calendar)
Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
Minn. Stat. § 120A.414 (E-Learning Days)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § 120A.42 (Holidays)
Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123A.32 (Interdistrict Cooperation)
Minn. Stat. § 123A.35 (Cooperation and Combination)
Minn. Stat. § 124D.11, Subd. 9 (Revenue for Results-Oriented Charter School)
Minn. Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible Learning Year Programs)
Minn. Stat. § 124D.151 (Voluntary Prekindergarten Program)
Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)

Cross References: MSBA/MASA Model Policy 425 (Staff Development)

603 CURRICULUM DEVELOPMENT

[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long-range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its school sites, and shall include parent, teacher, support staff, student, community residents, and administration representation, and shall provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents shall comprise at least two-thirds of advisory committee members.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
 - 1. Provide for articulation of courses of study from kindergarten through grade twelve.
 - 2. Identify minimum objectives for each course and at each elementary grade

level.

3. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.
 4. Provide a program for ongoing monitoring of student progress.
 5. Provide for specific, particular, and special needs of all members of the student community.
 6. Develop a local literacy plan to have every child reading at or above grade level no later than the end of grade 3, including English learners, and teachers providing comprehensive, scientifically based reading instruction consistent with law.
 7. Integrate required and elective course standards in the scope and sequence of the district curriculum.
 8. Meet all applicable requirements of the Minnesota Department of Education and federal law.
- D. The superintendent shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.
- E. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References: Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Rules Part 3500.0550 (Inclusive Educational Program)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

Adopted: 11-12-07

MSBA/MASA Model Policy 606

Orig. 1995

Revised: 1st Reading 6-24-19

Rev. 2005

606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS

I. PURPOSE

The purpose of this policy is to provide direction for selection of textbooks and instructional materials.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that selection of textbooks and instructional materials is a vital component of the school district's curriculum. The school board also recognizes that it has the authority to make final decisions on selection of all textbooks and instructional materials.

III. RESPONSIBILITY OF SELECTION

- A. While the school board retains its authority to make final decisions on the selection of textbooks and instructional materials, the school board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of textbooks and instructional materials. Accordingly, the school board delegates to the superintendent the responsibility to direct the professional staff in formulating recommendations to the school board on textbooks and other instructional materials.
- B. In reviewing textbooks and instructional materials during the selection process, the professional staff shall select materials which:
1. support the goals and objectives of the education programs;
 2. consider the needs, age, and maturity of students;
 3. foster respect and appreciation for cultural diversity and varied opinion;
 4. fit within the constraints of the school district budget;
 5. are in the English language. Another language may be used, pursuant to Minn. Stat. § 124D.61;
 6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation

or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and

7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.

C. The superintendent shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of textbooks and other instructional materials by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.

IV. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS

A. The superintendent shall be responsible for keeping the school board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.

B. The superintendent shall present a recommendation to the school board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.

V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS

A. The school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. Interested persons may request an opportunity to review materials and submit a request for reconsideration of the use of certain textbooks or instructional materials.

B. The superintendent shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of textbooks or other instructional materials.

C. The superintendent shall present a procedure to the school board for review and approval regarding reconsideration of textbooks or other instructional materials. When approved by the school board, such procedure shall be an addendum to this policy.

Legal References: Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction - Curriculum)
Minn. Stat. § 120B.235 (American Heritage Education)

Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)

Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)

Minn. Stat. § 124D.59-124D.61 (Limited English Proficiency)

Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)

Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)

Pratt v. Independent Sch. Dist. No. 831, 670 F.2d 771 (8th Cir. 1982)

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 604 (Instructional Curriculum)

Adopted: 5-14-07

MSBA/MASA Model Policy 608

Orig. 1995

Revised: 1st Reading 6-24-19

Rev. 2009

608 INSTRUCTIONAL SERVICES – SPECIAL EDUCATION

[Note: The provisions of this policy substantially reflect statutory and regulatory requirements.]

I. PURPOSE

The purpose of this policy is to set forth the position of the school board on the need to provide special educational services to some students in the school district.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that some students need special education and further recognizes the importance of providing a free appropriate public education and delivery system for students in need of special education.

III. RESPONSIBILITIES

- A. The school board accepts its responsibility to identify, evaluate, and provide special education and related services for ~~disabled children~~ students with disabilities who are properly the responsibility of the school district and who meet the criteria to qualify for special education and related services as set forth in Minnesota and federal law.
- B. The school district shall ensure that all qualified ~~disabled children~~ students with disabilities are provided special education and related services which are appropriate to their educational needs.
- C. When such services require or result from interagency cooperation, the school district shall participate in such interagency activities in compliance with applicable federal and state law.

Legal References: Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 125A.02 (Definition of Child with a Disability)
Minn. Stat. §§ 125A.027, 125A.03, 125A.08, 125A.15, and
125A.29
(District Obligations)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education
Improvement Act of 2004)

Cross References: MSBA/MASA Model Policy 402 (Disability Nondiscrimination
Policy) MSBA/MASA Model Policy 508 (Extended School Year for

Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 509 (Enrollment of Nonresident
Students)

MSBA/MASA Model Policy 521 (Student Disability
Nondiscrimination)

Adopted: 6-11-07

MSBA/MASA Model Policy 611

Orig. 1996

Revised: 1st Reading 6-24-19

Rev. 2017

611 HOME SCHOOLING

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request, as required by law, the school district will provide textbooks, individualized instructional or cooperative learning materials, software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request, as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

[Note: The provisions of Article VIII. - Shared Time Programs do not make a determination as to whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

- 1. Minnesota State High School League-sponsored activities (where six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school which is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
 - b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
 - c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities where six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation Services

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (School Boards May Require Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

Minn. Stat. § 123B.86 (Equal Treatment - Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials,
Standardized Tests)

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 510 (School Activities)

Adopted: 5-14-07

MSBA/MASA Model Policy 615

Orig. 1997

Revised: 1st Reading 6-24-19

Rev. 2017

615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPs, SECTION 504 PLANS, AND LEP STUDENTS

I. PURPOSE

The purpose of the policy is to provide adequate opportunity for students identified as having individualized education program (IEP), Rehabilitation Act of 1973, § 504 accommodation plan (504 plan), or English Learner (EL) needs to participate in statewide assessment systems designed to hold schools accountable for the academic performance of all students.

II. GENERAL STATEMENT OF POLICY

A. Minnesota Test of Academic Skills (MTAS)

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.
2. Participation decisions will be made separately for mathematics, reading, and science. The assessment options are the Minnesota Comprehensive Assessment (MCA) and the MTAS.
3. Eligibility Requirements
 - a. The following requirements must be met for a student with a significant cognitive disability to be eligible for the MTAS:
 - (1) The IEP team must consider the student's ability to access the MCA, with or without accommodations;
 - (2) The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided;

- (3) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a significant impact on his or her ability to function in multiple environments, including home, school, and community;
 - (4) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;
 - (5) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.
- b. MTAS participation decisions must not be made on the following factors:
- (1) Student's disability category;
 - (2) Placement;
 - (3) Participation in a separate, specialized curriculum;
 - (4) An expectation that the student will receive a low score on the MCA;
 - (5) Language, social, cultural, or economic differences;
 - (6) Concern for accountability calculations.

B. Alternate ACCESS for ELs

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing.
2. Eligibility Requirements
 - a. The student must be identified as EL in MARSS in order to take an English language proficiency assessment.

- b. The student must have a significant cognitive disability. If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion.
 - c. For students in grades that the MTAS is not administered:
 - (1) the student must have cognitive functioning significantly below age level;
 - (2) the student's disability must have a significant impact on his or her ability to function in multiple environments, including home, school, and community; and
 - (3) the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments.
 - d. The IEP team must consider the student's ability to access the ACCESS, with or without accommodations.
 - e. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.
3. Alternate ACCESS participation decisions must not be made on the following factors:
- a. Student's disability category;
 - b. Participation in a separate, specialized curriculum;
 - c. Current level of English language proficiency;
 - d. The expectation that the student will receive a low score on the ACCESS for ELs;
 - e. Language, social, cultural, or economic differences;
 - f. Concern for accountability calculations.

C. EL Students New to the United States

EL students new to the United States will take all assessments, including all academic assessments (math, reading, and science), as well as the English Language Proficiency Assessment (ACCESS).

III. DEFINITION OF TERMS

See the current “Procedures Manual for the Minnesota Assessments” which is produced by the Minnesota Department of Education and available through pearsonaccess.com.

IV. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR TESTING

See Chapter 5 of the current “Procedures Manual for the Minnesota Assessments” and 2017-18 Guidelines for Administration of Accommodations and Linguistic Supports (http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/GuidelinesforAccommodationsLS_2018.pdf).

V. RECORDS

All test accommodations, modifications, or exemptions shall be reported to the school district test administrator. The school district test administrator shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit purposes. Testing results will be documented and reported.

Legal References: Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat. § 125A.08(a)(1) (Individualized Education Programs)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

Eligibility Requirements for the Minnesota Test of Academic Skills (MTAS), <https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mda2/~edisp/006087.pdf>

Alternate ACCESS for ELLs Participation Guidelines, <https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mdq5/~edisp/049763.pdf>

- Cross References:***
- MSBA/MASA Model Policy 104 (School District Mission Statement)
 - MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
 - MSBA/MASA Model Policy 613 (Graduation Requirements)
 - MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
 - MSBA/MASA Model Policy 616 (School District System Accountability)

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long- term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and federal law will require a new level of accountability for the school district. The school district will establish a system to transition to the graduation requirements of the Minnesota Academic Standards. The school district also will establish a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

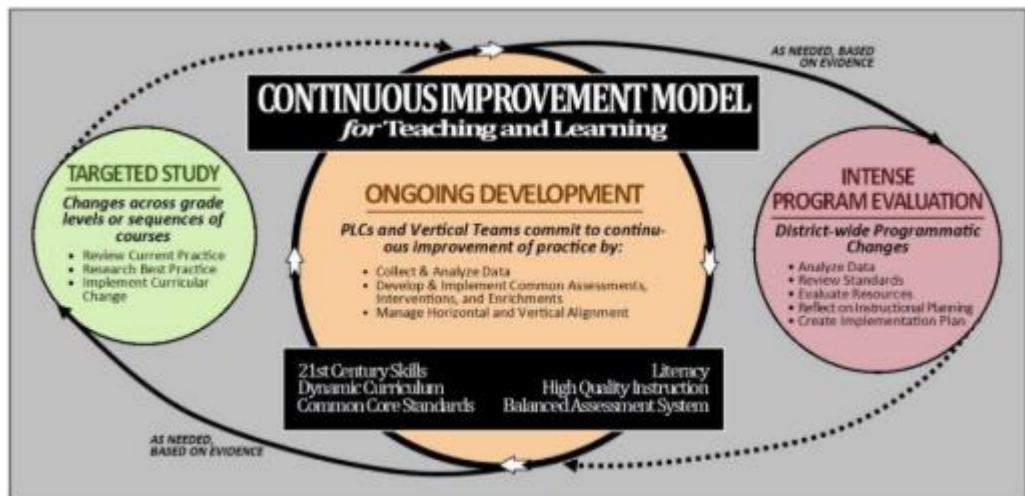
- A. “Credit” means a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.
- B. “Graduation Standards” means the credit requirements and locally adopted content standards or Minnesota Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.
- C. “World’s best workforce” means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. School District Goals

1. The school board has established school district-wide goals which provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the ~~District Advisory Council for Comprehensive Continuous Improvement of Student Achievement (Advisory Committee)~~.
2. The improvement goals should address recommendations identified through the Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.

- B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5.



C. Implementation of Graduation Requirements

1. The school board shall appoint a Graduation Standards Implementation Committee which shall advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum,

assessment, student learning opportunities, and other related issues. Recommendations of this committee shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually. The Graduation Standards Implementation Committee will be comprised of the District Advisory Council for Comprehensive Continuous Improvement of Student Achievement.

[Note: The Graduation Standards Implementation Committee may be comprised of an existing committee such as the Advisory Committee for Comprehensive Continuous Improvement of Student Achievements. Regardless of whether a new committee or an existing committee is utilized, the committee should be comprised of representatives of the community, including equal representation from school board members, students, parents, teachers, representatives of local businesses, and representatives of the community at large. Among these members should be individuals who are able to represent the needs of students throughout the district including students with special needs.]

2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the Graduation Standards Implementation Committee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. The District Advisory Council ~~The Graduation Standards Implementation Committee~~ may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. District advisory council for Comprehensive Continuous Improvement of Student Achievement

1. By November of each year, the Advisory Committee will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.

2. The Advisory Committee, working in cooperation with other committees of the school district [*such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment Committees, etc.*], will provide active community participation in:
 - a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota Graduation Standards;
 - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals;
 - d. Advising the school board about development of the annual budget.
3. The Advisory Committee shall meet the following criteria:
 - a. The Advisory Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
 - b. The Advisory Committee shall make recommendations to the school board on school district-wide standards, assessments, and program evaluation.
 - c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.
 - d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.
4. The Advisory Committee shall, when possible, be comprised of two-thirds community representatives and shall reflect the diversity of the community. Included in its membership should be:
 - a. The Director of ~~Teaching & Learning Curriculum (or similar educational leader)~~
 - b. Principal

- c. School Board Member
- d. Student Representative
- e. ~~One~~ teacher representation from each ~~building or~~ instructional level
- f. ~~Two~~ parents representation from each ~~building or~~ instructional level
- g. ~~Two residents without school-aged children, non-representative of local business or industry~~
- h. ~~Two~~ residents representation of local business or industry
- i. District Assessment Coordinator (if different from “a.” above)

~~[Note: This Advisory Committee composition is a model only.]~~

- 5. Translation services should be provided to the extent appropriate and practicable.
- 6. The Advisory Committee shall meet the following timeline each year:

October: Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the school board.

December: Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle content area.

February: Review evaluation results and prepare recommendations.

~~Month: Present recommendations to the school board for its input and approval.~~

- E. Evaluation of Student Progress Committee. A committee of professional staff shall develop a plan for assessment of student progress toward Literacy by Grade 3, the Graduation Standards, as well as program evaluation data for use by the Advisory Committee to review instruction and curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and student achievement at the school site. This plan shall annually be approved by the school board.
- F. Reporting. Consistent with Minn. Stat. § 120B.36, Subd. 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate,

student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the world's best workforce. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.

- Legal References:** Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 120B.36 (School Accountability; Appeals Process)
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Stat. § 123B.147, Subd. 3 (Principals)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science) Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
- Cross References:** MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP

Students)

MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)

MSBA/MASA Model Policy 618 (Assessment of Student Achievement) MSBA/MASA Model Policy 619 (Staff Development for Standards) MSBA/MASA Model Policy 620 (Credit for Learning)

Adopted: 7-9-07

MSBA/MASA Model Policy 624

Orig. 2003

Revised: 1st Reading 6-24-19

Rev. 2012

624 ONLINE LEARNING OPTIONS

[Note: The provisions of this policy substantially reflect the statutory requirements of Minn. Stat. § 124D.095, the Online Learning Option Act.]

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in online learning.
- B. The school district shall grant academic credit for completing the requirements of an online learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district. An online learning provider must assist an online learning student whose family qualifies for education tax credit to acquire computer hardware and educational software for online learning purposes.
- D. The school district shall continue to provide non-academic services to online learning students.
- E. Online learning students may participate in the extracurricular activities of the school district on the same basis as other enrolled students.

[Note: The school district may itself offer digital learning to its enrolled students. Such digital learning does not generate online learning funds. To the extent digital learning is offered by the school district only to its enrolled students, it is not subject to the Minnesota Department of Education (MDE) reporting or review requirements unless the school district is a full-time online learning provider. See Minn. Stat. § 124D.095, Subd. 4(d) and (e).]

To the extent the school district provides to resident students curriculum that has both physical and electronic components, the school district must make the electronic component accessible to a resident student in a home school at the request of the home-schooled student or student's parent or guardian, provided that the school

district does not incur more than an incidental cost as a result of providing access electronically. See Minn. Stat. § 123B.42.]

III. DEFINITIONS

- A. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- B. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- C. “Enrolling district” means the school district or charter school in which a student is enrolled under Minn. Stat. § 120A.22, Subd. 4, for purposes of compulsory education.
- D. “Full-time online learning provider” means an enrolling school authorized by the Minnesota Department of Education (MDE) to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- E. “Online learning course syllabus” is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online learning course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student-to-teacher communications, and the academic support available to the online learning student.
- F. “Online learning” is a form of digital learning delivered by an approved online learning provider under Paragraph III.H.
- G. “Online learning student” is a student enrolled in an online learning course or program delivered by an authorized online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.
- I. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minn. Stat. §§ 120A.22 and 120A.24.
- J. “Supplemental online learning” means an online learning course taken in place of a course period at a local district school.

IV. PROCEDURES

A. Dissemination and Receipt of Information

1. The school district shall make available information about online learning to all interested people. The school district may utilize the list of approved online learning providers and online learning courses and programs developed, published, and maintained by MDE.
2. The school district will receive and maintain information provided to it by online learning providers.
3. The online learning provider must report or make available information on an individual student's progress and accumulated credit to the student, the student's parent, and the enrolling district in a manner specified by the Commissioner unless the enrolling district and the online learning provider agree to a different form of notice and notify the Commissioner.
4. The enrolling district must designate a contact person to help facilitate and monitor the student's academic progress and accumulated credits toward graduation.

B. Student Enrollment

1. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.
2. The student and the student's parents must submit an application to the online learning provider and identify the student's reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the enrolling district in writing within ten days if the enrolling district is not the online learning provider. The student and the student's parent must notify the online learning provider of the student's intent to enroll in online learning within ten days of being accepted, at which time the student and the student's parent must sign a statement indicating that they have reviewed the online course or program and understand the expectations of enrolling in online learning. The online learning provider must use a form provided by MDE to notify the enrolling district of the student's application to enroll in online learning.
3. The supplemental online learning notice to the enrolling district when a student applies to the online learning provider will include the courses or program, credits to be awarded, and the start date of the online learning course or program. An online learning provider must make available the supplemental online learning course syllabus to the enrolling district. Within 15 days after the online learning provider makes information in this paragraph available to the enrolling district, the enrolling district must

notify the online learning provider whether the student, the student's parent, and the enrolling district agree or disagree that the course meets the enrolling district's graduation requirements. A student may enroll in a supplemental online learning course up to the midpoint of the school district's term. The school district may waive this requirement for special circumstances with the agreement of the online learning provider.

4. An online learning course or program that meets or exceeds a graduation standard or the grade progression requirement of the enrolling district as described in the provider's online learning course syllabus meets the corresponding graduation requirements applicable to the student in the enrolling district. If the enrolling district does not agree that the course or program meets its graduation requirements, then the enrolling district must make available an explanation of its decision to the student, the student's parent, and the online learning provider; and the online learning provider may make available a response to the enrolling district, showing how the course or program meets the graduation requirements of the enrolling district.
5. An online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term during a single school year, and the student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit or if the enrolling district and the online learning provider agree to the instructional services. To enroll in more than 50 percent of the student's full schedule or courses per term in online learning, the student must qualify to exceed the supplemental online learning registration limit or apply to enroll in an approved full-time online learning program consistent with Paragraph IV.B.2. above. Full-time online learning students may enroll in classes at a local school under a contract for instructional services between the online learning provider and the school district.
6. An online learning student may complete course work at a grade level that is different from the student's current grade level.
7. An online learning student may enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. Classroom Membership and Teacher Contact Time

1. The enrolling district may reduce an online learning student's regular classroom instructional membership in proportion to the student's membership in online learning courses.

