



Excellence. For each and every student.

BOARD OF EDUCATION

Special Meeting - June 26, 2023 - 4:30 PM
Wayzata Public Schools District Office
210 County Road 101 North
Plymouth, Minnesota 55447

AGENDA

| | | |
|----|---|-----------|
| 1. | CALL TO ORDER/ROLL CALL | 2 |
| 2. | APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS | 3 |
| | A. Approve Bid- Milk | 5 |
| | B. Approve Bid- Restroom Renovation | 9 |
| | C. Approve Bid- Elevator Project | 12 |
| 3. | SUPERINTENDENT REPORTS | |
| | A. Resolution Establishing Dates for Filing Affidavits of Candidacy | 16 |
| 4. | FINANCE AND OPERATIONS | |
| | A. Approval of 2023-2024 Fiscal Year Budget | 18 |
| | B. Attendance Area Adjustments for 2023-2024 School Year | 33 |
| 5. | ADJOURN | 35 |



Board of Education
Regular Meeting – June 26, 2023

AGENDA SECTION: Call to Order

ITEM: Roll Call Attendance

COMMENTS BY: Sarah Johansen, Board Chair

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



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BOARD OF EDUCATION

Special Meeting - June 26, 2023 - 4:30 PM
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210 County Road 101 North
Plymouth, Minnesota 55447

AGENDA

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**
 - A. Approve Bid- Milk
 - B. Approve Bid- Restroom Renovation
 - C. Approve Bid- Elevator Project
3. **SUPERINTENDENT REPORTS**
 - A. Resolution Establishing Dates for Filing Affidavits of Candidacy
4. **FINANCE AND OPERATIONS**
 - A. Approval of 2023-2024 Fiscal Year Budget
 - B. Attendance Area Adjustments for 2023-2024 School Year
5. **ADJOURN**



Board of Education
Regular Meeting – June 26, 2023

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:

- A. Approve Bid- Milk
- B. Approve Bid- Restroom Renovation
- C. Approve Bid- Elevator Project

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
Special Meeting – June 26, 2023

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Finance and Business Services Recommendations

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

2023-24 School Year Milk Bid

Milk bids were opened on Thursday, June 15, 2023 at 10:00 AM in the conference room at Wayzata Welcome Center. Bid requests were sent to Hastings Co-Op Creamery, Prairie View Farms and St. Paul Beverage Solutions. Bids were returned from Prairie View Farms and St. Paul Beverage Solutions.

| Product | St. Paul Beverage Solutions | Prairie View Farms | Hastings | Comments |
|---|------------------------------------|---------------------------|-----------------|---|
| 1/2 Pint Cartons/1% | \$ 0.21510 | \$ 0.27000 | No Bid | |
| 1/2 Pint Cartons/Skim | \$ 0.20230 | \$ 0.26000 | No Bid | |
| 1/2 Pint Cartons/Chocolate Skim | \$ 0.23290 | \$ 0.30000 | No Bid | *Prairie View is Chocolate 1%, not Chocolate Skim |
| 1/2 Pint (Lactaid) | \$ 0.82000 | \$ 0.68000 | No Bid | |
| Mulu Milk - Shelf Stable (8 oz) | \$ 0.65000 | \$ 0.64000 | No Bid | |
| 1/2 Gallon (1%) | \$ 1.94000 | \$ 1.88000 | No Bid | |
| Half N Half Quarts | \$ 2.46000 | \$ 2.89000 | No Bid | |
| Juice - Orange Juice - 96-4 oz (Bx Qty) | \$ 22.14000 | 22.82 (50-8oz/case) | No Bid | |
| Juice - Apple Juice - 96-4 oz (Bx Qty) | \$ 19.04000 | No Bid | No Bid | |
| Bulk - 5 Gallon Bag Milk - 1% | \$ 22.98000 | \$ 18.20000 | No Bid | |
| Bulk - 5 Gallon Bag Milk - Chocolate | \$ 28.69000 | \$ 20.76000 | No Bid | |
| | | | | |
| Escalation Rate | \$ 0.00054 | \$ 0.00054 | No Bid | |

The milk bid is a Joint Powers Agreement for the districts of Wayzata, Eastern Carver County, Fridley, Minnetonka, Orono, Spring Lake Park and St. Louis Park.

Recommended Action: Award the bid for milk and milk products for the 2023-2024 school year to St. Paul Beverage Solutions on the basis of escalator pricing and meeting the bid specifications.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____



Wayzata Cafés

eat. connect. belong.

