

## MEMO

**To:** School Board  
William Gronseth

**From:** Douglas A. Hasler, CFO *DH*

**Date:** January 10, 2018

**Re:** Contractual Authorization Limits

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There was significant discussion in reference to the proposed resolution for the Superintendent and the CFO to sign contracts in amounts up to \$25,000 during the Annual Organizational Meeting on January 2<sup>nd</sup>. As a follow-up to that discussion, I have compiled a survey of Minnesota school districts with student enrollments comparable to our own to see how our contractual authorization limit compares to the limits in place in these other school districts. Please see the attachment.

The school districts included in this survey have student enrollments ranging from 7,000 to 12,000. I was able to gather contractual authorization limits for the 17 school districts shown on the attached document (one school district, White Bear Lake, did not respond to my survey request). One school district (Roseville Public School District) has the same \$25,000 contractual authorization limit as our own. All of the remaining school districts have contractual authorization limits exceeding ours, including a number which have no specific limit other than the requirement that the contract be covered through the approved budget.

I hope that this information is helpful to you. Please let me know if you have any additional questions on this matter.

**Survey of Contractual Authorization Threshold  
Minnesota School Districts  
(7,000 to 12,000 Student Enrollments)**

<b>District Name</b>	<b>2016-17 Enrollment</b>	<b>Current Authorization</b>
<b>Duluth Public School District</b>	<b>8,547</b>	<b>\$25,000</b>
Mankato Public School District	8,660	\$50,000
Eastern Carver County Public School	9,690	\$50,000
Burnsville Public School District	9,247	\$50,000
Farmington Public School District	7,199	\$100,000
Lakeville Public School District	10,993	\$100,000
Bloomington Public School District	10,645	No limit if within approved budget or \$100,000
Eden Prairie Public School District	8,958	No limit if within approved budget
Edina Public School District	8,587	\$90,000
Minnetonka Public School District	10,567	No limit if within approved budget
Wayzata Public School District	11,292	No limit if within approved budget
Mounds View Public School District	11,556	No limit if within approved budget
North St. Paul-Maplewood Oakdale District	10,528	No limit if within approved budget
Roseville Public School District	7,684	\$25,000
Prior Lake-Savage Area Schools	8,425	No limit if within approved budget
Shakopee Public School District	8,304	\$100,000
St. Cloud Public School District	9,802	No limit if within approved budget
Stillwater Area Public School District	8,357	\$100,000