2. The school district may reduce the course schedule of an online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from an enrolling district. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.
4. The online learning provider, other than a digital learning provider offering digital learning to its enrolled students only under Minn. Stat. § 124D.095, Subd. 4(d), must give the Commissioner written assurance that all courses meet state academic standards and the online learning curriculum, instruction, and assessment expectations for actual teacher contact time or other student-teacher communications and academic support meet nationally recognized standards and are described as such in an online learning course syllabus that meets the Commissioner's requirements.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.
4. The school district shall count secondary credits granted to an online learning student toward its graduation and credit requirements.
5. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
 Minn. Stat. § 120A.24 (Reporting)
 Minn. Stat. § 123B.42, Subd. 1 (Curriculum; Electronic Components)
 Minn. Stat. § 124D.03 (Enrollment Options Program)
 Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
 Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 608 (Instructional Services – Special Education)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 620 (Credit for Learning)

Adopted: 11-26-07

MSBA/MASA Model Policy 619

Orig. 1998

Revised: _____

Rev. 2004

619 STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

The purpose of this policy is to establish opportunities for staff development which advance the staff's ability to work effectively with the Graduation Standards and with students as they progress to achievement of those Graduation Standards and meet the requirements of the No Child Left Behind Act.

II. GENERAL STATEMENT OF POLICY

The school district is committed to developing staff policies and processes for continuous improvement of curriculum, instruction and assessment to ensure effective implementation of the Graduation Standards and the No Child Left Behind Act at all levels.

III. STANDARDS FOR STAFF DEVELOPMENT

- A. The District Staff Development Council (the "Council") shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Graduation Standards and the No Child Left Behind Act at all levels. The Council, with input and advice from site committees, will advise the school board on the planning of staff development opportunities.
- B. The school district shall provide staff development opportunities including activities, programs, and other efforts to implement the Graduation Standards effectively.
- C. Staff development plans for the school district shall address identified needs for Graduation Standards implementation throughout all levels of the school district programs.
- D. Inservice training, staff meeting(s), and district and building level staff development plans and programs shall focus on improving implementation of the Graduation Standards at all levels for all students of every ability level.
- E. Training will be provided to certified staff and instructional assistants.
- F. The membership of the Staff Development Council shall include parents/community members, licensed staff, non-licensed staff and administrators.

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

A. Paraprofessionals.

The school district will provide each paraprofessional who assists a licensed teacher in providing student instruction with initial training. Such training will include training in emergency procedures, confidentiality, vulnerability, reporting obligations, discipline, policies, roles and responsibilities, and building orientation. Training will be provided within the first 60 days a paraprofessional begins supervising or working with students.

B. Teachers/Administrators

1. The school district will provide high quality and ongoing professional development activities as required by state and federal laws.
2. The school district will assign an administrator to serve as a highly objective uniform state standard of evaluation (“HOUSSE”) reviewer. The administrator shall meet with teachers and, where appropriate, certify the teacher’s application for highly qualified status.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota’s Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.363 (Credential for Education Paraprofessionals)
Minn. Stat. § 122A.16 (Qualified Teacher Defined)
Minn. Stat. § 122A.60 (Staff Development Program)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)
Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 616 (School District System Accountability)

Adopted: 5-14-07

Orig: 8-18-97

Revised: _____

623 SUMMER SCHOOL INSTRUCTION

I. GENERAL STATEMENT OF POLICY

The school board will determine summer school programs on a year-to-year basis.

II. PROCEDURE

The administration shall recommend appropriate summer school programs each year based upon student need, and available state and federal funding.

Legal References: Minn. Stat. § 120A.20 (Admission to Public School)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.12 (Reading Intervention)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 125A.50 (Alternative Delivery of Specialized Instructional Services)
Minn. Rules Part 3501

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 707 (Transportation of Public School Students)

EXHIBIT A

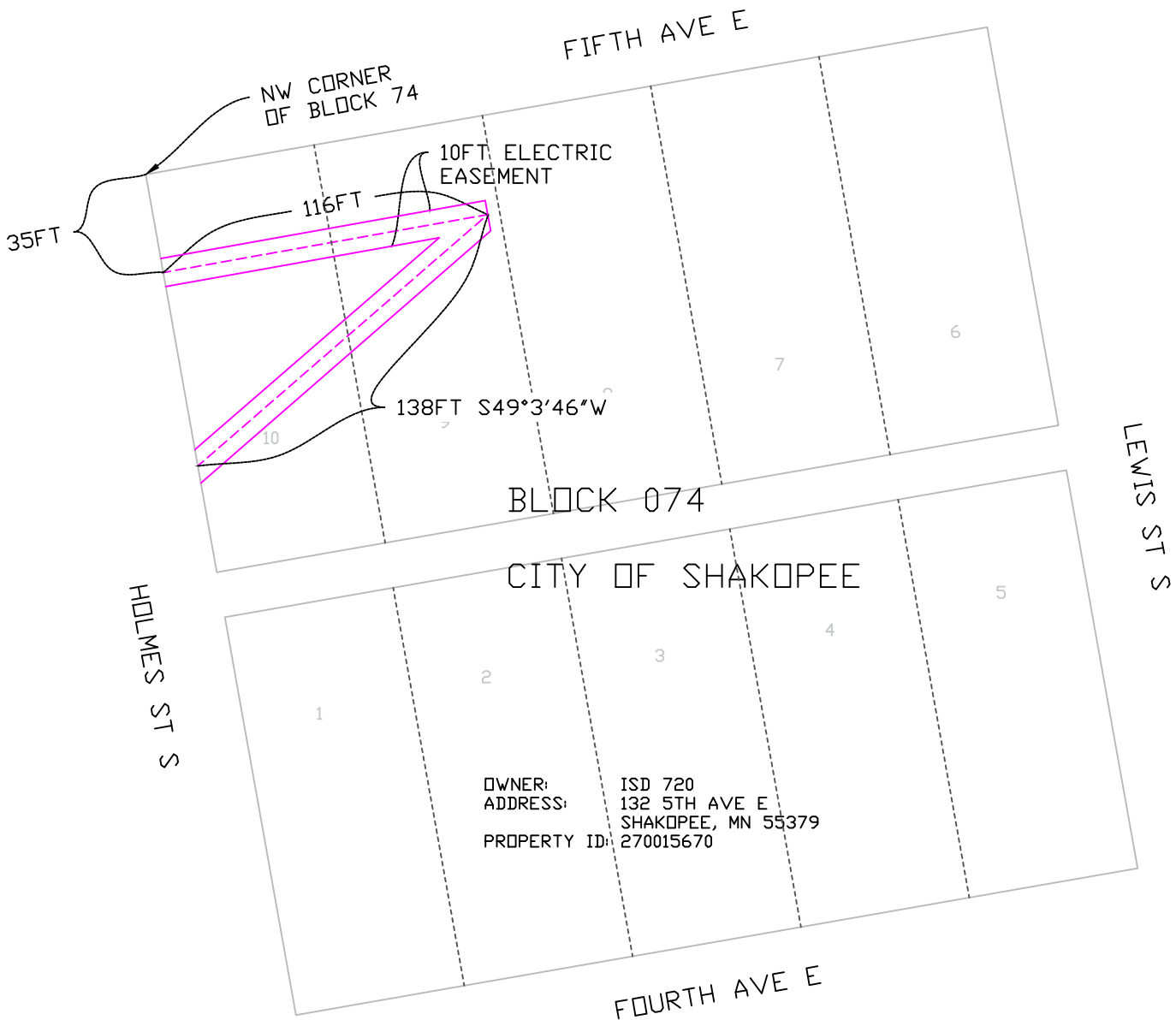


PROPERTY DESCRIPTION

LOTS 1-10, BLOCK 74, CITY OF SHAKOPEE, SCOTT COUNTY, MINNESOTA, ACCORDING TO THE PLAT ON RECORD THEREOF.

EASEMENT DESCRIPTION

A 10FT WIDE STRIP OF LAND OVER THE ABOVE DESCRIBED PROPERTY, THE CENTERLINE OF WHICH IS DESCRIBED AS FOLLOWS: COMMENCING AT THE NW CORNER OF BLOCK 74, CITY OF SHAKOPEE; THENCE SOUTHEASTERLY, ALONG THE WEST LINE OF SAID BLOCK 74, 35FT TO THE POINT OF BEGINNING OF CENTERLINE; THENCE NORTHEASTERLY, PARALLEL TO THE NORTH LINE OF BLOCK 74, 115FT; THENCE SOUTH 49 DEGREES 3 MINUTES 46 SECONDS WEST, 138FT AND THERE TERMINATING.



ELECTRIC UTILITY UNDERGROUND EASEMENT AGREEMENT

This ELECTRIC UTILITY UNDERGROUND EASEMENT AGREEMENT is given this ____ day of _____, 20____ by **ISD 720** (“Owner”) to the SHAKOPEE PUBLIC UTILITIES COMMISSION, a municipal utility commission organized under Minnesota law (“SPUC”).

Recitals

- A. Owner is the fee owner of certain real estate (the “Property”) in Scott County, Minnesota described as follows:

LOTS 1-10, BLOCK 74, CITY OF SHAKOPEE, SCOTT COUNTY, MINNESOTA,
ACCORDING TO THE PLAT OF RECORD THEREOF.

PROPERTY ID: 270015670

- B. In furtherance of a public utility project, the SPUC desires to obtain from Owner, and Owner desires to convey to SPUC, a certain easement over a portion of the Property and more particularly described in Exhibit "A" hereto attached and made a part hereof.

Easement

1. Grant of Easement. For good and valuable consideration, receipt of which is acknowledged by Owner, the Owner hereby grants and conveys to SPUC, its successors, assigns and licensees, the following perpetual easement for electrical utility purposes over the area described below (the “Easement Area”):

A 10FT WIDE STRIP OF LAND OVER THE ABOVE DESCRIBED PROPERTY,
THE CENTERLINE OF WHICH IS DESCRIBED AS FOLLOWS: COMMENCING AT
THE NW CORNER OF BLOCK 74, CITY OF SHAKOPEE; THENCE
SOUTHEASTERLY, ALONG THE WEST LINE OF SAID BLOCK 74, 35FT TO THE
POINT OF BEGINNING OF CENTERLINE; THENCE NORTHEASTERLY, PARALLEL
TO THE NORTH LINE OF BLOCK 74, 115FT; THENCE SOUTH 49 DEGREES 3
MINUTES 46 SECONDS WEST, 138FT AND THERE TERMINATING.

2. Scope of Easement Rights. The perpetual electrical utility easement includes the right to inspect, locate, erect, improve, construct, relocate, remove, operate, maintain, alter and repair an underground conduit and/or cable lines for distributing electrical power, including all wires, cables, hand holes, manholes, transformers, transformer enclosures, concrete pads, connection boxes, ground connection attachments, equipment and related accessories and appurtenances within the Easement Area. The easement includes the right to improve and make such changes, alterations, substitutions and additions in and to SPUC's facilities within the Easement Area as SPUC may from time to time deem advisable or expedient. This easement includes the right to cut, trim or remove from the Easement Area trees, shrubs, roots, or other vegetation, and any buildings, fences or structures within the Easement Area that in SPUC's judgment unreasonably interfere with SPUC's facilities. SPUC shall have the right to permit the use of the easement by other utilities, subject to and in accordance with this instrument.

3. Right of Access. Owner also grants to SPUC a right of ingress to and egress from the Easement Area over those portions of the above-described Property as reasonably necessary for SPUC to gain access to the Easement Area for purposes of inspecting, maintaining, altering and repairing SPUC's facilities. SPUC agrees to exercise its right of ingress and egress so as to minimize damage and inconvenience to the Owner.

4. a) Owner's Use. Owner hereby reserves to itself the right to use the land included within the Easement Area (including without limitation, parking of vehicles on the surface thereof), subject to all governmental rules and regulations, and provided that such use will not unreasonably disturb or interfere with SPUC's electrical utility facilities or prevent reasonable ingress and egress thereto for the purposes of operation, use, maintenance and repair (including reconstruction) thereof. It is also understood and agreed between the parties hereto that no building or structure shall be placed by Owner, its successors or assigns within the permanent electrical utility easement area. Owner specifically agrees that, subject to all governmental rules and regulations, Owner retains the right to cross and recross the easement area with other utility lines, pipes, wires and easements, parking and access easements and that Owner may install paving, curb and gutter, and landscaping on the easement area which are not inconsistent with the grant of the permanent electrical utility easement herein. (Grantor's right to replacement or repair of such installations is subject, however, to the limitations in paragraph 5 of this Agreement.)

4. b) Relocation. SPUC agrees that Owner, at Owner's sole cost and expense, may relocate the easements and any of the SPUC's electric facilities thereon installed by SPUC provided that: (a) Owner first gives SPUC at least 180 days' written notice thereof; (b) said relocation must be fully functional for SPUC's electric utility purposes; (c) said relocation must be evidenced by an easement agreement containing terms at least as favorable to SPUC as this Agreement; and (d) said relocation must not interrupt SPUC's provision of electric service to properties other than the Property, if any are so serviced. Both parties covenant and agree to execute such documents as necessary or appropriate to evidence such relocation of record.

5. Restoration. SPUC will, at its sole cost and expense and promptly after completion of its work, replace the surface and subsurface of the soil as may be disturbed in the use, operation, maintenance and repair (including reconstruction) of SPUC's electrical facilities in substantially

the same condition that existed prior to the improvement or repair, and repair all driveways and other paved areas, replace sod which may be damaged by construction on the Easement Area or which is a direct result of the exercise of the rights herein granted. Owner specifically agrees that SPUC shall have no obligation to replace or repair surface improvements installed by Owner within the Easement Area, other than paved areas or sod.

6. Compliance with Laws. SPUC shall comply with all applicable laws and regulations in connection with its use of this easement.

7. Environmental Matters. SPUC shall not be responsible for any costs, expenses, damages, demands, obligations or losses, including penalties and reasonable attorney's fees, resulting from any claims, actions, suits, or proceedings based upon a release or threat of release of any hazardous substances, pollutants, or contaminants which may have existed on, or which relate to, the easement area or Property prior to the date of this instrument.

8. Duration of Easement. The perpetual easement granted herein shall remain in full force and effect in perpetuity.

9. Warranty of Owner. The Owner warrants that it is the owner of a fee simple interest in the Property, that it has the right and authority to grant the easement conveyed by this instrument, and that the Property is free and clear of any lien, encumbrance, easement, restriction, covenant or condition, except for those filed of record with the County Recorder in and for Scott County, Minnesota.

10. Easement to Run with the Land. The easement granted herein shall run with the land and is binding upon the Owner, its heirs, successors and assigns.

OWNER

By: _____

By: _____

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____ by _____.

Notary Public

SHAKOPEE PUBLIC UTILITIES COMMISSION

By: _____

Its: Utilities Manager

STATE OF MINNESOTA } ss.
COUNTY OF SCOTT }

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____ by _____ the _____ of the Shakopee Public Utilities Commission, a municipal utility commission under the laws of Minnesota, by and on behalf of said utility commission.

Notary Public

EXHIBIT A

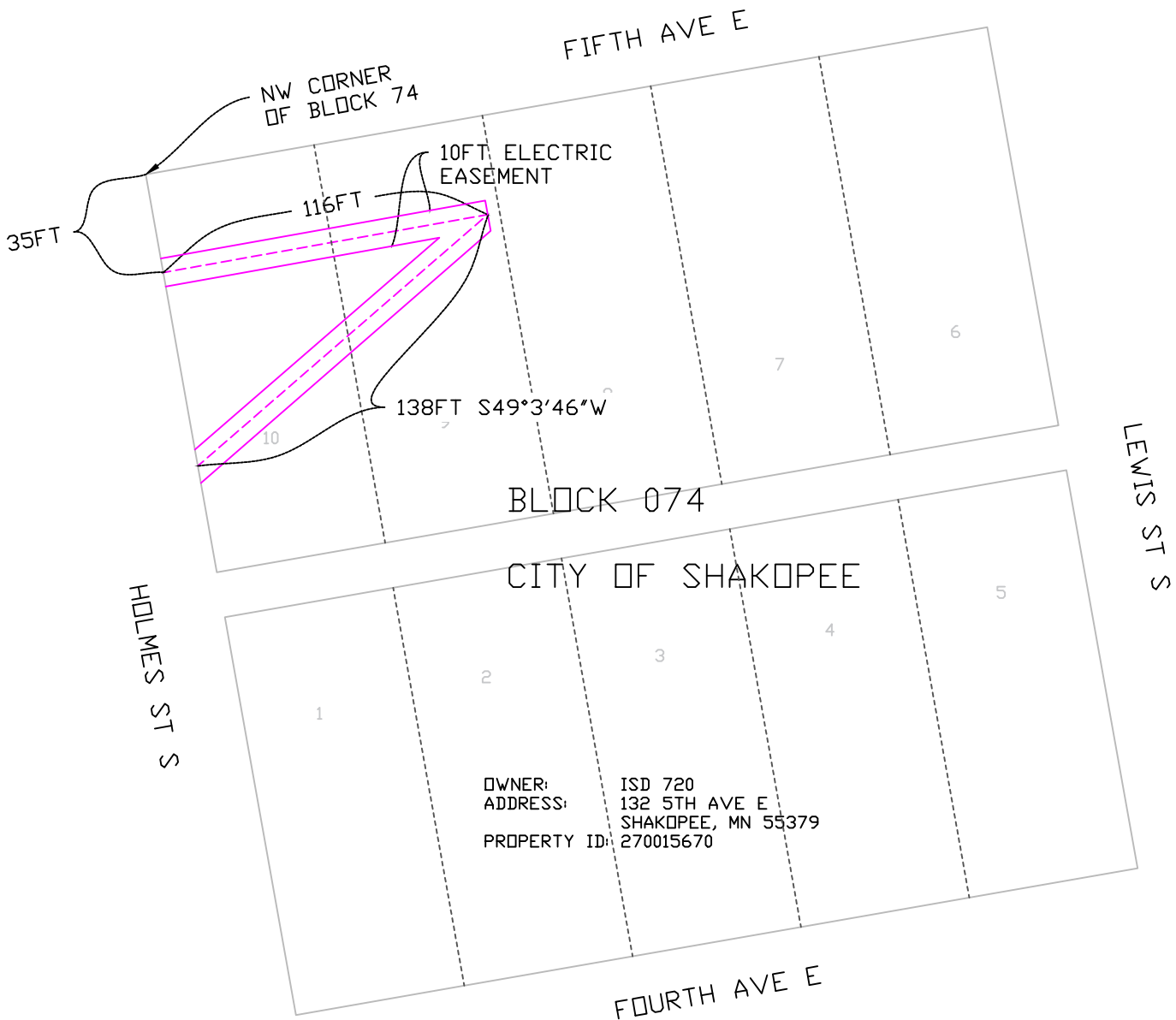


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EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
SCHOOL DISTRICT #____
(City)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, School Board meeting of School District No. _____, State of Minnesota, was held on _____, at _____pm, for the purpose, in part, of approving the SW Metro Intermediate School District No. 288's Long-Term Facility maintenance budget and authorizing the inclusion of a proportionate share of Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance.

Director _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING SW METRO INTERMEDIATE SCHOOL DISTRICT
NO. 288'S LONG-TERM FACILITY MAINTENANCE PROGRAM BUDGET AND
AUTHORIZING THE INCLUSION OF A PROPORTIONATE SHARE OF THOSE
PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-TERM FACILITY
MAINTENANCE REVENUE

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

1. The School Board of SW Metro Intermediate School District No. 288 has approved a long-term facility maintenance program budget for its facilities for the 2020-2021 school year in the amount of \$275,000.00. The various components of the program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved (Exhibit A)
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district programing its long-term facility maintenance revenue application.
3. The proportionate share of the cost of the intermediate school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district long-term facility maintenance program times a percentage that weighs the two components of each member district's portion of the total Special Education Tuition billing and Vocational billing. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds. The inclusion of this proportionate share in the district's long-term facility maintenance revenue

application for the fiscal year 2021 is hereby approved, subject to approval by the Commissioner of Education.

