



Excellence. For each and every student.

BOARD OF EDUCATION
Regular Meeting - March 14, 2022 - 7:00 PM
Wayzata City Hall
600 Rice Street
Wayzata, Minnesota 55391

AGENDA

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Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Call to Order

ITEM: Roll Call Attendance

COMMENTS BY: Bonita Lucky, Board Clerk

	PRESENT	ABSENT
Linda Cohen	_____	_____
Bonita Lucky	_____	_____
Jay Hesby	_____	_____
Heidi Kader	_____	_____
Milind Sohoni	_____	_____
Cheryl Polzin	_____	_____
Sarah Johansen	_____	_____
Chace Anderson, ex-officio	_____	_____



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Approval of Agenda and Consent Agenda Items

COMMENTS BY: Sarah Johansen, Board Chair

Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event, the item will be removed as a Consent Agenda item and addressed. Consent Agenda items are as follows:

- 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**
- 2.A. Approval of Minutes
- 2.B. Finance and Operations Services
 - 2.B.1. Agenda Sheet – Finance Consent Agenda, March 2022
 - 2.B.1.i. Board Gifts – February 2022
 - 2.B.1.ii. Check Report – February 2022
 - 2.B.1.iii. Wire, EFT, & ACH Report – January 2022
 - 2.B.2. P-Card Authorizations, February 2022
 - 2.B.3. Agenda Sheet – East & Central Mechanical Upgrades
 - 2.B.3.i. Wold Architects & Engineering Solutions Recommendations & Bid Tabulation
- 2.C. Human Resource Services
 - 2.C.1. Monthly Recommendations

Recommended Action: Approve the full agenda as presented, and the consent agenda items.

Motion by: _____ **ROLL CALL** Passed: _____

Second by: _____ Failed: _____

Abstentions: _____



Board of Education Roll Call Vote

AGENDA ITEM: _____

	YES	NO	ABSTAIN	ABSENT
Linda Cohen	_____	_____	_____	_____
Jay Hesby	_____	_____	_____	_____
Heidi Kader	_____	_____	_____	_____
Bonita Lucky	_____	_____	_____	_____
Cheryl Polzin	_____	_____	_____	_____
Milind Sohoni	_____	_____	_____	_____
Sarah Johansen	_____	_____	_____	_____



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Approval of Board Minutes

COMMENTS BY: Bonita Lucky, Board Clerk

Approve the minutes of the following meetings:

- February 14, 2022 Regular Meeting

Recommended Action: Approve the minutes of the Board meetings.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____ **5** _____

Regular Meeting
Monday, February 14, 2022 7:00 PM Central

Wayzata City Hall
600 Rice Street
Wayzata, Minnesota 55391

Linda Cohen: Present
Jay Hesby: Present
Sarah Johansen: Present
Heidi Kader: Present
Bonita Lucky: Present
Cheryl Polzin: Present
Milind Sohoni: Present

Present: 7.

Milind Sohoni: Absent

Present: 6, Absent: 1.

During the Audience Opportunity to Address School Board, Milind Sohoni requested to step out of the meeting briefly. 8:40 PM

Milind Sohoni: Present

Present: 7.

Milind Sohoni returned to the meeting at 8:41 PM.

1. CALL TO ORDER/ROLL CALL

2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS

Approve the full agenda as presented, and the consent agenda items. This motion, made by Jay Hesby and seconded by Linda Cohen, Passed.

Linda Cohen: Aye, Jay Hesby: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

2.A. Approval of Minutes

2.B. Finance and Operations Services

2.B.1. Board Gifts - January 2022

2.B.2. Check Report - January 2022

2.B.3. Wire, EFT, & ACH Report - December 2021

2.C. Human Resource Services

2.C.1. Monthly Recommendations

3. REPORTS FROM ORGANIZATIONS

3.A. Wayzata High School Student Council Representative

4. RECOGNITIONS

4.A. Employee of the Month

4.B. Retiree Recognition

4.C. *My Fair Lady* Outstanding Achievement Recognition

5. STUDENT CURRICULUM PRESENTATION (No Report for this meeting.)

6. SUPERINTENDENT REPORT

6.A. COVID Update and Mitigation Strategy Recommendation

6.B. Policy 212 and 212 R

7. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD

Numerous citizens addressed the Board. Please see the official YouTube recording.

8. ADMINISTRATIVE REPORTS AND RECOMMENDATIONS

8.A. Superintendent

8.A.1. COVID-19 Health and Safety Measures Resolution

Approve the revised Health and Safety Measures resolution for the 2021-2022 school year, to take effect on February 22, 2022, and to authorize the Superintendent and his designees to adapt these expectations as deemed appropriate in an effort to help ensure the health and safety of students and staff and to best meet the needs of students, families, and staff in an ever-changing pandemic climate. This motion, made by Linda Cohen and seconded by Jay Hesby, Passed.

Linda Cohen: Aye, Jay Hesby: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Cheryl Polzin: Aye, Milind Sohoni: Aye, Bonita Lucky: Nay

Aye: 6, Nay: 1

Bonita Lucky: Nay

8.A.2. Policy Approval - Series 100 & 200

Approve policies 101, 102, 200, 201, 202, 203, 204, 205, 206, 207, and 210 as presented in the attachments. This motion, made by Milind Sohoni and seconded by Linda Cohen, Passed.

Linda Cohen: Aye, Jay Hesby: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

8.B. Teaching and Learning (No Report for this meeting.)

8.C. Finance and Operations Services

8.C.1. Agenda Sheet - Fiscal Year 2022 Budget Amendment

Approve the revised budget for the fiscal year ending June 30, 2022. This motion, made by Jay Hesby and seconded by Heidi Kader, Passed.

Linda Cohen: Aye, Jay Hesby: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

8.C.1.i. FY2022 Budget Changes

8.C.2. Agenda Sheet - Fiscal Year 2023 Preliminary Operating Capital Budget

Approve the District administration's recommended Operating Capital revenue and expenditure budget for fiscal year 2022-2023. This motion, made by Heidi Kader and seconded by Milind Sohoni, Passed.

Linda Cohen: Aye, Jay Hesby: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Milind Sohoni: Aye
Aye: 7, Nay: 0

8.C.2.i. FY2023 Preliminary Operating Capital Budget

8.C.3. Agenda Sheet - Monthly Financial Reports - December 2021

8.C.3.i. Analysis of Financial Reports - December 2021

8.C.3.ii. Statement of Revenues - December 2021

8.C.3.iii. Statement of Expenditures - December 2021

8.C.3.iv. Investment Summary - December 2021

8.C.4. Agenda Sheet - FY2023 Facility Rental Rates

Approve and authorize the District administration to enforce the rental rates described in the enclosed attachment. This motion, made by Bonita Lucky and seconded by Linda Cohen, Passed.

Linda Cohen: Aye, Jay Hesby: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Milind Sohoni: Aye
Aye: 7, Nay: 0

8.C.4.i. FY2023 Facility Rental Rates

8.D. Human Resource Services (No Report for this meeting.)

9. OTHER BOARD ACTION

10. BOARD REPORTS

11. ADJOURN

Call the meeting to a close. This motion, made by Heidi Kader and seconded by Jay Hesby, Passed.

Linda Cohen: Aye, Jay Hesby: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Milind Sohoni: Aye
Aye: 7, Nay: 0



BOARD OF EDUCATION
Regular Meeting – March 14, 2022

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Finance and Operations Recommendations

COMMENTS BY: DeeDee Kahring, Executive Director, Finance and Operations

Finance and Business Services Recommendations

These routine items are presented for School Board review and approval through a single consent motion.

Monthly Bills

The attached lists itemize claims for which the School Board is requested to authorize payment:

General Checking Account for February 2022	\$2,886,128
Wire Transfers, EFTs, and ACHs for January 2022	\$12,460,212

Acknowledgement of Contributions

Minnesota Statutes 465.03 – Gifts to Municipalities:

“Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”

The School Board is requested to accept the attached list of donations received in February 2022:

Cash Donations	\$11,638
In-Kind Donations	\$0

Recommended Action: Approve the checking account and wire transfer payments and accept with appreciation the donations, which comply with current state and local policies and guidelines.

2021-22 School Year Gifts & Bequests

For the Month Ended January 31, 2022



Excellence. For each and every student.

Acknowledgment of Contributions:

Per Minnesota Statutes § 465.03, Gifts to Municipalities, "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full."

A schedule of such gifts received in February of 2022 can be found below:

Donor	Purpose	Amount
Meadow Ridge PTO	Kids Headphones for Technology	\$ 564.90
Gleason Lake PTO	Field Trip Admission Scholarships	214.00
Blackbaud Giving Fund	Gleason Lake - Student Activities	25.00
Target Corp.	Student Activities	40.00
Gleason Lake PTO	Teacher Grants - Pencil Sharpener/Cricut Machine	556.96
Michael Furman	Scholarship Fund	10.00
Blackbaud Giving Fund	Wells Fargo Foundation Educ. Matching Gifts Program	80.00
Greenwood PTA	Classroom Supplies	1,605.39
Greenwood PTA	Playground Equipment	24.91
Blackbaud Giving Fund	Greenwood Classroom Supplies	195.00
Oakwood PTA	4th Gr. Field trip grant	1,035.00
Oakwood PTA	3rd Gr. Field trip grant	984.98
Oakwood PTA	I Love to Read buttons, Books for Lit. and Gr.2 classroom items	688.68
Oakwood PTA	Headphones for Kindergarten	144.96
Sunset Hill PTSA	Reimbursement for tech items	247.93
North Woods PTO	Field Trip Admission Scholarships	5,190.00
Blackbaud Giving Fund	Sunset Hill - Wells Fargo Employee Charitable Giving Program	30.00
Total Cash Donations		\$ 11,637.71
Total In-Kind Donations		\$ -
Total 2021-22 School Year Gifts and Donations*		\$ 233,730.40

*Total amount for the 2021-22 school year reflects cash gifts and in-kind donations submitted for School Board approval in 2021-22.

2021-22 School Year Check Report

For the Month Ended February 28, 2022



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Check No.	Vendor	Description	Date	Amount
21326	Employers Mutual Casualty Insurance	Insurance	2/7/2022	\$ 522,299.81
21408	Xcel Energy	Monthly Services	2/7/2022	175,970.09
21347	Intermediate Dist 287	Monthly Payment	2/7/2022	132,354.00
21402	Upper Lake Foods	WPS - Prime Vendor	2/7/2022	115,631.11
21626	Upper Lake Foods	WPS - Prime Vendor	2/15/2022	98,038.07
21188	Kinect Energy Inc	Monthly Services	2/1/2022	94,388.00
21345	Hufcor Inc	GL - 10E Operable Manual Systems	2/7/2022	72,841.25
21736	Wayzata Education Assn	Payroll Accrual	2/25/2022	71,607.23
21414	Wayzata Education Assn	Payroll Accrual	2/14/2022	71,590.64
711734	Hillyard Inc Minneapolis	Supplies	2/24/2022	68,186.44
21638	Wold Architects And Engineers	Prof Services	2/15/2022	52,175.91
21305	Bullis Insurance Agency LLC	Policy Renewal	2/7/2022	48,054.00
21318	Custom Drywall Inc	GL - 09A Drywall And Framing	2/7/2022	47,830.09
21522	ISD #279-Osseo Schools	Perkins Reimbursement	2/15/2022	32,997.34
21674	Center For Educational Leadership	Prof Services	2/22/2022	31,500.00
21489	Freshworks	Subscription	2/15/2022	31,319.07
711750	Trio Supply Co	Paper Supplies	2/24/2022	30,657.62
21648	Agora Supply LLC	Kn95 Masks	2/22/2022	29,500.00
21187	Karbowski, Virginia	Prof Services	2/1/2022	27,000.00
21303	Bix Produce Company LLC	Wayzata Café Produce	2/7/2022	25,718.68
21462	City Of Plymouth	WPS - Water Due 02/19/22	2/15/2022	22,372.95
21455	Ceso Transportation, LLC	Prof Services	2/15/2022	20,425.49
21645	Madison National Life Insurance Company	Ins. Tracking Billing	2/15/2022	19,791.97
21379	Sentra-Sota Sheet Metal Inc	PC - 23B Combined Mechanical	2/7/2022	19,574.65
21715	Risk Administration Services Inc	Installment #4	2/22/2022	19,552.00
21356	Mcdowall Company	CMS - Condensing Unit Replacement	2/7/2022	18,587.00
711669	Trio Supply Co	Paper Supplies	2/3/2022	18,581.15
21633	Waste Management Of Wi	Monthly Services	2/15/2022	18,249.55
21732	Woodside Industries, Inc.	GL - 12C Plastic Laminate Casework	2/22/2022	17,256.75
21333	First Student Inc	Transportation	2/7/2022	16,759.30
21407	Waste Management Of Wi	Monthly Services	2/7/2022	16,034.89
21184	ISD #276 Minnetonka Public Schools	Perkins Reimbursement	2/1/2022	16,013.09
21371	Resilite Sports Products, Inc.	WHS - Wrestling Mat	2/7/2022	14,430.72
21664	Bix Produce Company LLC	Wayzata Café Produce	2/22/2022	12,789.66
21509	Hennepin Healthcare System, Inc	Supplies	2/15/2022	12,640.00
21716	Rupp, Anderson, Squires & Waldspurger Pa	Prof Services	2/22/2022	12,370.18
21249	Rupp, Anderson, Squires & Waldspurger Pa	Prof Services	2/1/2022	12,003.87
21367	Phasor Electric Co	Prof Services	2/7/2022	11,900.00
21413	School Service Employees	Payroll Accrual	2/14/2022	11,767.94
21735	School Service Employees	Payroll Accrual	2/25/2022	11,544.29
21363	Nac (Northern Air Corp)	GL - 26A Electrical	2/7/2022	11,326.28
711725	Automated Logic Corp	Prof Services	2/24/2022	10,960.00
21174	Hennepin Technical College	Facility Rental	2/1/2022	10,611.25
21442	Bix Produce Company LLC	Wayzata Café Produce	2/15/2022	10,455.16
21264	The Math Learning Ctr	Bridges 21-22 Initial Order	2/1/2022	10,308.38
21631	Vision Service Plan Ins Co	Vision Plan	2/15/2022	10,132.24
21706	Park Nicollet Health Services	Mammograms	2/22/2022	10,030.00
21491	Frsecure LLC	Prof Services	2/15/2022	9,975.00
21720	St. Bartholomew School	Non Public Reimburse	2/22/2022	9,939.67
21185	ISD #283-St Louis Park Schools	Perkins Reimbursement	2/1/2022	9,754.54
21646	Life Insurance Co Of North America	Payroll Accrual	2/22/2022	9,699.54
21270	Titan School Solutions Inc	21-22 Credit Card Fees	2/1/2022	9,681.75
21712	Raptor Technologies LLC	Annual Access Fee	2/22/2022	9,580.00
21320	Discover Yourself Inc	Prof Services	2/7/2022	9,260.50
21308	Carciofini Company Inc	GL - 07K Sealants And Caulking	2/7/2022	9,219.75
21503	Hanus Enterprises,LLp	Bus Garage Rent	2/15/2022	9,178.11
21570	Plymouth Ice Ctr	Girls Hockey Ice Time	2/15/2022	9,175.00
711752	Wright-Hennepin Cooperative Electric Assn	Monthly Services	2/24/2022	9,085.31
21469	Commercial Kitchen Services	WPS - Equipment Repairs	2/15/2022	8,686.49
21389	St Paul Beverage Solutions, LLC	WPS - Milk Products	2/7/2022	8,581.42
21254	Schmitt & Sons / Gray Line Mpls	Transportation	2/1/2022	8,480.04
21571	Plymouth Ice Ctr	Boys Hockey Ice Time	2/15/2022	8,192.50
21278	Upper Lake Foods	WPS - Prime Vendor	2/1/2022	7,655.71

Check No.	Vendor	Description	Date	Amount
711693	Uline Shipping Supply	Picnic Tables	2/10/2022	7,618.30
21525	Kathleen Schultz LLC	Prof Services	2/15/2022	7,450.00
711674	Xerox Corporation	Copier Lease & Maintenance	2/3/2022	7,096.79
21545	MNBpa Region 1 (Bus Prof Of Amer)	Registration	2/15/2022	7,083.00
21726	St Paul Beverage Solutions, LLC	WPS - Milk Products	2/22/2022	7,044.60
21288	Yeadon Fabric Domes LLC	Dome- Up	2/1/2022	7,025.00
21608	Sunde Land Surveying, LLC	Prof Services	2/15/2022	6,950.00
21607	St Paul Beverage Solutions, LLC	WPS - Milk Products	2/15/2022	6,258.42
21183	Intermediate Dist 287	Perkins	2/1/2022	6,244.65
21351	Kindem Design Inc.	Prof Services	2/7/2022	6,195.00
21675	City Of Plymouth	Dec 2021 Fuel Usage	2/22/2022	6,116.13
21644	Life Insurance Co Of North America	Ins. Tracking Billing	2/15/2022	6,016.93
21465	College Board Ap Exams	Psat	2/15/2022	6,012.00
711736	Inspecc, Inc.	Prof Services	2/24/2022	6,005.00
21688	ISD #270-Hopkins Schools	Perkins Expenditures 7/1/21-12/31/21	2/22/2022	5,953.24
21369	Rdo Equipment Co	CSF - Tractor Lease	2/7/2022	5,850.00
21244	Robbinsdale Area Schools	Perkins	2/1/2022	5,781.00
21583	Renneberg Hardwoods Inc	Hardwoods	2/15/2022	5,763.24
21370	Red Cedar Steel Erectors Inc	GL - 05A Structural Steel Materials 05B Erection	2/7/2022	5,761.75
21427	Amazon Capital Services Inc	Clasroom & Office Supplies	2/15/2022	5,757.46
711720	Staples Business Advantage	Office & Classroom Supplies	2/17/2022	5,631.44
21656	Amazon Capital Services Inc	Clasroom & Office Supplies	2/22/2022	5,309.69
21647	Life Insurance Co Of North America	Payroll Accrual	2/22/2022	5,165.79
711742	Schmitt Music Co	Band Supplies	2/24/2022	5,082.01
21553	Mpls Regional Chamber	Data Support Services	2/15/2022	5,000.00
711680	Innovative Office Solutions	Abe Mobile Storage Units	2/10/2022	4,921.86
21432	Arvig	Monthly Internet	2/15/2022	4,603.95
21527	Kfi Engineers	Prof Services	2/15/2022	4,591.75
21588	Scholastic Equipment Co LLC	Folding Chairs	2/15/2022	4,575.60
21350	Kfi Engineers	Prof Services	2/7/2022	4,565.25
21678	Digital Insurance LLC	Wellness Activity	2/22/2022	4,455.00
21132	CDW Government LLC	Duo Software Renewal & GW - Projector Screen	2/1/2022	4,395.94
21380	Skyward Inc	W2/1095 Printing	2/7/2022	4,282.12
21714	Rifton Equipment	Sped - Wels	2/22/2022	4,277.25
21611	Target Ctr	State Dance Tournament 2022	2/15/2022	4,212.00
21585	Risk Administration Services Inc	Deductible Billing	2/15/2022	4,160.04
21098	Amazon Capital Services Inc	Clasroom & Office Supplies	2/1/2022	4,153.48
21727	Three Rivers Park District	GW - Tubing Group Outing	2/22/2022	4,141.00
21403	USI Insurance Services LLC	Policy Risk Mgmt Installment	2/7/2022	4,125.00
21609	Sweetwater Sound Inc	Upright Piano For Music/Drama	2/15/2022	3,999.99
21324	Ehlers And Associates Inc	Prof Services	2/7/2022	3,800.00
21319	Dance Esteem	Yoga Class	2/7/2022	3,770.00
21494	GDS LLC (Gary'S Diesel Service)	CSF - Supplies	2/15/2022	3,648.73
21464	Cogent Communications Inc	Monthly Internet	2/15/2022	3,600.00
21222	Nystrom Publishing Company	Catalog & Postage	2/1/2022	3,568.60
21680	Fairview Health Services	Well Being Program	2/22/2022	3,443.33
21306	Canon Financial Services Inc	WPS - Copier Fleet Lease	2/7/2022	3,405.50
21536	Lifetime Fitness, Inc.	Lifetime Fitness Locker Room Rental	2/15/2022	3,335.93
711684	Motg (MNOOffice Technology Grp)	Quarterly Maintenance	2/10/2022	3,269.77
21443	Blb Consulting LLC	Prof Services	2/15/2022	3,255.00
21391	T-Mobile Usa, Inc	Monthly Data Hot Spots	2/7/2022	3,237.40
21242	R J Mechanical Inc	WHS/CMS - Bottle Fill Install	2/1/2022	3,206.81
21199	Malloy Montague Karnowski Radosevich & Co Pa	FY 21 Audit Services	2/1/2022	3,200.00
21601	Stemfuse, LLC	Game It Renewal	2/15/2022	3,200.00
21671	CDW Government LLC	Informacast Renewal 3 Year	2/22/2022	3,131.00
21366	Normandale Community College	Fall Semester 2021	2/7/2022	3,025.00
21335	Garvey Communications	Prof Services	2/7/2022	3,000.00
212200677	Chorley, Alison	Reimbursement	2/23/2022	2,977.56
21372	R J Mechanical Inc	CMS - Repair Serivices	2/7/2022	2,868.90
21310	Centurylink	Monthly Services	2/7/2022	2,817.74
21454	Centurylink	Monthly Services	2/15/2022	2,817.74
21227	Pan-O-Gold Baking Co	Fresh Bakery Items	2/1/2022	2,798.09
21156	Flagship Recreation	Prof Services	2/1/2022	2,797.30
21463	City Of Wayzata	WPS - Water Due 02/20/22	2/15/2022	2,788.60
711755	Xerox Corporation	Copier Lease & Maintenance	2/24/2022	2,749.87
21258	Scopetekk	Microscope Repair	2/1/2022	2,725.00
21482	Field Environmental Consulting Inc	Prof Services	2/15/2022	2,703.00
21357	Metro Hardwoods	Lumber	2/7/2022	2,694.60
21589	School Nutrition Association	Membership Dues	2/15/2022	2,652.00
21702	National Treasure Kung Fu, Inc	Prof Services - Fall Classes	2/22/2022	2,640.00
212200656	Chorley, Alison	Reimbursement	2/16/2022	2,530.47
21659	Aquaventure Dive And Photo Center	WHS - Discover Scuba	2/22/2022	2,520.00
21490	Frontier Fire Protection Inc	PC - 21A Fire Protection	2/15/2022	2,506.90
21699	Mpls Regional Chamber	2022 Ef Talent Symposium Premier Sponsor	2/22/2022	2,500.00
21476	Ebert Construction	PC - 03A Concrete And Masonry	2/15/2022	2,482.84
711668	Tri-Dim Filter Corp	NW - Filters	2/3/2022	2,382.00
21701	Mri Software LLC	Prof Services	2/22/2022	2,371.25