To: Scott LeSage, Director of Finance

From: Michelle Sagedahl, Director of Wayzata Cafés

Subject: Board Approval of 2023-2024 Milk Bid

Date: June 20, 2023

Milk bids were opened on Thursday, June 15, 2023 at 10:00 am in the conference room at Wayzata Welcome Center. Bid requests were sent to Hastings Co-Op Creamery, Prairie View Farms and St. Paul Beverage Solutions. Bids were returned from Prairie View Farms and St. Paul Beverage Solutions.

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| Escalation Rate | \$ 0.00054 | \$ 0.00054 | No Bid | |



Wayzata Cafés

eat. connect. belong.

The milk bid is a Joint Powers Agreement for the districts of Wayzata, Eastern Carver County, Fridley, Minnetonka, Orono, Spring Lake Park and St. Louis Park.

Recommendation: Award the bid for milk and milk products for the 2023-2024 school year to St. Paul Beverage Solutions on the basis of escalator pricing and meeting the bid specifications.



Board of Education
Work Session – June 26, 2023

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Finance and Business Services Recommendations

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

The bid opening for the Wayzata High School 2023 Toilet Room Renovations was held at 295 Highway 55, Medina, MN 55340 on Tuesday, June 13th at 1:00 p.m.

The scope of the project includes: Renovation of two existing toilet rooms including all associated mechanical and electrical work.

Attached are the lowest responsible bidders and their base bid amount for purposes of contract award.

The project is funded from Long-Term Facilities Maintenance Revenue.

Please see the attached bid tabulation and recommendation from Wold Architects and Engineers.

Recommended Action: Award the Wayzata High School 2023 Toilet Room Renovations to Versacon, Inc. for the base bid amount of \$399,000.

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

Second by: _____ Failed: _____

Abstentions: _____



June 14, 2023

Board of Education
Independent School District #284 - Wayzata Public Schools
210 County Road 101 North
Wayzata, Minnesota 553491

Re: Independent School District #284
Wayzata High School 2023 Toilet Room Renovations
Commission No. 232048

Dear Board of Education:

On Tuesday, June 13, 2023, at 1:00 p.m., bids were received from six (6) contractors for the Wayzata High School 2023 Toilet Room Renovations project at Wayzata High School. A bid tabulation is attached for your review. Versacon, Inc. from Minneapolis, Minnesota submitted the low base bid.

After having reviewed the bids, it is our recommendation to award the contract to Versacon, Inc. for the base bid amount of \$399,000.

Upon Board approval, we will forward contracts to Versacon, Inc. to allow them to begin the project.

Sincerely,

Wold Architects and Engineers

A handwritten signature in black ink, appearing to read "Matthew M. Mohr".

Matthew M. Mohr | AIA

Enclosures

cc: DeeDee Kahring, ISD #284
Jon Deutsch, ISD #284
Rodney Peterson, ISD #284
Cindy Windsor, ISD #284
Desha Ozell, ISD #284
Sal Bagley, Wold
Aaron Ausing, Wold
Contract File

TD/S:/ISD_284/HS_Wayzata/232048/_Admin/Letters/2023.6.14 Letter to the Board of Education



Owner: Wayzata Public Schools, ISD #284
Project Name: Wayzata High School 2023 Toilet Room Renovations

BID TABULATION

Comm No.: 232048
Date: June 13, 2023
Time: 1:00 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 |
|---|------------------|--------------|---------------------------|------------------|----------------|
| C M Construction 12215 Nicollet Ave S Burnsville, MN 55337 (952) 895-8223 | N/A | YES | YES | \$414,800 | |
| Construction Results Corporation 5465 Highway 169 N Plymouth, MN 55442 (763) 559-1100 | N/A | YES | YES | \$525,424 | |
| Ebert Construction 23350 County Road 10 Corcoran, MN 55357 (763) 498-7844 | N/A | YES | YES | \$412,200 | |
| Greiner Construction 121 S 8th St Minneapolis, MN 55402 (612) 338-1696 | N/A | YES | YES | \$424,000 | |
| Maertens-Brenny Construction 8251 Main St NE, #105 Minneapolis, MN 55432 (763) 786-4779 | N/A | YES | YES | \$491,300 | |
| Versacon, Inc. 9443 Science Center Drive Minneapolis, MN 55428 (763) 391-5610 | N/A | YES | YES | \$399,000 | LOW BID |



Board of Education
Work Session – June 26, 2023

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Finance and Business Services Recommendations

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

The bid opening for the Wayzata Central Middle School Elevator Replacement was held at 295 Highway 55, Medina, MN 55340 on Tuesday, June 13th at 2:00 p.m.