- 4. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

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

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

I, the undersigned, being the duly qualified and acting Clerk of School District No. _____. State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. _____, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a FULL, TRUE AND COMPLETE TRANSCRIPT INsofar AS THE SAME RELATES TO THE APPROVAL OF SW Metro Intermediate School District’s long-term facility maintenance projects in the district’s application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk this ____ day of _____, 2019

Clerk

School District No. _____

SWMetro Intermediate District #288
2019 Pay 2020 Levy
(For Fiscal School year 2021)

District	Usage	LTFM Levy	Lease Levy	Safe Schools Levy	Total
Norwood Young	3.47%	9,531.20	9,744.52	7,624.96	26,900.69
Waconia	8.67%	23,851.36	24,385.18	19,081.09	67,317.62
Watertown-May	3.22%	8,866.66	9,065.11	7,093.33	25,025.10
Eastern Carver Co	18.98%	52,181.43	53,349.31	41,745.14	147,275.88
Belle Plaine	5.08%	13,959.45	14,271.88	11,167.56	39,398.88
Jordan	4.13%	11,356.28	11,610.45	9,085.03	32,051.76
Prior Lake-Savage	10.12%	27,837.29	28,460.33	22,269.84	78,567.46
Shakopee	28.30%	77,822.69	79,564.46	62,258.15	219,645.31
New Prague	4.90%	13,474.26	13,775.83	10,779.41	38,029.51
Buffalo-Hanover-	8.73%	23,995.05	24,532.09	19,196.04	67,723.18
Tri City United	4.41%	12,124.32	12,395.68	9,699.46	34,219.47
Total	100.00%	275,000.00	281,154.84	220,000.00	776,154.84

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
SCHOOL DISTRICT #____
(City)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, School Board meeting of School District No. _____, State of Minnesota, was held on _____, at _____pm, for the purpose, in part, of approving the SW Metro Intermediate School District No. 288's safe schools program budget and authorizing the inclusion of a proportionate share of Intermediate School District's safe schools program in the district's pay 2020 levy.

Director _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING SW METRO INTERMEDIATE SCHOOL DISTRICT
NO. 288'S SAFE SCHOOLS PROGRAM AND AUTHORIZING THE INCLUSION OF
A PROPORTIONATE SHARE OF THOSE PROJECTS IN THE DISTRICT'S PAY
2020 LEVY.

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

1. The School Board of SW Metro Intermediate School District No. 288 has approved a Safe Schools program budget for its programs for the 2020-2021 school year in the amount of \$220,000.00. The various components of the program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved (Exhibit A)
2. Minnesota Statutes, Section 126C.44, provides that, A school district that is a member of an intermediate school district may include in its authority under this section the costs associated with safe schools activities for intermediate school district programs. This authority must not exceed \$15 times the adjusted pupil units of the member districts. This authority is in addition to any other authority authorized under this section. Revenue raised under this paragraph must be transferred to the intermediate school district.
3. The proportionate share of the cost of the intermediate school district's safe schools program for each member school district shall be determined by multiplying the total cost of the intermediate school district safe schools program times a percentage that weighs the two components of each member district's portion of the total Special Education Tuition billing and Vocational billing. The safe school costs shall be funded through annual levy. The inclusion of this proportionate share in the district's safe school program for the fiscal year 2021 is hereby approved, subject to approval by the Commissioner of Education.

4. Upon receipt of the proportionate share of safe school revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

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

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

I, the undersigned, being the duly qualified and acting Clerk of School District No. _____. State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. _____, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a FULL, TRUE AND COMPLETE TRANSCRIPT INsofar AS THE SAME RELATES TO THE APPROVAL OF SW Metro Intermediate School District's safe schools program.

WITNESS MY HAND officially as such Clerk this ____ day of _____, 2019

Clerk

School District No. _____

SWMetro Intermediate District #288
2019 Pay 2020 Levy
(For Fiscal School year 2021)

District	Usage	LTFM Levy	Lease Levy	Safe Schools Levy	Total
Norwood Young	3.47%	9,531.20	9,744.52	7,624.96	26,900.69
Waconia	8.67%	23,851.36	24,385.18	19,081.09	67,317.62
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Prior Lake-Savage	10.12%	27,837.29	28,460.33	22,269.84	78,567.46
Shakopee	28.30%	77,822.69	79,564.46	62,258.15	219,645.31
New Prague	4.90%	13,474.26	13,775.83	10,779.41	38,029.51
Buffalo-Hanover-	8.73%	23,995.05	24,532.09	19,196.04	67,723.18
Tri City United	4.41%	12,124.32	12,395.68	9,699.46	34,219.47
Total	100.00%	275,000.00	281,154.84	220,000.00	776,154.84



**General Fund -
May 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	66,470,949	11,679,048
FEDERAL	2,608,594	2,279,034	2,258,755	1,369,501	889,254
PROPERTY TAXES	13,303,807	13,957,451	15,769,200	15,670,036	99,164
LOCAL (FEES, INTEREST, ETC.)	2,010,115	2,854,954	1,948,812	1,946,800	2,012
TOTALS	92,331,715	95,999,826	98,126,764	85,457,285	12,669,479

5/31/2019	5/31/2018	5/31/2017
% Budget Received	% Actuals Received	% Actuals Received
85.06%	85.74%	84.38%
60.63%	62.96%	59.12%
99.37%	74.52%	57.37%
99.90%	79.74%	88.48%
87.09%	83.39%	79.86%

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	45,624,011	12,156,881
EMPLOYEE BENEFITS	16,535,540	16,557,655	17,255,584	14,114,867	3,140,717
PURCHASED SERVICES	12,421,607	12,287,716	12,996,654	10,810,659	2,185,995
SUPPLIES	3,097,134	2,734,909	2,940,392	2,188,956	751,436
EQUIPMENT	4,296,160	5,822,578	5,716,431	5,344,153	372,278
DEBT SERVICE	-	-	-	-	-
OTHER EXPENDITURES	621,008	737,601	797,858	293,450	504,409
TOTALS	93,785,468	94,233,448	97,487,811	78,376,096	19,111,715

78.96%	80.37%	80.88%
81.80%	81.25%	75.37%
83.18%	84.39%	85.87%
74.44%	89.68%	91.42%
93.49%	84.99%	106.06%
36.78%	50.95%	51.12%
80.40%	81.38%	81.88%

Revenue over (under) Expenditures: 1,766,379 638,953

	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	435,342
Assigned Fund Balance	20,882	185,388	185,388
Unassigned Fund Balance	691,569	2,069,198	2,642,922
Total Fund Balance	1,067,255	2,833,633	3,472,586



To: School Board

From: Jeff Priess

Date: June 24, 2019

Re: Approval of Preliminary Budget

Request Board approval of ISD#720's Preliminary Budget. Budget is effective for the fiscal year commencing July 1, 2019 and ending June 30, 2020. Budget has been reviewed and received approval from the CFAC group on June 12, 2019. Board approval is requested at the Fund Level for all District funds as presented below:

**INDEPENDENT SCHOOL DISTRICT #720
SHAKOPEE PUBLIC SCHOOLS
ADOPTED BUDGET – ALL FUNDS
YEAR ENDED JUNE 30, 2020**

	Beginning Fund Equity	Projected Revenue	Projected Expense & Other Financing Resc.	Projected Fund Equity
GOVERNMENTAL FUNDS				
GENERAL FUND	\$ 3,472,584	\$ 100,481,024	\$ 99,285,499	\$ 4,668,109
FOOD SERVICE	589,556	4,545,584	4,770,833	364,307
COMMUNITY SERVICES	313,284	2,941,725	2,941,868	313,141
BUILDING CONSTRUCTION	1,264,101	30,000	1,294,101	-
DEBT SERVICE	3,088,464	23,930,000	22,780,000	4,238,464
TOTAL GOVERNMENTAL FUNDS	8,727,989	131,928,333	131,072,301	9,584,021
PROPRIETARY FUNDS				
INTERNAL SERVICE	(618,980)	10,101,000	10,101,000	(618,980)
FIDUCIARY FUNDS				
SCHOLARSHIP TRUST	12,161	7,100	7,100	12,161
OPEB TRUST	5,094,134	450,000	225,000	5,319,134
TOTAL FIDUCIARY FUNDS	5,106,295	457,100	232,100	5,331,295
TOTAL ALL FUNDS	\$ 13,215,304	\$ 142,486,433	\$ 141,405,401	\$ 14,296,336

INDEPENDENT SCHOOL DISTRICT #720

Shakopee Public Schools

PRELIMINARY BUDGET

July 1, 2019-June 30, 2020

	Beginning Projected	Revised Revenue	Revised Expense & Other Financing Resc.	Projected Fund Equity
<hr/>				
Governmental Funds				
GENERAL FUND	\$ 3,472,584	\$ 100,481,024	\$ 99,285,499	\$ 4,668,109
FOOD SERVICE	589,556	4,545,584	4,770,833	\$ 364,307
COMMUNITY SERVICES	313,284	2,941,725	2,941,868	\$ 313,141
BUILDING CONSTRUCTION	1,264,101	30,000	1,294,101	\$ -
DEBT SERVICE	3,088,464	23,930,000	22,780,000	4,238,464
TOTAL GOVERNMENTAL FUNDS	\$ 8,727,989	\$ 131,928,333	\$ 131,072,301	\$ 9,584,021

- Legislation-

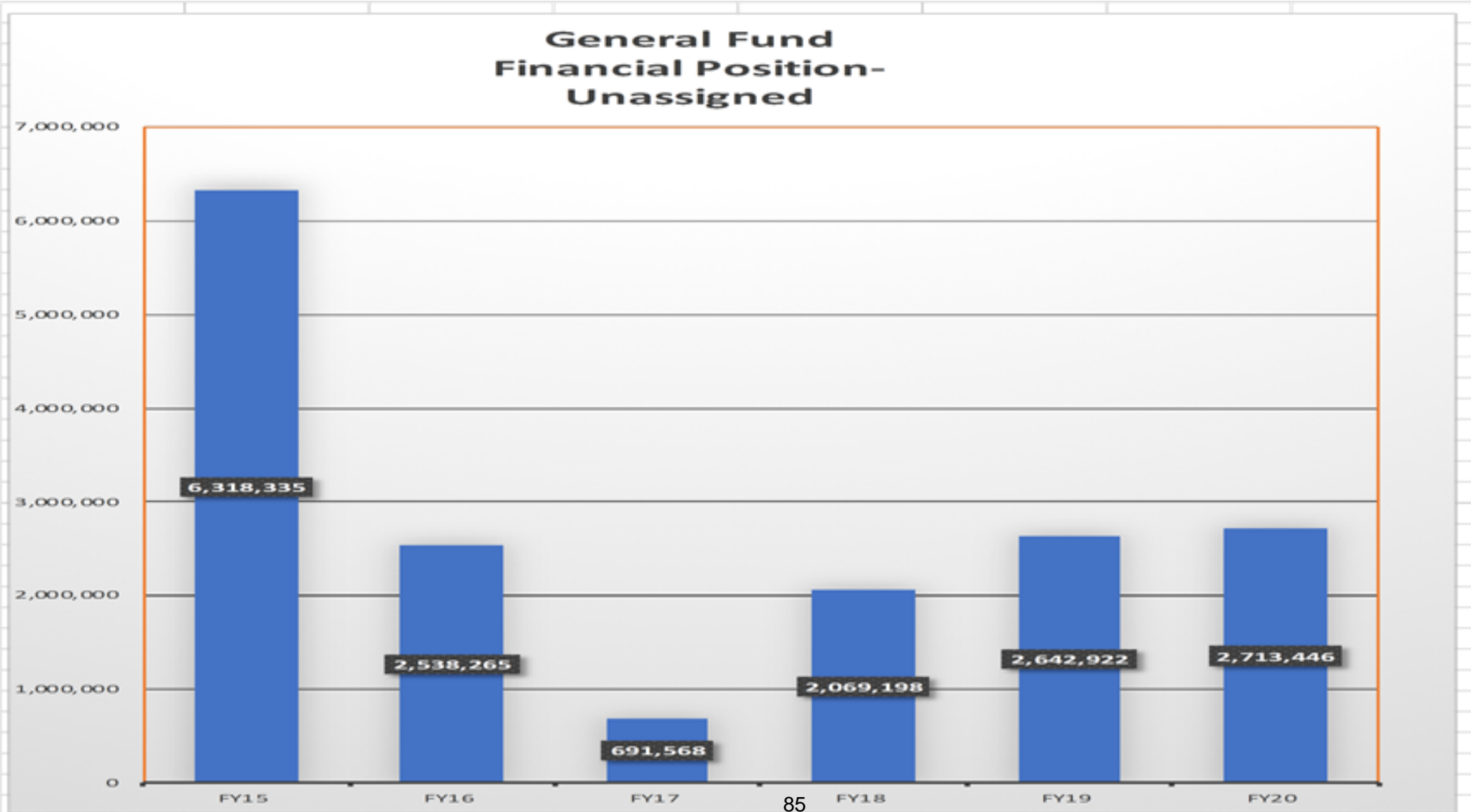
Basic General Education aid increased 2%

Provides new category of special education aid (cross subsidy reduction aid)

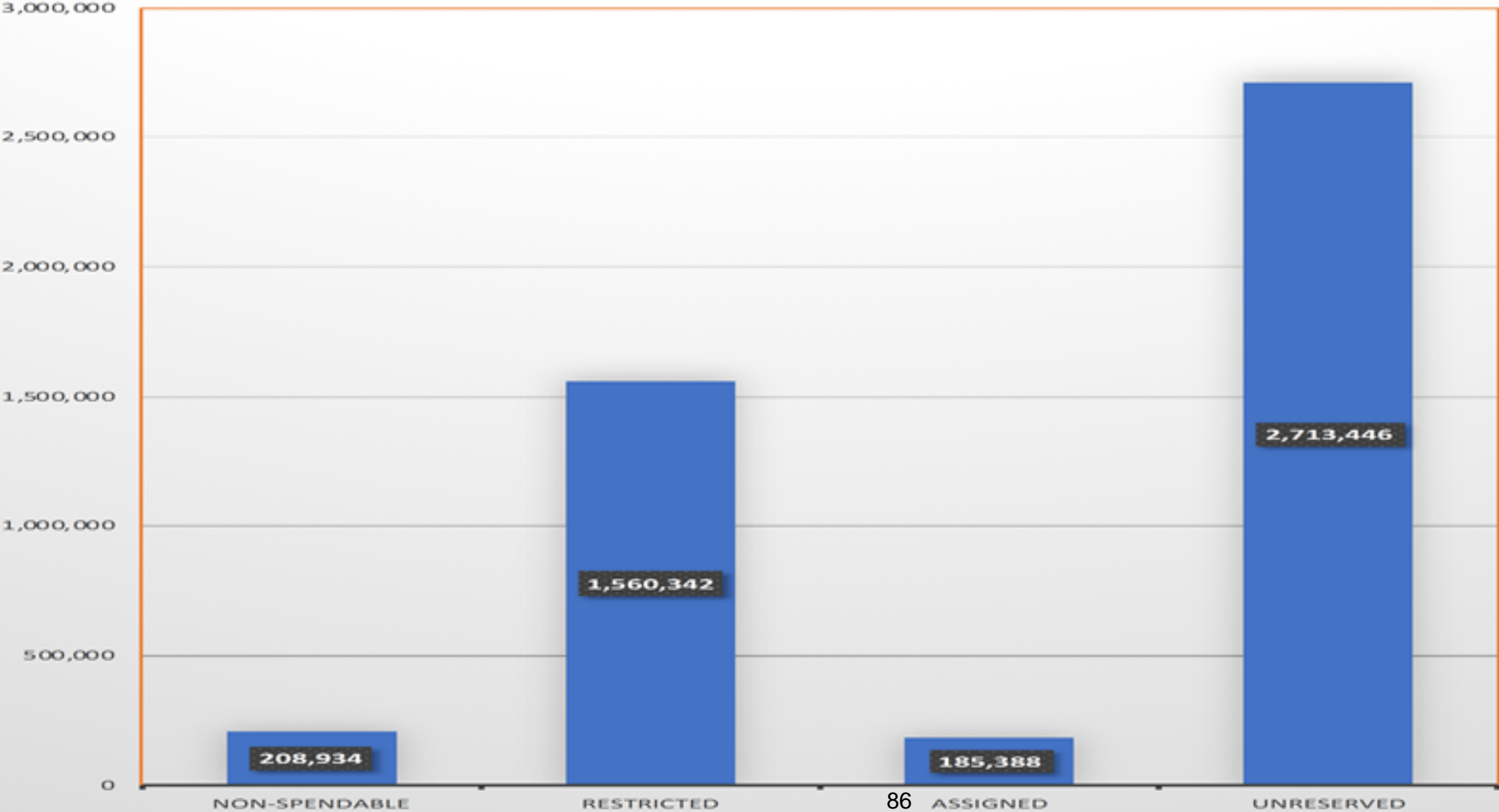
School Safety aid -one time appropriation up to 30 million –contingent on FY19 state fund balance.

Requires Board control of all extracurricular activity accounts

Best indicator of a School Districts Financial Health is it's Fund Balance



General Fund Financial Position-



Preliminary Budget—next steps

- Budget reviewed by CFAC on June 12, 2019.
- State Law requires School Board to adopt the Annual Budget prior to July 1 for the subsequent fiscal year.