Check No.	Vendor	Description	Date	Amount
21206	Mint Roofing Inc	PC - Repair Services	2/1/2022	2,295.00
21444	Boiler Services, Inc	WHS - Repair Services	2/15/2022	2,239.83
212200665	Mans, Brandi	Reimbursement	2/16/2022	2,219.56
21673	Centerpoint Energy	Monthly Services	2/22/2022	2,083.82
21599	Stages Theatre Co	Event 3/9/22	2/15/2022	2,076.00
711681	Mei - Minnesota Elevator Inc	Prof Service	2/10/2022	2,069.31
21412	Messerli & Kramer, Pa	Garnishment	2/14/2022	2,053.92
21658	Andymark Inc	WHS - Robotics Parts	2/22/2022	2,042.69
21343	Hirequest	Prof Servives	2/7/2022	2,040.36
21169	Groth Music Co	Ukulele & Hangers	2/1/2022	2,004.68
21513	Hirequest	Prof Servives	2/15/2022	1,986.56
21394	Twin City Hardware	BV - 08A Doors, Frames, And Hardware	2/7/2022	1,966.25
21718	Soccer Shots	Prof Services	2/22/2022	1,956.00
21390	Superset Tile & Stone	PC - 09B Tile	2/7/2022	1,910.75
21672	Cengage Learning Inc	Mindtap Computer Forensics & Mgmt11 One Yr Access	2/22/2022	1,896.00
21393	Turfwerks	CSF - Sweeper Parts	2/7/2022	1,853.02
21627	Us Foods Culinary E & S	WPS - Serving Supplies	2/15/2022	1,850.07
21260	Sonova Usa Inc	Sped Supplies	2/1/2022	1,797.00
21171	Harrisville Designs Inc	Art	2/1/2022	1,709.30
21709	Powder Ridge Ski Area	Lift Ticke & Rentals	2/22/2022	1,690.00
21523	Isd#286 Brooklyn Center Schools	Perkins Reimbursement	2/15/2022	1,685.59
21547	MNAAssn Of School Administrators	Subscription	2/15/2022	1,683.00
21478	Elite Av LLC	Prof Services	2/15/2022	1,682.09
21613	The Works	3Rd Gr Field Trip	2/15/2022	1,662.50
711722	Tri-Dim Filter Corp	KL - Filters	2/17/2022	1,639.47
21614	Three Rivers Park District	WHS - Ski Field Trip	2/15/2022	1,634.00
21533	Language Line Services	Interpreting Services	2/15/2022	1,604.25
21565	Pan-O-Gold Baking Co	Fresh Bakery Items	2/15/2022	1,598.46
711665	Staples Business Advantage	Office & Classroom Supplies	2/3/2022	1,587.45
21558	Napa Auto Parts Of Corcoran	CSF - Shop Supplies	2/15/2022	1,543.98
21165	Gorout	Newtork Renewal	2/1/2022	1,540.00
21719	Stages Theatre Co	5Th Gr Field Trip	2/22/2022	1,538.00
21238	Rajasekar, Shruthi	Prof Services	2/1/2022	1,500.00
21705	Pan-O-Gold Baking Co	Fresh Bakery Items	2/22/2022	1,496.90
21437	Bayada Home Health Care Inc	Nursing Services	2/15/2022	1,477.50
711748	Tri-Dim Filter Corp	PC - Belts	2/24/2022	1,473.94
21112	Bayada Home Health Care Inc	Nursing Services	2/1/2022	1,445.00
711678	Hillyard Inc Minneapolis	Supplies	2/10/2022	1,443.45
21232	Premium Waters Inc	Water Services	2/1/2022	1,437.72
711727	Ferguson Enterprises, Inc #1657	BV/KL/GL Repair Parts	2/24/2022	1,435.51
711699	Goodin Co	Bottle Fill Station Filters	2/17/2022	1,435.30
21295	Amazon Capital Services Inc	Clasroom & Office Supplies	2/7/2022	1,411.95
21708	Performance Food Group Inc	HS - Ala Carte Items	2/22/2022	1,389.65
21313	Collaborative Student Transportation Of Mn	Transportation	2/7/2022	1,386.46
21628	USI Insurance Services LLC	Policy Risk Mgmt Installment	2/15/2022	1,375.00
21283	Wild Mountain	Lift Tickets	2/1/2022	1,368.67
21615	Three Rivers Park District	NW - Field Trip	2/15/2022	1,368.00
21355	Main Line Transportation Inc (Mti)	Transportation	2/7/2022	1,359.19
711701	Gopher Sport	Physical Education Equipment	2/17/2022	1,354.76
212200643	Schultz, David	Reimbursement	2/9/2022	1,349.64
21560	Nha Heating & Air Conditioning Inc	OW - Kitchen Fan Repair	2/15/2022	1,303.04
21119	Boiler Services, Inc	WHS - Repair Services	2/1/2022	1,301.81
21546	MNAAssn For Career & Technical Admin	Membership	2/15/2022	1,300.00
21124	Brown'S Ice Cream Co	EMS & WMS - Ice Cream Products	2/1/2022	1,280.94
21373	Rtl Construction Inc	PC - 09A Drywall	2/7/2022	1,279.08
711679	Horizon Commercial Pool Supply	WMS - Pool Supplies	2/10/2022	1,274.36
21138	Constructive Playthings	Maker Space Cart Items	2/1/2022	1,267.28
21484	Flinn Scientific, Inc.	WHS - Chemistry Supplies	2/15/2022	1,258.44
21274	Tumbleweed Press Inc	Books	2/1/2022	1,258.20
21696	MNIIt Services	Voice Services	2/22/2022	1,222.87
21113	Bayfield Fruit Co LLC	All Schools - Produce	2/1/2022	1,198.50
21141	Crisis Prevention Institute Inc	Cpi Training Workbooks & Kettlewell Recertification Fee	2/1/2022	1,189.60
21236	R & J Laserworks, LLC	Award Plaques	2/1/2022	1,182.50
21321	Division 16 Eletric LLC	BV - 26A Electrical	2/7/2022	1,154.80
21374	S & J Glass Inc	PC - 08F Entrances, Storefront And Curtainwall	2/7/2022	1,145.00
21682	Hirequest	Prof Servives	2/22/2022	1,130.82
21667	Brown'S Ice Cream Co	CMS & EMS - Ice Cream Products	2/22/2022	1,124.10
21467	Commercial Door Systems LLC	CSF - Shop Stock	2/15/2022	1,124.00
21439	Bio-Rad Laboratories-Life Sci Group	WHS - Ap Bio Lab Supplies	2/15/2022	1,101.87
711702	Iron Mountain	Storage	2/17/2022	1,100.79
21289	Zaner-Bloser Inc	Math Materials	2/1/2022	1,100.28
21573	Prairie Restorations, Inc	Sh - Restore And Maintain Plant Community	2/15/2022	1,100.00
21731	Winsor Learning Inc.	WHS - Sped Supplies	2/22/2022	1,100.00
21475	Easter, Mark	Prof Services	2/15/2022	1,095.00
711746	Staples Business Advantage	Office & Classroom Supplies	2/24/2022	1,081.34
21568	Pepsi Beverages Company	Ala Carte Items - High School	2/15/2022	1,080.60
21669	Bruegger'S Enterprises Inc	HS - Bread Products	2/22/2022	1,059.59

Check No.	Vendor	Description	Date	Amount
21159	Franz Reprographics	Student Council Supplies	2/1/2022	1,059.06
21126	Bruegger'S Enterprises Inc	HS - Bread Products	2/1/2022	1,051.09
212200609	Sonstegard, Laurie	Reimbursement	2/2/2022	1,031.12
21520	Ingram Library Services	Books	2/15/2022	1,023.56
711667	Team Sporting Goods, Inc	Track Tops	2/3/2022	1,020.55
21470	Continental Clay Co	Clay And Glaze For Art	2/15/2022	1,016.30
21194	Lano Equipment Inc	CSF - Metal Press Parts	2/1/2022	1,012.00
21182	Ingram Library Services	Books	2/1/2022	1,004.58
21122	Brinkman, Laura	German Trip Refund	2/1/2022	1,000.00
21146	Dorn Lawin, Thomas	German Trip	2/1/2022	1,000.00
21683	Hockey Development Program	Tradition In The Park Hockey Classic 2021	2/22/2022	1,000.00
711705	Mackin Educational Resources	EMS - Media Supplies	2/17/2022	996.48
21304	Blick Art Materials	Art Supplies	2/7/2022	990.86
21235	Promowear	Winters Tale T-Shirts	2/1/2022	957.15
21117	Blick Art Materials	Art Supplies	2/1/2022	951.59
711698	Ecolab Pest Elimination Div	WPS - Pest Control	2/17/2022	904.41
711692	Staples Business Advantage	Office & Classroom Supplies	2/10/2022	900.54
21088	Allina Health System	Prof Health Services	2/1/2022	900.00
21311	Citi-Cargo & Storage	Storage	2/7/2022	861.00
21191	Komarek, Joseph	Official	2/1/2022	849.15
21269	Tierney Brothers, Inc.	CMS - Smartpanel Project	2/1/2022	837.00
21528	Kinect Energy Inc	Monthly Mgmt Fee	2/15/2022	836.00
21569	Pirtek Plymouth	CSF - Plow Parts	2/15/2022	835.71
21359	MNElem Sch Principals' Assn	Registration	2/7/2022	800.00
21576	Promowear	CTE Showcase	2/15/2022	796.00
711666	Step Saver Inc	Salt	2/3/2022	790.80
711659	Mcgraw Hill School Education Holdings LLC	Redeemer Textbooks	2/3/2022	789.39
21434	Bailey Pottery Equipment Corp	WHS - Art Slab Roller	2/15/2022	788.00
21147	Doyle Security Products	CSF - Shop Supplies	2/1/2022	785.27
21286	World Taekwondo Academy	Prof Services	2/1/2022	780.00
21717	Science Explorers	Prof Services	2/22/2022	770.00
711704	Loffler Companies Inc	Supplies	2/17/2022	770.00
21458	City Of Medina	Monthly Service	2/15/2022	763.42
21287	Xcel Energy	Monthly Services	2/1/2022	763.34
711670	Uline Shipping Supply	Phy Ed Basket Truck	2/3/2022	759.43
21692	Master Pitching Machine, Inc	Machine Parts	2/22/2022	759.05
21210	MNHistorical Society	EMS - Field Trip	2/1/2022	752.55
21641	Youth Frontiers, Inc	Respect Retreat Deposit	2/15/2022	750.00
21381	Skyzone Maple Grove	Event Registration	2/7/2022	748.00
21596	Southwest Metro Intermediate District 288	C & T Tuition	2/15/2022	748.00
21707	Pepsi Beverages Company	Ala Carte Items - High School	2/22/2022	720.40
21205	Minnesota Mitt Co LLC	Supplies	2/1/2022	720.00
21561	Nokomis Shoe Shop Inc	Shoes	2/15/2022	714.90
21234	Professional Interpreting	Interpreting Services	2/1/2022	714.00
711738	Pepper & Son Inc., J. W.	WHS - Band/Choir/Orchestra Supplies	2/24/2022	711.74
21500	H2I Group, Inc	Supplies & Labor	2/15/2022	681.00
21579	Rangarajan, Bharath	Culinary Refund	2/15/2022	679.15
21501	Hacker, Ellen Charles	Prof Services	2/15/2022	677.00
21186	Jacobs, Shelley	Team Dinner	2/1/2022	672.15
21549	MNSchool Boards Assn	Conference	2/15/2022	670.00
711737	Loffler Companies Inc	WHS Copy Center Ions Software Maintenance	2/24/2022	670.00
21704	Oriental Trading Co, Inc.	1St Grade Supplies	2/22/2022	668.24
21598	Spraying Systems Co	Pathosans Preventitive Maintenance Agreement	2/15/2022	662.13
21406	Vsi Video Services Inc	Prof Service	2/7/2022	656.25
21168	Great Lakes Coca-Cola Distribution LLC	BPA	2/1/2022	628.94
21574	Prior Lake High School	Speech Tournament	2/15/2022	626.00
21665	Bloomquist, Jenn	Supplies For Food Sales	2/22/2022	617.39
21241	Reinders	CSF - Shop Stock	2/1/2022	609.34
21635	Westside Wholesale Tire, Inc	Rt#7 Tires	2/15/2022	604.68
711721	Team Sporting Goods, Inc	Football Equipment	2/17/2022	600.61
21322	Driver & Vehicle Services Renewal	Multiple Renewals	2/7/2022	596.75
711662	School Specialty, LLC	WK GW - Supplies	2/3/2022	589.51
21581	Regents Of The Univ Of Mn	Quizbowl	2/15/2022	585.00
21612	The Math Learning Ctr	Bridges Math Books Restock	2/15/2022	577.80
21684	Hometowne Pizza	Pizza For CTE Showcase Lunch	2/22/2022	560.00
711747	Step Saver Inc	Salt	2/24/2022	541.20
21592	Sfm Mutual Insurance Co	Sfm Work Comp Claims	2/15/2022	538.74
21144	Discover Yourself Inc	Prof Services	2/1/2022	534.00
21307	Capital City Glass Inc	GL - 08F GLazing And Demountable GLass Systems	2/7/2022	529.15
21317	Cooperative Educational Services Agency	Prof Services	2/7/2022	525.00
21360	MNLandscape Arboretum	2Nd Gr Field Trip	2/7/2022	525.00
212200617	Elmhirst, David	Reimbursement	2/9/2022	512.53
21248	Rumble On The Red	Wrestling	2/1/2022	500.00
21594	Shelden & Rush, LLC	Prof Services	2/15/2022	500.00
21681	Fred T Miller Photography	Prof Services	2/22/2022	500.00
21296	Avant Assessment LLC	Stamp Testing	2/7/2022	497.90
21099	Ambrose, Ruban	Posters	2/1/2022	495.00

Check No.	Vendor	Description	Date	Amount
212200663	Keffeler, Karen	Reimbursement	2/16/2022	494.20
21486	Fogerty Arena The Ice House	Prof Services	2/15/2022	490.00
21100	American Bottling Co	Lbn Beverages	2/1/2022	486.00
21314	Commercial Door Systems LLC	WHS - Cust Hallway	2/7/2022	486.00
21506	Heidi'S Growhaus & Lifestyle Gardens	Supplies	2/15/2022	483.68
21497	Genest-Stein, Phyllis	DHH Mentor	2/15/2022	480.00
21597	Speechwire Tournament Services	Tournament	2/15/2022	480.00
21209	MNAasn Of School Business Officials	Masbo Institute	2/1/2022	475.00
21375	Schaeffer Manufacturing Company	CSF - Shop Stock	2/7/2022	471.67
21084	A-1 Outdoor Power Inc	CSF - Snow Blower Parts	2/1/2022	471.36
21323	Ebc (Educators Benefit Consultants)	Admin And Compliance Service	2/7/2022	469.22
21472	Center For The Collaborative Classroom	Idr Replacements	2/15/2022	466.56
21420	Adi	Prof Services	2/15/2022	465.93
21196	Lvc (Low Voltage Contractors)	Prof Service	2/1/2022	463.04
711685	Norcostco Inc	Supplies	2/10/2022	457.85
21447	Bruegger'S Enterprises Inc	HS - Bread Products	2/15/2022	454.11
711706	Norcostco Inc	Wayzata Players	2/17/2022	448.00
21154	Fargo Public Schools	Out Of State Tuituion	2/1/2022	444.80
21694	Migizi Communications Inc	Prof Services	2/22/2022	440.00
21121	Breadsmith	HS - Bread Products	2/1/2022	439.56
21666	Breadsmith	HS - Bread Products	2/22/2022	439.56
21197	Macdonald, Ryan	Culinary Refund	2/1/2022	433.95
21135	Coffin, Lisa	Girls Hockey Brainerd Trip	2/1/2022	429.85
21729	United Nations Assoc Of Mn	Conference	2/22/2022	425.00
21572	Popp Communications	Monthly Services	2/15/2022	424.06
212200654	Alexander, Richard	Reimbursement	2/16/2022	419.59
21660	Auer Steel & Heating Supply Co Inc	Sheet Steel	2/22/2022	412.32
21534	Larson Co, J. H.	WHS Room A406	2/15/2022	407.45
21535	Lavender, Kim	Pizza For Skate To The Trojans	2/15/2022	406.98
21266	Theatrical Rights Worldwide	Wayzata Players	2/1/2022	400.00
21338	Glazier Clinics	Football Clinic	2/7/2022	399.00
212200651	Welk, Jennifer	Reimbursement	2/9/2022	397.20
21220	Nokomis Shoe Shop Inc	Shoes	2/1/2022	389.90
21325	Elite Av LLC	Prof Services	2/7/2022	387.45
711708	Pepper & Son Inc., J. W.	WHS - Band/Choir/Orchestra Supplies	2/17/2022	387.28
21661	Bio-Rad Laboratories-Life Sci Group	WHS - Ap Bio Lab Supplies	2/22/2022	382.03
21208	MNWrestling Events	Christmas Tourney	2/1/2022	375.00
21711	Promowear	T-Shirts	2/22/2022	375.00
21201	Mcmaster-Carr	Supplies	2/1/2022	372.43
711657	Demco, Inc.	Media Center Supplies	2/3/2022	364.86
21239	Rassier, Richard	Training	2/1/2022	363.00
711724	Allegra Print & Imaging	DAB - #10 Window Envelopes	2/24/2022	362.43
711687	Schmitt Music Co	Band Supplies	2/10/2022	359.70
711675	Allegra Print & Imaging	CMS - #10 Envelopes	2/10/2022	356.13
21404	Vanderlan, Kira	Mileage	2/7/2022	353.92
711658	Gopher Sport	Physical Education Equipment	2/3/2022	347.71
21687	Ingram Library Services	Books	2/22/2022	345.75
711726	Demco, Inc.	Media Center Supplies	2/24/2022	345.15
21542	Merz, Laurie	Band Supplies	2/15/2022	336.00
21176	Hill Co, Robert B.	Salt	2/1/2022	334.40
21515	Home Depot/Gecf	CSF - Shop Supplies	2/15/2022	330.14
21483	First Student Inc	Transportation	2/15/2022	329.16
21349	Johnstone Supply	CMS - 23-45 Van	2/7/2022	327.13
711696	Discount School Supply	Discount School Supply	2/17/2022	325.98
212200645	Stahl, Marla	Reimbursement	2/9/2022	300.12
21225	Osseo High School	Wrestling Invite	2/1/2022	300.00
21417	Acme Tools - Plymouth	CSF - Supplies & Equipment	2/15/2022	299.00
21416	A-1 Outdoor Power Inc	CSF - Snow Blower Parts	2/15/2022	297.91
21149	Eastview High School	Wrestling Invite	2/1/2022	295.00
21419	Ada Sports	Pe Equipment	2/15/2022	294.00
21575	Professional Interpreting	Interpreting Services	2/15/2022	291.20
21632	Warner Tech-Care Products LLC	KL - Sped Supplies	2/15/2022	289.67
21429	Anderson, Joseph	Official	2/15/2022	287.00
21213	Mound Westonka High School	Wrestling Invite	2/1/2022	285.00
21421	Allina Health System	Prof Health Services	2/15/2022	285.00
21554	Mri Software LLC	Prof Services	2/15/2022	284.00
21508	Hennepin County Treasurer	Radio Fleet Fee	2/15/2022	283.14
212200671	Tewalt, Daniel	Reimbursement	2/16/2022	282.36
212200631	Klein, Jeri	Reimbursement	2/9/2022	280.22
21677	Coremark Metals	Supplies	2/22/2022	278.41
21495	Gear West Ski & Run Inc	Supplies	2/15/2022	278.28
21445	Breadsmith	HS - Bread Products	2/15/2022	276.76
21676	Contemporary Images Inc	Prof Services	2/22/2022	276.73
21291	Acme Tools - Plymouth	CSF - Supplies & Equipment	2/7/2022	275.51
21104	Anoka High School	Wrestling Invitational 12/18/21	2/1/2022	275.00
21193	Lakeville North High School	Gymnastics 01/15/22	2/1/2022	275.00
21224	Orono High School	Speech Team	2/1/2022	273.00

Check No.	Vendor	Description	Date	Amount
212200607	Schneider, Julie	Reimbursement	2/2/2022	272.44
21341	Hennepin County Treasurer	Prof Services	2/7/2022	270.05
212200653	Wyffels, Rebecca	Reimbursement	2/9/2022	270.05
212200659	Feia, Kari	Reimbursement	2/16/2022	269.61
21103	Andymark Inc	WHS - Robotics Parts	2/1/2022	266.90
21679	East Ridge High School	Raptor Tournament 2022	2/22/2022	266.00
711739	Pitsco, Inc	Applied Robotics	2/24/2022	264.46
21526	Kelly'S Towing LLC	CSF - Tr#4 Towing	2/15/2022	262.50
711682	Minnesota Equipment	CSF - Blower Parts	2/10/2022	261.21
21578	Ramette, James	Prof Services	2/15/2022	260.00
21698	Minnesota Interpreters & Translators	Prof Services	2/22/2022	260.00
21670	Campbell, Patty	Supplies For Coaches/Judges	2/22/2022	255.96
21246	Roff, Michael	Official	2/1/2022	255.67
21346	Ingram Library Services	Books	2/7/2022	251.55
21116	Birrow, David	Prof Services	2/1/2022	250.00
21155	Fitzsimonds, Geneva	Prof Services	2/1/2022	250.00
21189	Klun, Deann	Prof Services	2/1/2022	250.00
21192	Lace, John	Prof Services	2/1/2022	250.00
21228	Park High School	Gymnastics Invite	2/1/2022	250.00
21240	Ravndahl, Christian	Prof Services	2/1/2022	250.00
21285	Wolf, Ross	Prof Services	2/1/2022	250.00
21436	Barnes, Mike	Official	2/15/2022	250.00
21521	Inside Track	2022 Gopher Classic Track & Field Contract Girls	2/15/2022	250.00
212200681	Johnson, Sara	Reimbursement	2/23/2022	249.08
21428	American Bottling Co	Lbn Beverages	2/15/2022	247.50
21354	Lincoln Library Press	Subscription	2/7/2022	247.00
212200590	Diaz, Sarah	Reimbursement	2/2/2022	242.93
212200629	Karch, Joanne	Reimbursement	2/9/2022	236.99
212200627	Jacobs, Donna	Reimbursement	2/9/2022	236.41
21619	Unlimited Supplies	CSF - Shop Stock	2/15/2022	236.10
212200632	Krubsack, Donald	Reimbursement	2/9/2022	235.97
21456	Chanhassen High School	Wrestling Tournament	2/15/2022	235.00
212200635	Lentz, Christine	Reimbursement	2/9/2022	234.91
21392	Toll Gas & Welding Supply	Supermimleage	2/7/2022	234.31
212200608	Seibenick, Jessica	Reimbursement	2/2/2022	233.00
21290	A-1 Outdoor Power Inc	CSF - Snow Blower Parts	2/7/2022	230.85
21337	Gerber, Christine	Parking Permit Refund	2/7/2022	225.00
21695	MNAcademy Of Science	CMS - Science Bowl Tournament Registration 2021-22	2/22/2022	225.00
21446	Brown'S Ice Cream Co	HS - Ice Cream Products	2/15/2022	223.30
21309	Centerpoint Energy	Monthly Services	2/7/2022	219.72
21105	Auer Steel & Heating Supply Co Inc	Sheet Steel	2/1/2022	219.06
21693	Mcmaster-Carr	Robotic Team	2/22/2022	215.14
21492	Gagnon, Daniel	Official	2/15/2022	214.00
21600	Stangler, James	Official	2/15/2022	214.00
212200587	Berndt, Aaron	Reimbursement	2/2/2022	208.84
711677	Gopher Sport	Physical Education Equipment	2/10/2022	207.04
21133	Chibitronics Inc	Maker Space 1St Gr	2/1/2022	207.00
212200626	Horarik, Paulette	Reimbursement	2/9/2022	204.99
21215	Mri Software LLC	Prof Services	2/1/2022	202.45
21315	Commercial Kitchen Services	WPS - Equipment Repairs	2/7/2022	202.00
21140	Cretin-Derham Hall	Wrestling Tournament	2/1/2022	200.00
21505	Hazelden Betty Ford Foundation	Prof Services	2/15/2022	200.00
21591	Severson, Laurel	Prof Services	2/15/2022	200.00
21488	Franz Reprographics	Student Council Supplies	2/15/2022	198.58
212200649	Van Krevelen, Heather	Reimbursement	2/9/2022	196.98
711735	Hubert Co	Serving Supplies	2/24/2022	193.29
21415	10K Custom Lettering	T-Shirts	2/15/2022	192.00
21361	MNTrue Team Track & Field	State Boys And Girls Tack & Field May 2022	2/7/2022	190.00
21480	Ess Bros & Sons Inc	WHS Storm Drain	2/15/2022	187.45
21120	Branson-Larkin Electronics	Health Repair	2/1/2022	185.00
212200601	Mcneal, Joseph	Reimbursement	2/2/2022	182.39
21312	Clia Laboratory Program	Certificate Fee	2/7/2022	180.00
21562	Novak, Janice	Prof Services	2/15/2022	180.00
21728	Trans-Mississippi Biological	WHS - Science Biology Living Organisms	2/22/2022	178.22
711676	Ferguson Enterprises, Inc #1657	GW Drinking Fountain	2/10/2022	177.00
21540	Mcmaster-Carr	Supplies	2/15/2022	176.50
21689	Kidcreate Studio	Prof Services	2/22/2022	176.00
21541	Merry, Venessa	Prof Services	2/15/2022	175.00
21643	Zehnder, Robert	Official	2/15/2022	174.00
21115	Bio-Rad Laboratories-Life Sci Group	WHS - Ap Bio Lab Supplies	2/1/2022	173.15
21086	Ada Sports	Pe Equipment	2/1/2022	171.00
21172	Harrison, Tyler	Official	2/1/2022	171.00
21281	Waudby, Jeremy	Official	2/1/2022	171.00
21151	Ekon-O-Pac LLC	Bags For Meal Prep	2/1/2022	170.00
21411	Florida State Disbursement Unit	Payroll Accrual	2/14/2022	165.30
21733	Florida State Disbursement Unit	Payroll Accrual	2/25/2022	165.30
21530	Komarek, Joseph	Official	2/15/2022	165.24