The scope of the project includes: Demolition of two existing elevators and associated equipment and shafts; construction of two new elevator shafts with new elevators and equipment, including all associated structural, mechanical and electrical modifications.

Attached are the lowest responsible bidders and their base bid amount for purposes of contract award.

The project is funded from Long-Term Facilities Maintenance Revenue.

Please see the attached bid tabulation and recommendation from Wold Architects and Engineers.

Recommended Action: Award the Wayzata Central Middle School Elevator Replacement to Versacon, Inc. for the base bid amount of \$1,392,000, and \$96,900 for Alternate No. 1, \$90,000 for Alternate No. 2, and \$20,400 for Alternate No. 3.

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

Second by: _____ Failed: _____

Abstentions: _____



June 14, 2023

Board of Education
Independent School District #284 - Wayzata Public Schools
210 County Road 101 North
Wayzata, Minnesota 553491

Re: Independent School District #284
Wayzata Central Middle School Elevator Replacement
Commission No. 232037

Dear Board of Education:

On Tuesday, June 13, 2023, at 2:00 p.m., bids were received from three (3) contractors for the Wayzata Central Middle School Elevator Replacement project at Central Middle School. A bid tabulation is attached for your review. Versacon, Inc. from Minneapolis, Minnesota submitted the low base bid.

After having reviewed the bids, it is our recommendation to award the contract to Versacon, Inc. with the following alternates:

| | |
|--|--|
| Alternate No. 1 – Area ‘C’ ACT / Lighting Replacement | Add \$96,900 |
| | Recommendation: Accept this Alternate |
| Alternate No. 2 – Area ‘C’ Flooring | Add \$90,000 |
| | Recommendation: Accept this Alternate |
| Alternate No. 3 – Area ‘C’ Tile | Add \$20,400 |
| | Recommendation: Accept this Alternate |

Based upon the above, it is our recommendation to award the contract as follows:

| | |
|------------------------|--------------------|
| Base Bid | \$1,392,000 |
| Alternate No. 1 | \$ 96,900 |
| Alternate No. 2 | \$ 90,000 |
| <u>Alternate No. 3</u> | <u>\$ 20,400</u> |
| Total Contract | \$1,599,300 |



Upon Board approval, we will forward contracts to Versacon, Inc. to allow them to begin the project.

Sincerely,

Wold Architects and Engineers

A handwritten signature in black ink, appearing to read "A. Ausing".

Aaron Ausing | AIA
Associate

Enclosures

- cc: DeeDee Kahring, ISD #284
- Jon Deutsch, ISD #284
- Rodney Peterson, ISD #284
- Cindy Windsor, ISD #284
- Desha Ozell, ISD #284
- Sal Bagley, Wold
- Contract File



Owner: Wayzata Public Schools, ISD #284
 Project Name: CMS Elevator Replacement

BID TABULATION

Comm No.: 232037
 Date: June 13, 2023
 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 | Alt #1 | Alt #2 | Alt #3 | Remarks |
|---|------------------|--------------|---------------------------|-------------|-----------|-----------|----------|---------|
| Ebert Construction 23350 County Road 10 Corcoran, MN 55357 Phone: (763) 498-7844 | 1 | YES | YES | \$1,463,000 | \$107,000 | \$70,000 | \$25,000 | |
| Morcon Construction Co. 5151 Industrial Blvd NE Fridley, MN 55421 Phone: (763) 546-6066 | 1 | YES | YES | \$1,314,000 | \$137,400 | \$131,400 | \$20,000 | |
| Versacon, Inc. 9443 Science Center Drive Minneapolis, MN 55428 Phone: (763) 391-5610 | 1 | YES | YES | \$1,392,000 | \$96,900 | \$90,000 | \$20,400 | LOW BID |



Board of Education
Regular Meeting – June 26, 2023

AGENDA SECTION: Administrative Reports & Recommendations

ITEM: Superintendent Reports

COMMENTS BY: Amy Guise, District Administrative Assistant

School Board Candidate Filing

The general election shall be held on Tuesday, November 7, 2023. At that election, four (4) members will be elected to the School Board for terms of four (4) years each. As set by Minnesota Statute, the period for filing affidavits of candidacy for the School Board election begins August 1, 2023 and closes on August 15, 2023.

Recommended Action: Adopt the resolution establishing the dates for filing affidavits of candidacy for the November 2023 election.

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

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

Abstentions: _____

WAYZATA PUBLIC SCHOOLS

**Independent School District 284
Wayzata, Minnesota**

BOARD OF EDUCATION

Regular Meeting – June 26, 2023

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED by the School Board of Independent School District No. 284, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 284 shall begin on August 1, 2023 and shall close on August 15, 2023. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2.00 filing fee paid prior to 5:00 p.m. on August 15, 2023.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 284 WAYZATA PUBLIC SCHOOLS
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 284 shall begin on August 1, 2023 and shall close at 5:00 o'clock p.m. on August 15, 2023.