Shakopee Public Schools



Preliminary Budget School Year 2019-20

June 10, 2019

INDEPENDENT SCHOOL DISTRICT #720

Shakopee Public Schools

PRELIMINARY BUDGET

July 1, 2019-June 30, 2020

	Beginning Projected	Revised Revenue	Revised Expense & Other Financing Resc.	Projected Fund Equity
<hr/>				
Governmental Funds				
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FOOD SERVICE	589,556	4,545,584	4,770,833	\$ 364,307
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TOTAL GOVERNMENTAL FUNDS	\$ 8,727,989	\$ 131,928,333	\$ 131,072,301	\$ 9,584,021

FY20 Budget Planning Assumptions

Basic Formula Allowance

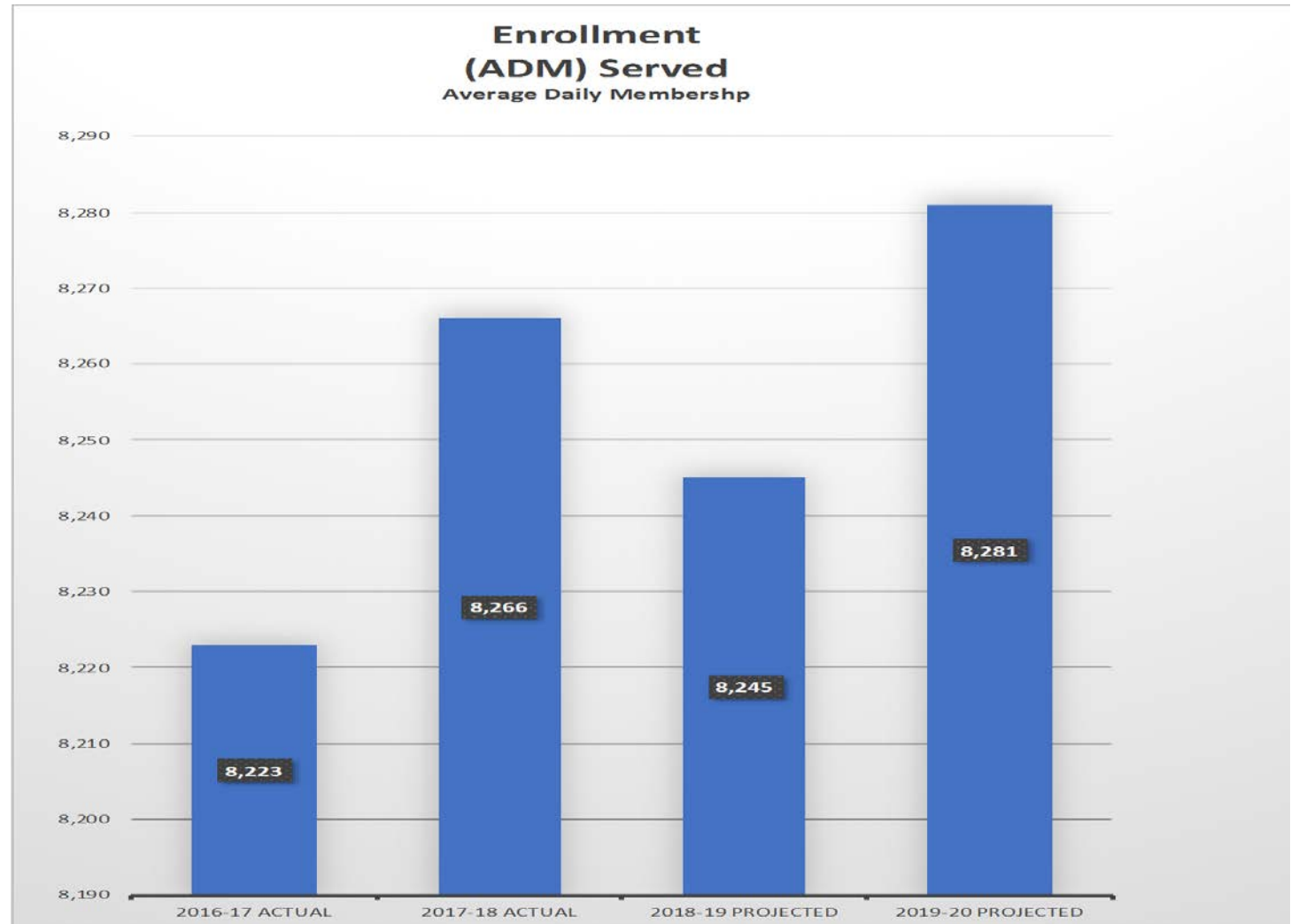
School Year	Basic Formula	Formula Change	
2015-16	\$5,948	2.0%	
2016-17	\$6,067	2.0%	
2017-18	\$6,188	2.0%	
2018-19	\$6,312	2.0%	
2019-2020	<u>\$6,438</u>	<u>2.0% Current Law</u>	

Basic funding formula provides approx. 60% of GF operating revenue

FY20 Budget Planning Assumptions

Student enrollment factors into most of the General Fund's revenue calculations –approximately 80% of General Fund revenue is linked to enrollment

Student enrollment is a key factor in the determination of staffing levels



- Legislation-

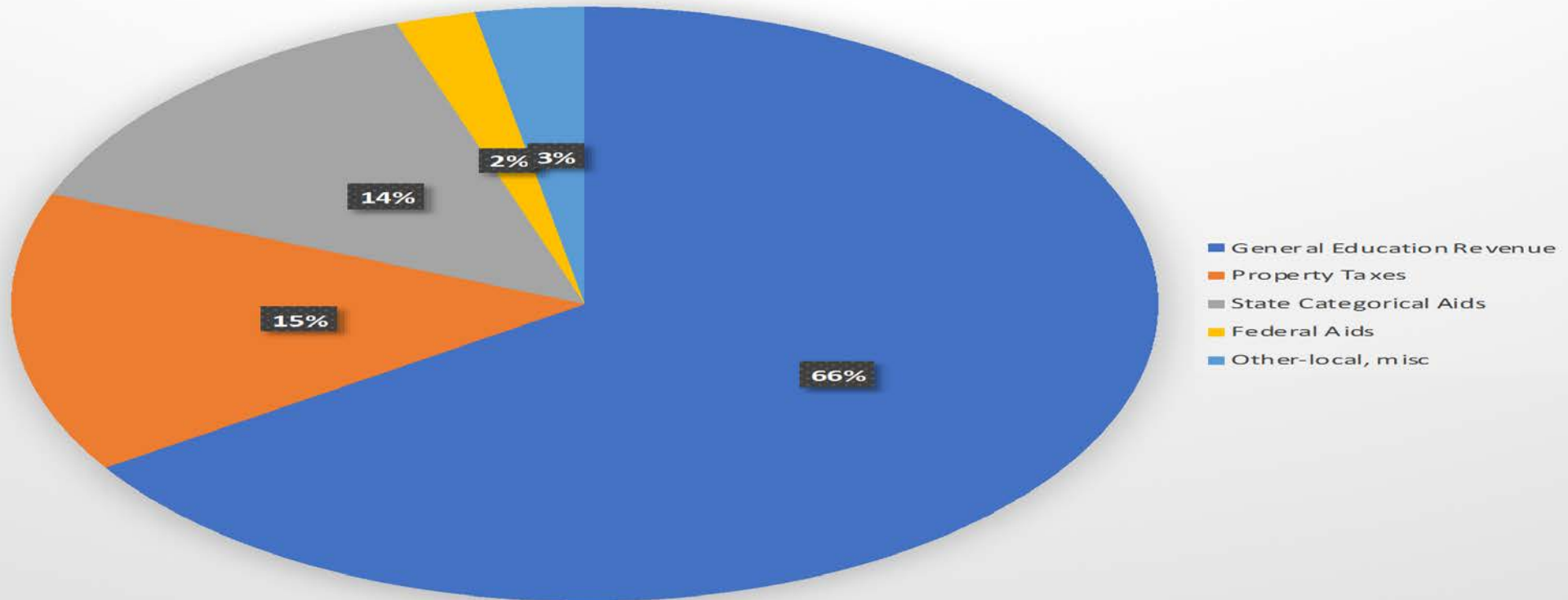
Basic General Education aid increased 2%

Provides new category of special education aid (cross subsidy reduction aid)

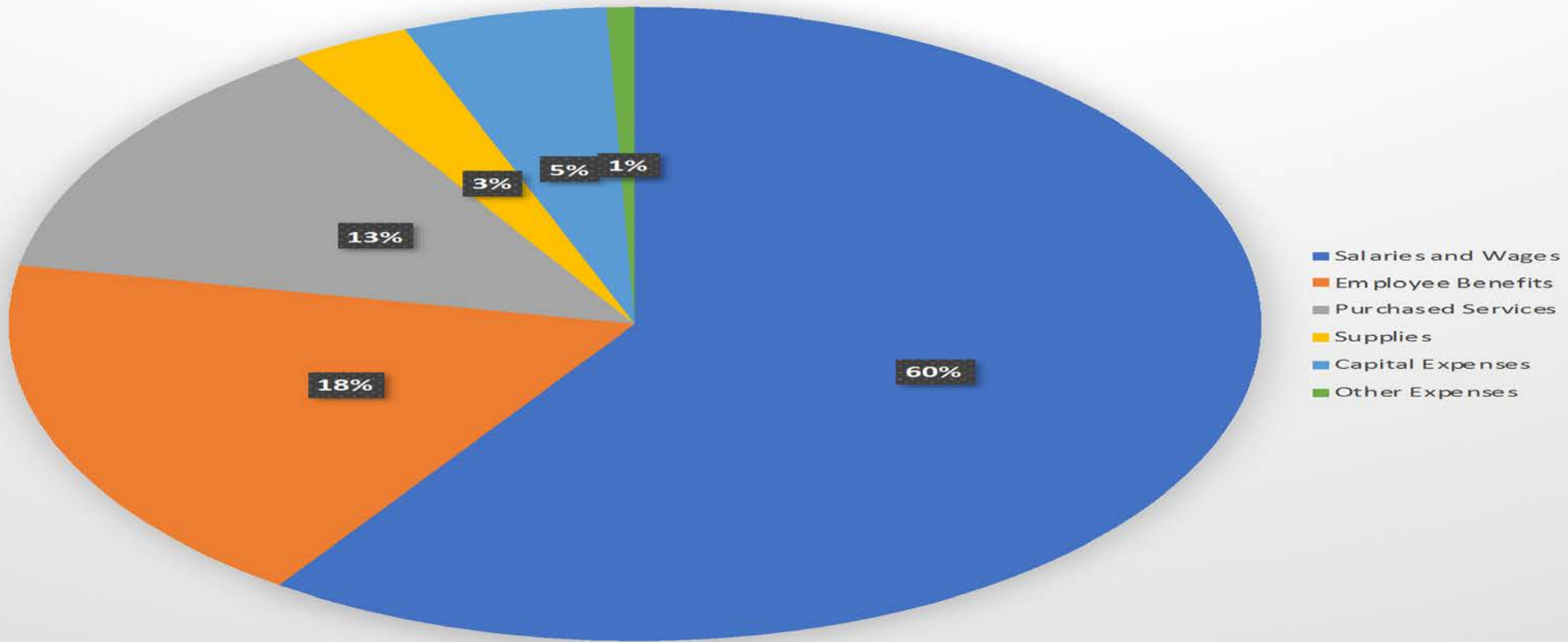
School Safety aid -one time appropriation up to 30 million –contingent on FY19 state fund balance.

Requires Board control of all extracurricular activity accounts

General Fund Revenue 2019-20

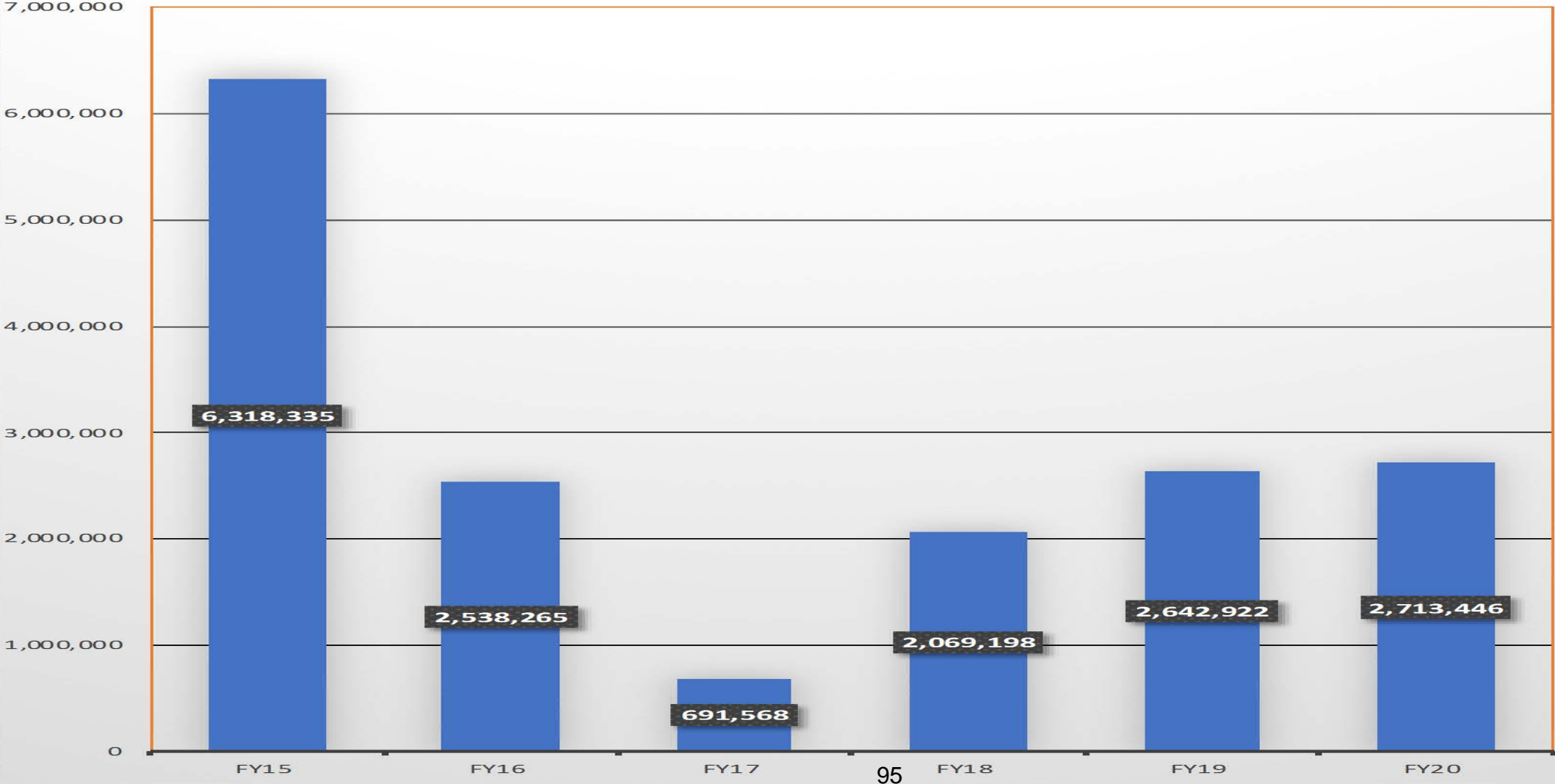


General Fund Expenditures 2019-20

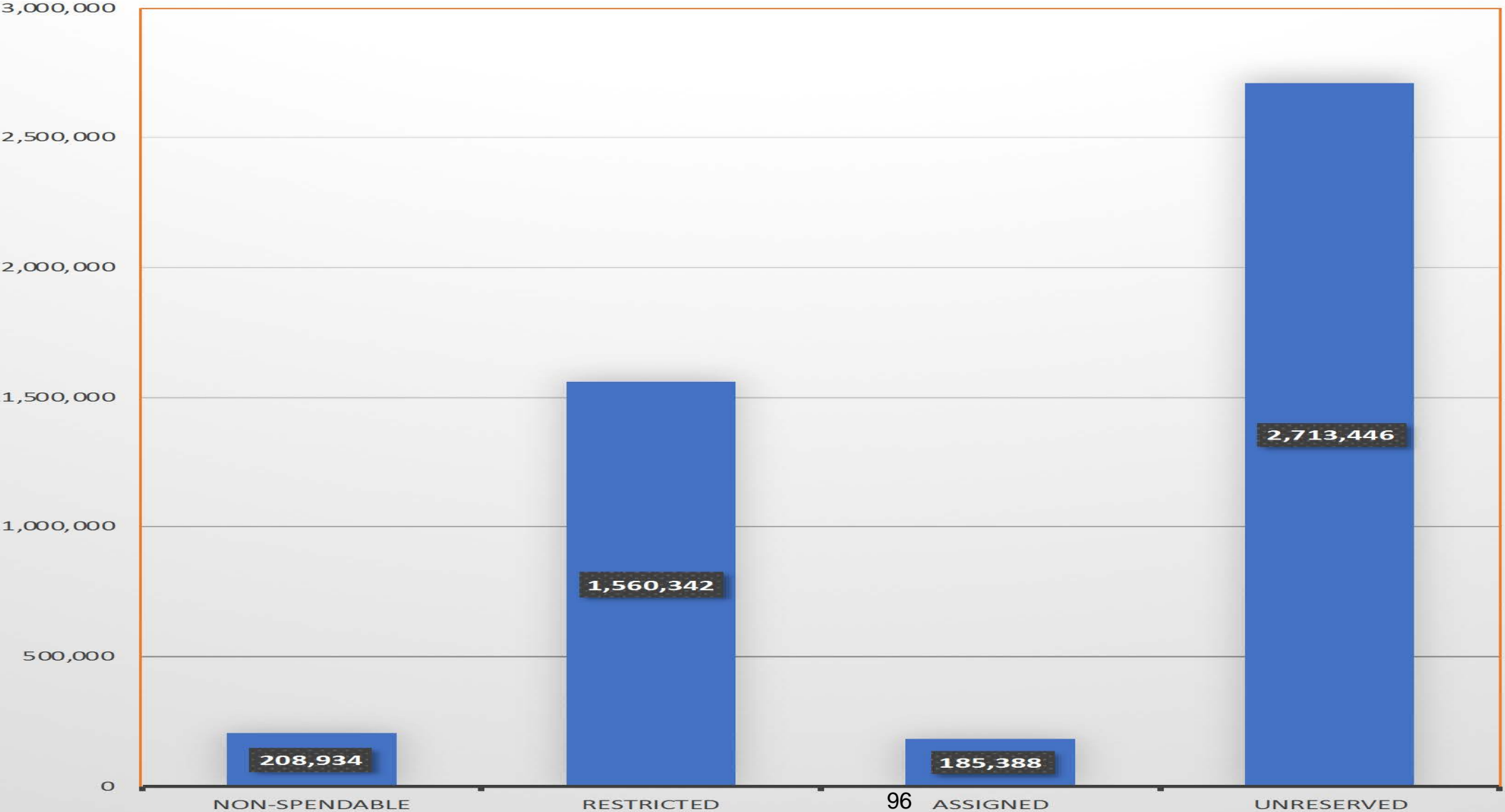


Best indicator of a School Districts Financial Health is it's Fund Balance

General Fund Financial Position- Unassigned



General Fund Financial Position-



Preliminary Budget–next steps

- Budget will be reviewed by CFAC on June 12, 2019.
- School Board will be asked to adopt the Annual Budget on June 24, 2019.



SHAKOPEE PUBLIC SCHOOLS ISD#720

2019-20 Annual Budget Report

June 24, 2019

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**INDEPENDENT SCHOOL DISTRICT #720
SHAKOPEE PUBLIC SCHOOLS
ADOPTED BUDGET – ALL FUNDS
YEAR ENDED JUNE 30, 2020**

	Beginning Fund Equity	Projected Revenue	Projected Expense & Other Financing Resc.	Projected Fund Equity
GOVERNMENTAL FUNDS				
GENERAL FUND	\$ 3,472,584	\$ 100,481,024	\$ 99,285,499	\$ 4,668,109
FOOD SERVICE	589,556	4,545,584	4,770,833	364,307
COMMUNITY SERVICES	313,284	2,941,725	2,941,868	313,141
BUILDING CONSTRUCTION	1,264,101	30,000	1,294,101	-
DEBT SERVICE	3,088,464	23,930,000	22,780,000	4,238,464
TOTAL GOVERNMENTAL FUNDS	8,727,989	131,928,333	131,072,301	9,584,021
PROPRIETARY FUNDS				
INTERNAL SERVICE	(618,980)	10,101,000	10,101,000	(618,980)
FIDUCIARY FUNDS				
SCHOLARSHIP TRUST	12,161	7,100	7,100	12,161
OPEB TRUST	5,094,134	450,000	225,000	5,319,134
TOTAL FIDUCIARY FUNDS	5,106,295	457,100	232,100	5,331,295
 TOTAL ALL FUNDS	 \$ 13,215,304	 \$ 142,486,433	 \$ 141,405,401	 \$ 14,296,336

BUDGET OVERVIEW

The Shakopee Public Schools' (the District's) fiscal year commences July 1 of each year, which is consistent with most school districts and is law in Minnesota. The School Board (the Board), by law, must have a budget adopted for the upcoming fiscal year prior to July 1.

The budget sets forth the financial plan for the forthcoming fiscal year. It is based on the projected financial needs of the District and serves to allocate limited resources in the best possible way to provide the best educational opportunities to students.