Check No.	Vendor	Description	Date	Amount
21177	Hollie, Alcindor	Official	2/1/2022	165.00
21450	Butchko, Michael	Official	2/15/2022	165.00
21512	Hillman, Kevin	Official	2/15/2022	165.00
21543	Midwest Blinds	Supplies	2/15/2022	165.00
21563	O'Brian, Tom	Official	2/15/2022	165.00
21595	Smith, Michael	Official	2/15/2022	165.00
21405	Voyager Sopris Learning Inc	Sped Supplies	2/7/2022	164.95
212200620	Fossum, Amanda	Reimbursement	2/9/2022	164.51
21237	Rahja, Mark W	Official	2/1/2022	164.00
711743	School Health Corp	Health Services	2/24/2022	162.28
21358	MNAssn Of Secondary School Principals	Registration	2/7/2022	160.00
21466	Collman, Bill	Official	2/15/2022	159.14
21106	Axt, Samantha	Official	2/1/2022	159.00
21277	Tutewohl, Missy	Official	2/1/2022	159.00
711695	Ancom Communications	WHS - Office Supplies	2/17/2022	155.00
21202	Micek, Nickolas	Official	2/1/2022	154.00
21223	Olson, Thor	Official	2/1/2022	154.00
21166	Grainger Inc., W. W.	CSF - Warehouse Stock	2/1/2022	152.51
711703	Lakeshore Learning Materials	1St Grade Supplies	2/17/2022	151.96
212200685	Ruchti, Julie	Reimbursement	2/23/2022	151.38
21211	MNSwim Coaches Assn	2022 State True Team Meet	2/1/2022	150.00
711656	Automated Logic Corp	Prof Services	2/3/2022	150.00
212200669	Simson, Kathryn	Reimbursement	2/16/2022	149.25
21134	Cloos, Isaac	Official	2/1/2022	148.67
21245	Roff, Daniel	Official	2/1/2022	148.67
711712	School Health Corp	Health Services	2/17/2022	142.99
21212	Moe, Sarah	Official	2/1/2022	140.00
21297	Berning, Brittney	Official	2/7/2022	140.00
21580	Rannow, Andrew	Official	2/15/2022	140.00
212200640	Rogers, Judy	Reimbursement	2/9/2022	138.41
212200668	Sagedahl, Michelle	Reimbursement	2/16/2022	135.00
212200594	Gannon, Julianne	Reimbursement	2/2/2022	134.95
21339	Grainger Inc., W. W.	CSF - Warehouse Stock	2/7/2022	134.42
711671	Us Games	Pe Purchases Pta Pacer	2/3/2022	133.12
212200589	Chambs, Colleen	Reimbursement	2/2/2022	129.95
21431	Andymark Inc	WHS - Robotics Parts	2/15/2022	128.10
21352	Lano Equipment Inc	CSF - Plow Parts	2/7/2022	127.84
21150	Edina High School	Lake Jv Gymnastics Championships	2/1/2022	125.00
21477	Edina Band Boosters	Participation Fee	2/15/2022	125.00
21548	MNAssn Of School Business Officials	Winter Confernce	2/15/2022	125.00
212200642	Schiro, Terry	Reimbursement	2/9/2022	124.99
21107	Ballensky, Amanda	Official	2/1/2022	123.00
21111	Bartlett, Ashley	Official	2/1/2022	123.00
21145	Dolder, Tara	Official	2/1/2022	123.00
21153	Ethen, Allison	Official	2/1/2022	123.00
21157	Forcier, Calleigh	Official	2/1/2022	123.00
21173	Hedstrom, Kadee	Official	2/1/2022	123.00
21252	Schaust, Laurie	Official	2/1/2022	123.00
21263	Swanson, Kelly	Official	2/1/2022	123.00
21273	Tully, Bridget	Official	2/1/2022	123.00
212200667	Peterson, Lauri	Reimbursement	2/16/2022	115.96
711713	School Specialty, LLC	Construction Paper For Copy Room	2/17/2022	114.14
21487	Francis, Tim	Parking Refund	2/15/2022	112.50
21517	House Of Note	Prof Services	2/15/2022	110.00
212200622	Haas, Deborah	Reimbursement	2/9/2022	109.88
212200599	Krubsack, Donald	Reimbursement	2/2/2022	109.64
212200674	Barr, Danielle	Reimbursement	2/23/2022	109.10
212200612	Stoesz, Jesaca	Reimbursement	2/2/2022	105.00
212200678	Evans, Melanie	Reimbursement	2/23/2022	102.08
21102	Andraschko, Neil	Official	2/1/2022	101.00
21161	Fugate, Benjamin	Official	2/1/2022	101.00
21203	Miller, Evan	Official	2/1/2022	101.00
21207	Mitchell, Darryl	Official	2/1/2022	101.00
21218	Nelson, Blake	Official	2/1/2022	101.00
21229	Peick, Jack	Official	2/1/2022	101.00
21230	Phelps, Tom	Official	2/1/2022	101.00
21247	Rudolph, Michael	Official	2/1/2022	101.00
21261	St. Peter, William	Official	2/1/2022	101.00
21267	Thomas Jr., Hillary	Official	2/1/2022	101.00
21430	Andraschko, Neil	Official	2/15/2022	101.00
21449	Budner, Peter	Official	2/15/2022	101.00
21481	Ewing, Bryan	Official	2/15/2022	101.00
21504	Hawkinson, Nicholas	Official	2/15/2022	101.00
21537	Logan, John	Official	2/15/2022	101.00
21564	Pahl, Tom	Official	2/15/2022	101.00
21618	Uecker, Barry	Official	2/15/2022	101.00
21629	Vanheel, Randall	Official	2/15/2022	101.00

Check No.	Vendor	Description	Date	Amount
21085	Adams, Kaitlyn	Official	2/1/2022	100.00
21216	Ncs Pearson Inc	Protocols	2/1/2022	100.00
21243	Robbie, Jill	Official	2/1/2022	100.00
21275	Turgeon, Jordan	Official	2/1/2022	100.00
21697	MNWrestling Coaches Association	Pin Commitment	2/22/2022	100.00
212200687	Skerbitz, William	Reimbursement	2/23/2022	100.00
21340	Hackley, David	Helmet Rapair Kit	2/7/2022	99.99
21175	Herstein, Murray	Official	2/1/2022	99.24
21510	Herstein, Murray	Official	2/15/2022	99.24
21516	Homme, Darrin	Official	2/15/2022	99.24
21152	Embi Tec	WHS - Science Biomedical Supplies	2/1/2022	99.00
21559	National Archery In The Schools Program Inc	WHS - Phys Ed Supplies	2/15/2022	97.00
212200603	Olson, Bradley	Reimbursement	2/2/2022	97.00
21362	Mueller, Christina	Official	2/7/2022	96.00
21493	Gault, Sarah	Official	2/15/2022	96.00
21584	Rieck, Ellen	Official	2/15/2022	96.00
21610	Taggatz, Elaine	Official	2/15/2022	96.00
21636	Williams, Katherine	Official	2/15/2022	96.00
21639	Woodrich, Iii, Ward	Official	2/15/2022	96.00
212200619	Eugene, Samara	Reimbursement	2/9/2022	94.77
212200655	Berg, Carrie	Reimbursement	2/16/2022	94.33
21160	Frykman, Eric	Official	2/1/2022	94.00
21190	Knutson, Adam	Official	2/1/2022	94.00
21507	Hendrickson, Jeremy	Official	2/15/2022	94.00
212200670	Tasler, Andrea	Reimbursement	2/16/2022	93.47
21109	Barnes, Mike	Official	2/1/2022	93.00
21139	Contreras, Mike	Official	2/1/2022	93.00
21200	Mareck, Brent	Official	2/1/2022	93.00
21204	Miller, Zachary	Official	2/1/2022	93.00
21448	Buckentine, James	Official	2/15/2022	93.00
21453	Carter, Matt	Official	2/15/2022	93.00
21479	English, William	Official	2/15/2022	93.00
21496	Gelmo, Ibsaa	Official	2/15/2022	93.00
21532	Kuznia, Ben	Official	2/15/2022	93.00
21538	Mareck, Brent	Official	2/15/2022	93.00
21544	Miller, Zachary	Official	2/15/2022	93.00
21567	Peick, Jack	Official	2/15/2022	93.00
21114	Bengston, Brielle	Official	2/1/2022	92.78
21142	Crystal, Brynne	Official	2/1/2022	92.78
21282	West Music Co	Music Order	2/1/2022	92.34
21418	Action Fleet Inc	CSF - Shop Stock	2/15/2022	90.71
212200675	Beugen, Mara	Reimbursement	2/23/2022	89.51
21110	Barta, Scott	Official	2/1/2022	89.00
21630	Veer, Carlye	Official	2/15/2022	89.00
212200628	Jensen, Kayleen	Reimbursement	2/9/2022	88.16
21131	Case, Bradley	Official	2/1/2022	88.00
212200610	Sorenson, Grant	Reimbursement	2/2/2022	87.42
212200638	Perpich, Elizabeth	Reimbursement	2/9/2022	87.02
21457	Citi-Cargo & Storage	Storage	2/15/2022	87.00
21730	Upper Lake Foods	WPS - Prime Vendor	2/22/2022	86.77
21342	Hill Co, Robert B.	Salt	2/7/2022	86.60
212200660	Hermon, Alexandra	Reimbursement	2/16/2022	85.90
21710	Premium Waters Inc	Water Services	2/22/2022	85.45
21118	Block, Daniel	Official	2/1/2022	82.00
21123	Britt, Kevin	Official	2/1/2022	82.00
21129	Cardona, Ivan	Official	2/1/2022	82.00
21217	Nehring, Anne	Official	2/1/2022	82.00
21251	Sayers, Kevin	Official	2/1/2022	82.00
21259	Sobiech, Patrick	Official	2/1/2022	82.00
21268	Thurrow, Joshua	Official	2/1/2022	82.00
21276	Turnbull, Blaine	Official	2/1/2022	82.00
21279	Walton, Aaron	Official	2/1/2022	82.00
21433	Ayeni, Phil	Official	2/15/2022	82.00
21511	Hill, Wesley	Official	2/15/2022	82.00
21529	Kobielush, Samuel	Official	2/15/2022	82.00
21551	Mordhorst, Jeff	Official	2/15/2022	82.00
21555	Murlowski, Scott	Official	2/15/2022	82.00
21690	Luessenheide, Ryan	Official	2/22/2022	82.00
21691	Madsen, Macy	Official	2/22/2022	82.00
21353	Larson Co, J. H.	GL - Lights	2/7/2022	81.87
212200614	Tuominen, Julie	Reimbursement	2/2/2022	81.18
212200591	Elmhirst, David	Reimbursement	2/2/2022	80.29
21316	Contemporary Images Inc	Prof Services	2/7/2022	80.00
21485	Flute Air Shield LLC	WHS- Band Air Shields	2/15/2022	80.00
21137	Collman, Bill	Official	2/1/2022	79.57
21127	Bumgarner, Terry	Official	2/1/2022	77.00
21167	Graves, Randi	Official	2/1/2022	77.00

Check No.	Vendor	Description	Date	Amount
21262	Starcznski, Ken	Official	2/1/2022	77.00
212200604	Paluta, Christine	Reimbursement	2/2/2022	75.02
212200641	Ross, Katie	Reimbursement	2/9/2022	74.98
212200682	Jorenby, Clarice	Reimbursement	2/23/2022	73.99
21231	Pioneer Midwest LLC	Nordic Ski Wax	2/1/2022	71.76
21640	Yang, Kevin	Supplies	2/15/2022	70.83
21162	Ganesan, Shree	Speech Judge	2/1/2022	70.00
21214	Moyer, Colton	Prof Services	2/1/2022	70.00
21334	Ganesan, Shree	Speech Judge	2/7/2022	70.00
21344	House Of Note	Prof Services	2/7/2022	70.00
21364	Nagargoje, Manasi	Speech Judge	2/7/2022	70.00
21409	Zheng, Annie	Speech Judge	2/7/2022	70.00
21552	Moyer, Colton	Speech Judge	2/15/2022	70.00
21556	Nagargoje, Manasi	Speech Judge	2/15/2022	70.00
21108	Barbella, Lucy	Official	2/1/2022	69.59
21634	Watt, Piper	Official	2/15/2022	69.59
212200666	Miller, Emily	Reimbursement	2/16/2022	69.28
21178	Homme, Darrin	Official	2/1/2022	66.00
21587	Schmitz, Aaron	Official	2/15/2022	66.00
21617	Transportation Plus Inc	Transportation	2/15/2022	66.00
21410	Zoyoga & Fitness	Prof Services	2/7/2022	65.25
212200618	Erickson, Mark	Reimbursement	2/9/2022	64.52
21136	Coleman, Alyson	Official	2/1/2022	64.50
21163	Gillman, Rachel	Official	2/1/2022	64.50
21221	Nord, Lisa	Official	2/1/2022	64.50
21502	Hamel Building Ctr	Supplies	2/15/2022	64.21
21198	Malley, David	Official	2/1/2022	64.00
21284	Wincek, Jacqueline	Official	2/1/2022	64.00
21566	Panning, Bradley	Official	2/15/2022	64.00
212200680	Johnson, Michelle	Reimbursement	2/23/2022	63.99
21473	Cub Foods	Supplies	2/15/2022	63.31
711688	School Specialty, LLC	EMS Art Supplies	2/10/2022	62.37
21713	Rhode Island Novelty	Pe Prizes Tls	2/22/2022	61.60
711714	Shred-N-Go	Shredding Services	2/17/2022	60.00
212200593	Frederickson, Darryl	Reimbursement	2/2/2022	60.00
212200683	Pashina, Ken	Reimbursement	2/23/2022	60.00
212200648	Thao, Jonpa	Reimbursement	2/9/2022	59.67
21499	Grainger Inc., W. W.	CSF - Warehouse Stock	2/15/2022	59.36
711689	Shred-N-Go	Shredding Services	2/10/2022	59.00
21642	Yu, Pingping	Culinary Refund	2/15/2022	57.05
212200690	Weekly, Steffani	Reimbursement	2/23/2022	56.69
212200606	Ruchti, Julie	Reimbursement	2/2/2022	55.00
212200625	Hodena, Melissa	Reimbursement	2/9/2022	54.35
21272	Transportation Plus Inc	Transportation	2/1/2022	54.00
212200586	Bender, Marnie	Reimbursement	2/2/2022	53.50
711655	Ancom Communications	Earpieces For Radio	2/3/2022	53.00
212200639	Ravindar, Dhiviyashri	Reimbursement	2/9/2022	53.00
21195	Learning Resources Inc	Maker Space Cart Items	2/1/2022	52.93
21250	Sabin, Mike	Culinary Refund	2/1/2022	52.35
21616	Toll Gas & Welding Supply	Robotics	2/15/2022	51.70
212200688	Statema, Dale	Reimbursement	2/23/2022	51.00
212200634	Kumia, Adjwoa	Reimbursement	2/9/2022	50.99
21101	Anderson, Erin	Official	2/1/2022	50.00
21128	Campbell, Saylor	Official	2/1/2022	50.00
21253	Schlorf, Sophia	Official	2/1/2022	50.00
21257	Schweitzer, Lauren	Official	2/1/2022	50.00
21336	Georgakopoulos, Tess	Prof Services	2/7/2022	50.00
21550	MNSuperintendents' Off Personnel Assn (Msopa	21/22 Membership	2/15/2022	50.00
212200664	Laden, Amanda	Reimbursement	2/16/2022	49.99
21271	Toll Gas & Welding Supply	CSF - Rental	2/1/2022	48.12
21280	Watt, Piper	Official	2/1/2022	46.39
21435	Barbella, Lucy	Official	2/15/2022	46.39
21471	Crystal, Brynne	Official	2/15/2022	46.39
21179	Identisys	CSF - Cleaning Card Kit	2/1/2022	45.10
212200630	Kittelton, Rebecca	Reimbursement	2/9/2022	45.05
21348	J Grammond Photography	Prof Services	2/7/2022	45.00
711723	Xerox Corporation	Copier Lease & Maintenance	2/17/2022	44.73
21685	Iki Inc.	Prof Services	2/22/2022	44.00
21265	The Ziggurat Group	Protocols	2/1/2022	43.65
212200676	Brisley, Andrew	Reimbursement	2/23/2022	43.52
21577	R & R Specialties, Inc.	Arena Repair	2/15/2022	42.50
21170	Gutzwiller, Kristi	Culinary Refund	2/1/2022	42.15
212200588	Brisley, Andrew	Reimbursement	2/2/2022	41.89
21703	Novak, Janice	Prof Services	2/22/2022	40.00
212200598	Kosin, Susan	Reimbursement	2/2/2022	39.98
21148	Dymit, Lucas	Drama Club	2/1/2022	39.56
212200679	Horton, Stacey	Reimbursement	2/23/2022	38.02

Check No.	Vendor	Description	Date	Amount
212200596	Herzberg, Stacey	Reimbursement	2/2/2022	37.98
21368	Premium Waters Inc	Water Services	2/7/2022	36.95
212200673	Williams, Ross	Reimbursement	2/16/2022	36.27
21143	Cub Foods	Supplies	2/1/2022	35.12
21130	Carlson, Paige	Official	2/1/2022	35.00
21158	Fornshell, Lauren	Official	2/1/2022	35.00
21219	Nelson, Erin	Official	2/1/2022	35.00
21451	Campbell, Halle	Official	2/15/2022	35.00
212200658	Evenson, Melissa	Reimbursement	2/16/2022	34.32
212200621	Gale, Christa	Reimbursement	2/9/2022	34.28
212200602	Mosier, Mandy	Reimbursement	2/2/2022	31.80
21498	Godbole, Amit	Culinary Refund	2/15/2022	30.15
21586	Samuels, Katrina	Culinary Refund	2/15/2022	30.00
212200611	Sorensen, Peter	Reimbursement	2/2/2022	30.00
212200637	Nurani, Shabniz	Reimbursement	2/9/2022	30.00
711660	Pepper & Son Inc., J. W.	WHS - Band/Choir/Orchestra Supplies	2/3/2022	29.69
212200646	Steinhoff, Lauren	Reimbursement	2/9/2022	29.54
212200647	Texeira, Maile	Reimbursement	2/9/2022	29.48
212200597	Herzog, Jordan	Reimbursement	2/2/2022	29.33
21582	Reinders	CSF - Shop Stock	2/15/2022	29.32
212200672	Wandschneider, Drew	Reimbursement	2/16/2022	28.77
21524	Kasirajan, Vimala	Culinary Refund	2/15/2022	27.25
212200624	Hallson, Jill	Reimbursement	2/9/2022	26.66
21164	Gopher Ace	CSF - Stock	2/1/2022	26.65
711694	Viking Electric Supply, Inc	Sh - Sped Room Supplies	2/10/2022	26.55
212200657	Crawford, Eva	Reimbursement	2/16/2022	26.31
212200662	Huynh, Mai	Reimbursement	2/16/2022	25.87
711751	Viking Electric Supply, Inc	MR - Lot Lights	2/24/2022	25.85
212200644	Sour, Lydia	Reimbursement	2/9/2022	25.27
212200636	Nickel, Karen	Reimbursement	2/9/2022	23.99
212200686	Salman, Aysha	Reimbursement	2/23/2022	23.98
21590	Senechal, Joyce	Culinary Refund	2/15/2022	23.95
212200623	Hagen, Leah	Reimbursement	2/9/2022	23.81
21438	Bengston, Brielle	Official	2/15/2022	23.20
212200592	Engler, Tyler	Reimbursement	2/2/2022	22.07
212200652	Whitworth, Jenniffer	Reimbursement	2/9/2022	21.24
212200605	Rice, Michael	Reimbursement	2/2/2022	21.00
21474	Drake, Hanna	Culinary Refund	2/15/2022	20.95
212200615	Watkins, Cary	Reimbursement	2/2/2022	19.94
21593	Shah, Hemang	Culinary Refund	2/15/2022	19.25
212200595	Henry, Angela	Reimbursement	2/2/2022	18.95
212200613	Texeira, Maile	Reimbursement	2/2/2022	18.82
21255	School Nutrition Association	Membership Dues	2/1/2022	18.00
21256	School Nutrition Association	Membership Dues	2/1/2022	18.00
21376	School Nutrition Association	Membership Dues	2/7/2022	18.00
21377	School Nutrition Association	Membership Dues	2/7/2022	18.00
21378	School Nutrition Association	Membership Dues	2/7/2022	18.00
21531	Krenik, Jessica	Soccer Shots Refund	2/15/2022	17.00
212200616	Wood, Carolyn	Reimbursement	2/2/2022	17.00
212200661	Holm-Eberling, Kerri	Reimbursement	2/16/2022	17.00
212200633	Krueger, Elsie	Reimbursement	2/9/2022	16.09
21539	Marty, Lisa	Culinary Refund	2/15/2022	15.85
212200650	Vicary, Linda	Reimbursement	2/9/2022	14.63
212200684	Perrizo, Stephanie	Reimbursement	2/23/2022	14.62
21452	Carlson, Jennifer	Culinary Refund	2/15/2022	11.10
212200689	Watkins, Cary	Reimbursement	2/23/2022	9.97
212200600	May, Christa	Reimbursement	2/2/2022	8.00
21365	Nasco-Fort Atkinson	Art Supplies	2/7/2022	3.60
711686	Pepper & Son Inc., J. W.	WHS - Band/Choir/Orchestra Supplies	2/10/2022	1.28
711661	Schmitt Music Co	Band Supplies	2/3/2022	-
711711	Schmitt Music Co	Band Supplies	2/18/2022	-
20682	Massp-Div Of Student Activities	Rice Registration	2/2/2022	(160.00)
20971	A Sure Bet Casino Parties LLC	Winter Formal	2/2/2022	(575.00)
21001	Eclipse Entertainment	Winter Formal DJ	2/2/2022	(895.00)
711290	Yeadon Fabric Domes Llc	Dome- Up	1/31/2022	(7,025.00)

Total Value of Checks Issued \$ 2,886,128.02

2021-22 School Year Wire, EFT, & ACH Activity

For the Month Ended January 31, 2022



Excellence. For each and every student.