The general election shall be held on Tuesday, November 7, 2023. At that election, four (4) members will be elected to the School Board for terms of four (4) years.

Affidavits of candidacy are available from the school district clerk, Wayzata Public Schools, 210 County Road 101 North, Plymouth, Minnesota. The filing fee for this office is \$2.00. A candidate for this office must be an eligible voter, must be twenty-one (21) years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same general election.

The affidavits of candidacy must be filed in the office of the school district clerk and filing fee paid prior to 5:00 o'clock p.m. on August 15, 2023.

Dated: June 26, 2023

BY ORDER OF THE SCHOOL BOARD

**Bonita Lucky
School District Clerk**



BOARD OF EDUCATION
Special Meeting – June 26, 2023

AGENDA SECTION: Finance and Operations Recommendations

ITEM: Fiscal Year 2024 Preliminary Budget

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

Fiscal Year 2024 Preliminary Budget

The development of the District’s budget for the 2023-24 school year includes approximately \$6.0 million of cost containment measures. The cost containment measures include, but are not limited to, increasing staffing ratios at all grade levels and eliminating administrative positions.

The District administration recommends the following revenue and expenditure budget, by fund, for the 2023-2024 fiscal year:

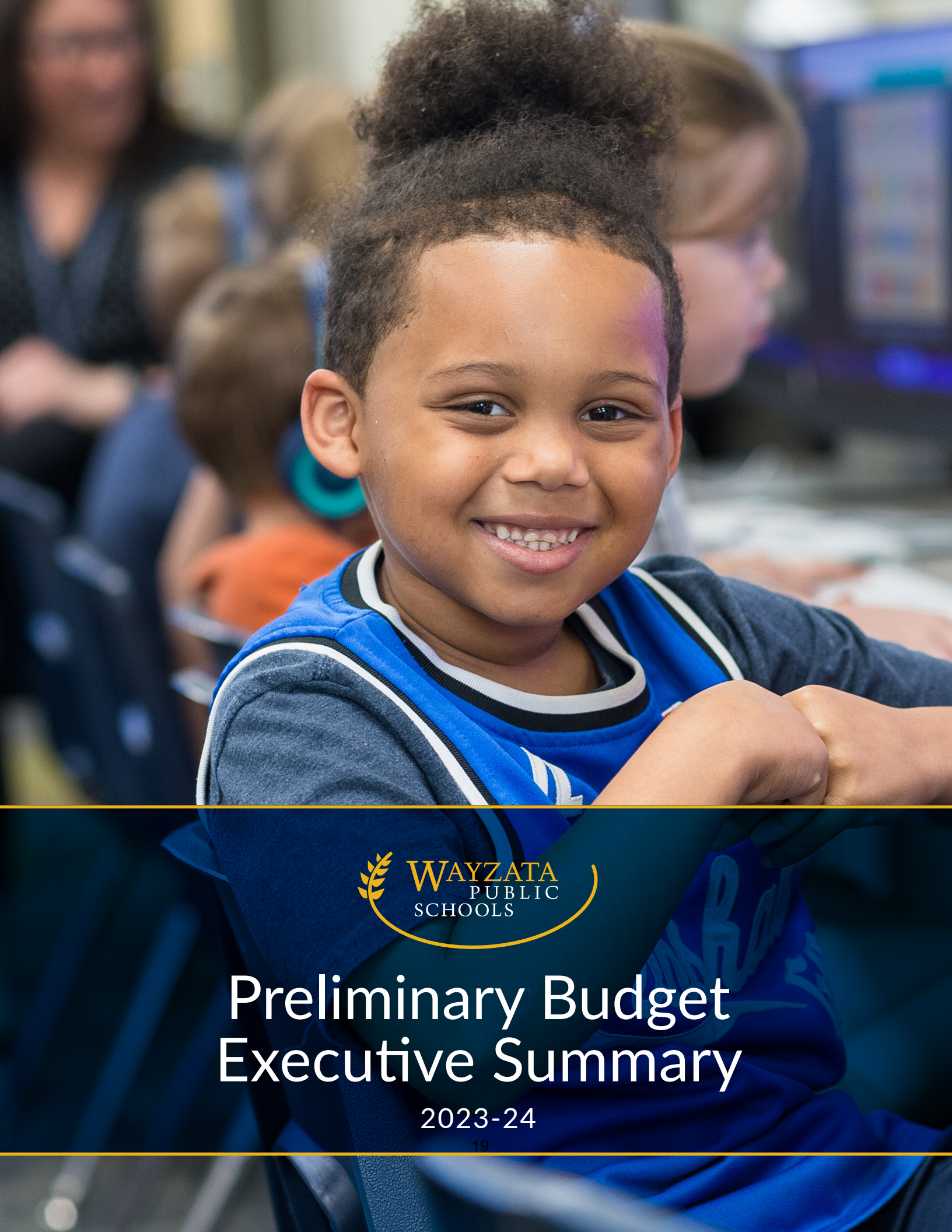
| | <u>Original Budget</u> | |
|----------------------------|------------------------|----------------------|
| | <u>Revenue</u> | <u>Expenditures</u> |
| General Fund | \$205,629,864 | \$202,694,900 |
| Food Service Fund | \$8,951,975 | \$8,751,357 |
| Community Service Fund | \$13,208,842 | \$13,171,130 |
| Debt Service Fund | \$15,977,503 | \$16,530,175 |
| Building Construction Fund | \$291,000 | \$4,193,482 |
| Total | \$244,059,184 | \$245,341,044 |