FINANCIAL STRUCTURE

The financial activity of the District is accounted for in several funds. Each fund is an independent accounting entity having its own set of accounts, assets, liabilities, fund balances, revenues and expenditures. The budget, approved by the Board, reports on the following governmental funds: General, Food Service, Community Service, Building Construction and Debt Service. The budget includes a proprietary fund (Internal Service) and two fiduciary funds (Scholarship Trust and Other Post-Employment Benefits (OPEB) Trust).

GENERAL FUND

The General Fund is used to account for all revenue and expenditures of the District not accounted for elsewhere. The General Fund is used to account for K-12 educational activities, instruction and student support programs. Administrative, operational, building maintenance and legal expenditures not specifically designated to be accounted for in any other fund are also recorded within the General Fund.

Transportation Services

The General Fund is also used to show all financial activities of the District's pupil transportation program. Chargebacks will be made against other operating funds when appropriate.

Capital Expenditures

Revenue for total operating capital and the capital lease levy must be recorded in the Restricted/Reserve for Operating Capital in the General Fund. Revenue for Health and Safety and for Disabled Accessibility must be recorded in the Restricted/Reserve for these purposes in the General Fund. Revenue and expenditures from the Technology Levy are also recorded in this fund.

Proceeds from the sale or exchange of school buildings or real property must be used according to the requirements of Minnesota Statute 123B.51, Subdivision 6. Where this statute permits deposit in the Capital Expenditure Fund, the proceeds must be deposited in the Restricted/Reserve for Operating Capital in the General Fund.

FOOD SERVICE FUND

The Food Service Fund is used to record financial activities of the District's food service program. Food service includes activities for the purpose of preparation and service of milk, meals and snacks in connection with school and community service activities.

All expenditures relating to meal preparation must be recorded in the Food Service Fund. Eligible expenditures include application processing, meal accountability, food preparation, meal service and kitchen custodial service.

COMMUNITY SERVICE FUND

The Community Service Fund is used to record all financial activities of the District's Community Service program.

The focus of Community Education is enrichment programs for any age level that are not part of the K-12 education program. Community Education programming may also include K-12 summer school enrichment activities which, although educational in nature, are not for credit and are not required for graduation. A district may spend up to 10 percent of its community education revenue (levy, aids and fees) to purchase or lease computers and related items, equipment for instructional programs and library books used exclusively for community education.

BUILDING CONSTRUCTION FUND

The Building Construction Fund is used to record all operations of the District's building construction program that are funded by the sale of bonds or by capital loans. Revenues and expenditures relating to the District's state approved Long Term Facility Maintenance (LTFM) Program are recorded in this fund when bonds have been issued for project costs or if a single project cost is \$2,000,000 or greater using pay-as-you-go LTFM levy.

Construction costs for buildings and additions consist of the following: expenditures for general construction, advertisement for contracts, payments on contracts for construction, installations of plumbing, heating, lighting, ventilation and electrical systems, expenditures for lockers, elevators, and other equipment, architectural and engineering services, paint and decorating expenses, and any other related costs. Also included are the costs of floating the bond issue in this fund by reclassification from the General Fund.

DEBT SERVICE FUND

The Debt Service Fund is used to record revenue and expenditures for the District's outstanding bonded indebtedness, whether for building construction or operating capital, and whether for initial or refunding bonds.

When a bond issue is sold, the Board must levy a direct general tax upon the property of the District for the payment of principal and interest. The revenue from such a tax and related state aid must be separately accounted for in the Debt Service Fund.

INTERNAL SERVICE FUND

The Internal Service Fund is used to account for goods or services provided by one department to another within the District on a cost-reimbursement basis. The Internal Service Fund is utilized for the District's self-insurance programs.

TRUST FUND

Trust Funds are used to record the revenues and expenditures for trust agreements where the Board has accepted the responsibility to serve as trustee. The District has a trust fund in place to account for its Scholarship Trust and OPEB Trust arrangements, respectively.

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REVENUE ASSUMPTIONS

GENERAL FUND (Fund 01/03/05)

The General Fund revenue budget is estimated to be \$100,481,024 for 2019-20.

State Basic General Education Aid

State Basic General Education Aid is estimated at \$58,566,146. The Basic General Education formula amount is derived by multiplying the adjusted pupil units served by the basic general education allowance. For fiscal year 2019-20, the basic formula amount is \$6,438, an increase of \$126 per pupil unit (2.00%) from the 2018-19 school year. The basic general education aid serves as the District's primary funding source, accounting for 58.3% of the General Fund operating revenue.

Per Pupil Unit Allocation – State Basic General Education Aid

School Year	Basic Formula	Formula Change
2015-16	\$ 5,948	2.00%
2016-17	\$ 6,067	2.00%
2017-18	\$ 6,188	2.00%
2018-19	\$ 6,312	2.00%
2019-20	\$ 6,438	2.00%

Other sources of General Education Aid revenue total \$7,484,822. Items noted with an (*) also have a levy component. Other components of General Education Aid are formula driven and listed below.

Other General Education Aid	2019-20
Equity*	\$ 82,977
Transition*	9,780
Referendum*	1,240,162
Local Optional*	219,976
Gifted and Talented	118,518
Extended Time	409,360
Compensatory Revenue	2,993,731
Limited English Program	728,941
Transportation Sparsity	50,142
Operating Capital*	1,359,003
Pension	291,168
Alt Attendance	(18,936)
Total	<u>\$ 7,484,822</u>

Enrollment – Pupil Units

The District has projected annual average daily membership to be 8,281 for the 2019-20 school year. The average daily membership (ADM) is based upon enrollment and is the basis for the calculation of Basic General Education Aid.

ADM calculates actual “membership time” rather than simple enrollment counts at a given point in time. This also includes the net impact of “open enrollment” agreements with other Minnesota districts.

ADM includes students who leave the district through tuition agreements and excludes students who enter the district with a tuition agreement.

The table below shows projected enrollment for the 2019-20 school year.

Grade Level	ADM	Weight	WADM
Pre-Ktg	80	1.00	80.00
Handicapped Ktg	58	1.00	58.00
Kindergarten	504	1.00	504.00
Grade 1 – 3	1,698	1.00	1,698.00
Grade 4 – 6	1,762	1.00	1,762.00
Grade 7 – 12	4,179	1.20	5,014.80
Totals	8,281		9,116.80

Property Taxes

Property tax revenue is estimated at \$15,379,885. Revenue from property taxes provides the second largest source of revenue for the General Fund, representing 15.3% of total revenue.

General Fund Designated Levies	2019-20
Equity	\$ 1,332,468
Referendum	1,450,268
Transition	157,236
Local Optional	3,536,758
Integration	355,053
Career and Technical	280,420
Capital Projects	3,329,346
Operating Capital	598,562
Safe Schools	327,859
Long-term Facilities	1,836,073
Building Lease	1,677,428
Re-employment	24,020
OPEB	197,500
Abatements/Adjustments	276,894
Total	\$ 15,379,885

Other State (Categorical) Aid

Revenues from state supported programs are estimated at \$13,692,490. Special education categorical aid makes up 75.9% of this category, totaling \$10,397,492. State aid for special education is determined by a formula based upon district special education expenditures and statewide funding limits. Other state aid components are listed below:

Other State Categorical Aid	2019-20
Special Education (regular)	\$ 10,397,492
Integration	932,248
Nonpublic Transportation	232,000
Career and Technical	87,500
State Grants	363,250
Permanent School Fund	340,000
Literacy Aid	490,000
Special Funding (pensions)	350,000
Long-term Facilities	500,000
Total	\$ 13,692,490

Federal Sources

Federal revenue is estimated at \$2,258,755 for 2019-20.

Title Programs-Entitlement computations use federal funding limits and enrollment data in determining allocations. Expenditures will match total revenues within Title Programs.

Local Tuition, Fees and Admissions

Revenue estimates in these categories totals \$3,098,927. Typical sources of these revenues include miscellaneous fees, admissions, gate receipts and interest revenue and are largely budgeted based on historical levels. An estimate of \$1,125,000 is included in this category for the sale of District property in 2019-20.

FOOD SERVICE FUND (Fund 02)

Food Service Fund revenue is estimated at \$4,545,584 for 2019-20.

Prices for breakfast, lunch and milk are shown in the table below.

Lunch	
Elementary	\$ 2.70
Junior High School	\$ 2.85
High School	\$ 2.85
Breakfast	
Elementary	\$ 1.60
Secondary	\$ 1.65

Estimated state and federal reimbursements rates for the 2019-20 school year are shown in the table below.

	Federal Rate	State Rate
Lunch		
Paid	\$ 0.320	\$ 0.128
Reduced Rate	\$ 2.680	\$ 0.538
Free	\$ 3.090	\$ 0.538
Breakfast		
Paid	\$ 0.320	\$ 0.560
Reduced Rate	\$ 1.530	\$ 0.870
Free	\$ 1.840	\$ 0.870

COMMUNITY EDUCATION FUND (Fund 04)

Community Education Fund revenue is estimated at \$2,941,725 for 2019-20. Community Education programs are supported by a combination of property tax levy, state aid and tuition and fees.

BUILDING CONSTRUCTION FUND (Fund 06)

Building Construction Fund revenue is provided by interest earned on prior year bond sales and is estimated at \$30,000 in 2019-20.

DEBT SERVICE FUND (Fund 07)

Debt Service Fund revenue is estimated at \$23,930,000 for 2019-20. The revenue is directly linked to the debt service principal and interest bond payment schedule.

TRUST FUNDS – (SCHOLARSHIP/OPEB) (Fund 08/45)

Scholarship Fund revenue is estimated at \$7,100 for 2019-20 and is comprised of interest revenue and gifts and donations.

OPEB Fund trust account is expected to generate \$450,000 in interest revenue in 2019-20.

INTERNAL SERVICE FUND (Fund 20/21)

Internal Service Fund revenues are estimated to be \$10,101,000 for 2019-20. The revenues are for premium payments for health and dental insurance generated in district operating funds.

EXPENDITURE ASSUMPTIONS

GENERAL FUND (Funds 01/03/05)

The General Fund expenditure budget is estimated to be \$99,285,499 for 2019-20.

Salaries/wages and employee benefits are estimated to be \$59,189,690 and \$18,220,423, respectively, and include salaries/wages and benefits for all employee groups covered in the General Fund. The salaries/wages and employee benefits expenditure budget includes:

- Increased salary and wage costs for longevity, education, pay rates and other items included in bargaining agreements.
- Increased costs for statutory benefits (TRA, PERA, FICA, unemployment and workers compensation).
- Increased costs for other collectively bargained benefits (health and dental insurance) associated with all employee groups.

Other District Staffing Assumptions

All Board approved positions are included as part of the 2019-20 staffing expenditure plan. Staffing variations are generally required due to the ratios provided below. Other changes may result from changes to federal entitlements or certain state categorical funded programs.

STUDENT TO TEACHER TARGETED RATIOS

Elementary	
Grade	Target
Kindergarten	20
Grade 1	23
Grade 2	23
Grade 3	25
Grade 4	25
Grade 5	27

Junior High Schools	
Grade 6 – 8	31

High School	
Grade 9 – 12	31

Non-staff expenditures are estimated to be \$21,875,386, representing 22% of total General Fund expenditures. Expenditures in this area include building operations/utilities, building supply allocation, and transportation contracted services.

FOOD SERVICE FUND (Fund 02)

The Food Service Fund expenditure budget is estimated to be \$4,770,833 for 2019-20.

Salaries/wages and employee benefits include estimated step and percentage increases for negotiation of the Food Service employee contract.

Capital equipment costs of \$50,000 are to continue replacement of aging equipment.

COMMUNITY EDUCATION FUND (Fund 04)

The Community Education Fund expenditure budget is estimated to be \$2,941,868 for 2019-20. The budget includes considerations of the following:

- Salaries/wages and employee benefits will reflect bargaining group agreements. If contracts are not in place, modest increases are budgeted.
- CFC licensed staff salaries/wages and employee benefit levels are attached to the SEA contract.
- Expenditure plan identified by the needs of staff, community and the Advisory Council.

BUILDING CONSTRUCTION FUND (Fund 06)

The Building Construction Fund budget is estimated to be \$1,294,101 for 2019-20. The expenditures relate to the closeout of the high school expansion project and as well as prioritized district facility improvements.

DEBT SERVICE FUND (Fund 07)

The Debt Service Fund budget is estimated to be \$22,780,000 for 2019-20. The expenditures are directly linked to the debt service principal and interest bond payment schedules.

TRUST FUNDS (SCHOLARSHIP/OPEB) (Fund 08/45)

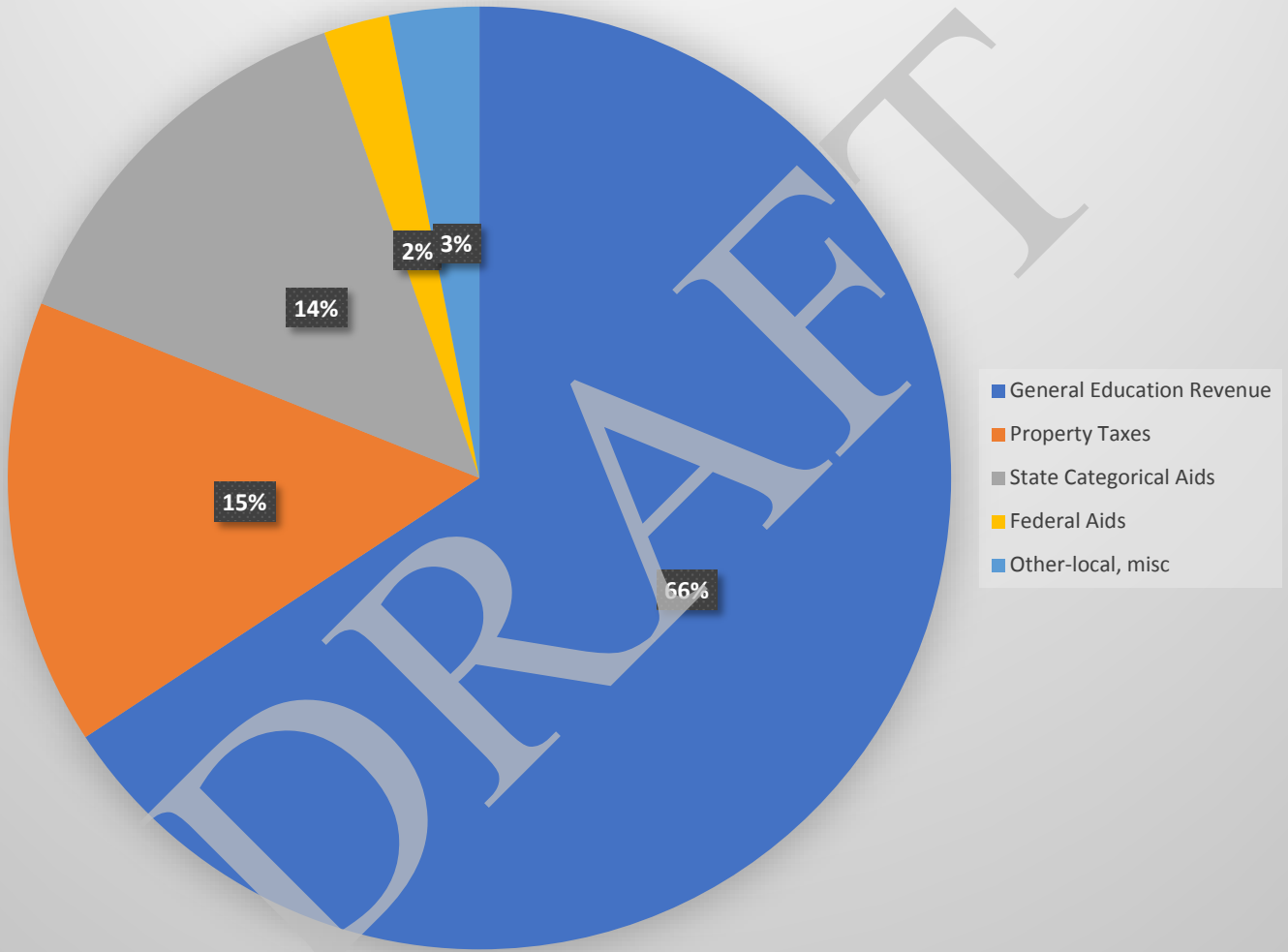
Scholarship Trust Fund expenditures are estimated to be \$7,100 for 2019-20.

OPEB Trust Fund expenditures are estimated to be \$225,000 for 2019-20.

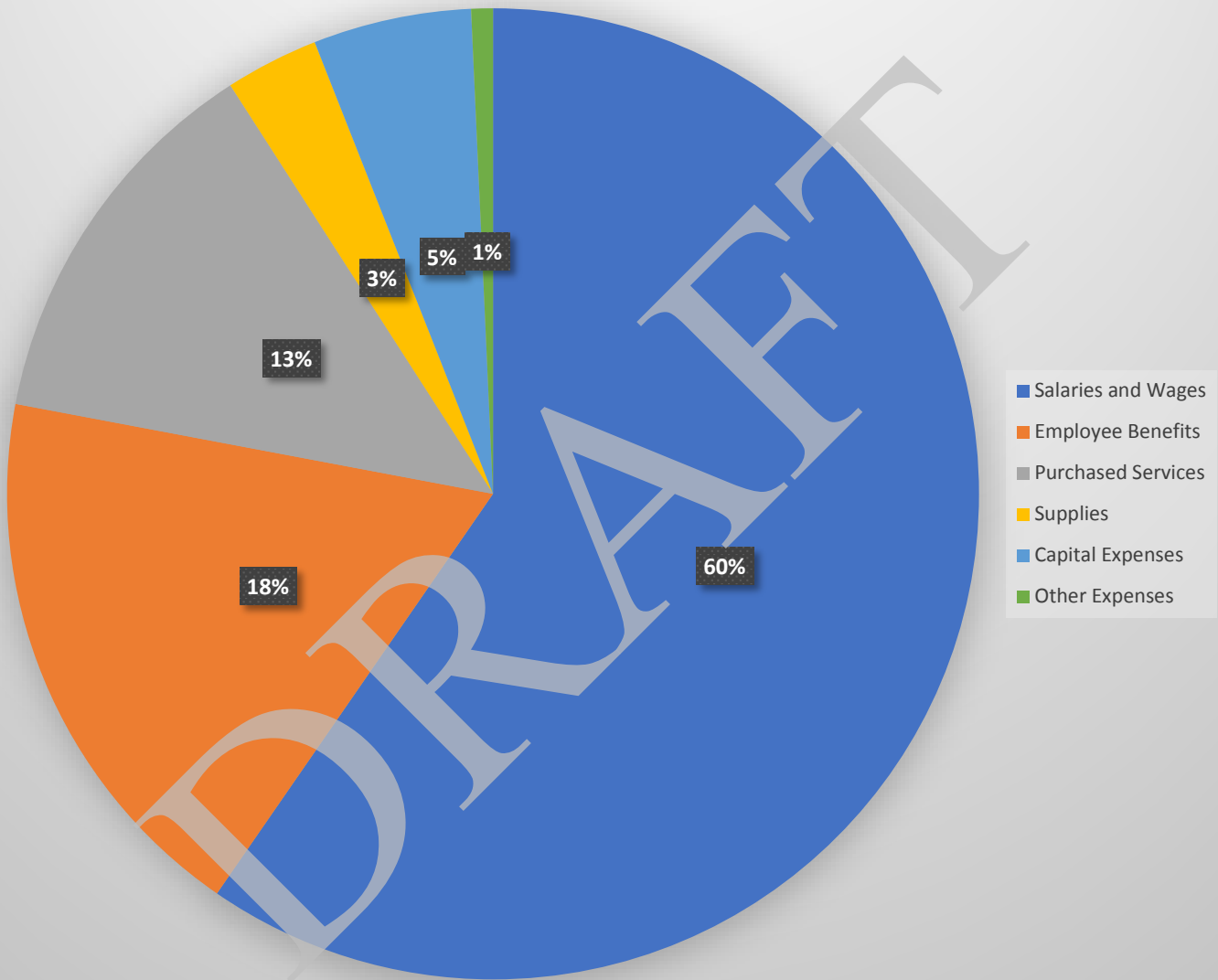
INTERNAL SERVICE FUND (Fund 20/21)

Internal Service Fund expenditures are estimated to be \$10,101,000 for 2019-20. The expenditures are related to fees for services within the District's self-funded health and dental programs.