From	To	Description	Date	Amount
US Bank - Checking	US Bank - Payroll	District Payroll	Multiple	\$ 5,762,941.05
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	1/3/2022	1,136,889.61
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	1/31/2022	1,073,771.48
US Bank - Checking	Minnesota Department of Revenue	State Payroll Taxes	1/4/2022	195,200.53
US Bank - Checking	Minnesota Department of Revenue	State Payroll Taxes	1/28/2022	180,031.43
US Bank - Checking	Delta Dental	Dental Claims	Multiple	146,762.06
US Bank - Checking	Preferred One	Health Claims	Multiple	1,736,961.99
US Bank - Checking	Wells Fargo Commercial Card	Purchase Card Program	1/6/2022	47,023.23
US Bank - Checking	Further	Flex Benefits	Multiple	207,558.96
US Bank - Checking	Preferred One	Broker/Reinsurance Fees	1/14/2022	138,215.47
US Bank - Checking	Payroll Vendors (TRA, EBC, MSRS, etc.)	Electronic Payments	Multiple	1,557,179.88
US Bank - Checking	District Employees	Expense Reimbursements	Multiple	12,746.52
US Bank - Checking	Commerce Bank	Electronic Accounts Payable	Multiple	234,051.69
US Bank - Checking	Minnesota Department of Revenue	Sales & Use Tax Payment	1/18/2022	629.00
US Bank - Checking	Edutrack, Alerus, Eleyo, RevTrack	Electronic Payment Fees	Multiple	29,821.63
US Bank - Checking	Minnesota School District Liquid Asset Fund	Service Fee	1/14/2022	427.38
Total Wires, EFTs, and ACHs				\$ 12,460,211.91



BOARD OF EDUCATION
Regular Meeting – March 14, 2022

AGENDA SECTION: Approval of Consent Agenda Items

ITEM: Finance and Operations Recommendations

COMMENTS BY: DeeDee Kahring, Executive Director, Finance and Operations

Authorization to Issue Individual Procurement Card

The administration recommends the issuance of a procurement card (P-Card) to the following employee:

- Ashley Farrington, Principal, Birchview Elementary

Recommended Action: Approve and authorize the issuance of an individual procurement card to the employee(s) listed above.



BOARD OF EDUCATION
Regular Meeting – March 14, 2022

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Finance and Operations Recommendations

COMMENTS BY: DeeDee Kahring, Executive Director, Finance and Operations

East and Central Middle School Mechanical Upgrade Project

The bid opening for the 2022 East Middle School and Central Middle School Mechanical Upgrade Project (“the project”) was held at 295 Highway 55, Medina, MN on Tuesday, March 1, 2022, at 2:00 p.m. The scope of the project includes ductwork modifications, mechanical equipment, piping, lighting replacement, and ceiling and roof repairs associated with affected areas.

The project will be funded through the Long-Term Facilities Maintenance (LTFM) program. Attached are the lowest responsible bidders and their base bid amounts for purposes of contract award. Also attached is the bid tabulation and recommendation from Wold Architects and Engineers.

Recommended Action: Award construction contracts for the 2022 East Middle School and Central Middle School Mechanical Upgrade Project to Corval Constructors in the amount of \$1,430,500.



Owner: Wayzata Public Schools, ISD #284
Project Name: EMS/CMS 2022 Mechanical Upgrades

BID TABULATION

Comm No.: 212245
Date: March 1, 2022
Time: 2:00 PM

Wold Architects and Engineers
 332 Minnesota Street, Suite W2000
 Saint Paul, Minnesota 55101
 651.227.7773

Bidders Name	Addendum Numbers	Bid Security	MN Responsible Contractor	Base Bid	Remarks
CM Construction 12215 Nicollet Ave S Burnsville, MN 55337 Phone: 952-895-8223	1	Y	Y	\$1,492,800	
Northland Mechanical 9001 Science Center Dr New Hope, MN 55418 Phone: 952-895-8223	1	Y	Y	\$1,742,000	
Corval Constructors 1633 Eustis St St. Paul, MN 55108 Phone: 651-645-0451	1	Y	Y	\$1,430,500	Apparent low bidder
Peterson Sheet Metal 3728 Bemidji Ave N Suite #300 Bemidji, MN 56601 Phone: 218-751-4502	1	Y	Y	\$1,492,500	



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Human Resource Recommendations

COMMENTS BY: Stacie Vos, Executive Director of Human Resource Services

1) **Professional Leaves of Absence for the 2022-2023 School Year**

The Professional Leave Committee members, Stacie Vos, Cory Knudtson, Lisa Brua and Ashley Paul recommend the following sabbatical leaves for the 2022-2023 school year:

Sabbatical Leaves 2022-2023

Katie Deitering	1.0 Sabbatical	6 th Grade Math	West Middle
Lisa Geinert	1.0 Sabbatical	5 th Grade	Kimberly Lane
Christina Nelsen	1.0 Sabbatical	5 th Grade	Meadow Ridge
Brad Schaffer	1.0 Sabbatical	4 th Grade	Kimberly Lane

The sabbatical proposals as presented to the Professional Leave Committee were reviewed by the School Board Human Resources Committee.

RECOMMENDED ACTION: Approve the 2022-2023 Sabbatical Leave requests established by the Professional Leave Committee and School Board Human Resources Committee.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____ 25 _____

HUMAN RESOURCES RECOMMENDATIONS - Consent Agenda - March 14, 2022

EMPLOYMENT

Name	Position	Location	Start Date
Garrett Finn	Paraprofessional	Kimberly Lane	2/16/2022
Spencer Nelson	Paraprofessional	Meadow Ridge	2/15/2022
Anne Young	Wayzata Kids	Sunset Hill	2/23/2022
Jacob McCann	Paraprofessional	Community Education	2/25/2022
Debbie Hale	Paraprofessional	Oakwood	3/7/2022
Nicole Karp	Paraprofessional	Oakwood	3/7/2022

CONTRACT MODIFICATION

Name	Position	Location	Modification	Date

LEAVE OF ABSENCE

Name	Position	Location	Leave Date
Christina Marietti	Teacher - 5th Grade	Meadow Ridge	2/16/22-3/11/22
Kari Wall	Teacher - 3rd Grade	Gleason Lake	3/28/22-4/15/22
Sarah Bingea	Teacher - 6th Grade	West Middle	Approximately 5/26/22-1/27/23
Matthew Rohweder	Teacher - Science	East Middle	5/9/22-6/10/22
Kristina Quandt	Teacher - ECSE	Early Learning School	3/11/22-3/28/22
Carla Dogan	Teacher - Media	Central Middle	Intermittent, beginning 2/22/22

RESIGNATION

Name	Position	Location	Resign Date
Lisa McGill	Teacher - SPSVC EBD	High School	6/10/2022
Paula Dahmer	Paraprofessional	Greenwood	2/25/2022
Lisa Rohs	Paraprofessional	West Middle	3/4/2022
Chris Chance	Paraprofessional	High School	3/11/2022
Shelby McChesny	Teacher - SPSVC DAPE	High School	6/10/2022

Eric Stanton	Teacher - 4th Grade	Meadow Ridge	6/10/2022
Welde Kollie	CES Early Childhood Intercultural Liaison	Early Learning Center	6/30/2022
Andrew Brisley	Teacher - SPSVC DAPE	District Middle Schools	6/10/2022

RETIREMENT

Name	Position	Location	Retirement Date
Julie Tuominen	Teacher - Art	Central Middle	6/10/2022
Dan Kvam	Custodian	Central Services	7/12/2022
Jean Rakun	Hennepin West Perkins Consortium Secondary Director	District	6/10/2022
Judy Rogers	Teacher - SPSVC DAPE	District - BV, GL, MR, SH	6/10/2022

EXTRA ASSIGNMENTS

Name	Position	Location	Assignment	Date
BISANZ, CHRISTOPHER	Extra Curricular	West Middle	Boys Basketball, 7th & 8th Gr	1/10/2022
OLSON, BEN	Extra Curricular	West Middle	Boys Basketball, 7th & 8th Gr	1/10/2022
HUDSON, ANDRELL	Extra Curricular	West Middle	Boys Basketball, 7th & 8th Gr	1/10/2022
SCHAY, ZAKARY	Extra Curricular	West Middle	Boys Basketball, 7th & 8th Gr	1/10/2022
LARSON, CHRISTOPHER	Extra Curricular	Central Middle	MUSICAL Co-DIRECTOR/Asst	1/17/2022
O'MARA, BAILEY	Extra Curricular	Central Middle	MUSICAL Co-DIRECTOR/Asst	1/17/2022
Caspar, Anna	Extra Curricular	Central Middle	MUSICAL TECHNICAL DIRECTOR	1/17/2022
AUDREY RYBERG	Extra Curricular	Central Middle	MUSICAL Co-DIRECTOR/Asst	1/17/2022
BISANZ, CHRISTOPHER	Extra Curricular	West Middle	BOYS TENNIS, 7TH & 8TH GR	3/21/2022
Morin, Dylan	Extra Curricular	West Middle	BOYS TRACK, 7TH & 8TH GR	3/21/2022
OLSON, BEN	Extra Curricular	West Middle	BOYS TRACK, 7TH & 8TH GR	3/21/2022
SHOLL, MARY	Extra Curricular	West Middle	GIRLS TRACK, 7TH & 8TH GR	3/21/2022
Hudson, Andrell	Extra Curricular	West Middle	GIRLS TRACK, 7TH & 8TH GR	3/21/2022
Schay, Zach	Extra Curricular	West Middle	GIRLS TRACK, 7TH & 8TH GR	3/21/2022
JUNKO, ELLEN	Extra Curricular	West Middle	MUSICAL DIRECTOR/Assistant	3/1/2022
Anderson, ASHLI	Extra Curricular	West Middle	MUSICAL DIRECTOR/Assistant	3/1/2022
Johnson, Payton	Extra Curricular	West Middle	MUSICAL CHOREOGRAPHER	3/1/2022
PETERSON, MICHAEL	Extra Curricular	West Middle	MUSICAL TECHNICAL DIRECTOR	3/1/2022
GRAMSTAD, SYDNEY	Extra Curricular	West Middle	MUSICAL Vocal DIRECTOR	3/1/2022
JOENBY, CLARICE	Extra Curricular	West Middle	Quiz Bowl	3/2/2022



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION Recognitions

ITEM Employee of the Month

COMMENTS BY: Chace B. Anderson, Superintendent

WPS Employee of the Month - March 2022

Trina Snow
3rd Grade Teacher

Birchview Elementary School is proud to nominate Trina Snow, third grade teacher, as the March Employee of the Month for Wayzata Public Schools. Trina exemplifies what it means to be a true Birchview Bobcat and an exceptional educator in every way. Fortunately for students and staff at Birchview, we get to witness how amazing she is each and every day at our school. Mrs. Snow is student centered in her work. She always sees the best in students and works relentlessly to make sure that *all* student needs are met, no matter what. Her commitment to providing students with the very best experience is unwavering and we are lucky to have her on our team.

Mrs. Snow fosters a warm, welcoming, nurturing, and positive classroom environment. You can feel this as you walk through her classroom. Every student matters in her classroom. Learning is fun and engaging. She creates meaningful partnerships with her families to support students. Whether it is a phone call, an email or scheduling to meet with a family after school hours, she always goes above and beyond in her work for students.

Besides being an exceptional teacher, she is a phenomenal colleague. She is there to support her colleagues and team whenever needed. She is always willing to do what it takes for our school. Trina serves on our leadership team and team leader for the 3rd grade team. Her attention to detail, problem solving ability, and genuine care for students always stand out when working with her. Mrs. Snow is an ultimate team player.

To end, here are a few more words about Mrs. Snow from a student, a colleague and a parent.

A student: *Mrs. Snow is the best teacher I have ever had because she is VERY kind and VERY patient. She always helps people on tests by reading the problem. She always makes sure to say ‘ hi’ to everyone in the morning. She makes sure that we get what we need even when we may miss a fun activity. My favorite moment with Mrs. Snow is when she went tubing with us. That is why she is the best!*

A colleague: *Trina is an amazing teammate and colleague. She is supportive, innovative, and solution oriented. Trina wants what's best for each of her students and is committed to helping them achieve these goals.*

A parent: *As a committed, child-centered educator, Mrs. Snow makes her classroom inviting, safe, inclusive and engaging. Mrs. Snow consistently & thoughtfully goes above and beyond for her students, their families and her peers... as a result- trust, respect, connection and appreciation grow across and within the entire Birchview community!*

I was fortunate enough as a parent to get to observe many of Mrs. Snow's lessons and classroom interactions during distance learning; there isn't an adjective that can articulate the impact of the incredible environment she creates for her students and their families. A few examples: sending custom notes in material pickups, padlet fun to celebrate accomplishments, and her authentic communication e-mails made everybody around her feel like they matter. The way Mrs. Snow leads by example is why she is a beloved, one in a million, teacher!

And with that, Birchview Elementary School is thrilled to recognize Trina Snow as our March Employee of the Month. She is very deserving of this recognition for her hard work and dedication.

Congratulations, Trina, an exceptional teacher, colleague, and friend!



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Recognitions

ITEM: Retiree Recognitions

COMMENTS BY: Chace B. Anderson, Superintendent

Tonight we would like to recognize the following employees who announced their retirement in 2021-2022. We would like to thank them for their years of service to Wayzata Public Schools and wish them well in their future endeavors.

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Dan Kvam	Custodian, Central Services	25 Years
Julie Tuominen	Art Teacher, Central Middle	27 Years
Judy Rogers	DAPE Teacher, District (BV, GL, MR, SH)	25 Years



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION Recognitions

ITEM Girls Gymnastics State Champions

COMMENTS BY: Chace B. Anderson, Superintendent

The Trojans started out the State Championship meet on floor exercise; their highest scoring event all season long. They hit 5 for 5 but felt their routines were underscored. Izzy Hayden led the team with a 9.3 followed by Sasha Arne with a 9.275 and Tatum Bohlsen with a 9.175. They left the first rotation disappointed and knew a mind shift was needed. They headed to vault for the 2nd rotation ready to stick some vaults and have some fun. Roshni Palaniswamy lead the team off with an 8.95 followed by Ella Millo scoring an 8.975. Sasha, Izzy and Ashley Mouyenga rounded out the vault rotation all scoring above 9.0. The Trojans rotated to the Uneven Bars for their 3rd rotation knowing they needed a big score as they were in 2nd place behind New Prague. Ashley led the team off with an 8.9. Makenna Coen and Mikaela Lundvall followed with their best bar routines of the season earning career highs of 9.225 and 9.2 respectively, both sticking their dismounts. Kylie Ufheil anchored the bar team earning a 9.075 resulting in a team bar score of 36.40, the highest team bar score of the competition.

The Trojans ended the competition on the balance beam, widely known as the make it or break it event in gymnastics. The coaches watched New Prague tackle the beam right before them knowing they were 7 tenths behind them heading into the last rotation. The team knew they needed a near perfect wiggle free beam set and that is exactly what they did. Marissa Dennis off the beam team with a career high score of 9.125 setting the pace for her teammates to follow. Mikaela and Izzy were next earning a 9.1 and 9.175 respectively. Sasha was in the 4th spot and completed a near perfect routine earning a 9.30. Ashley rounded out the competition earning a 9.0.

The moment Ashley dismounted off balance beam the coaches knew it was going to be close. Had they done enough, did they just make history? The coaches checked the final scores, and it showed the Trojans in 1st place with a final team score of 146.20. The girls waited on the floor as each school was announced before them. When it got to 2nd place, they were all holding hands awaiting to hear if the announcer said New Prague or Wayzata. When New Prague was announced in 2nd place the team knew it was official, they had won the first ever gymnastics State Title in school history. 2022 Class AA Gymnastics State Champions...the Wayzata Trojans!

Roster:
Head Coach: Carly Holden
Assistant Coaches: Abby Christensen and Georgi Macklem

Senior Captain, Sasha Arne
Senior Captain, Izzy Hayden
Senior Captain, Tatum Bohlsen
Ella Millo
Marissa Dennis

Roshni Palaniswamy
Mikaela Lundvall
Kylie Ufheil
Makenna Coen
Ashley Mouyenga



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Audience Opportunity to Address the Board

ITEM: Audience Opportunity to Address the Board

COMMENTS BY: Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for members of the audience to address the School Board. Speakers will be allotted approximately three minutes.

Please note that this time is provided for citizens to address the Board; this is not an appropriate venue for a discussion or debate. If the speaker would like follow-up contact from the Board of Education, they may leave their contact information with the administrative assistant.



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Superintendent’s Reports and Recommendations

ITEM: Policy Approval – Series 200, 300 & 600

COMMENTS BY: Chace Anderson & Nathan Flansburg

Attached for review are the following policies and regulations for your consideration.

The policies and regulations were reviewed as part of the regular review cycle and using the Minnesota School Board Association Model Policy (where available), by District Administration and other district stakeholders, where necessary. A final review was completed by the Policy Committee of the School Board. Changes are indicated by an underline or strikethrough notation in the attachments.

Policy:

200 Policies (Policy 215, 216, 217, 218, 219, 221, 224, and 226 do not exist)

- Policy 208 - School Board Committees and Appointments
- Policy 210 - School Board Meetings - Open and Closed
 - 210-R – School Board Meetings – Open and Closed (has been included for reference only)
- Policy 212 – Public Participation in School Board Meetings
 - 212-R – Public Participation in School Board Meetings (has been included for reference only)
- Policy 213 – Development, Adoption, and Implementation of Policies
- Policy 214 – School Board Development Opportunities and Reimbursements
- Policy 220 – School Board Member Compensation
- Policy 222 – School Board Vacancies
- Policy 223 – Public Hearings
- Policy 225 – Criminal or Civil Action Against the School District, School Board Member, Employee, or Student
 - 225-R – Criminal or Civil Action Against the School District, School Board Member, Employee, or Student (has been included for reference only)
- Policy 227 – Out of State Travel by School Board Members

300 Policies (Policy 304 & 309 do not exist)

- Policy 301 – School District Administration
- Policy 302 – School Superintendent
- Policy 303 – Superintendent Selection and Contract
- Policy 305 – Superintendent’s Consulting Activities

- Policy 306 – Policy Implementation
- Policy 307 – Administrator Code of Ethics
- Policy 308 – Administrative Organizational Plan
- Policy 310 – Administrative Personnel Professional Development Opportunities

600 Policies

- Policy 617 - School Volunteers
 - 617-R – School Volunteers (has been included for reference only)

RECOMMENDED ACTION: Approve the above policies as presented in the attachments.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____

208 SCHOOL BOARD COMMITTEES AND APPOINTMENTS

I. PURPOSE

The purpose of this policy is to provide for the structure and operation of committees ~~and subcommittees~~ of the School Board, and guidance for School Board members appointed to other councils, committees, and local/state/national organizations.

II. GENERAL STATEMENT OF POLICY

The School Board believes that Board committees and appointments enable board members to delve into governance matters in greater detail than is possible at the full board level. In-depth committee work builds governing expertise among board members, while also strengthening their sense of ownership and commitment, which ultimately improves the quality of board decision making. Board decisions that are supported by detailed standing committee work are firmer because of the ownership that is built at the committee level.

- A. It is the policy of the ~~school-School board-Board~~ to designate standing ~~school-School board-Board~~ committees ~~or subcommittees~~ when it is determined that a committee process facilitates the mission of the school board.
1. The ~~school-School board-Board~~ has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the ~~school-School board-Board~~ and the school district.
 2. A ~~school-School board-Board~~ committee ~~or subcommittee~~ will be formed by ~~school-School board-Board~~ resolution which shall outline the duties and purpose of the committee ~~or subcommittee~~.
 3. A committee ~~or subcommittee~~ is advisory in nature and has only such authority as specified by the ~~school-School board-Board~~.
 4. The ~~school-School board-Board~~ will receive reports or recommendations from a committee ~~or subcommittee~~ for consideration. The ~~school-School board-Board~~, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
 5. The ~~school-School board-Board~~ also may establish ad hoc committees for specific purposes as it deems appropriate.

- B. Similarly, the ~~school~~ School board ~~Board~~ has determined that appointments to other committees, councils and organizations facilitates the operation of the School Board and the school district.
1. The School Board will appoint board members to serve as liaisons to these committees and organizations. No more than three ~~board~~ Board members shall be designated to any one appointment, unless the ~~board~~ Board attends on a rotating schedule.
 2. When appropriate, a ~~board~~ Board member may serve on the board of another organization.

III. STANDING COMMITTEES

- A. The ~~school~~ School board ~~Board~~ hereby appoints the following standing committees:
1. Finance and Business
 2. Human Resource Services
 3. Teaching and Learning
 4. Stakeholder Relations
 5. Superintendent's Evaluation/Compensation
 6. Facilities Development and Long-Range Planning
 7. Policy and Regulation Review
- B. The ~~school~~ School board ~~Board~~ will establish, by resolution, for each standing or ad hoc committee the charge or mission of each such committee.
- C. The ~~school~~ School board ~~Board~~ reserves the right to define the term, members, and number of members for each committee. When such committees include district teachers the board agrees to discuss the appointment with the "exclusive representative" of the teacher's bargaining unit, as defined in the Public Employee Labor Relation's Act (PELRA), concerning the nature and purposes of the committee and the basis for determining teacher representation.
- D. The ~~school~~ School board ~~Board~~ retains the right to determine procedures and guidelines for all standing committees, but may grant the committee the freedom to develop such procedures and guidelines appropriate to its purpose on its own accord.
- E. The ~~school~~ School board ~~Board~~ chair shall appoint the chair of each standing or ad hoc committee.
- F. The Superintendent is directed to name an administrative liaison to each standing committee.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. All meetings of committees where a quorum of the Board is present or when final decision-making authority has been delegated to that committee shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.~~All meetings of committees or subcommittees where a quorum of the Board is present shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.~~
- B. A committee ~~or subcommittee~~ shall act only within the guidelines and mission established for that committee ~~or subcommittee~~ by the ~~school-School board~~Board.
- C. Actions of a committee ~~or subcommittee~~ shall be by majority vote and be consistent with the governing rules of the ~~school-School board~~Board.
- D. The committee ~~or subcommittee~~ shall record the minutes ~~of actions of the school~~ School board ~~Board~~ committee.
- E. The power of a committee ~~or subcommittee~~ of the ~~school-School board~~ Board is advisory only and is limited to making recommendations to the ~~school-School board~~ Board.
- F. A committee ~~or subcommittee~~ of the ~~school-School board~~ Board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the ~~school-School board~~ Board.

V. PROCEDURES FOR SCHOOL BOARD APPOINTMENTS

- A. School ~~board-Board~~ members who serve as liaisons may report on the actions of the organization to the full ~~board~~ Board, and may bring recommendations or legislation from such organizations to the full ~~board-Board~~ for a vote.
- B. Action taken by a board liaison shall not obligate the ~~school-School board~~ Board.
- C. A ~~board-Board~~ liaison, when appropriate, shall clarify that his/her powers are only advisory, and any binding action must be voted upon by the full ~~school-School board~~ Board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

ADOPTED: February 12, 1973

AMENDED: May 15, 1973

AMENDED: September 9, 1985

AMENDED: August 9, 1993

AMENDED: November 8, 2004

AMENDED: January 14, 2008

AMENDED: December 11, 2017

AMENDED: February 11, 2019

AMENDED: [March 14, 2022](#)

LAST REVIEWED: ~~February 11, 2019~~ [March 14, 2022](#)

210 SCHOOL BOARD MEETINGS – OPEN AND CLOSED

I. ~~I.~~ PURPOSE

The purpose of this policy is to provide guidelines to assure the rights of the public to be present at School Board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

~~A. The school School board Board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school School board Board shall conduct its business under a presumption of openness. At the same time, the school School board Board recognizes and respects the privacy rights of individuals as provided by law. The school School board Board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school School board Board.~~

II. GENERAL STATEMENT OF POLICY

~~A. A. The School Board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The School Board shall conduct its business under a presumption of openness. At the same time, the School Board recognizes and respects the privacy rights of individuals as provided by law. The School Board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the School Board.~~

~~B. Except as otherwise expressly provided by statute, all meetings of the school board where a quorum of the School Board is present, including executive sessions, shall be open to the public.~~

~~BC. Meetings shall be closed only when expressly authorized by law.~~

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)

WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

ADOPTED: May 12, 1986

AMENDED: December 13, 2004

AMENDED: February 11, 2008

AMENDED: November 13, 2017

AMENDED: [March 14, 2022](#)

LAST REVIEWED: ~~November 13, 2017~~ [March 14, 2022](#)

210-R SCHOOL BOARD MEETINGS – OPEN AND CLOSED REGULATIONS

~~I.~~ **PURPOSE**

~~The purpose of these regulations is to provide guidelines to assure the rights of the public to be present at school ~~School board Board~~ meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.~~

~~II.~~ **DEFINITION**

“Meeting” means a gathering of at least a quorum or more members of the ~~school School~~ ~~board Board~~, or quorum of a committee or subcommittee of ~~school School~~ ~~board Board~~ members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the ~~school School~~ ~~board Board~~. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the general public. For purposes of the Open Meeting Law, social media does not include e-mail.

~~III.~~ **PROCEDURES**

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the ~~school School~~ ~~board Board~~ shall be kept on file at its primary offices. If the ~~school School~~ ~~board Board~~ decides to hold a regular meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the ~~school School~~ ~~board Board~~ shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The ~~school School~~ ~~board's Board's~~ actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be emailed or otherwise delivered to each person who has filed a written request for notice of special meetings.

- c. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to emailing or otherwise delivering notice to persons who have filed a written request, the ~~school-School board~~ Board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
 - d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the ~~school-School board~~ Board is required to send notice to that person only concerning those particular subjects.
 - e. The ~~school-School board~~ Board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the ~~school-School board~~ Board shall send notice of the refiling requirement to each person who filed during the preceding year.
3. Emergency Meetings
- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the ~~school-School board~~ Board, require immediate consideration.
 - b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
 - c. The ~~school-School board~~ Board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
 - d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the ~~school-School board~~ Board.
 - e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the ~~school-School board~~ Board members.
 - f. Notice shall include the subject of the meeting.
 - g. Posted or published notice of an emergency meeting shall not be required.
 - h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the ~~school~~ School board/Board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Health Pandemic or Declared Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or other electronic means in compliance with Minn. Stat. § 13D.021.

B. Votes

The votes of ~~school~~ School board/Board members shall be recorded in meeting minutes, and the minutes shall be available to the public during all normal business hours at the administrative offices of the school district.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items prepared or distributed by the ~~school~~ School board/Board or its employees and distributed to or available to all ~~school~~ School board/Board members shall be available in the meeting room for inspection by the public while the ~~school~~ School board/Board considers their subject matter.

2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the ~~school~~School board's ~~Board~~'s authority and is reasonably necessary to conduct the business or agenda item before the ~~school~~School board~~Board~~.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The ~~school~~School board~~Board~~ may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
- b. A written roll of ~~school~~School board~~Board~~ members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be ~~tape~~-recorded, and the ~~tape~~-recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the ~~school~~School board~~Board~~ for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the ~~school~~School board~~Board~~ and its employees or their respective representatives are public meetings. These meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Charges

The ~~school~~School board~~Board~~ shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the ~~school~~School board~~Board~~ members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual

who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The ~~school~~School board~~Board~~ may close a meeting to evaluate the performance of an individual who is subject to its authority. The ~~school~~School board~~Board~~ shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the ~~school~~School board~~Board~~ shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the ~~school~~School board~~Board~~ and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the ~~school-School board-Board~~ has declined to renew the coaching contract of a licensed or non-licensed head varsity coach, it must notify the coach within 14 days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the ~~school-School board-Board~~ must give the coach the reasons in writing within 10 days of receiving the request.
- c. On the request of the coach, the ~~school-School board-Board~~ must provide the coach with a reasonable opportunity to respond to the reasons at a ~~school-School board-Board~~ meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement agency;
- c. educational data, health data, medical data, welfare data, or mental health data that are not public data; or
- d. an individual's personal medical records.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The ~~school-School board-Board~~ may close a meeting:
 - (1) to determine the asking price for real or personal property to be sold by the school district;

- (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the ~~school-School board-Board~~ must identify on the record the particular real or personal property that is the subject of the closed meeting.
 - c. The closed meeting must be ~~tape~~-recorded at the expense of the school district. The ~~tape-recording~~ must be preserved for eight years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the ~~school-School board-Board~~ has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of ~~school-School board-Board~~ members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
 - d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the ~~school-School board-Board~~ at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The ~~school-School board-Board~~ may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the ~~school-School board-Board~~ must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be ~~tape~~-recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The ~~school-School board-Board~~ shall provide notice of a closed meeting just as for an open meeting. Before closing a meeting, the ~~school-School board-Board~~ shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

IV. RECORDS AND MINUTES

- A. The Board Clerk is legally responsible for the official Board records; however, the Board delegates to the Superintendent the responsibility for providing the personnel and equipment for Board meeting record keeping.
- B. Published minutes will list a summary of Board Action and other business items. Individual gifts will not be published, but the official packets available in the District Administration Building will be retained with complete information.
- C. Minutes of all Regular, Special and Closed Board Meetings will be kept on file in the Administration Building. Official minutes will be bound in some manner, and/or digitally filed on the district network, and maintained as a permanent record in the Administration Building.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)

WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

ADOPTED: May 12, 1986

AMENDED: December 13, 2004

AMENDED: February 11, 2008

AMENDED: November 13, 2017

AMENDED: [March 14, 2022](#)

LAST REVIEWED: ~~November 13, 2017~~ [March 14, 2022](#)

212 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS

I. PURPOSE

The purpose of this policy is to ensure an opportunity for open and orderly input from the public discussion to the School Board as well as to protect the due processes and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. Although providing an opportunity for input in a limited public forum to a School Board is not required under Minnesota Statutes, ~~the~~ the School Board recognizes the value of participation by receiving input from members of the public relating to ~~in deliberations and decisions on~~ school district matters. At the same time, the School Board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. All members of the community citizens, including students, will have a right to an opportunity opportunities to be heard by the School Board. The School Board may adopt reasonable time, place, and manner restrictions on public expression in order to facilitate input by all interested parties. The School Board shall, as a matter of policy, protect the rights to privacy and due process of employees and students, as provided by Minnesota State law. Public comment will be heard at School Board meetings when the "Audience Opportunity to Address the School Board" agenda item is included on the agenda.
- C. The School Board may decide to hold certain types of public meetings where the public will not be invited to address the School Board. Possible eExamples are include, but are not necessarily limited to: School Board Work Sessions, ~~and~~ School Board Retreats and Special School Board meetings. The public is entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the Board. Periodically, Closed Meetings may be held where attendance and speaking opportunities are not allowed.
- D. The School Board may schedule a Special Work Session or a Special Listening Session where the primary purpose is to hear feedback from the public on a specific topic.

ADOPTED: March 18, 1996

AMENDED: November 8, 2004

AMENDED: February 11, 2008

AMENDED: September 14, 2015

AMENDED: March 14, 2022

LAST REVIEWED: ~~November 13, 2017~~ March 14, 2022

212-R PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS REGULATIONS

I. REGULATIONS

The following procedures will be utilized to facilitate opportunities for the public to provide input ~~provided~~ to the School Board. The School Board will provide a specified period of time at the Board's regular monthly meeting and/or at a time of its choosing ~~where for citizens may~~ members of the public to address the School Board on any topic, subject to the limitations outlined by the School Board, including protecting right to privacy ~~rights or private subject data-concerns~~ as provided outlined by Minnesota State law.

- A. The School Board reserves the right to allocate a specific period of time for public comment ~~this purpose~~ and limit the time for speakers accordingly. Opportunities for public comment will generally be ~~made~~ available at Regular School Board meetings under the agenda item titled: "Audience Opportunity to Address the School Board." ~~Generally, this is a standing-agenda item on each Regular School Board meeting.~~ The School Board may also choose to establish a predetermined time for members of the public to speak to address the School Board on any topic, separate from Regular School Board meetings, ~~and when individuals are invited to address the Board on any topic~~, subject to the limitations of this policy.

~~The School Board may decide to hold certain types of public meetings where the public will not be invited to address the School Board. Examples include, but are not necessarily limited to: School Board Work Sessions School Board Retreats and Special School Board meetings. The public is entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the Board. Periodically, Special Closed Meetings may be held where attendance and speaking opportunities are not allowed. (Note: This paragraph is being removed as it is duplicated by also being in Policy 212.)~~

- B. Members of the community who wish to provide input to the School Board at a meeting where "Audience Opportunity to Address the School Board" is included on the agenda, may indicate their interest in doing so in one of the following ways:
1. Notify the Administrative Assistant (763-745-5000) in the Superintendent's office in advance of the School Board meeting;
 2. Upon arrival at the School Board meeting, request and submit a completed form to the Administrative Assistant;
 3. When the School Board Chair extends the invitation to address the Board at the appropriate time on the agenda, a form may be obtained at that time, completed and returned to the Administrative Assistant.

All speakers wishing to address the School Board will be asked to complete a form and to state, prior to sharing their comments with the School Board, the topic or agenda item to which their comments relate, their name, and affiliation with a group (if applicable).

- C. ~~The~~ During the public comment periods, the School Board Chair will recognize one speaker at a time and will rule out of order other speakers who are not recognized. Only those speakers recognized by the Chair are allowed to speak. Comments by others will be considered to be out of order. Individuals who interfere with or interrupt speakers, the School Board, or the proceedings may be directed to leave.
- D. It is the practice of the School Board not to engage in discussion or debate with ~~the a~~ speaker during the School Board designated time for the opportunity to address the School Board. The School Board Chair or a designated staff member may follow up with the speaker at a later date/time.
- E. Comments by individual speakers are limited to a maximum of three minutes unless otherwise noted ~~otherwise~~ by the School Board Chair. The School Board retains the discretion to limit comments on any topic to a reasonable period of time. If a group or organization wishes to address the School Board on a topic, the School Board may ask for the designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
- F. Speakers are expected to abide by state privacy laws related to students and staff members. Matters raised by a public speaker ~~which that~~ may involve data privacy concerns and/or preliminary allegations against an employee, or which may be potentially libelous or slanderous in nature, may be ruled out of order and shall not be considered in public. ~~but~~ Such comments or allegations shall be processed as determined by the School Board in accordance with governing law.
- G. The School Board Chair shall promptly rule out of order any discussion by any person, including School Board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
- H. Personal attacks by anyone addressing the School Board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the School Board.
- I. Depending upon the number of persons in attendance seeking to be heard, the School Board reserves the right to impose other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.
- J. Public speakers, at ~~the~~ Regular School Board Meeting, are will not be identified in the formal Board meeting minutes. The remarks of Public speakers will may be livestreamed, assuming appropriate demeanor and decorum are maintained and where expectations outlined in these Regulations ~~above~~ are followed. The Board Chair will ~~each~~ rule out of order any speaker determined to be out of compliance with these expectations. Rebroadcast of public comments are subject to redaction of words or statements considered to be in violation of the established expectations. The School Board reserves the right to not livestream or replay public comments made at School Board meetings if such comments are considered to be in violation of established protocols ~~and~~ if delivered without appropriate demeanor and decorum, and/or if the comments violate the privacy rights of individuals.

- K. Complaints: School Board meetings are not an appropriate venue ~~by~~ during which to file a specific complaint against a staff member or the school district. Filing a complaint should be done according to the steps outlined below.
- a. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
 - b. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the Executive Director of Human Resources as designated in the school district policy governing this kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent's office.
 - c. Unresolved complaints or problems concerning the school district should be directed to the superintendent's office. Complaints which are unresolved at the superintendent's level may be brought to the School Board Chair in writing. The method of subsequent follow-up will be determined by the School Board Chair.
- L. Except as determined by the School Board to be necessary or in an emergency, the School Board won't take action at a listening session or a School Board meeting on any topic raised during by the public comment at such meeting.
- M. In addition to directly addressing the School Board during designated opportunities, there are a number of alternative ways that members of the public may share their thoughts and opinions about the governance and operations of the school district. They include but are not limited to:
- a. Connecting directly with the school principal or program supervisor;
 - b. Emailing the school superintendent who will determine the most appropriate person who can best address the questions/concerns;
 - c. Emailing the School Board Chair and/or each School Board Member to share inputs or express concerns;
 - d. Calling or emailing the Administrative Assistant (763-745-5000) to inquire about providing input or;
 - e. Requesting a phone call from the School Board Chair through the Administrative Assistant at 763-745-5000; and
 - f. Others as determined.

~~N. Penalties for Violation of Data Privacy~~

- ~~a. The school district is liable for damages, costs and attorneys' fees, and, in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)~~
- ~~b. A person who willfully violates data privacy or whose conduct constitutes the knowing- unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)~~

~~e. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)~~

ADOPTED: February 11, 2008

AMENDED: August 12, 2013

AMENDED: September 14, 2015

AMENDED: March 14, 2022

LAST REVIEWED: ~~November 13, 2017~~ March 14, 2022

AMENDED: TBD

213 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the ~~school-board~~School Board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the ~~school-board~~School Board and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

A. In an effort to keep its written policies current so that they may be used consistently as a basis for Board action and administration decision, the Board will conduct a general review of its policies on a four year cycle (shown below). Some policies may undergo annual review as directed by Minnesota statute.

Year One	Year Two	Year Three	Year Four
710000 series	400-700 series	600-400 series	500-600 series
800200 series	series200- series	300- series500 series	900 series
300 series	100 series		

B. The Superintendent shall call to the Board’s attention all policies that need revision for any reason.

C. Policies are living documents, and as such, may undergo updates and changes at any time, outside of the regularly scheduled cycle.

IV. ADOPTION, AMENDMENT, AND REPEAL OF POLICY

A. Adoption of new policies or the amendment or repeal of existing policies is solely the responsibility of the ~~Board-of-Education~~School Board.

- B. The Board will adhere to the following procedure in amending or adopting policies to ensure that they are well examined before final action:
 - 1. First meeting--the policy shall be presented for a first reading. If the Board feels that the policy has been sufficiently vetted through appropriate stakeholders and is comfortable with the policy, the Board may vote to approve the policy upon first reading. If any member of the Board feels the policy requires more discussion, the policy may be moved to a Work Session for group discussion. A policy may also be removed from the first meeting if a Board member wishes to have more time to consider the policy before approval.
 - 2. Work Session--the policy shall be discussed and modified as may be appropriate.
 - 3. Second meeting--the policy shall be presented for a second reading, discussed and voted upon.
- C. During discussion of a policy proposal, the views of the public and staff will be considered. Amendments may be proposed by Board members. An amendment will not require that the policy go through an additional reading except as the Board determines that the amendment needs further study and that an additional reading would be desirable.
- D. Under unusual circumstances, the Board may temporarily approve a policy to meet emergency conditions; however, the above procedure is required before the policy will be considered permanent.

V. IMPLEMENTATION AND DISSEMINATION OF POLICY

- A. The Superintendent is directed to establish and maintain an orderly plan for preserving and making accessible the policies adopted by the Board.
- B. Accessibility is to extend to all employees of the school system, to members of the Board and, insofar as possible, to all persons in the district. A policy concerning a particular group or groups in the schools will be distributed to those groups prior to the policy's effective date.
- C. The Board Policy Manual will be considered a public record and will be open for inspection at the district administrative office and on the district website.

VI. EMERGENCY POLICY MAKING, AND ADMINISTRATION ACTION IN ABSENCE OF POLICY

- A. The Superintendent typically has School Board policy to guide the decision-making process. However, situations may arise that are not covered by existing policies.
- B. The Superintendent shall have the authority to take such immediate emergency steps as deemed necessary to ensure the physical and educational well-being of the students in the district. The Superintendent shall also have full authority to take such steps deemed necessary to ensure and protect the physical well-being of all employees in the district, as well as all properties owned by the district. The Superintendent will have full authority to open and close buildings as a part of responding to emergencies.
- C. During an emergency, only the Superintendent or Superintendent's designee, unless otherwise specified by the School Board, may make public statements, issue news releases, make statements to employees, and make statements to parents and the general public on behalf of the district.
- D. Where circumstances require significant administrative action in the absence of Board policy guidelines or legal direction, action shall be taken according to the Superintendent's best judgment.
- E. It is the responsibility of the Superintendent to inform the Board promptly of such action and the need for related policy.

VII. SUSPENSION OF POLICIES

The operation of any section or sections of these policies, not established by law, may be temporarily suspended by a majority vote of the School Board at a regular or special meeting.

VIII. BOARD REVIEW OF REGULATIONS

- A. The Board delegates to the Superintendent the responsibility for developing and implementing administrative regulations and procedures as may be necessary to carry out Board policies. The Board will review the regulations in a timely manner. The regulations, like policies, are living documents and as such may undergo changes at the discretion of the administration.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

ADOPTED: November 13, 2017

AMENDED: March 814, 2022

LAST REVIEWED: ~~November 13, 2017~~ March 814, 2022

214 SCHOOL BOARD DEVELOPMENT OPPORTUNITIES AND REIMBURSEMENTS

I. PURPOSE

In recognition of the need for continuing in-service training and development for its members, the purpose of this policy is to encourage the members of the ~~school-School board-Board~~ to participate in professional development activities so that they may perform their responsibilities.

II. SCHOOL BOARD DEVELOPMENT OPPORTUNITIES

- A. New ~~Sschool board-Board~~ members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA).
- B. All ~~school-School board-Board~~ members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.
- C. School ~~board-Board~~ members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.

III. REIMBURSEMENTS

The school district will reimburse the necessary expenses of all ~~school-School board-Board~~ members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions. Please reference Policy 717 Expense Reimbursements and the accompanying regulations for further details.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

ADOPTED: November 13, 2017

AMENDED: March 814, 2022

LAST REVIEWED: ~~November 13, 2017~~ March 814, 2022

220 SCHOOL BOARD MEMBER COMPENSATION

I. PURPOSE

The purpose of this policy is to affirm the authority of the School Board to fix a compensation rate for its members.

II. GENERAL STATEMENT OF POLICY

- A. State law provides that the School Board may fix a compensation rate for its members. The compensation of Board members may be adjusted annually at the first Organizational/Regular Board meeting of the new calendar year each January. The said adjustment will reflect the average ~~Classic Lake Conference School Board members'~~ compensation of like size and location districts. In addition, the School Board may consider compensation rates for Board officers, and for Special meetings that fall on non-regularly scheduled meeting days.
- B. The members of the School Board may be reimbursed for expenses incurred in performance of Board functions according to rates established by the Board for school employees (reference Board Policy 717: Expense Reimbursements and the accompanying regulations for further details).

ADOPTED: August 13, 1968

AMENDED: September 9, 1985

AMENDED: August 9, 1993

AMENDED: August 19, 1996

AMENDED: November 8, 2004

AMENDED: January 14, 2008

AMENDED: November 13, 2017

AMENDED: [March 14, 2022](#)

LAST REVIEWED: ~~November 13, 2017~~ [March 14, 2022](#)

222 SCHOOL BOARD VACANCIES

I. PURPOSE

The purpose of this policy is to clarify the process for filling an open spot on the School Board should a temporary or permanent vacancy occur.

II. GENERAL STATEMENT OF POLICY

A vacancy on the Board occurs when a member dies, resigns, ceases to be a resident of the district, or is unable to serve on such Board and attend its meetings for not less than 90 days because of illness or prolonged absence from the district. In the event of vacancies, the Board member's position shall be filled in accordance with Minnesota Statute.