General Fund Revenue 2019-20



General Fund Expenditures 2019-20



**INDEPENDENT SCHOOL DISTRICT #720
SHAKOPEE PUBLIC SCHOOLS
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES**

	Actual 2017-2018	Revised Budget 2018-2019	Proposed Budget 2019-2020
REVENUES			
General Education Formula	\$ 63,999,839	\$ 64,925,037	\$ 66,050,970
Referendum/Loc Opt. Property Taxes	4,721,186	5,364,054	4,987,026
Other Property Taxes	9,236,265	10,369,654	10,392,857
State Categorical Aids	12,930,042	13,260,338	13,692,489
Federal Aids	2,257,539	2,258,755	2,258,755
Local Tuition/Grants/Other	2,437,476	1,948,926	3,098,927
TOTAL REVENUES	95,582,347	98,126,764	100,481,024
EXPENDITURES			
Salaries and Wages	56,092,990	57,780,892	59,189,690
Employee Benefits	16,557,655	17,255,584	18,220,423
Purchased Services	12,288,667	12,996,654	12,851,303
Supplies	2,733,959	2,940,392	3,086,034
Equipment and Capital Chargeback	5,405,096	5,716,431	5,222,191
Other Expenditures	737,601	797,858	715,858
TOTAL EXPENDITURES	93,815,968	97,487,811	99,285,499
REVENUES OVER (UNDER) EXPENDITURES	1,766,379	638,953	1,195,525
BEGINNING FUND BALANCE	1,067,254	2,833,633	3,472,586
ENDING FUND BALANCE	\$ 2,833,633	\$ 3,472,586	\$ 4,668,111