III. TEMPORARY AND PERMANENT VACANCIES

- A. A temporary vacancy caused by a member being unable to serve on the Board and attend its meetings for not less than 90 days because of illness or prolonged absence from the district, may, after the Board has by resolution declared such vacancy to exist, be filled by the Board at any time, or until such ill or absent member is again able to resume the duties as a member of the Board; whichever date is earlier. When such ill or absent member is again able to resume the duties as a member of the Board, the Board shall by resolution so determine and declare such person to be again a member of the Board, and the member appointed by the Board in their absence to be no longer a member thereof.
- B. Any other vacancy on the Board shall be filled either by special election or appointment as specified by state law. ~~All special elections or Board appointments to fill such vacancies shall be for the remainder of the unexpired term.~~

ADOPTED: January 10, 2005

AMENDED: November 13, 2017

AMENDED: [March 14, 2022](#)

LAST REVIEWED: ~~November 13, 2017~~ [March 14, 2022](#)

223 PUBLIC HEARINGS

I. PURPOSE

The ~~school board~~School Board recognizes the importance of obtaining public input on matters properly before the ~~school board~~School Board. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

In order for the ~~school board~~School Board to efficiently receive public input on matters properly before the ~~school board~~School Board, the procedures set forth in this policy are established by the ~~school board~~School Board.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the ~~school board~~School Board on school district matters at the discretion of the ~~school board~~School Board.

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the ~~school board~~School Board.

C. Public Participation

The ~~school board~~School Board retains the right to require that those in attendance at a public hearing indicate their desire to address the ~~school board~~School Board and complete and file with the clerk of the ~~school board~~School Board an appropriate request card prior to the commencement of the hearing if the ~~school board~~School Board utilizes this procedure. In that case, any request to address the ~~school board~~School Board after the commencement of the hearing will be granted only at the discretion of the ~~school board~~School Board.

1. Format of Request: If required by the ~~school board~~School Board, a written request of an individual or a group to address the ~~school board~~School Board shall contain the name and address of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.
2. Time Limitation: The ~~school board~~School Board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The ~~school board~~School Board retains the discretion to require that any group of persons who desire to address the ~~school board~~School Board designate one representative or spokesperson. In the event that the ~~school board~~School Board requires the designation of a representative or spokesperson, no other person in the group will be recognized to address the ~~school board~~School Board, except as otherwise determined by the ~~school board~~School Board.
4. Privilege to Speak: A ~~school board~~School Board member should direct any remarks or questions through the chair. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the ~~school board~~School Board, or the proceedings may be directed to leave.
5. Personal Attacks: Personal attacks by anyone addressing the ~~school board~~School Board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the ~~school board~~School Board.
6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the ~~school board~~School Board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

Legal References: Minn. Stat. § 123A.15 (Education District Establishment)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123B.51 (School Closings)

ADOPTED: January 10, 2005
AMENDED: November 13, 2017
AMENDED: March 14, 2022

WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

LAST REVIEWED: ~~November 13, 2017~~ March 14, 2022

225 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance as to the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a ~~school board~~School Board member, school district employee, or student.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes~~ds~~ that, when civil or criminal actions are pending against a ~~school board~~School Board member, school district employee, or student, the school district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The school district acknowledges its statutory obligations with respect to providing assistance to ~~school board~~School Board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreement and school district policies may also apply.

III. STATEMENTS WHEN LITIGATION IS PENDING

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, ~~school board~~School Board members or school district employees shall make or release statements in the situations only in consultation with legal counsel.

Legal References: Minn. Stat. Ch 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02. Subd.20 (Legal Counsel, Reimbursement)
Minn. Stat. § 123B.25(b) (Actions Against Teachers)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Depriving Rights)
Minn. Op. Atty. Gen 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen 169 (Nov. 3, 1943)
Dypress v. School Committee of Boston, 446 N.E. 2d 1099 (Mass. App. Ct. 1983)

Wood v. Strickland, 420 U.S. 308, 95 S.Ct. 992, 43 L.Ed.2d214 (1975)

ADOPTED: January 10, 2005

AMENDED: January 14, 2008

AMENDED: November 13, 2017

AMENDED: March 14, 2022

LAST REVIEWED: ~~November 13, 2017~~ March 14, 2022

225-R CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT REGULATIONS

I. CIVIL ACTIONS

- A. Pursuant to Minn. Stat. § 466.07, Subd. 1, the school district shall defend and indemnify any ~~school board~~School Board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the ~~school board~~School Board member or employee, provided that he or she was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minn. Stat. § 123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the district shall provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.
- C. Data Practices
- Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, he or she is to inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No ~~school board~~School Board member or employee may release data without consultation in advance with the school district official who is designated as the authority responsible for the collection, use, and dissemination of data.
- D. Service of Subpoenas
- It is the policy of the school district that its officers and employees will normally not be involved in providing service of process for third parties in the school setting.
- E. Leave to Testify
- Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

II. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the school district receives information relating to activities of a criminal nature by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes, and provisions of applicable collective bargaining agreements.
3. Pursuant to Minn. Stat. § 123B.02, Subd. 20, if reimbursement for a criminal defense is requested by a school district employee, the ~~school board~~School Board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the school district. The decision as to whether to reimburse shall be made in the discretion of the ~~school board~~School Board. A ~~school board~~School Board member who is a witness or an alleged victim in the case may not vote on the reimbursement. If a quorum of the ~~school board~~School Board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. In order to further that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. It is the policy of the school district to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless

there are extenuating circumstances or the matter being investigated is school-related, or as otherwise provided by law.

2. If such questioning at school is unavoidable, the school district will attempt to maintain confidentiality, to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the

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interview, except as otherwise required by law (Minn. Stat. § 626.556, Subd. 10), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personal data only in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and 20 U.S.C. § 1232g (FERPA)

ADOPTED: January 10, 2005

AMENDED: January 14, 2008

AMENDED: November 13, 2017

AMENDED: March 14, 2022

LAST REVIEWED: ~~November 13, 2017~~ March 14, 2022

227 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to control out-of-state travel by ~~school board~~School Board members as required by law.

II. GENERAL STATEMENT OF POLICY

~~School board~~School Board members have an obligation to become informed on the proper duties and functions of a ~~school board~~School Board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state, and local laws, rules, regulations, and school district policies that relate to their functions as ~~school board~~School Board members. Occasionally, it may be appropriate for ~~school board~~School Board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the ~~school board~~School Board finds it proper for ~~school board~~School Board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as ~~school board~~School Board members. Travel to regional or national meetings ~~of the National School Board~~School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the ~~school board~~School Board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. REIMBURSEMENT

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

- B. Automobile travel shall be reimbursed at the mileage rate set by the ~~school board~~School Board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the ~~school board~~School Board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)
Minn. Stat. § 471.661 (Out-of-State Travel)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

ADOPTED: January 9, 2006

AMENDED: November 13, 2017

AMENDED: March 14, 2022

LAST REVIEWED: ~~November 13, 2017~~March 14, 2022

301 SCHOOL DISTRICT ADMINISTRATION

I. PURPOSE

The purpose of this policy is to clarify the role of the school district administration and its relationship with the School Board.

II. GENERAL STATEMENT OF POLICY

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The School Board expects all activities related to the operation of the school district to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the School Board.
- C. The School Board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. Although the School Board holds the superintendent ultimately responsible for administration of the school district, the School Board also recognizes the direct responsibility of principals for educational results and effective leadership at the school building level.
- E. The School Board and school administration shall work together to share information and decisions that best serve the needs of school district students within financial and facility constraints that may exist.

ADOPTED: May 9, 2005

AMENDED: July 14, 2014

LAST REVIEWED: ~~December 10, 2018~~ March 14, 2022

302 SCHOOL SUPERINTENDENT

I. PURPOSE

The purpose of this policy is to specify the responsibility of the superintendent position within the school district.

II. GENERAL STATEMENT OF POLICY

- A. The School Board shall employ a superintendent who shall serve as an ex officio, nonvoting member of the School Board and as chief executive officer of the school system.
- B. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the School Board.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor School Board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the School Board.

ADOPTED: March 9, 1970

AMENDED: November 11, 1985

AMENDED: May 9, 2005

AMENDED: July 14, 2014

LAST REVIEWED: ~~December 10, 2018~~ March 14, 2022

303 SUPERINTENDENT SELECTION AND CONTRACT

I. PURPOSE

The purpose of this policy defines the authority vested in the School Board to select and employ a superintendent of schools.

II. GENERAL STATEMENT OF POLICY

- A. The School Board shall employ a superintendent to serve as the chief executive officer of the district and to conduct the daily operations of the school district.
- B. The School Board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the superintendent position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- C. The School Board will consider professional preparation, experience, skill and demonstrated competence of qualified applicants in making a final decision.
- D. A process for recruitment, screening, and interviewing of candidates shall be developed by the School Board.
- E. The School Board may contract for assistance in the search for a superintendent.
- F. The superintendent's contract will be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent. The School Board will observe all requirements of state and federal law and school district policy.
- G. The specific duties for which the superintendent is accountable are set forth in his or her job description and are measured by a performance appraisal process approved by the School Board, in consultation with the superintendent. The School Board will use this process to annually evaluate the performance of the superintendent. The process will include the joint development of annual goals by the superintendent and the School Board for review and approval by the School Board.

ADOPTED: November 11, 1985

AMENDED: May 9, 2005

AMENDED: July 14, 2014

LAST REVIEWED: ~~December 10, 2018~~ March 14, 2022

305 SUPERINTENDENT’S CONSULTING ACTIVITIES

I. PURPOSE

The purpose of this policy specifies the ability of the superintendent to engage in outside business not directly related to his/her school district duties.

II. GENERAL STATEMENT OF POLICY

- A. The superintendent will devote his or her time, skill, labor, and attention to the direction and supervision of the school system, and will not, during the term of employment, be engaged in any other business.
- B. However, by agreement with the School Board, the superintendent may undertake for remuneration consultative work, speaking engagements, membership on higher education, non-profit, small business and/or corporate boards and committees, writing, lecturing, membership and office in educational organizations, or other professional duties and obligations.

ADOPTED: December 9, 1985

AMENDED: May 9, 2005

AMENDED: July 14, 2014

AMENDED: December 10, 2018

LAST REVIEWED: ~~December 10, 2018~~ March 14, 2022

306 POLICY IMPLEMENTATION

I. PURPOSE

The purpose of this policy is to clarify the responsibility of the school administration for implementation of School Board policy.

II. GENERAL STATEMENT OF POLICY

- A. The superintendent is responsible to implement School Board policy and to recommend additions or modifications. Policy implementation includes dissemination and education regarding policy and changes to policy.
- B. The administration is authorized to develop guidelines and directives to implement School Board policies. These guidelines and directives shall be consistent with said policies and constitute the regulations governing the district. These written regulations shall be presented to the School Board along with their associated policies during the policy review cycle.
- C. In the development of regulations, the superintendent will involve at the planning stage those who would be primarily affected by the regulations. The superintendent will carefully consider the input and counsel given by representatives of staff, student, and community organizations.

ADOPTED: April 14, 1986

AMENDED: May 9, 2005

AMENDED: July 14, 2014

AMENDED: ~~December 10, 2018~~ March 8/14, 2022

LAST REVIEWED: ~~December 10, 2018~~ March 14, 2022

307 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

This policy establishes the requirement of the School Board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law (MN Statute: 3512.5200).

II. GENERAL STATEMENT OF POLICY

An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, school administrators:

1. Shall provide professional educational services in a nondiscriminatory manner.
2. Shall take reasonable action to protect students and staff from conditions harmful to health and safety.
3. Shall take reasonable action to provide an atmosphere conducive to learning.
4. Shall respect all relationships with students, parents and caregivers, staff, and colleagues while ensuring no personal advantage.
5. Shall disclose confidential information about individuals only when a compelling professional purpose is served in accordance with state and federal laws, and school district policies.
6. Shall provide records and report facts with accuracy and integrity relating to the administrator's qualifications and to the qualifications of other staff or personnel.
7. Shall not knowingly make false or malicious statements about students, students' families, staff, or colleagues.
8. Shall not accept gratuities, gifts, or favors that impair professional judgment, nor offer any favor, service, or item of value to obtain special advantage.
9. Shall only accept a contract for a position when licensed for the position or when a school district is granted a variance or letter of approval by the board.
10. In filling positions requiring licensure, shall employ, recommend for employment, and assign only appropriately licensed personnel, or persons for whom the school district has been granted a variance by the appropriate state board or agency, unless, after making reasonable efforts to obtain a variance, an appropriately licensed person cannot be assigned and the position must be filled to meet a legitimate emergency educational need.
11. Shall not engage in conduct involving dishonesty, fraud, or misrepresentation in the performance of professional duties.

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ADOPTED: May 9, 2005

AMENDED: July 14, 2014

AMENDED: December 10, 2018

LAST REVIEWED: ~~December 10, 2018~~ March 14, 2022

308 ADMINISTRATIVE ORGANIZATIONAL PLAN

I. PURPOSE

This policy establishes the legal authority of the superintendent to establish the administrative organization within the district.

II. GENERAL STATEMENT OF POLICY

- A. The legal authority of the School Board is transmitted to the superintendent to establish an administrative organization within the budgetary limitations established by the School Board. The superintendent may reorganize lines of authority, revise the organizational chart, and eliminate or create administrative positions within such limitations.
- B. The superintendent will review the administrative organization with the School Board before major changes or revisions are instituted.

ADOPTED: January 13, 1986

AMENDED: May 9, 2005

AMENDED: July 14, 2014

LAST REVIEWED: ~~December 10, 2018~~ March 14, 2022

310 ADMINISTRATIVE PERSONNEL PROFESSIONAL DEVELOPMENT OPPORTUNITIES

I. PURPOSE

This policy establishes the authority of the superintendent to approve professional growth activities for administrative personnel.

II. GENERAL STATEMENT OF POLICY

- A. The School Board recognizes the value of professional growth activity for its administrators including attendance at seminars, conferences and conventions.
- B. Authorization to participate in such professional activities will be provided by the superintendent or designee. The superintendent shall be guided in this authorization decision by the appropriateness of the activity and the availability of funds for such purpose.

ADOPTED: October 8, 1973

AMENDED: February 10, 1986

AMENDED: May 9, 2005

AMENDED: July 14, 2014

AMENDED: December 10, 2018

LAST REVIEWED: ~~December 10, 2018~~ March 8¹⁴, 2022

617 STUDENT VOLUNTEERS POLICY

I. PURPOSE

The purpose of this policy is to provide guidelines for the use of volunteers by the school district.

II. GENERAL STATEMENT OF POLICY

- A. The School Board recognizes volunteers as a valuable resource and encourages their participation within the schools. It acknowledges that volunteers are individuals who are not paid for their services, but provide a supporting role in the education process. Volunteers may come from all backgrounds and age groups, and do not assume primary responsibility for instruction but reinforce skills taught by the professional staff.
- B. Volunteers should be selected with careful consideration of how their presence relates to the educational objective of a class or classes. Responsible district personnel will identify appropriate tasks for the volunteers, provide in-service training, and plan effective ongoing recognition for volunteer activities. Background checks are required for volunteers.

ADOPTED: March 11, 1974

AMENDED: May 12, 1986

AMENDED: August 16, 2004

AMENDED: April 9, 2007

AMENDED: December 9, 2013

AMENDED: June 10, 2019

LAST REVIEWED: ~~June 10, 2019~~ March 14, 2022

617-R SCHOOL VOLUNTEER REGULATIONS

I. MANAGEMENT AND PROCEDURE

A. Recruitment and Screening

The recruitment and screening of community members for district-wide programs, such as the Literacy Program, will be coordinated by the district's Community Education Services Department. Recruitment and screening of school site specific volunteers will be coordinated by school offices.

The goal of this process is to address the needs and desires of the district and increase the effectiveness of using volunteers to further the district's educational and curriculum goals. For district-wide programs, Community Education will work with principals and program directors/coordinators to identify school program needs and opportunities for the use of volunteers.

Background checks will be required for volunteers prior to start date for volunteering. If there is a break in volunteer service where a volunteer leaves his/her volunteer job for a period of time and returns again to volunteer, another background check must be completed. The following information will provide guidance on when a background check must be submitted.

1. ~~Going with students on an overnight field trip, working with a student/students in a place outside of regular school traffic~~
Example: Volunteer stays behind in classroom to work with students while classroom teacher and other students leave to go elsewhere in the building
2. ~~Working with vulnerable populations~~
Example: volunteers working with special needs students, ELL students and preschool age children
3. ~~Working one-on-one with a student~~
*Examples:
Volunteers working as a tutor (working outside of regular school traffic)
Volunteers working as a mentor*
4. ~~Participating in activities that take place after school hours and on weekends.~~
5. ~~Participating in activities that take place outside of the school building, outside of school hours~~
*Examples:
Volunteers assisting during weekend competitions
Volunteers who accompany class to an overnight at the zoo.*
6. ~~Volunteer coaches not employed by the school district.~~

B. Placement and Management

Candidates for volunteering in the district will be selected and placed on the basis of their experience, ability and good character, without regard for race, color, creed, religion, national origin, gender

identity or expression, sexual orientation, age, marital or parental status, or status with regard to public assistance or disability.

II. VOLUNTEER HANDBOOK AND ORIENTATION

Volunteers will be provided a volunteer ~~guidelines handbook~~ and may be provided an orientation session annually. The ~~volunteer guidelines handbook~~ and orientation session will cover basic expectations and necessary information for volunteers, including the following:

- A. We depend on our volunteers to maintain confidentiality of our students, staff, and volunteers. Any concerns, observations, or information about a child should be shared only with the person in charge (example: teacher, administrator, or building volunteer facilitator). If there is a breach of confidentiality a volunteer's privileges may be revoked.
- B. Notify a teacher, principal, or individual in charge if a child gives you information that causes alarm (e.g., they are unable to eat, do not have a place to sleep, inappropriate touch). Volunteers must report suspected child abuse to the building social worker, counselor, or principal. (State law requires you to report such suspicions.)
- C. Avoid being totally isolated with a child (e.g., in a room with a closed door).
- D. ~~Some children may be uncomfortable with patting them on the head, or hugs, or other physical touch. Asking a child before touching them may be appropriate. Follow the clues children give as to their comfort level.~~ School volunteers and staff must avoid touching students whenever possible. It is the district's expectation that all physical contact between volunteers must be professional and appropriate.
- E. Be aware of any sensitive issue to a child (e.g., in discussing fire safety, a child may be uncomfortable as a fire destroyed their home). Follow the clues children give.
- F. Volunteers should use physical intervention only when you believe that a child will hurt themselves or others. If at all possible, volunteers should call another adult for assistance. If you must intervene physically, immediately inform a teacher, principal, or individual in charge of event that you did so. If you must intervene, limit verbalization with a child (i.e., do not argue the issue, do not discuss). Remain calm, do not overreact, isolate the situation. If a situation escalates verbally or physically, call a staff person.
- G. In each situation, do not participate in the activity if you feel uncomfortable or are unsure of what is going on.
- H. Name tags ~~or buttons~~ should be worn by volunteers to identify them to students, staff, and other volunteers.
- I. Sign-in each time you participate in a volunteer activity. Sign-in books/computers are kept in the school office for your convenience.
- J. Notify a staff person or person in charge of the activity if you will be late or if you will not be able to participate in your volunteer activity.

Commented [1]: updated language

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Independent School District 284
Wayzata, Minnesota

- K. Wayzata Public Schools will provide students, employees, and volunteers with an environment for learning and working that is free from sexual harassment or sexual violence, and prohibits any form of sexual harassment or sexual violence. A complete copy of the District's guidelines on sexual harassment/sexual violence is available from the Executive Director of Human Resources or Executive Director of Curriculum and Instruction.
- L. Discipline is the teacher or staff person's responsibility. Volunteers are not expected to discipline a student or classroom. Contact a staff person to help with a discipline issue. A copy of the school discipline policy is available in the school office.
- M. For the safety of one-to-one volunteers and the student(s) with whom they work, all interaction between student(s) and volunteer are to take place only at scheduled time in the schools.
- N. Volunteers should not give gifts (e.g. candy, treats, birthday gifts, holiday gifts) to students or their families.
- O. All volunteers must work under the direct supervision of a paid staff person. The direct supervisor will communicate with the volunteer and provide direction when needed.

ADOPTED: October 1, 1992
AMENDED: December 22, 1994
AMENDED: August 16, 2004
AMENDED: April 9, 2007
AMENDED: June 10, 2019
AMENDED: [March 14, 2022](#)
LAST REVIEWED: ~~June 10, 2019~~ [March 14, 2022](#)



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Superintendent Report

ITEM: COVID and Early Education Update

COMMENTS BY: Chace B. Anderson, Superintendent and

Nathan Flansburg, Associate Superintendent

Background Information

At the August 23, 2021 Special School Board Meeting, the School Board approved a resolution titled Health and Safety Measures for the 2021-2022 School Year. The parameters outlined in that resolution served as the primary guidance for Wayzata Public Schools COVID mitigation strategies for the 2021-2022 school year through February 14, 2022, including masking recommendations. At the February 14, 2022 Regular School Board Meeting, the School Board approved a revised Health and Safety Measures for the 2021-2022 School Year. The notable change made at this meeting by the School Board regarding masking expectations was:

“Grades K-12 and Transition: It is recommended, but not required, that students in grades K-12 and Transition students, all staff, volunteers and visitors wear masks inside the building during normal school hours.”

The following Pre-K masking guidance was approved at the August 23, 2021 School Board Special Board meeting, specifically:

Pre-K: Students in Pre-K and all staff, volunteers and visitors working with Pre-K students will be required to wear masks inside the building on school days between the hours of 7:00 a.m. and 6:00 p.m. Wearing of masks in buildings outside of these hours is still recommended but not required unless otherwise communicated. For students in Pre-K, the possibility of moving from “required masking” to “recommended masking” will be considered after an appropriate amount of time which would allow for Pre-K students to have received the full series of vaccinations.

This guidance for Pre-K masking has remained in place throughout the school year.

At the February 28, 2022 School Board Work Session, the administration indicated its intent to move forward with adopting the new CDC guidance for the discontinuance of “required masking” on public transportation, specifically for public school buses. The change to “recommended masking” from “required masking” on school buses for WPS bus riders was made, in accordance with the new CDC guidance, effective March 1, 2022. The new CDC guidance stated the following:

“Effective February 25, 2022, CDC is exercising its enforcement discretion to not require that people wear masks on buses or vans operated by public or private school systems, including early care and education/child care programs. CDC is making this change to align with [updated guidance](#) that no longer recommends universal indoor mask wearing in K-12 schools and early education settings in [areas with a low or medium COVID-19 Community Level](#). School systems at their discretion may choose to require that people wear masks on buses or vans.”

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html>

A change to “recommended but not required” masking for Pre-K students was being considered in early February when it appeared that a vaccination would soon be made available for them. However, that was delayed and is not yet available, and it is uncertain when vaccinations might be available for Pre-K children. When the August 23, 2021 Resolution was approved by the School Board for Pre-K to do universal required masking, the following statement was included in both the August 23, 2021 and the February 14, 2022:

“For students in Pre-K, the possibility of moving from “required masking” to “recommended masking” will be considered after an appropriate amount of time which would allow for Pre-K students to have received the full series of vaccinations.”

At the current time, the only CDC reference that has been found indicating that the “CDC is making this change to align with [updated guidance](#) that no longer recommends universal indoor mask wearing in K-12 schools and early education settings in [areas with a low or medium COVID-19 Community Level](#),” is in the February 25 reference noted above and “updated guidance” has seemingly not yet been released.

Data was collected from parents of currently enrolled children in the District’s Pre-K programs regarding their perspectives and thoughts about “required masking” for Pre-K students or to make a move to “recommended masking.” The results, from a relatively small number of respondents, were somewhat predictable; about half favoring continuance of “required masking” and half favoring a move to “recommended masking;” thus, the survey responses are somewhat inconclusive.

It appears that vaccinations will not be available to Pre-K students in the near future, therefore, waiting for “an appropriate amount of time which would allow for Pre-K students to have received the full series of vaccinations” is probably an outdated ambition. The CDC guidance about masking for Pre-K children is apparently still being written. It had been hoped that such guidance would have been clearly written and readily available prior to this School Board meeting, however, this is not the case. It could be interpreted that the CDC’s statement “no longer recommends universal indoor mask wearing in K-12 schools and early education settings in areas with a low or medium COVID-19 Community Level,” means just that. However, with the indication that further guidance for Pre-K students is forthcoming, it seems prudent to review this guidance prior to changing from “required” to “recommended.”

If/when the updated guidance is received, and if it is decided by the administration to move forward with implementing “recommended” vs. “required” masking for Pre-K students, that decision will be made and communicated appropriately to families with early education students. If more guidance doesn't come forward soon from the CDC in the near future, the district administration will consider current local conditions and determine when the time is right to make the move to "recommended."

Recommended Action: No action recommended for this agenda item.



School Board Presentation
2021-2022 School Year
COVID-19 Update

March 14, 2022

Two Primary Goals for this Year 2021-2022

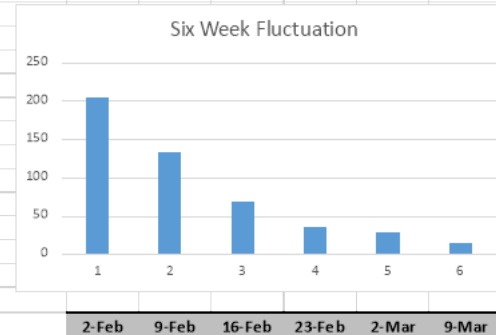
1. Ensuring the health and well-being of students and staff.
2. Keeping students in school every day throughout the school year.

Wayzata Public Schools-District Dashboard

Cumulative Total Student/Staff Cases

2-2-22 thru 3-9-22

Student and Staff Cases Combined						
(Note: If a building had fewer than 5 cases in any given week, the case count is not itemized in the chart below for privacy reasons.)						
	2-Feb	9-Feb	16-Feb	23-Feb	2-Mar	9-Mar
Early Learning School	0	0	5	0	0	0
Birchview Elementary	1	13	0	0	0	0
Gleason Lake elementary	8	0	0	0	0	0
Greenwood Elementary	13	7	7	0	0	0
Kimberly Lane Elementary	11	6	5	7	5	0
Meadow Ridge Elementary	12	15	0	0	0	0
North Woods Elementary	9	7	6	5	0	0
Oakwood Elementary	17	13	7	0	0	0
Plymouth Creek Elementary	9	10	0	0	0	0
Sunset Hill Elementary	11	0	6	0	0	0
Central Middle School	25	12	0	7	0	0
East Middle School	15	0	0	0	0	0
West Middle School	14	8	0	0	0	0
Wayzata High School	41	27	10	0	0	0
Wayzata Transition	1	0	0	0	0	0
District Offices	1	0	2	0	0	0
Other Cases < 5/Building	17	14	21	16	23	15
Wayzata Total	205	132	69	35	28	15



U.S. COVID-19 Community Levels by County

February 24, 2022

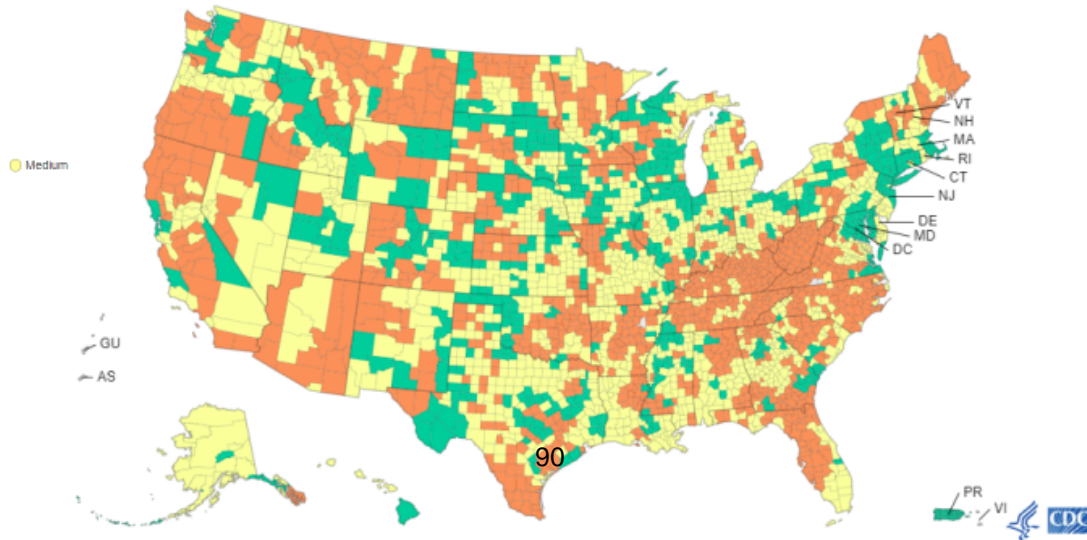
U.S. COVID-19 Community Levels by County

Data provided by CDC

Updated: Feb. 24, 2022

Legend

- High
- Medium
- Low



U.S. COVID-19 Community Levels by County

March 3, 2022

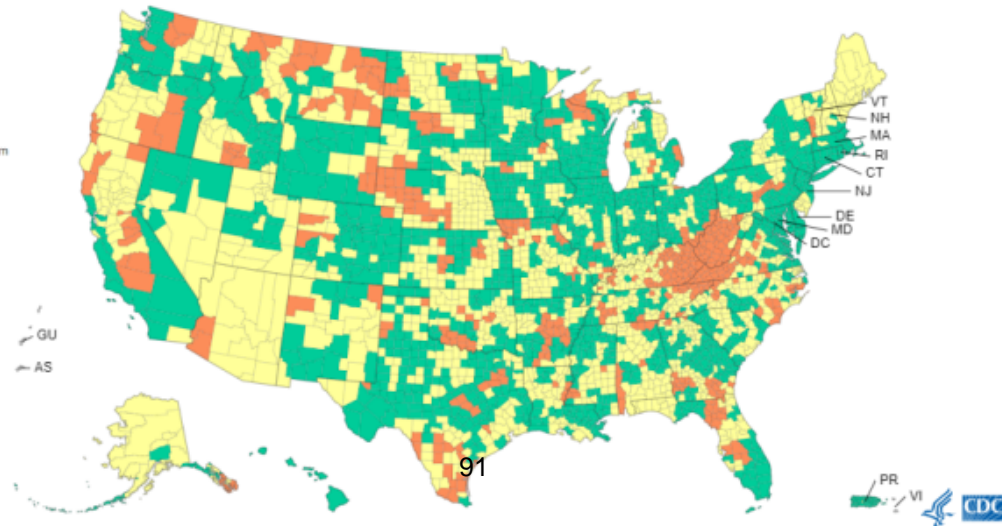
U.S. COVID-19 Community Levels by County Map

Data provided by CDC

Updated: March 3, 2022

Legend

- High
- Medium
- Low



U.S. COVID-19 Community Levels by County

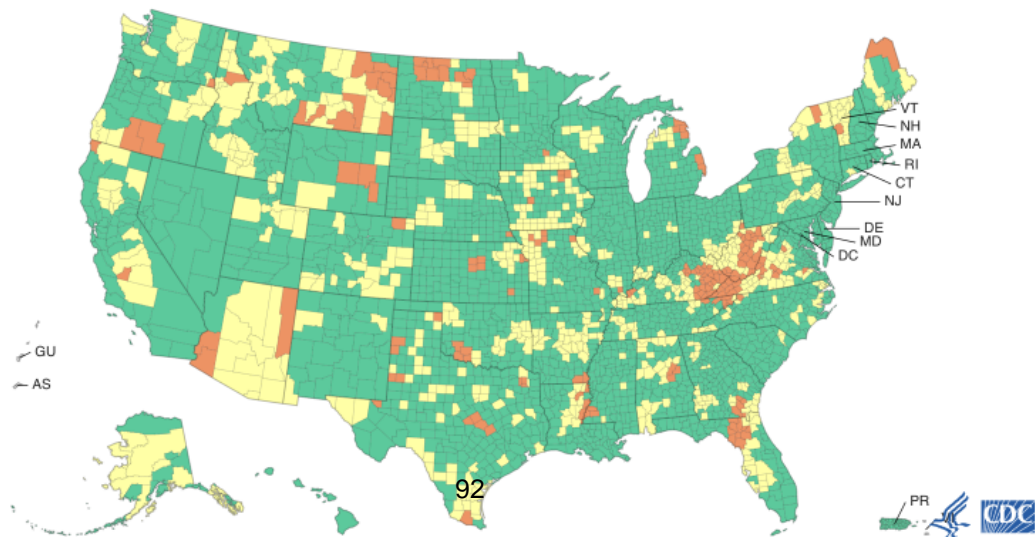
March 10, 2022

Maps, charts, and data provided by CDC, updates every Thursday by 8 pm ET

Updated: March 10, 2022

Legend

- High
- Low



Hennepin County Selected Cities Within and/or Near Wayzata Public Schools 14 Day Running Total—10 Week Trend Line

Hennepin County City Level COVID-19 Data (14 Day Running Total)																				
Date:	12/14/2021	12/21/2021	12/28/2021	1/4/2022	1/11/2022	1/18/2022	1/25/2022	2/1/2022	2/8/2022	2/15/2022	Trend Line									
Date Range:	12/27/2021	1/3/2022	1/10/2022	1/17/2022	1/24/2022	1/31/2022	2/7/2022	2/14/2022	2/21/2022	2/28/2022										
Maple Grove	104.60	214.60	311.20	311.50	196.30	124.80	71.40	47.40	32.20	18.70										
Minnetonka	104.90	186.70	201.50	186.70	201.50	119.10	70.60	47.20	28.20	21.70										
Plymouth	100.20	191.20	209.60	191.20	209.60	130.50	72.40	40.50	22.90	16.80										
*Other NW Suburban in Hennepin County	86.80	133.80	163.60	133.80	163.60	119.20	65.80	38.20	22.40	15.60										
**Other W/S Suburban in Hennepin County	91.00	147.20	162.50	147.20	162.50	119.90	73.50	45.90	30.70	20.00										
Average #284 Cities and Local Vicinities	97.5	174.7	209.7	194.1	186.7	122.7	70.7	43.8	27.3	18.6										
Points	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00										
*Other NW Suburban in Hennepin County	Corcoran, Dayton, Greenfield, Hanover, Medicine Lake, Osseo, Rockford, St. Anthony						<table border="1"> <tr><td>High</td><td>100+</td></tr> <tr><td>Substantial</td><td>50-99.99</td></tr> <tr><td>Moderate</td><td>10-49.9</td></tr> <tr><td>Low</td><td>0-9.99</td></tr> </table>		High	100+	Substantial	50-99.99	Moderate	10-49.9	Low	0-9.99				
High	100+																			
Substantial	50-99.99																			
Moderate	10-49.9																			
Low	0-9.99																			
**Other W/S Suburban in Hennepin County	Chanhassen, Deephaven, Excelsior, Greenwood, Independence, Long Lake, Loretto, Maple Plain, Medina, Minnetonka Beach, Minnetrista, Mound, Orono, St. Bonafacius, Shorewood, Spring Park, Tonka Bay, Wayzata, Woodland																			

U.S. COVID-19 Metric

COVID-19 Community Levels – Use the Highest Level that Applies to Your Community				
New COVID-19 Cases Per 100,000 people in the past 7 days	Indicators	Low	Medium	High
Fewer than 200	New COVID-19 admissions per 100,000 population (7-day total)	<10.0	10.0-19.9	≥20.0
	Percent of staffed inpatient beds occupied by COVID-19 patients (7-day average)	<10.0%	10.0-14.9%	≥15.0%
200 or more	New COVID-19 admissions per 100,000 population (7-day total)	NA	<10.0	≥10.0
	Percent of staffed inpatient beds occupied by COVID-19 patients (7-day average)	NA	<10.0%	≥10.0%

Hennepin
County = 67

WPS = 80

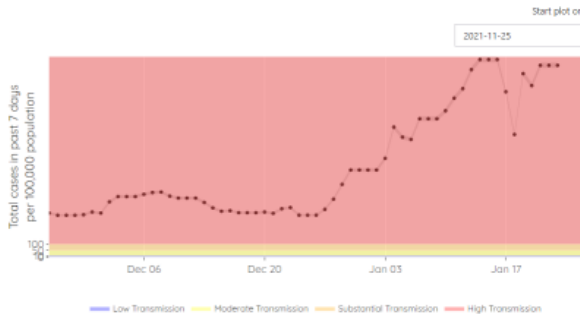
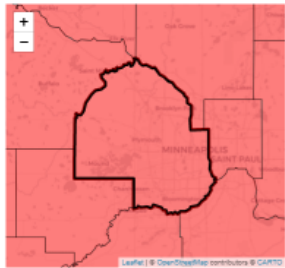
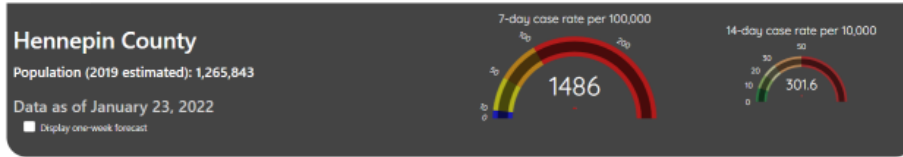
The COVID-19 community level is determined by the higher of the new admissions and inpatient beds metrics, based on the current level of new cases per 100,000 population in the past 7 days

Hennepin County and WPS---U of MN Wolfson Model

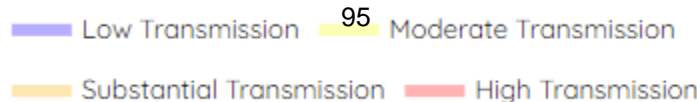
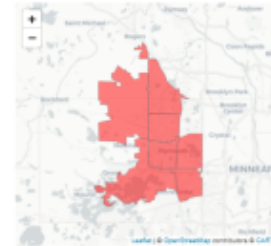
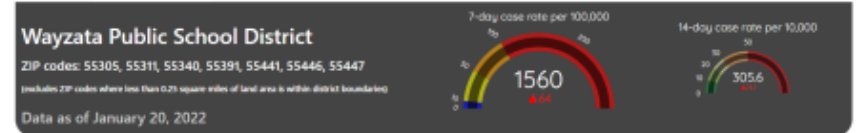
7 Day Running Total of Cases per 100,000 Residents

https://jwolfson.shinyapps.io/school_openings/

Hennepin County 1-23-22 (1486)



WPS School District 1-20-22 (1560)

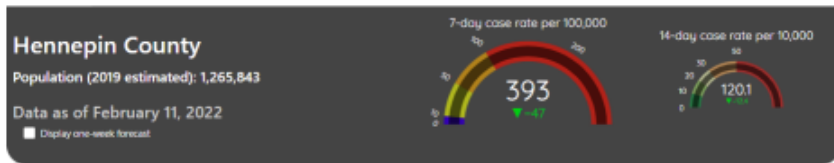


Hennepin County and WPS---U of MN Wolfson Model

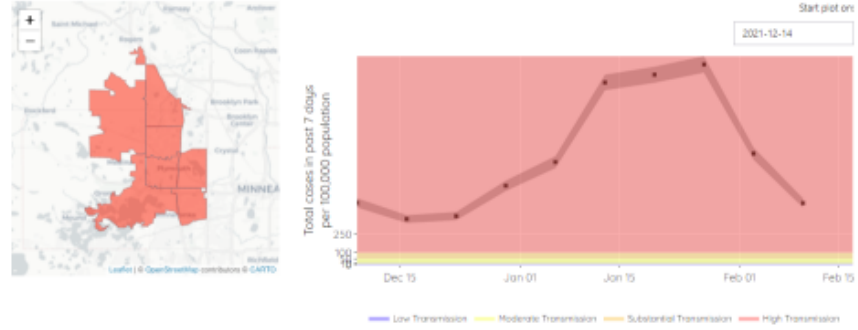
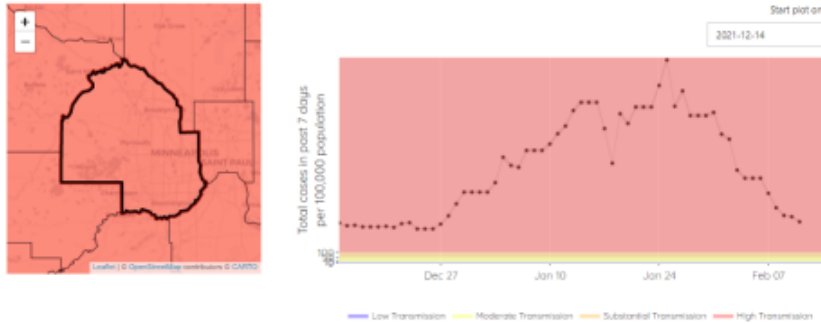
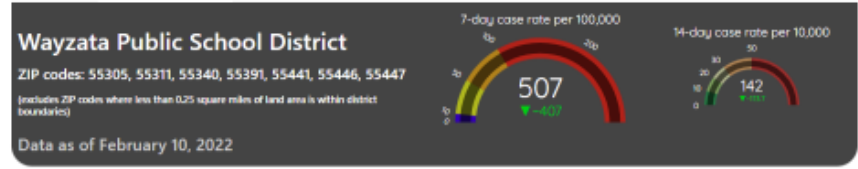
7 Day Running Total of Cases per 100,000 Residents

https://jwolfson.shinyapps.io/school_openings/

Hennepin County 2-11-22 (393)



WPS School District 2-10-22 (507)



For districts containing ZIP codes with ≤ 5 cases, vertical bars give the range of 7-day per 100,000 case totals that are consistent with reported case data. Outer shaded region indicates 95% confidence intervals for the (range of) case rates.

Low Transmission 96 Moderate Transmission
 Substantial Transmission High Transmission

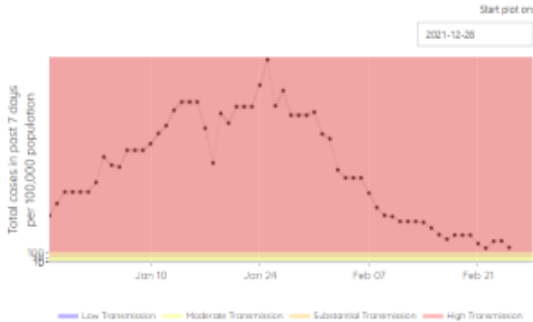
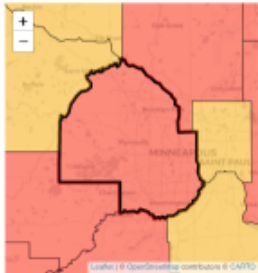
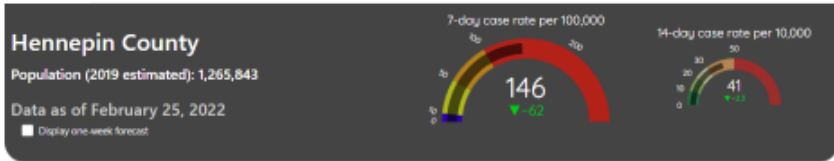


Hennepin County and WPS---U of MN Wolfson Model

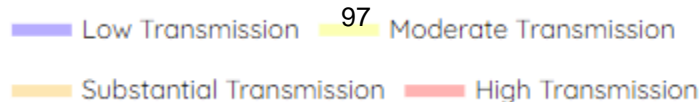
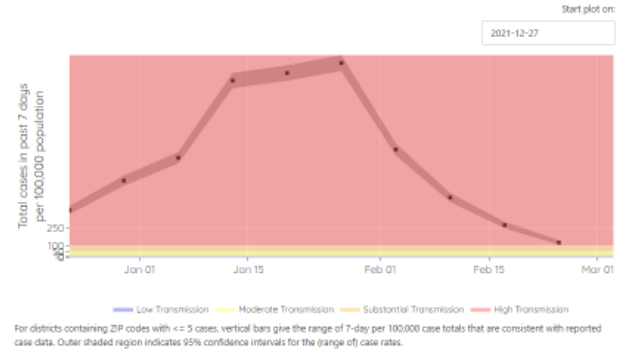
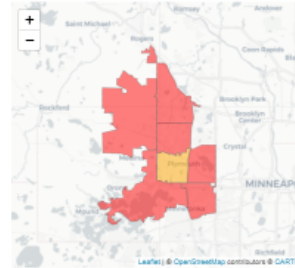
7 Day Running Total of Cases per 100,000 Residents

https://jwolfson.shinyapps.io/school_openings/

Hennepin County 2-25-22 (146)



WPS School District 2-24-22 (125)

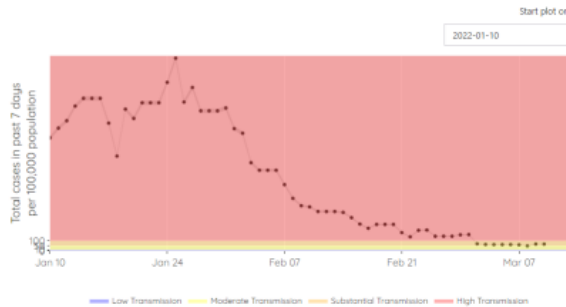
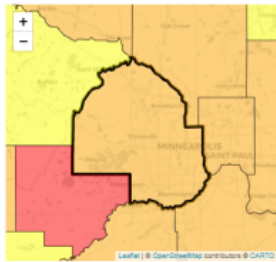
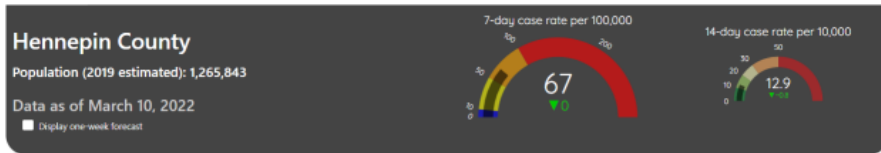


Hennepin County and WPS---U of MN Wolfson Model

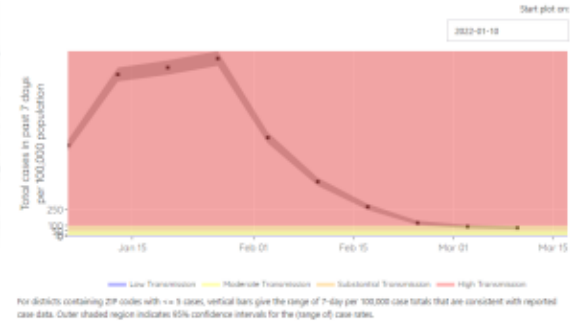
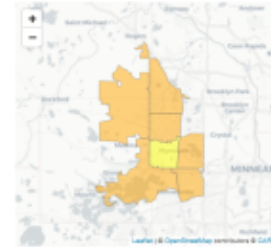
7 Day Running Total of Cases per 100,000 Residents

https://jwolfson.shinyapps.io/school_openings/

Hennepin County 3-10-22 (67)



WPS School District 3-10-22 (80)



98

Low Transmission Moderate Transmission
 Substantial Transmission High Transmission



New CDC Guidance on School Bus Masking

February 25, 2022

Effective February 25, 2022, CDC is exercising its enforcement discretion to not require that people wear masks on buses or vans operated by public or private school systems, including early care and education/child care programs. **CDC is making this change to align with updated guidance that no longer recommends universal indoor mask wearing in K-12 schools and early education settings in areas with a low or medium COVID-19 Community Level.** School systems at their discretion may choose to require that people wear masks on buses or vans.