**INDEPENDENT SCHOOL DISTRICT #720
SHAKOPEE PUBLIC SCHOOLS
GENERAL FUND REVENUE**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
ENROLLMENT (Students Served)			
Pre K	77	80	80
K	605	557	562
1	559	594	562
2	595	542	595
3	578	578	541
4	625	553	582
5	645	623	555
6	645	633	625
7	692	652	634
8	669	697	655
9	689	710	716
10	658	721	773
11	623	677	723
12	605	628	678
TOTAL ENROLLMENT	8,266	8,245	8,281
WEIGHTED PUPIL UNITS			
PRE K/ KINDERGARTEN	682	637	642
1-6	3,648	3,523	3,460
7-12	4,723	4,902	5,015
TOTAL WEIGHTED PUPIL UNITS *	9,053	9,062	9,117
Extended Time Pupil Units	80	80	80
Computed using weighting factors: 1.0 for K-6 and 1.200 for 7-12.			
~~~~~			
<b>GENERAL EDUCATION FORMULA ALLOWANCE</b>	<b>6,188</b>	<b>6,312</b>	<b>6,438</b>
<b>GENERAL EDUCATION REVENUE</b>			
S211 BASIC GENERAL EDUCATION FUNDING	\$ 55,990,423	\$ 57,069,344	\$ 58,566,148
S211 EXTENDED TIME	326,982	409,360	409,360
S211 GIFTED & TALENTED	117,920	117,806	118,518
S211 OPERATING CAPITAL	1,373,290	1,318,626	1,359,003

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20	
S211	LOCATION OPTIONAL/REFERENDUM/EQUITY	2,069,527	1,869,637	1,552,895
F317	COMPENSATORY REV(BASIC SKILLS)	3,184,000	3,091,000	2,993,731
F317	COMPENSATORY REV(LIMITED ENGLISH)	715,863	728,941	728,941
S211	PENSION/ALT ATT. /TRANS SPARSITY	221,834	320,323	322,374
	TOTAL GENERAL EDUCATION REVENUE	63,999,839	64,925,037	66,050,970
S001	OPERATING REFERENDUM and ADJUSTMENTS LEVY	1,472,365	1,559,911	1,450,268
	LOCATION OPTIONAL LEVY	3,248,821	3,804,143	3,536,758
	OTHER PROPERTY TAXES			
S005	REEMPLOYMENT	22,279	38,591	24,020
F342	CRIME/SAFE SCHOOLS	347,275	329,983	327,859
S001	CAREER AND TECHNICAL	189,275	239,437	280,420
S001	OPERATING CAPITAL	520,790	512,590	598,562
S001	TRANSITION	144,124	168,984	157,236
F315	INTEGRATION	409,001	425,788	355,053
S001	BUILDING LEASE	1,587,791	1,666,946	1,677,428
S001	LTFM	1,285,981	2,046,556	1,836,073
S001	CAPITAL PROJECTS	3,011,717	3,206,596	3,329,346
S001	EQUITY	1,266,072	1,476,356	1,332,468
S001	OTHER PROPERTY TAXES/ADJUSTMENTS	451,960	257,827	474,392
	TOTAL OTHER PROPERTY TAXES	9,236,265	10,369,654	10,392,857
	STATE AIDS			
S360	SPECIAL EDUCATION	9,698,335	9,997,588	10,397,492
S201	ENDOWMENT FUND APPORTIONMENT	318,657	340,000	340,000
S213	LITERACY AID	484,936	490,000	490,000
	LTFM	638,010	500,000	500,000
F315	INTEGRATION	866,415	900,000	932,248
F720	NONPUBLIC TRANSPORTATION	222,963	232,000	232,000
	ALL OTHER	700,726	800,750	800,749
	TOTAL STATE AIDS	12,930,042	13,260,338	13,692,489
	FEDERAL AIDS/GRANTS			
F419	TITLE VI, SPECIAL EDUCATION (INC. STIMULUS)	1,270,023	1,240,251	1,240,251
F420	OTHER SPEC ED	19,663	26,220	26,220
F422	OTHER	40,300	43,594	43,594
F401	TITLE I	670,319	656,673	656,673
F414	TITLE II, PART A	116,155	141,187	141,187
F417	TITLE III, PART A	104,957	120,830	120,830
F510	TITLE VII, INDIAN EDUCATION	36,121	30,000	30,000
	TOTAL FEDERAL GRANTS	2,257,539	2,258,755	2,258,755

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>OTHER LOCAL/GRANTS</b>			
S040	TUITION	488	-
S050	FEES	359,693	426,635
S060	ADMISSIONS	107,318	92,045
S071	MEDICAL ASSISTANCE REVENUE	182,261	200,000
S092	INVESTMENT INCOME	30,172	25,000
S093	RENTALS & LEASES	32,526	36,000
S096	GIFTS	97,324	124,165
S099	MISC	854,171	839,093
S600	SALES, & MISC. Grants	773,523	1,355,989
	<b>TOTAL OTHER</b>	<b>2,437,476</b>	<b>1,948,927</b>
	<b>TOTAL REVENUE</b>	<b>\$ 95,582,347</b>	<b>\$ 98,126,765</b>
		<b>\$ 100,481,024</b>	

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**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
GENERAL FUND  
EXPENDITURES BY PROGRAM**

	Actual 2017-2018	Revised Budget 2018-2019	Proposed budget 2019-2020
<b>ALL OBJECTS AND PROGRAMS</b>			
Administration	\$ 6,319,607	\$ 6,488,797	\$ 6,336,905
District Support Services	1,182,895	1,272,651	1,207,875
Elementary and Secondary Regular Instruction	41,670,362	43,193,023	43,998,689
Vocational Education Instruction	713,212	970,327	985,775
Special Education Instruction	17,993,896	18,111,097	18,540,678
Instructional Support Services	9,159,292	9,689,769	10,550,370
Pupil Support Services	7,871,201	8,099,253	7,971,865
Sites and Buildings	7,680,479	8,413,826	8,444,273
Fiscal and Other Fixed Cost Programs	1,225,024	1,249,069	1,249,069
<b>TOTAL ALL OBJECTS AND PROGRAMS</b>	<b>\$ 93,815,968</b>	<b>\$ 97,487,812</b>	<b>\$ 99,285,499</b>

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**INDEPENDENT SCHOOL DISTRICT #720**  
**SHAKOPEE PUBLIC SCHOOLS**  
**FOOD SERVICE FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>REVENUES</b>			
School Meal Sales	\$ 2,038,572	\$ 2,128,000	\$ 2,288,998
Other Local Revenue	19,176	11,000	11,000
State Revenue	273,238	231,000	238,201
Federal Revenue	2,146,089	2,345,000	2,007,385
<b>TOTAL REVENUES</b>	<b>4,477,075</b>	<b>4,715,000</b>	<b>4,545,584</b>
<b>EXPENDITURES</b>			
Pupil Support Services	4,454,642	4,800,000	4,770,833
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>22,433</b>	<b>(85,000)</b>	<b>(225,249)</b>
<b>BEGINNING FUND BALANCE</b>	<b>652,122</b>	<b>674,555</b>	<b>589,555</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 674,555</b>	<b>\$ 589,555</b>	<b>\$ 364,306</b>

**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
FOOD SERVICE FUND COMPUTATION OF REVENUE**

**SALES**

Secondary meals - full price	249,982	x	\$ 2.85	=	\$	712,449	
Elementary meals - full price	237,516	x	2.70	=		<u>641,292</u>	
Total student lunch sales							\$ 1,353,741

Student lunch, breakfast, and ala carte sales						675,000	
Adult lunch, breakfast, and ala carte sales						75,000	
Spec Sales ala carte						55,000	
Secondary breakfast sales	21,431	x	1.75	=		37,505	
Elementary breakfast sales	57,970	x	1.60	=		<u>92,752</u>	
Total other sales							<u>935,257</u>

**TOTAL SALES** 2,288,998

**AIDS**

<b>Federal</b>							
All meals	864,665	x	0.32	=		276,088	
Reduced-price lunch reimbursement	119,714	x	2.68	=		320,594	
Free lunch reimbursement	257,454	x	3.09	=		795,532	
Breakfast reimbursement (per full paid)	79,401	x	0.32	=		25,353	
Breakfast reimbursement (per reduced price)	38,702	x	1.53	=		59,397	
Breakfast reimbursement (per free)	95,147	x	1.84	=		175,422	
Special milk program						10,000	
Commodities and rebates						325,000	
Summer food service program						<u>20,000</u>	
Total federal							2,007,385

<b>State</b>							
State lunch aid (per paid and free student meal)	744,951	x	0.128	=		95,447	
State lunch aid (per reduced student meal)	119,714	x	0.538	=		64,421	
State breakfast aid (per full paid student meal)	79,401	x	0.56	=		44,762	
State breakfast aid (all kindergarten students)	16,263	x	1.33	=		21,670	
State breakfast aid (per reduced paid student meal)	38,702	x	0.31	=		<u>11,901</u>	
Total state							<u>238,201</u>

**TOTAL AIDS** 2,245,586

**OTHER REVENUE**

Investment income							3,000
Special Funding situation							<u>8,000</u>

**TOTAL REVENUE** \$ 4,545,584

**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
FOOD SERVICE FUND  
REVENUE BY PROGRAM – DETAILED**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
REVENUES			
Type A Lunch	\$ 3,038,449	\$ 3,225,000	\$ 2,905,823
Breakfast	439,364	445,000	468,762
A La Carte/Other	999,262	1,045,000	1,171,000
<b>TOTAL REVENUES</b>	<b>\$ 4,477,075</b>	<b>\$ 4,715,000</b>	<b>\$ 4,545,585</b>

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**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
FOOD SERVICE FUND  
EXPENDITURES BY PROGRAM AND OBJECT**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>PUPIL SUPPORT SERVICES</b>			
Salaries and Wages	\$ 1,382,744	\$ 1,415,158	\$ 1,539,829
Employee Benefits	394,942	398,051	546,493
Purchased Services	139,046	151,140	125,390
Supplies	2,370,395	2,755,600	2,498,621
Capital	153,236	68,051	50,000
Other Expenditures	14,279	12,000	10,500
<b>TOTAL PUPIL SUPPORT SERVICES</b>	<b>\$ 4,454,642</b>	<b>\$ 4,800,000</b>	<b>\$ 4,770,833</b>

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**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
COMMUNITY SERVICE FUND  
SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>REVENUE</b>			
Local Levy	\$ 580,649	\$ 590,824	\$ 591,469
State Revenue	923,521	862,654	978,096
Tuition and Fees	1,268,114	1,540,322	1,361,660
Other Local Revenue	21,366	6,200	10,500
<b>TOTAL REVENUE</b>	<b>2,793,651</b>	<b>3,000,000</b>	<b>2,941,725</b>
<b>EXPENDITURES</b>			
Community Education and Services	2,705,633	2,965,000	2,941,868
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>88,018</b>	<b>35,000</b>	<b>(143)</b>
<b>BEGINNING FUND BALANCE</b>	<b>190,267</b>	<b>278,285</b>	<b>313,285</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 278,285</b>	<b>\$ 313,285</b>	<b>\$ 313,142</b>

**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
COMMUNITY SERVICE FUND  
EXPENDITURES BY PROGRAM AND OBJECT**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>COMMUNITY EDUCATION AND SERVICES</b>			
Salaries and Wages	\$ 1,647,649	\$ 1,803,177	\$ 1,655,472
Employee Benefits	414,072	512,498	464,758
Purchased Services	479,627	453,405	577,498
Supplies	138,696	166,870	191,590
Capital	4,360	5,500	5,000
Other Expenditures	21,230	23,550	47,550
<b>TOTAL COMMUNITY EDUCATION AND SERVICES</b>	<b>\$ 2,705,633</b>	<b>\$ 2,965,000</b>	<b>\$ 2,941,868</b>

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**INDEPENDENT SCHOOL DISTRICT #720  
 SHAKOPEE PUBLIC SCHOOLS  
 BUILDING CONSTRUCTION FUND  
 SCHEDULE OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCES**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
REVENUE			
Other Local Revenue	\$ 794,659	\$ 100,000	\$ 30,000
EXPENDITURES			
Building Construction	42,946,559	10,050,000	1,294,101
REVENUE OVER (UNDER) EXPENDITURES	(42,151,900)	(9,950,000)	(1,264,101)
BEGINNING FUND BALANCE	53,366,001	11,214,101	1,264,101
ENDING FUND BALANCE	\$ 11,214,101	\$ 1,264,101	\$ -

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**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
BUILDING CONSTRUCTION FUND  
REVENUE BY SOURCE**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>REVENUE FROM LOCAL SOURCES</b>			
Interest Income	\$ 458,721	\$ 100,000	\$ 30,000
Other	335,938	-	-
<b>TOTAL REVENUE FROM LOCAL SOURCES</b>	<b>\$ 794,659</b>	<b>\$ 100,000</b>	<b>\$ 30,000</b>

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**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
BUILDING CONSTRUCTION FUND  
EXPENDITURES BY PROGRAM AND OBJECT**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>BUILDING CONSTRUCTION</b>			
Salaries and Wages	\$ 343,527	\$ 163,000	\$ -
Employee Benefits	56,473	25,000	-
Purchased Services	2,489,219	357,000	294,101
Capital	40,057,339	9,505,000	1,000,000
<b>TOTAL BUILDING CONSTRUCTION</b>	<b>\$ 42,946,559</b>	<b>\$ 10,050,000</b>	<b>\$ 1,294,101</b>

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**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
DEBT SERVICE FUND  
SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>REVENUE</b>			
Property Taxes	\$ 18,825,143	\$ 20,341,203	\$ 22,576,016
Other Local Revenue	244,418	17,702	24,362
State Revenue	1,451,668	1,241,095	1,329,622
<b>TOTAL REVENUE</b>	<u>20,521,229</u>	<u>21,600,000</u>	<u>23,930,000</u>
<b>EXPENDITURES</b>			
Fixed Costs	<u>38,203,509</u>	<u>21,500,000</u>	<u>22,780,000</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	(17,682,280)	100,000	1,150,000
<b>BEGINNING FUND BALANCE</b>	<u>20,670,744</u>	<u>2,988,464</u>	<u>3,088,464</u>
<b>ENDING FUND BALANCE</b>	<u><u>\$ 2,988,464</u></u>	<u><u>\$ 3,088,464</u></u>	<u><u>\$ 4,238,464</u></u>

**INDEPENDENT SCHOOL DISTRICT #720**  
**SHAKOPEE PUBLIC SCHOOLS**  
**DEBT SERVICE FUND**  
**EXPENDITURES BY OBJECT – DETAILED**

	Actual 2017-18	Revised Budget 2018-19	Proposed Budget 2019-20
<b>BOND PRINCIPAL</b>			
2008A Building Bonds	\$ 17,900,000	\$	\$ -
2012A Refunding Bonds	3,565,000	3,640,000	3,755,000
2013A Refunding Bonds	2,775,000	2,940,000	3,085,000
2014A Refunding Bonds	980,000	1,025,000	1,065,000
2015 A & B School Building Bonds	4,560,000	6,005,000	7,590,000
2016A Crossover Refunding Bonds	-	705,000	760,000
<b>TOTAL BOND PRINCIPAL</b>	<u>29,780,000</u>	<u>14,315,000</u>	<u>16,255,000</u>
<b>BOND INTEREST</b>			
2008A Building Bonds	733,363	-	-
2012A Refunding Bonds	1,264,350	1,157,400	1,011,800
2013A Refunding Bonds	1,477,400	1,338,650	1,191,650
2014A Refunding Bonds	216,600	177,400	136,400
2015 A & B School Building Bonds	4,052,875	3,824,875	3,524,625
2016A Crossover Refunding Bonds	669,350	669,350	648,200
<b>TOTAL BOND INTEREST</b>	<u>8,413,938</u>	<u>7,167,675</u>	<u>6,512,675</u>
<b>OTHER DEBT EXPENSE</b>			
Other Debt Service Expense	<u>9,571</u>	<u>17,325</u>	<u>12,325</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 38,203,509</u></u>	<u><u>\$ 21,500,000</u></u>	<u><u>\$ 22,780,000</u></u>

**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
PROPRIETARY FUNDS  
STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION**

*IS-Health/Dental Insurance*

	Actual 2017-2018	Revised Budget 2018-2019	Proposed Budget 2019-2020
REVENUES			
Interest/Other	\$ 8,865,862	\$ 9,100,000	\$ 10,101,000
EXPENDITURES			
Purchased Services	9,716,910	9,165,000	10,101,000
CHANGE IN NET POSITION	(851,048)	(65,000)	-
BEGINNING NET POSITION	297,068	(553,980)	(618,980)
ENDING NET POSITION	\$ (553,980)	\$ (618,980)	\$ (618,980)

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**INDEPENDENT SCHOOL DISTRICT #720  
SHAKOPEE PUBLIC SCHOOLS  
FIDUCIARY FUNDS  
STATEMENTS OF CHANGES IN FIDUCIARY NET POSITION**

**SCHOLARSHIP TRUST**

	Actual 2017-2018	Revised Budget 2018-2019	Proposed Budget 2019-2020
REVENUES			
Local Tuition/Grants/Other	\$ 2,371	\$ 7,100	\$ 7,100
EXPENDITURES			
Other Expenses	12,000	12,000	7,100
CHANGE IN NET POSITION	(9,629)	(4,900)	-
BEGINNING NET POSITION	26,689	17,060	12,160
ENDING NET POSITION	\$ 17,060	\$ 12,160	\$ 12,160

**OPEB TRUST**

	Actual 2017-2018	Revised Budget 2018-2019	Proposed Budget 2019-2020
REVENUES			
Interest	\$ 302,837	\$ 450,000	\$ 450,000
EXPENDITURES			
Employee Benefits	185,802	199,122	225,000
CHANGE IN NET POSITION	117,035	250,878	225,000
BEGINNING NET POSITION	4,726,221	4,843,256	5,094,134
ENDING NET POSITION	\$ 4,843,256	\$ 5,094,134	\$ 5,319,134

**EXPENDITURES BY OBJECT CODE - GENERAL FUND**

Object Code	Description	Actual 6/30/2018	Revised 6/30/2019	Next Year 6/30/2020
<b>Salary/Wages</b>				
101	School Board	\$ 30,808	\$ 32,500	\$ 32,500
110	Administration/Supervision	154,711	213,494	311,957
111	Principals	2,583,005	2,362,862	2,427,318
113	Managers	256,972	264,387	352,346
115	Coordinators	831,535	850,245	783,098
116	Directors	937,532	1,172,628	1,329,295
118	Community Relations Coordinator	56,963	58,245	66,745
130	Custodial	1,541,486	1,812,316	1,792,612
131	Custodial OT	53,175	54,239	51,417
132	Custodial OT Reimbursement	(37,976)	(45,000)	(49,391)
133	Custodial Subs	61,397	70,000	73,850
140	Licensed Classroom Teacher	33,048,371	34,119,289	34,868,085
141	Non-Licensed Classroom Personnel	7,428	25,000	10,120
143	Licensed Instructional Support Personnel	1,839,636	2,112,510	2,230,299
144	Non-Licensed Instructional Support Personnel	188,398	75,000	68,021
145	Substitute Teacher	657,859	657,859	567,286
146	Substitute Non-Licensed Classroom/Instructional	124,007	126,797	117,797
150	Physical Therapist	130,735	132,885	126,970
151	Occupational Therapist	266,861	269,749	342,827
152	Educational Speech/Language Pathologist	1,387,328	1,418,543	1,427,836
154	School Nurse	379,395	387,931	320,048
155	Licensed Nurse	311,763	318,778	314,976
156	Social Worker	628,504	642,645	671,225
157	Psychologist	508,060	519,491	533,876
161	Certified Para & PCA	3,017,791	3,085,691	2,871,744
163	Foreign Language Interpreter	7,371	7,537	1,933
170	Non-Licensed Instructional Support	4,352,866	4,450,805	4,651,953
171	Non-Licensed Instructional Support OT	10,882	11,127	37,940
174	Therapeutic Recreational Service & DAPE	295,980	302,640	345,298
175	Cultural Liaison	305,213	312,080	330,872
180	Salary Non-Licensed (Basic Skills)	-	3,000	2,721
185	Other Salary Payments	538,572	552,890	631,889
186	Athletics	810,571	828,809	748,306
187	Extra-curricular	31,874	32,591	136,123
188	Other Non-Licensed Salaries	26,083	26,670	19,287
195	Chargeback Salaries	-	(350,000)	(200,000)
197	Contingency	-	100,000	100,000
199	Cafeterial Plan/Cash in Lieu	747,834	764,660	740,511
<b>Total Salary/Wages</b>		<b>\$ 56,092,990</b>	<b>\$ 57,780,893</b>	<b>\$ 59,189,690</b>

**Employee Benefits**

210	FICA	\$ 4,045,815	\$ 4,159,502	\$ 4,292,946
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214	PERA	752,877	774,033	821,677
218	TRA	3,360,699	3,539,680	3,644,811
220	Group Hospitalization	5,951,898	6,320,720	6,999,341
230	Group Life	25,559	25,559	25,559
235	Group Dental Insurance	719,934	719,934	719,934
240	Long Term Disability	157,208	157,208	157,208
250	Sheltered Annuity	1,007,007	1,035,304	1,035,304
251	Employer-Sponsored HRA, HSA	65,522	67,363	67,363
270	Workers Compensation	285,526	265,539	265,539
280	Unemployment Compensation	14,990	15,327	15,327
291	OPEB Retiree Health Insurance Benefits	170,620	175,414	175,414
<b>Total Employee Benefits</b>		<b>\$ 16,557,655</b>	<b>\$ 17,255,583</b>	<b>\$ 18,220,423</b>

**Non-staff expenditures**

303	Fed Subaward up to \$25,000	\$ 50,340	\$ 42,839	\$ 42,839
304	Fed Subaward in excess of \$25,000	19,650	14,694	14,694
305	Consulting Fees/Fees for Services	1,840,204	2,040,643	2,040,643
306	SPED Legal Fees	16,154	25,000	25,000
312	Officials	59,212	89,568	89,568
320	Communication/Phone	109,766	120,369	120,369
329	Postage & Express	46,116	49,540	49,540
330	Electricity	1,450,669	1,495,006	1,539,856
331	Water & Sewage	7,093	114,164	117,589
332	Refuse Removal	58,785	70,313	72,422
333	Natural Gas	336,720	367,026	378,037
340	Property & Liability Insurance	185,697	200,000	200,000
343	Vehicle Insurance	11,681	15,000	15,000
349	Maintenance Agreement	69,452	76,500	76,500
350	Repairs & Maintenance Services	86,122	114,040	114,040
352	Repairs & Maintenance – Equipment	28,576	59,999	59,999
353	Repairs & Maintenance – Upkeep of Grounds	70,523	50,000	50,000
354	Repairs & Maintenance – Buildings	18,856	21,100	21,100
357	Interpreter for Deaf Services up to \$25,000	1,022	2,000	2,000
358	Foreign Lang Interpreter Services up to \$25,000	23,294	26,600	26,600
361	Contracted Transportation	5,088,168	5,164,202	4,983,455
363	Snow Removal	264,693	219,000	219,000
364	Title I Transportation	21,602	15,000	15,000
365	Interdepartmental Transportation Chargeback	6,146	13,375	13,375
366	Travel, Conventions, and Conferences	197,830	285,436	285,436
367	Out of State Travel	-	2,200	2,200
368	Auto Allowance	122,685	71,796	71,796
369	Entry Fees/Student Travel	135,864	99,097	99,097
370	Operating Leases or Rentals	679,637	712,000	686,000
373	Ed Speech/Lang Pathologist, up to \$25,000	45,282	55,000	55,000
380	Advertising & Publishing	13,152	13,200	13,200
381	Printing & Binding	6,025	12,850	12,850
385	Printing Chargeback	(9,350)	(42,577)	(42,577)
389	Staff Tuition & Other Reimbursements	-	567	567

390	Pymts for Ed Purposes to Other MN Districts	779,387	796,365	796,365
393	SPED and Transitional Contracted Services	84,270	88,484	88,484
394	Pymts for Ed Purposes to Other Agencies - Non Sch	226,615	352,692	352,692
396	SPED Salaries Purchased from Another District	103,710	108,896	108,896
397	SPED Benefits Purchased from Another District	33,020	34,671	34,671
401	Non-Instructional Supplies	755,720	754,681	754,681
405	Awards	13,128	7,500	7,500
406	Instructional Software Licensing	284,402	222,500	210,500
410	Co/Ex-Curricular Supplies	186,282	186,524	186,524
415	Team Uniforms	30,380	53,350	53,350
416	State Tournament	9,636	4,000	4,000
430	Non-Individual Instructional Supplies	607,949	713,739	713,739
433	Individual Instructional Supplies	76,205	97,976	97,976
437	Home Base Co-op	11,057	10,000	10,000
440	Fuels	16,050	14,750	14,750
450	Materials Purchased for Resale	98,628	66,500	66,500
455	Non-Instructional Technology Supplies	-	5,500	3,000
456	Instructional Technology Supplies	-	194,427	315,569
460	Textbooks & Workbooks	16,608	44,500	44,500
461	Standardized Tests	134,091	83,750	83,750
465	Non-Instructional Technology Devices	5,133	15,000	54,000
466	Instructional Technology Devices	372,595	328,000	328,000
470	Media Resources	43,195	46,000	46,000
480	A-V Aids	1,591	5,500	5,500
489	Periodicals & Newspapers	4,672	2,533	2,533
490	Food	65,810	83,662	83,662
505	Non-Instructional Technology Software	193,921	160,000	250,000
522	Building Improvements	1,698,355	1,696,240	1,696,240
530	Other Equipment	571,951	816,243	501,003
533	Other Equipment Direct SPED Instruction	983	1,500	1,500
535	Capital Leases	417,480	1,000,000	1,046,000
550	Other Vehicles	8,139	-	-
555	Technology Equipment	216,389	280,459	100,459
560	Library Books	-	120,050	120,050
562	Textbooks	215,666	-	-
563	Non-Instructional Software Licensing	204,016	405,325	270,325
580	Principal on Capital Lease	1,766,121	1,725,149	1,725,149
581	Interest on Capital Lease	491,579	471,465	471,465
589	Lease Install Contract (Other Financing Source)	(417,480)	(1,000,000)	(1,000,000)
590	Other Capital	37,975	40,000	40,000
820	Dues, Membership, Licenses & Certain Fees	158,256	166,658	166,658
821	TIES Membership	182,194	85,000	3,000
849	Graduation Expense	20,823	25,000	25,000
891	Pension Expense	327,974	350,000	350,000
896	Taxes, Special Assessments & Interest Penalties	23,394	40,000	40,000
898	Scholarships	-	5,000	5,000
899	Miscellaneous	24,961	126,200	126,200
	<b>Total Non-staff Expenditures</b>	<b>\$ 21,164,497</b>	<b>\$ 22,451,336</b>	<b>\$ 21,875,386</b>

**EXPENDITURES BY OBJECT CODE - FOOD SERVICE FUND**

Object Code	Description	Actual 6/30/2018	Revised 6/30/2019	Next Year 6/30/2020
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**Salary/Wages**

113	Managers	\$ 79,725	\$ 81,113	\$ 84,660
130	Custodial	188,074	196,153	200,076
131	Custodial OT	8,940	10,000	10,200
167	Cafeteria Substitutes	31,324	36,500	25,500
168	Cafeteria Salaries	1,022,537	1,033,945	1,160,708
170	Non-Licensed Instructional Support	39,556	44,947	45,846
171	Non-Licensed Instructional Support OT	587	500	599
199	Cafeterial Plan/Cash in Lieu	12,000	12,000	12,240
<b>Total Salary/Wages</b>		<b>\$ 1,382,744</b>	<b>\$ 1,415,158</b>	<b>\$ 1,539,829</b>

**Employee Benefits**

210	FICA	\$ 99,796	\$ 107,240	\$ 132,351
214	PERA	99,776	105,215	114,569
220	Group Hospitalization	154,361	137,371	250,864
230	Group Life	737	3,000	1,224
235	Group Dental Insurance	18,762	17,418	19,104
240	Long Term Disability	1,649	1,782	1,682
250	Sheltered Annuity	12,847	19,025	19,559
270	Workers Compensation	7,014	7,000	7,140
<b>Total Employee Benefits</b>		<b>\$ 394,942</b>	<b>\$ 398,051</b>	<b>\$ 546,493</b>

**Non-staff Expenditures**

305	Consult Fee/Fees Ser	\$ 48,030	\$ 45,000	\$ 45,000
329	Postage & Express	104	5,000	-
350	Repairs & Maintenance Svcs	-	5,000	-
352	Repairs & Maint - Equipment	70,816	75,000	70,000
366	Travel	15,101	15,000	5,000
368	Auto Allowance	2,640	2,640	2,640
385	Printing Chargeback	2,356	3,500	2,750
401	Non Instr General Supplies	144,860	216,600	146,500
415	Team Uniforms	1,907	6,500	5,000
490	Food	1,781,662	2,040,000	1,873,976
491	Commodities	293,271	305,000	320,000
495	Milk	148,695	187,500	153,145
530	Other Equipment	153,236	68,051	50,000
820	Dues, Membership, Licenses & Certain Fees	1,667	11,000	2,500
891	Pension Expense	7,955	1,000	8,000
899	Miscellaneous	4,657	-	-
<b>Total Non-staff Exp</b>		<b>\$ 2,628,822</b>	<b>\$ 2,986,791</b>	<b>\$ 2,684,511</b>

**EXPENDITURES BY OBJECT CODE - COMMUNITY SERVICE FUND**

Object Code	Description	Actual 6/30/2018	Revised 6/30/2019	Next Year 6/30/2020
<b>Salary/Wages</b>				
115	Coordinators	\$ 260,829	\$ 316,188	\$ 315,429
116	Directors	111,223	110,602	97,650
140	Licensed Classroom Teacher	690,686	751,820	711,057
141	Non-Licensed Classroom Personnel	292,488	318,820	305,469
154	School Nurse	4,573	4,502	4,502
155	Licensed Nurse	27,246	35,432	35,432
161	Certified Para & PCA	13,052	17,662	-
163	Foreign Language Interpreter	206	300	300
170	Non-Licensed Instructional Support	161,365	164,123	137,383
171	Non-Licensed Instructional Support OT	634	-	-
180	Salary Non-Licensed (Basic Skills)	22,087	26,000	20,000
185	Other Salary Payments	11,812	37,975	3,500
188	Other Non-Licensed Salaries	3,148	3,275	-
199	Cafeterial Plan/Cash in Lieu	48,298	36,478	24,750
<b>Total Salary/Wages</b>		<b>\$ 1,647,649</b>	<b>\$ 1,823,177</b>	<b>\$ 1,655,472</b>

**Employee Benefits**

210	FICA	\$ 118,953	\$ 140,194	\$ 123,178
214	PERA	57,733	81,162	70,564
218	TRA	55,510	58,279	56,905
220	Group Hospitalization	129,346	177,359	197,569
230	Group Life	2,234	1,147	690
235	Group Dental Insurance	17,354	19,654	2,660
240	Long Term Disability	5,958	3,204	1,279
250	Sheltered Annuity	18,611	26,246	11,913
270	Workers Compensation	8,373	8,000	-
<b>Total Employee Benefits</b>		<b>\$ 414,072</b>	<b>\$ 515,245</b>	<b>\$ 464,758</b>

**Non-staff Expenditures**

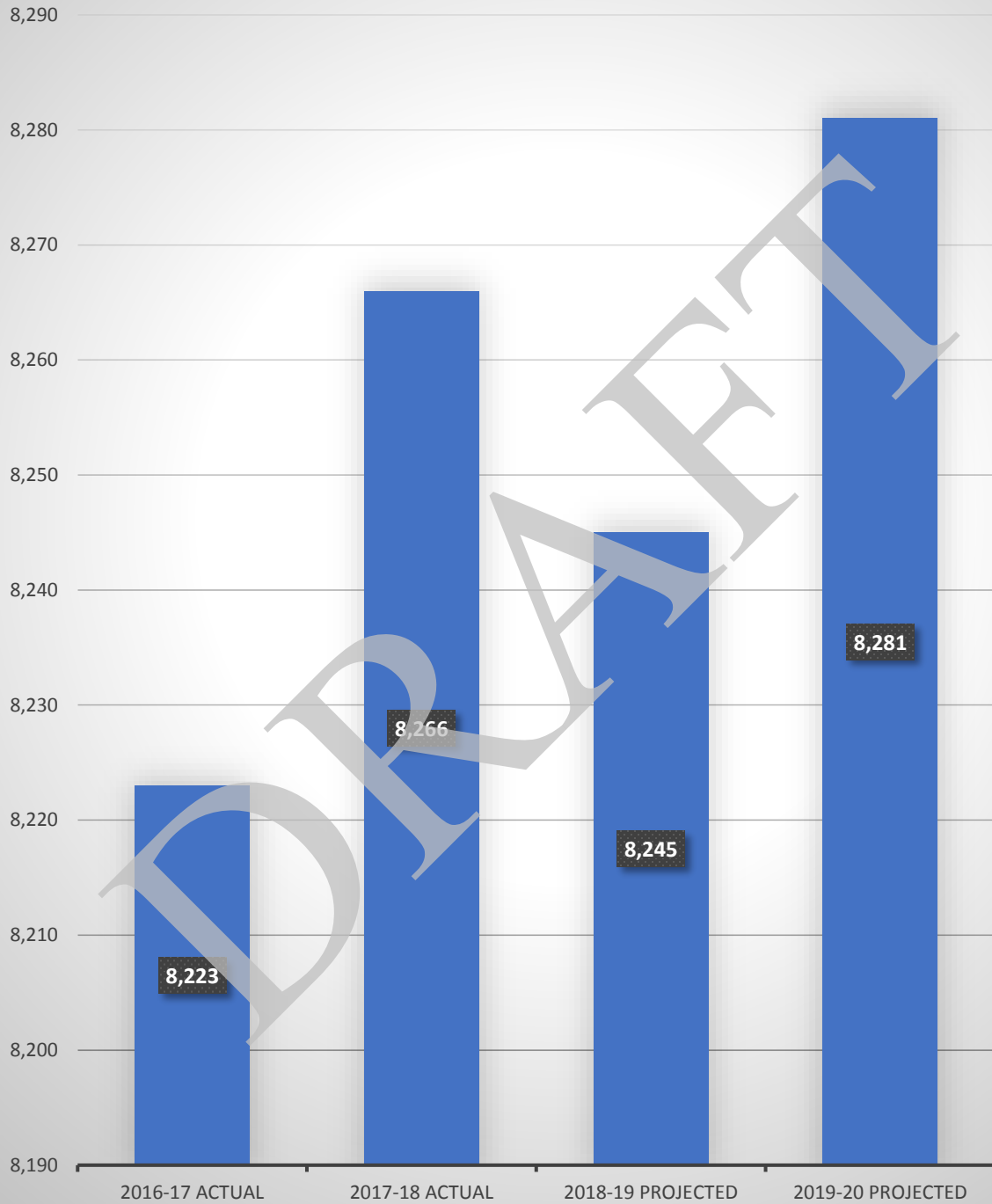
305	Consulting Fees/Fees for Services	\$ 274,568	\$ 241,156	\$ 284,698
320	Communication/Phone	344	350	350
329	Postage & Express	6,620	8,450	8,800
358	Foreign Lang Interpreter Services up to \$25,000	1,380	1,000	1,000
361	Contracted Transportation	38,298	36,000	95,000
365	Interdepartmental Transportation Chargeback	256	1,100	1,100
366	Travel, Conventions, and Conferences	4,932	8,550	10,500
368	Auto Allowance	6,484	7,649	19,875
369	Entry Fees/Student Travel	10,789	4,000	375
380	Advertising & Publishing	1,908	100	-
381	Printing & Binding	24,054	37,500	40,900
385	Printing Chargeback	6,994	7,550	9,900
394	Pymts for Ed Purposes to Other Agencies - Non Sch	103,000	100,000	105,000

401	Non-Instructional Supplies	22,785	23,200	22,500
430	Non-Individual Instructional Supplies	14,274	13,900	35,900
442	Maintenance & Supplies	7,745	9,000	9,000
443	Rent of Vehicles/Insurance	502	11,000	11,000
460	Textbooks & Workbooks	72,625	72,700	72,700
490	Food	20,765	37,070	40,490
530	Other Equipment	4,119	5,500	5,000
555	Technology Equipment	241	-	-
820	Dues, Membership, Licenses & Certain Fees	2,126	1,750	2,750
891	Pension Expense	9,029	-	-
894	Special Events/Trips	4,040	11,800	32,500
899	Miscellaneous	6,035	10,000	12,300
Total Non-staff Exp		\$ 643,913	\$ 649,325	\$ 821,638

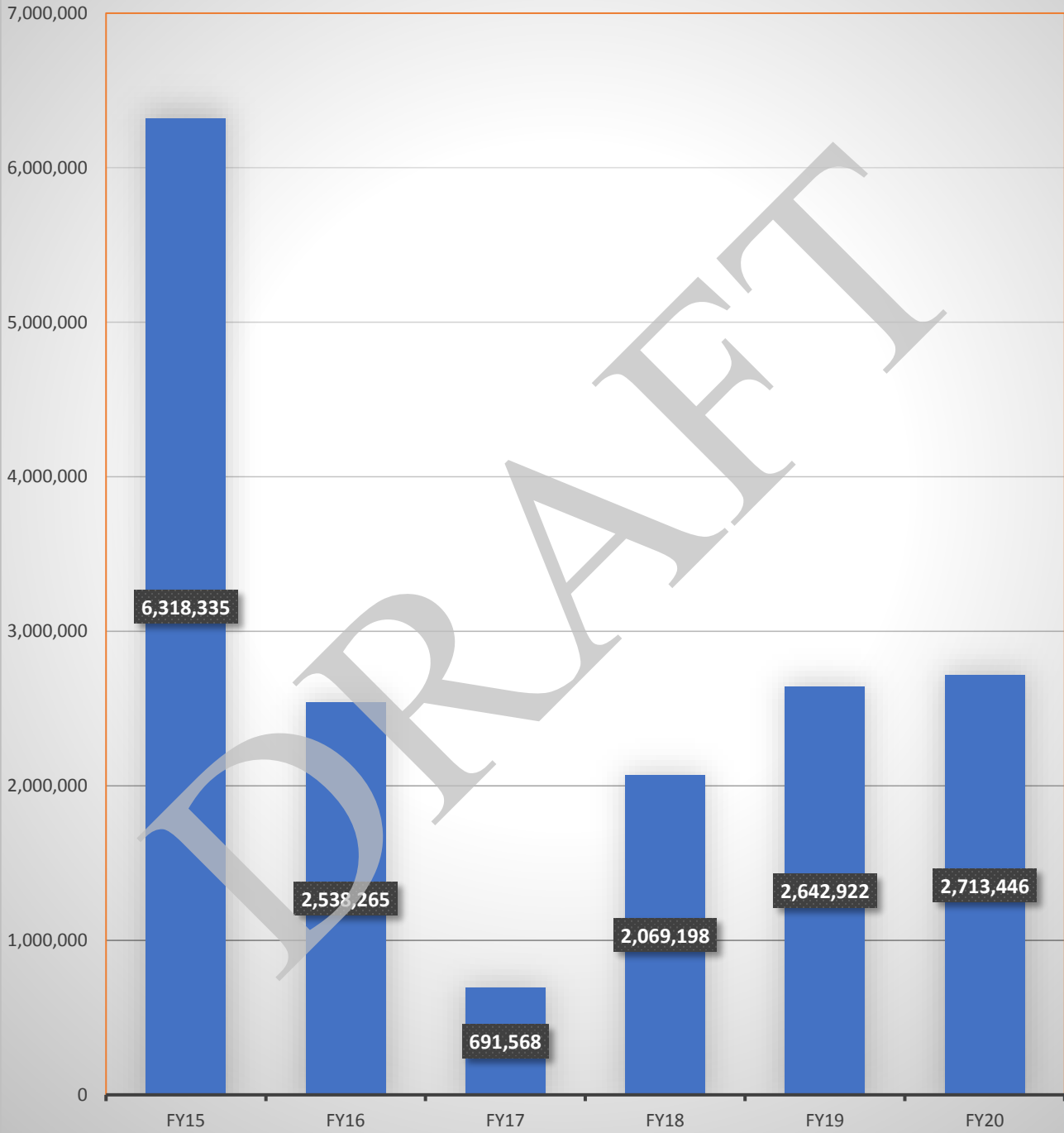
DRAFT

# Enrollment (ADM) Served

Average Daily Membershp



# General Fund Financial Position- Unassigned



## Long Term Facility Maintenance Schedule

### Funding:

State Aid	\$ 500,000
Tax Levy	<u>1,834,681</u>
	2,334,681

### Projects currently scheduled for (FY 2020)

#### School Board is required to adopt 10 year LTFM plan for MDE submittal in July 2019

Health & Safety Items	350,000
Staff Time	85,000
HVAC Deficiencies at Sweeney Elementary	72,500
HVAC Deficiencies at Sun Path Elementary	95,000
Sweeney Elementary Roof	<u>1,720,000</u>
Total	\$ 2,322,500

DRAFT



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

**To:** School Board

**From:** Jeff Priess

**Date:** June 24, 2019

**Re:** Board Control of Extracurricular Activities Accounts

Recent legislation requires Board Control of Extracurricular Activities accounts. Previously all accounting and reporting for these accounts has been excluded from General Fund activity and accounted for in a separate fund (Fund 50). New legislation requires these activities to now be accounted for in the General Fund, this requirement is effective for July 1, 2019.

The following resolution was moved by _____ and seconded by _____:

**RESOLUTION REGARDING BOARD CONTROL OF EXTRACURRICULAR ACTIVITIES**

WHEREAS, Minnesota Session Laws 2019, 1st Special Session, CH. 11, Art. 1, Sec. 5 will require changes in the accounting for student activity funds and school boards must take charge of and control all student activities of the public schools in the district and that all money received or expended for extracurricular activities shall be recorded in the same manner as other revenues and expenditures of the district;

THEREFORE, BE IT RESOLVED, that the School Board of Shakopee Public Schools, Independent School District No. 720, directs the district's administration to implement the requirements of Minnesota Session Laws 2019, 1st Special Session, CH. 11, Art. 1, Sec. 5 .

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted.

By: _____  
Chair

By: _____  
Clerk

Adopted: 12-10-07

MSBA/MASA Model Policy 713

Orig. 2004

Revised: presented 6-24-19 for approval

Rev. 2019

## 713 STUDENT ACTIVITY ACCOUNTING

### I. PURPOSE

The school board recognizes the need to provide alternative paths to learning, skill development for its students, and activities for student enjoyment. It also understands its commitment to and obligation for assuring maximum accountability for public funds and student activity funds. For these reasons, the school board will assume control over and/or oversee funds for student activities as set forth in this policy.

### II. GENERAL STATEMENT OF POLICY

#### A. Curricular and Cocurricular Activities

The school board shall take charge of, control over, and account for all student activity funds that relate to curricular and cocurricular activities.

*[Note: The school board is required by Minn. Stat. § 123B.49, Subd. 2, to take charge of and control over all cocurricular activities, including all money received for such activities.]*

#### B. Extracurricular Activities

##### *[Options 1 and 2]*

The school board shall ~~take charge of, control over, and account for~~ or ~~review and account for~~ take charge of and control over all student activity accounting that relates to extracurricular activities.

*[Note: The school board is required by Minn. Stat. § 123B.49, Subd. 4, to take charge of and control over all extracurricular activities, including all money received for such activities.]*

~~or~~

##### *[Option 3]*

~~1. The school board shall take charge of, control over, and account for the following student extracurricular activities:~~

~~a. Any student extracurricular activity related to a contract which must be ratified by the school board or its designee [Note: The~~

~~school board must take charge of, control over, and approve all contracts entered into for the purchase of items related to an extracurricular activity (i.e., contracts for the purchase of items for a fundraising event.);~~

~~b. Student activities or transactions that have a fee which the school district is statutorily authorized to charge [Note: The school board may, but is not required to, take charge of and control over these activities or transactions.];~~

~~c. Student activities or transactions that have a taxable sale related to them [Note: The school board may, but is not required to, take charge of and control over these activities or transactions.];~~

~~d. All student class activity accounts of graduated classes where a residual balance remains in the account at the start of the school year following graduation;~~

~~e. [The school board may take control over a student activity it otherwise is not required to control. All other extracurricular activities over which the school board chooses to take control, such as class activity funds, should be listed in this section.]~~

~~2. The school board shall review and account for the following student extracurricular activities:~~

~~[List extracurricular activities over which the school board will review and account; i.e., class activity funds.]~~

~~[A school board may, but is not required to, take charge of and control over extracurricular activities in accordance with Minn. Stat. § 123B.49, Subd. 4. Board control includes powers and responsibilities, such as: board approval of a budget; receipt, review, and approval of revenue; and preparation of expenditure reports. If the school board takes charge of and control over extracurricular activities, any or all costs of these activities may be provided from school revenues and all revenues and expenditures must be recorded in the same manner as other revenues and expenditures of the school district in accordance with the Uniform Financial Accounting and Reporting Standards (UFARS).]~~

~~To the extent a school board does not take control over such activities, these activities must be self-sustaining with all expenses (except direct salary costs and indirect costs of the use of school facilities) met by dues, admissions, or other student fundraising events. Extracurricular activities which are not under school board control still may be directed by the school board, but the fiscal transactions for such activities may only be presented to the school board for review and receipt, not approval. Accordingly, the school board may take charge of all~~

~~extracurricular activities (Option 1), no extracurricular activities (Option 2), or may choose to take charge of and control over some extracurricular activities (which are not required to be under its control, such as activities which are not related to a graduation requirement or credit or a board-ratified contract) and only review and account for other extracurricular activities (Option 3).]~~

€. Non-Student Activities

In overseeing student activity accounts under this policy, the school board shall not maintain or account for funds generated by non-students including, but not limited to, convenience funds of staff members, booster club funds, parent-teacher organization or association funds, or funds donated to the school district for specified purposes other than student activities.

III. DEFINITIONS

A. Cocurricular Activity

A “cocurricular activity” means those portions of the school-sponsored and directed activities designed to provide opportunities for students to participate in such experiences on an individual basis or in groups, at school and at public events, for improvement of skills (i.e., interscholastic sports, band, etc.). Cocurricular activities are not offered for school credit, cannot be counted toward graduation, and have *one or more* of the following characteristics:

1. They are conducted at regular and uniform times during school hours, or at times established by school authorities;
2. They are directed or supervised by instructional staff in a learning environment similar to that found in courses offered for credit; and
3. They are partially, primarily, or totally funded by public moneys for general instructional purposes under direction and control of the school board.

B. Curricular Activity

A “curricular activity” means those portions of the school program for which credit is granted, whether the activity is part of a required or elective program.

€. Extracurricular (Noncurricular/Supplementary) Activity

An “extracurricular (noncurricular/supplementary) activity” means all direct and personal services for students for their enjoyment that are managed and operated under the guidance of an adult or staff member. Extracurricular activities have *all* of the following characteristics:

1. They are not offered for school credit nor required for graduation;
2. They generally are conducted outside school hours or, if partly during school hours, at times agreed by the participants and approved by school authorities;
3. The content of the activities is determined primarily by the student participants under the guidance of a staff member or other adult.

**D. Public Purpose Expenditure**

A “public purpose expenditure” is one which benefits the community as a whole, is directly related to the functions of the school district, and does not have as its primary objective the benefit of private interest.

**IV. MANAGEMENT AND CONTROL OF ACTIVITY FUNDS**

**A. Curricular and Cocurricular Activities**

1. All money received on account of cocurricular activities shall be turned over to the treasurer, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.
2. The treasurer shall account for all revenues and expenditures related to curricular and cocurricular activities in accordance with the Uniform Financial Accounting and Reporting Standards (UFARS), ~~the Manual for Activity Fund Accounting (MAFA) to the extent applicable,~~ and school district policies and procedures.

Under the direction of the District Finance Department, rules and procedures will be established that support student participation and team-building in extracurricular activities.

**B. Extracurricular Activities**

~~1. Extracurricular Activities Under Board Control~~

- ~~a1.~~ **a1.** ~~Any and all~~ Costs of extracurricular activities ~~under board control~~ may be provided from school revenues.
- ~~b2.~~ **b2.** All money received or expended for extracurricular activities ~~under board control~~ shall be recorded in the same manner as other revenues and expenditures of the school district and shall be turned over to the treasurer, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.

- e3. The treasurer shall account for all revenues and expenditures related to extracurricular activities ~~under board control~~ in accordance with UFARS ~~and MAFA~~ and school district policies and procedures. ~~*Note: UFARS is*~~

~~*required to be used when transactions of an activity are under school board control in accordance with Minn. Stat. §§ 123B.49 and 123B.77.*~~

~~2. Extracurricular Activities Not Under Board Control~~

~~a. All extracurricular activities not under board control shall be self-sustaining with all expenses, except direct salary costs and indirect costs of the use of school facilities, met by dues, admissions, or other student fundraising events. The general fund shall reflect only those salaries directly related to and readily identified with the activity and paid by public funds.~~

~~b. Revenues and expenditures for extracurricular activities not under board control shall be recorded and be managed according to MAFA and shall be reviewed for compliance with and accepted by the school board in accordance with school district policies and procedures. *[Note: MAFA is required to be used when transactions of an extracurricular activity are not under school board control in accordance with Minn. Stat. § 123B.49, Subd. 4(c).]*~~

~~e4.~~ All student activity funds will be collected and expended:

~~(1)a.~~ in compliance with school district policies and procedures;

~~(2)b.~~ under the general direction of the principal and with the participation of students and faculty members who are responsible for generating the revenue;

~~(3)c.~~ in a manner which does not produce a deficit or an unreasonably large accumulation of money to a particular student activity fund;

~~(4)d.~~ for activities which directly benefit the majority of those students making the contributions in the year the contributions were made whenever possible; and

~~(5)e.~~ in a manner which meets a public purpose.

~~e5.~~ Activity accounts of a graduated class will be terminated prior to the start of the school year following graduation. Any residual money from a graduating class activity fund will ~~be removed from the terminated student activity account and deposited into~~ remain in the general fund and may be used for any school district purpose. Prior to depositing such accounts, all donations or gifts accepted for the specific purpose of the student activity account shall be administered in accordance with the terms of the gift or donation and school district policy.

~~*[Note: The school board may take control over residual funds from a graduating class activity account only if it has taken board control over such activities and transactions. The school board then has authority to transfer these terminated accounts to its general fund. The school district may then transfer this money from its general fund to those extracurricular activities over which the board has taken control in accordance with Section IV.B.1.a., above. Unless the school board has taken class activity accounts under its control, it would not be authorized to transfer funds from a graduating class activity account to an existing class activity fund for another class. If the school board has not taken control over these accounts, however, the principal and student representatives of the class may choose to transfer residual accounts to another existing class activity account prior to graduation.]*~~

## V. DEMONSTRATION OF ACCOUNTABILITY

### ~~A. Semi-Annual Activity Fund Reports~~

~~The school board shall appoint a Student Finance Advisory Committee at the commencement of each school year. The Committee will review all new student activity funds and continuing student activity funds for conformity with state law, MAFA requirements, and school district policies and procedures. The Committee will provide the school board with a summary accounting of student activity accounts at least semi-annually, including a report on transactions within each account of the student activity funds. The Committee will make recommendations to the school board on any recommended internal controls regarding student activity funds.~~

~~*[Note: MAFA recommends that the school board conduct periodic reviews of student activity funds for conformity with state law, MAFA requirements, and school district policies and procedures. The manner in which such reviews are conducted is in the discretion of the school board. The foregoing procedure is the practice suggested by MAFA. It could also be done by a different standing or special committee appointed by the school board.]*~~

### ~~BA. Annual External Audit~~

~~The school board shall direct its independent certified public accountants to audit, examine, and report upon student activity accounts as part of its annual school district audit in accordance with state law.~~

### ~~CB. Fundraiser Report~~

~~The Committee-administration will prepare a fundraising report semi-annually which will be reviewed by the school board in May and November. The report will list the activity, type of fundraisers, timing, purpose, and results.~~

*[Note: ~~MAFA recommends that the~~ The school board should conduct periodic reviews of student fundraising. The manner in which such reviews are conducted is in the discretion of the school board. ~~The foregoing procedure is the practice suggested by MAFA.~~]*

**Legal References:** Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.09 (Boards of Independent School Districts)  
Minn. Stat. § 123B.15, Subd. 7 (Officers of Independent School Districts)  
Minn. Stat. § 123B.35 (General Policy)  
Minn. Stat. § 123B.36 (Authorized Fees)  
Minn. Stat. § 123B.37 (Prohibited Fees)  
Minn. Stat. § 123B.38 (Hearing)  
Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. § 123B.76 (Expenditures; Reporting)  
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)  
Minn. Rules Part 3500.1050 (Definitions for Pupil Fees)  
*Visina v. Freeman*, 252 Minn. 177, 89 N.W.2d 635 (1958)  
Minn. Op. Atty. Gen. 159a-16 (May 10, 1966)

**Cross References:** Uniform Financial Accounting and Reporting Standards (UFARS)  
~~Manual for Activity Fund Accounting (MAFA)~~  
MSBA/MASA Model Policy 510 (School Activities)  
MSBA/MASA Model Policy 511 (Student Fundraising)  
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)  
MSBA/MASA Model Policy 701.1 (Modification of School District Budget)  
MSBA/MASA Model Policy 702 (Accounting)  
MSBA/MASA Model Policy 703 (Annual Audit)  
MSBA/MASA Model Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)  
MSBA/MASA Model Policy 706 (Acceptance of Gifts)

**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>
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 Meeting	District Office Board Room, 1200 Town Square
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 23, 2019	9:00AM	School Board Policy Committee Meeting	Superintendent's Office, 1200 Town Square
July 24, 2019	5:00PM	School Board Facilities Committee Meeting	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 Meeting	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 Meeting	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 Meeting	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 Meeting	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 Meeting	District Office Board Room, 1200 Town Square



# Shakopee Public Schools 2019-20 School Calendar

August 2019	
August 19-22.....	New Teacher Fall Workshop
August 26-29.....	Teacher Fall Workshop

September 2019	
September 2.....	No School - Labor Day
September 3-4.....	Elementary Connect Days (Grades E-5)
September 3.....	Student 1st Day of School (Grades 6-12)
September 5.....	Student 1st Day of School (Grades E-5)
September 26.....	Student 2-Hour Early Release K-12

October 2019	
October 16.....	No School - Teacher Staff Development Day
October 17-18.....	No School - Fall Break

November 2019	
November 7 .....	1st Quarter Ends
November 7.....	Student 2-Hour Early Release K-12
November 8.....	No School - Teacher Planning Day
November 27-29.....	No School - Thanksgiving Break

December 2019	
December 20.....	No School - Early Childhood Only (PD day)
December 23-Jan 1.....	No School - Winter Break

January 2020	
December 23-Jan 1.....	No School - Winter Break
January 20.....	No School - No Teachers - MLK, Jr. Day
January 23.....	1st Semester Ends
January 23.....	Student 2-Hour Early Release K-12
January 24.....	No School - Teacher Planning Day

February 2020	
February 14.....	No School - All Teacher Staff Development Day
February 17.....	No School - Presidents' Day Break

March 2020	
March 26.....	3rd Quarter Ends
March 26.....	Student 2-Hour Early Release K-12
March 27.....	No School - Teacher Planning Day
March 30-April 3.....	No School - Spring Break

April 2020	
March 30-April 3.....	No School - Spring Break

May 2020	
May 1.....	No School - Gr. 6-12 Teacher Staff Development Day
May 1.....	No School - Gr. E-5 Teachers Off
May 25.....	No School - Memorial Day

June 2020	
June 4.....	Student Last Day of School
June 5.....	Teacher Work Day
June 6.....	Graduation

August 2019				
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

September 2019				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October 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	

November 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

December 2019				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

January 2020				
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

February 2020				
M	T	W	TH	F
	3	4	5	6
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March 2020				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2020				
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	

May 2020				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2020				
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			

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