Recent Guidance for School Buses Reference to Early Education Guidance

“CDC is making this change (for school buses) **to align with updated guidance** that no longer recommends universal indoor mask wearing in K-12 schools and early education settings in areas with a low or medium COVID-19 Community Level.” **(Note: At this point, there seems to be no updated guidance from CDC regarding specifics about masking guidance for Pre-K students.)**

Superintendent Recommendation

Recommendation:

- The superintendent and associate superintendent will work closely with Jenni Ebert (Director of Community Education) and Jody Remsing (Director of Special Services) in determining how to best move forward for the district's early childhood students.
- The administration will watch for the anticipated CDC guidance in the coming week. If/when the updated guidance is received, and if it is decided by the administration to move forward with implementing "recommended" vs. "required" masking for Pre-K students, that decision will be made and communicated appropriately to families with early education students.
- If more guidance doesn't come from the CDC in the near future, the district administration will consider current local conditions and determine when the time is right to make the move to "recommended" masking for Pre-K students.

Thank you.



BOARD OF EDUCATION
Regular Meeting – March 14, 2022

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: Finance and Operations Recommendations

COMMENTS BY: DeeDee Kahring, Executive Director, Finance and Operations

Monthly Financial Reports

Enclosed for School Board review and information are the following financial reports for the month ended January 31, 2022:

- Analysis of Financial Reports
- Statement of Revenues
- Statement of Expenditures
- Investments Summary

Recommended Action: No School Board action is required.

2021-22 School Year Financial Report Analysis



For the Month Ended January 31, 2022

Excellence. For each and every student.

Statement of Revenues Analysis

This analysis reflects revenue received by the month end noted above. Overall revenues are consistent with prior years except for the Community Services Fund, Food Service Fund, and Debt Service Fund.

Community Services Fund: Community Services Fund revenue through the end of January was \$8,350,700 compared to \$4,907,593 the prior year. The favorable increase is due to less strict COVID-19 social distancing requirements than the prior year, yielding increased revenues from fee for service programs. Also, revenues from federal sources in the amount of \$222,674 have been recognized in the Community Services fund compared to \$81,000 at the same period of the prior fiscal year.

Food Service Fund: Food Service Fund revenue through the end of January was \$4,049,413 compared to \$2,036,462 the prior year. The favorable increase is due to the return to in-person learning at school sites, which has generated increased participation in the District's breakfast and lunch programs. Additionally, during fiscal year 2022 the District is operating under the federal *Seamless Summer Option* program which provides free breakfast and lunch to all students in the District at higher reimbursement rates than previous years. Due to the high participation in the free meal program at the High School, a la carte or local sales have been suppressed, leading to a budget amendment from \$8,015,696 to \$7,489,466.

In January the United States Department of Agriculture announced reimbursement rates for program year 2022. The District will receive an additional \$0.25 for each reimbursable lunch served the remainder of the fiscal year. The District will also receive one-time Supply Chain Assistance funds from the federal government. These additional revenues will be reflected in future reports and a forthcoming budget revision.

Debt Service Fund: On June 28, 2021 the School Board approved the sale of bonds to refund the Series 2014A and Series 2014B General Obligation bonds. The District received the proceeds of the refunding bonds, the Series 2021A Taxable General Obligation School Building and Alternative Facilities Refunding Bonds, on July 22, 2021. The proceeds received by the District totaled \$137,249,726 and will be used to refund all maturities of the 2014A and 2014B bonds in February 2023, generating savings for taxpayers of the District in future years. The District's Debt Service Fund budget was revised to account for this event.

Statement of Expenditures Analysis

This analysis reflects expenditures incurred by the month end noted above and does not include encumbrances. Overall expenditures are consistent with prior years except for the following items:

General Fund: Year to date salary expenditures, excluding federal funds, were approximately 1.2% higher than the previous fiscal year due to staffing variances caused by pandemic uncertainty and its impact on enrollment, and renewed collectively bargaining agreements. The salary budget was revised by \$2,628,774, exclusive of related benefits, to account for this variance. The overall General Fund budget was revised from \$183,577,267 to \$192,253,787, which includes \$6,205,287 of federal pandemic relief funds. The entire amount of \$6,205,287 may not be expended in the current year as the many of the funds can be used through fiscal year 2023 or 2024.

Food Service Fund: Salary and benefit expenditures of \$1,771,769 represent a \$225,851 increase over the prior year. The increase is primarily attributed to increases to the collective bargaining agreement as well as the return to in-person instruction, necessitating the hiring of a portion of the positions that were left vacant during the distance learning period. Food and milk expenditures are also higher by \$770,271 during the current fiscal year due to the increase to the number of meals served after the return to in-person instruction as well as pandemic related inflation. The federal Supply Chain Assistance funds, which will be received in subsequent months, will mitigate the impact of increased food costs.

Debt Service Fund: Year-to-date expenditures in the Debt Service Fund are lower than the previous year by \$8,901,415 due to the bond refunding described above as well as the current refunding of the 2012A General Obligation Bonds in fiscal year 2021.

2021-22 School Year Statement of Revenues

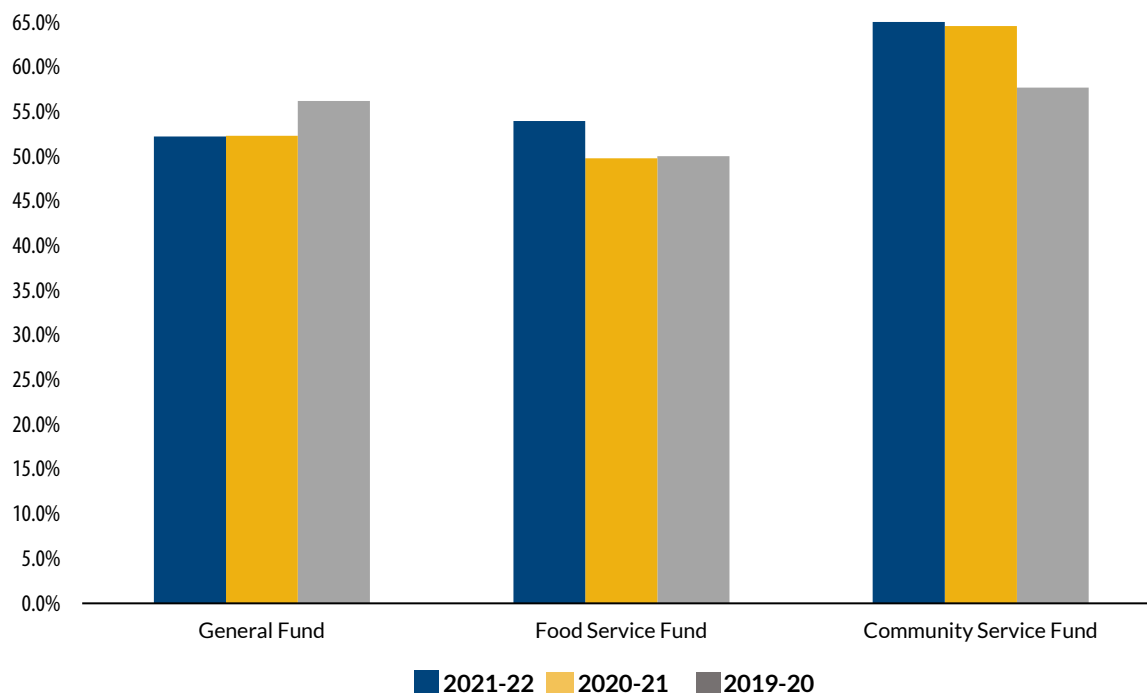
For the Month Ended January 31, 2022



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Fund	2021-22		Year-to-Date % of Budget		
	Budget	Actuals	2021-22	2020-21	2019-20
General Fund					
Property Taxes	\$ 66,623,535	\$ 67,331,129	101.1%	100.2%	99.5%
State Aids	107,455,534	28,252,131	26.3%	26.5%	29.5%
Federal Aids	10,301,059	1,441,827	14.0%	41.4%	26.9%
Miscellaneous Local Revenue	5,791,303	2,253,733	38.9%	31.7%	81.3%
Other Financing Sources	-	-	-	100.0%	-
Total General Fund Revenue	\$ 190,171,431	\$ 99,278,820	52.2%	52.3%	56.2%
Food Service Fund	7,489,466	4,039,413	53.9%	49.8%	50.0%
Community Service Fund	12,196,295	8,350,700	68.5%	64.6%	57.7%
Debt Service Fund	14,896,155	15,250,545 ¹	102.4%	100.3%	99.7%
Construction Fund	-	636,448	-	-	-
Total Revenue All Funds	\$ 224,753,347	\$ 127,555,926	56.8%	58.8%	64.5%

Percent Comparison
Year-To-Date to Total Budget



Notes:

1 - In July 2021 the District received the proceeds of the Series 2021A General Obligation School Building and Alternative Facilities Refunding bonds in the amount of \$137,249,726. This extraordinary event was omitted from the above report for presentation and data comparability purposes.

2 - The governmental funds revenue budget was revised in February to a total of \$362,541,632.

2021-22 School Year Statement of Expenditures

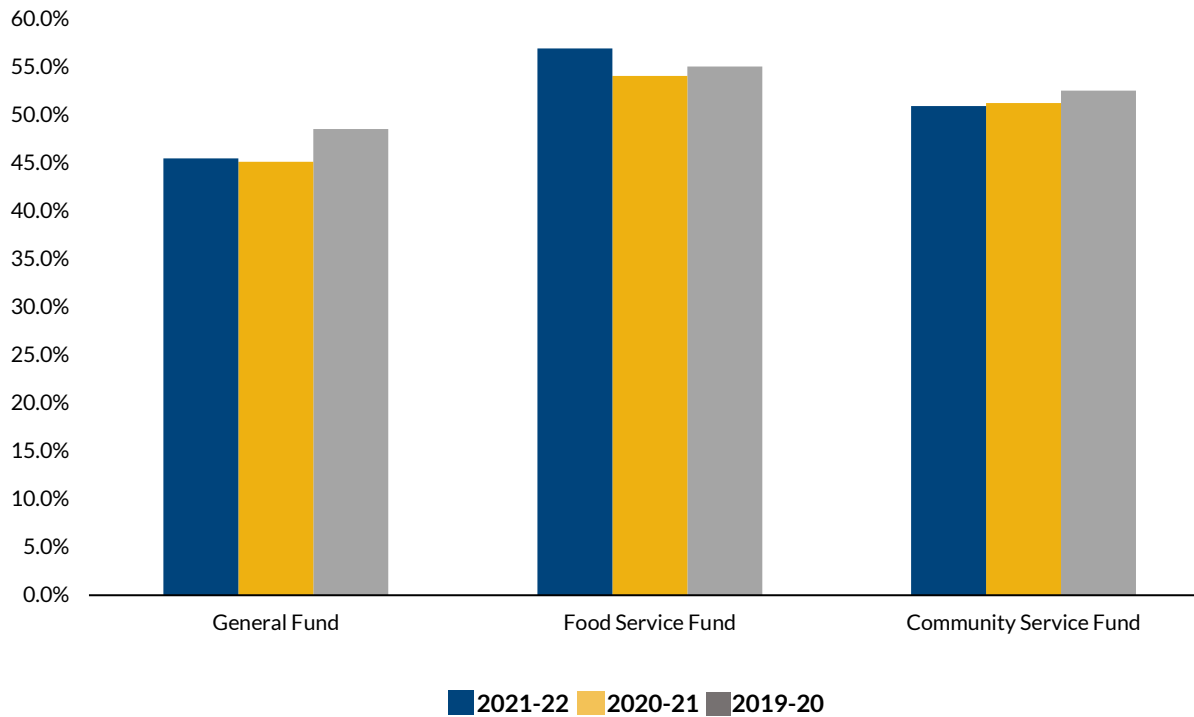
For the Month Ended January 31, 2022



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Fund	2021-22		Year-to-Date % of Budget		
	Budget	Actuals	2021-22	2020-21	2019-20
General Fund					
Salaries	\$ 104,606,580	\$ 47,559,898	45.5%	44.9%	45.4%
Benefits	34,056,114	17,530,103	51.5%	50.8%	51.3%
Purchased Services	36,812,352	9,922,886	27.0%	30.8%	42.4%
Supplies & Materials	7,421,274	3,709,181	50.0%	50.3%	37.8%
Capital Expenditures	8,447,088	8,354,812	98.9%	51.8%	51.7%
Other Expenditures	910,379	304,789	33.5%	116.3%	94.7%
Total General Fund Expenditures	\$ 192,253,787	\$ 87,381,669	45.5%	45.1%	48.5%
Food Service Fund	7,219,935	4,105,172	56.9%	54.0%	55.0%
Community Service Fund	11,304,191	5,753,016	50.9%	51.2%	52.5%
Debt Service Fund	14,872,977	14,866,666 ¹	100.0%	101.3%	100.0%
Construction Fund	6,000,000	4,143,856	-	-	-
Total Expenditures All Funds	\$ 231,650,890	\$ 116,250,379	50.2%	53.8%	53.1%

Percent Comparison
Year-To-Date to Total Budget



Notes:

1 - In July 2021 the District received the proceeds of the Series 2021A General Obligation School Building and Alternative Facilities Refunding bonds in the amount of \$137,249,726. This extraordinary event was omitted from the above report for presentation and data comparability purposes. The costs of issuance related to the refunding are included.

2 - The governmental funds expenditure budget was revised in February to \$369,439,175.

2021-22 School Year Investment Summary

For the Month Ended January 31, 2022



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General Fund:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
PMA/MN Trust	Money Market	N/A	NOW	N/A	\$ 102,922	N/A	0.01%
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	285,139	N/A	0.01%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	11,836,909	N/A	0.03%
Total General Fund				\$ -	\$ 12,224,969	\$ -	

Alternative Facilities Bonds:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	\$ 1,393,766	N/A	0.01%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	5,038,045	N/A	0.03%
Total Alternative Facilities Bonds				\$ -	\$ 6,431,810	\$ -	

2014 General Obligation School Building Bonds:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	\$ 90,584	N/A	0.01%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	494,510	N/A	0.03%
Total 2014 General Obligation School Building Bonds				\$ -	\$ 585,094	\$ -	

2018 General Obligation School Building Bonds:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	\$ 5,008,397	N/A	0.01%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	3,978,750	N/A	0.03%
Total 2018 General Obligation School Building Bonds				\$ -	\$ 8,987,146	\$ -	



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION Finance and Operations Services

ITEM: Hollydale Development School Assignment

COMMENTS BY: DeeDee Kahring, Executive Director of Finance & Operations

School Assignment for New Housing Development-former Hollydale Golf Course

The last comprehensive boundary change was implemented fall of 2019. At that time, it was noted that the school of attendance for all new housing would be determined at the time of development. We continue to see growth most significantly in the north and west which effects specific elementary and middle schools. Even with the growth we have been able to maintain feeder schools from elementary to middle school

The former Hollydale Golf Course is currently under development. It will result in approximately 229 new homes. Looking at past housing studies, we can expect slightly less than one new student per home at the time of occupancy. The development is largely contained minimal entry points and lies within the current boundaries for Kimberly Lane/Central Middle School.

Three options were reviewed: Kimberly Lane/Central Middle School, Kimberly Lane/East Middle School, and Plymouth Creek/East Middle. In addition, other considerations were taken in account such as North Woods continues to see robust growth and may require an adjustment in the future, Central Middle School is significantly larger than East and West Middle Schools and East Middle School would operate more efficiently (grade level teams) with more students.

RECOMMENDED ACTION: Approve the proposed request to align Hollydale development with Plymouth Creek and East Middle School effective immediately.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____

New Development School Assignment

March 14, 2022

School Board

Regular Meeting



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Background

- The last comprehensive boundary change was implemented fall of 2019
- At that time, it was noted that the school of attendance for all new housing would be determined at the time of development
- Ongoing growth in the north and west effects specific schools
- Even with the growth we have been able to maintain feeder schools from elementary to middle school



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New Development

- The former Hollydale Golf Course is under development
- Approximately 229 new homes; we can expect slightly less than one new student per home at the time of occupancy
- A largely contained development with minimal entry points
- Lies within the current boundaries for Kimberly Lane/Central Middle School



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Elementary Boundaries



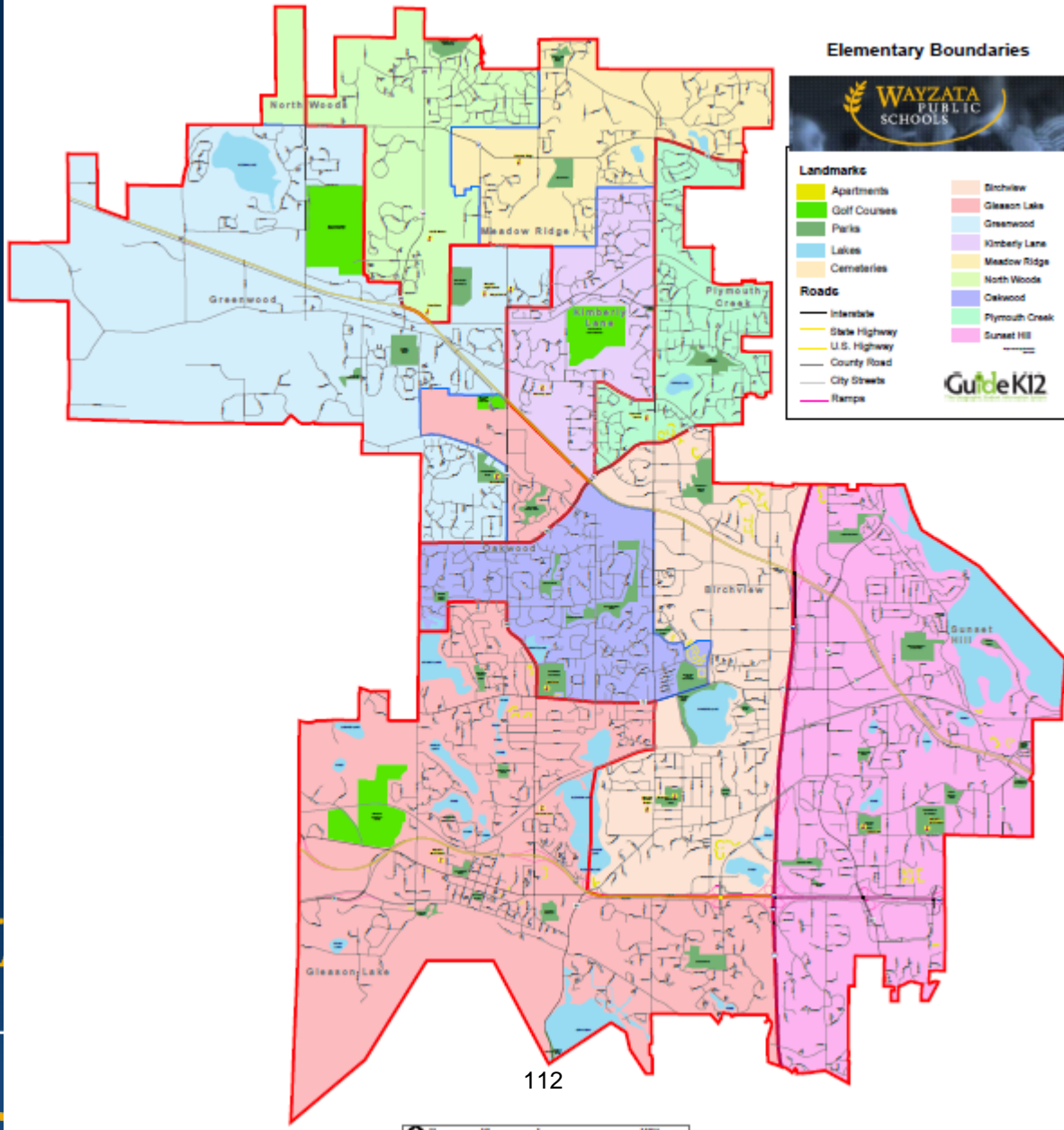
Landmarks

- Apartment
- Golf Courses
- Parks
- Lakes
- Cemeteries

Roads

- Interstate
- State Highway
- U.S. Highway
- County Road
- City Streets
- Ramps

- Birchview
- Gleason Lake
- Greenwood
- Kimberly Lane
- Meadow Ridge
- North Woods
- Oakwood
- Plymouth Creek
- Sunset Hill



student.

Options Studied

- Kimberly Lane/Central Middle School
- Kimberly Lane/East Middle School
- Plymouth Creek/East Middle



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Effect on Schools-immmediate completion

		Students from Hollydale Homes	KIMBERLY LANE-current	KIMBERLY LANE with Hollydale	PLYMOUTH CREEK-current	PLYMOUTH CREEK with Hollydale			Students from Hollydale Homes	CENTRAL-current	CENTRAL-with Hollydale	EAST-current	EAST with Hollydale
Pre K	30	73	103	86	112		6	17	485	502	202	219	
K	26	81	107	94	120		7	17	501	518	212	229	
1	26	84	110	84	110		8	15	494	509	225	240	
2	26	108	134	93	118		MS Total	49	1480	1529	639	688	
3	25	94	119	117	141								
4	24	83	107	98	121								
5	23	523	680	572	722								
Elem Total	150		720	720			Capacity		1635	896			
Capacity			720	720									

Other Considerations

- North Woods continues to see robust growth and may require an adjustment in the future
- Central Middle School is significantly larger than East and West Middle Schools
- East Middle School would operate more efficiently (grade level teams) with more students



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Recommendation

- **Align Hollydale homes with Plymouth Creek and East Middle School**
 - **Maintain feeder schools**
 - **Increases student population at East Middle School**
 - **Leaves capacity to the west for continued growth**
 - **Transportation reviewed the recommendation**



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Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Board Reports

ITEM: Board Reports

COMMENTS BY: Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for Board members to update school board members on school board-related work or to make announcements of interest to the public.



Board of Education
Regular Meeting – March 14, 2022

AGENDA SECTION: Adjourn

ITEM: Adjourn

COMMENTS BY: Sarah Johansen, Board Chair

This agenda item brings closure to the School Board meeting.

Recommended Action: Call the meeting to a close.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Time of Adjournment: _____ 118 _____