Recommended Action: Approve the preliminary budget for the 2023-2024 fiscal year.

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

Second by: _____ Failed: _____

Abstentions: _____



Preliminary Budget Executive Summary

2023-24



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Introduction

DISTRICT OFFICIALS

Wayzata School Board

Sarah Johansen, Chair
Term Expires: January 2026

Linda A. Cohen, Vice Chair
Term Expires: January 2024

Cheryl Polzin, Treasurer
Term Expires: January 2024

Bonita Lucky, Clerk
Term Expires: January 2024

Heidi Kader, Director
Term Expires: January 2026

Sheila Prior, Director
Term Expires: January 2024

Milind Sohoni, Director
Term Expires: January 2026

Chace B. Anderson, Ex-Officio

Administrative Staff

Dr. Chace B. Anderson
Superintendent

Dr. Nathan Flansburg
Assistant Superintendent

DeeDee Kahring
*Executive Director
Finance and Operations*

Dana Miller
*Executive Director
Teaching and Learning*

Stacie Vos
*Executive Director
Human Resources*

Independent School District 284

Wayzata Public Schools

P.O. Box 660

Wayzata, MN 55391

Dr. Chace B. Anderson, Superintendent
DeeDee Kahring, Executive Director of Finance and Operations
Scott LeSage, Director of Finance
Approved by Wayzata School Board June 26, 2023

Guiding Principles

Mission

The mission of the Wayzata School District is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

Vision

The vision of Wayzata Public Schools is to be a model of excellence where students of all ages discover their unique talents, develop a love and tenacity for learning, and demonstrate confidence and capacity for success through:

Exceptional Student Learning, Experiences and Relationships:

- High achievement by each and every student;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

Community Trust, Confidence and Partnership:

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Culture of continuous improvement and responsive innovation;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

Operational Excellence:

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff and clarity in all operations to maximize individual and collective performance;
- Effective and efficient use of time, human, financial and physical resources;
- High-performing district governance, management and partnerships.

Core Values

- **Achievement:** Challenging oneself and others for excellence in all we do.
- **Collaboration:** Working together to maximize opportunities and eliminate barriers to learning for all.
- **Community:** Maintaining a sense of belonging to, and responsibility, for the broader community.
- **Equity:** Meeting the specific needs of all students.
- **Integrity:** Doing the right thing in the right way at the right time, even when no one is aware.
- **Respect:** Valuing others for their diverse talents, backgrounds, cultures and viewpoints.

Government Fund Structure

To understand this budget document, it is helpful to know that there are several legal restrictions on how school districts must spend and account for the public funds that they receive. Per state requirements and generally accepted accounting principles of the United States, Wayzata Public Schools separates its money into five major areas.

They are as follows:

General Fund

Used to account for the general operations of the school district. This fund includes salaries and benefits for teachers, principals, custodians, secretaries, paraprofessionals, and administrators; cost of supplies, textbooks, transportation contracts, utilities, repairs, and equipment. This fund is also used for long-term facility maintenance projects of less than \$2,000,000 and for the capital projects (technology) levy.

Food Service Fund

Used for all expenditures related to operating Wayzata Cafés, including food, salaries, benefits, supplies, and equipment. Food Service revenues typically come primarily from the sale of meals to students and adults. This year, the Minnesota Legislature enacted free meals for all students. State aid now provides a greater portion of revenue.

Community Services Fund

Used for expenditures related to community education programs such as Early Childhood Family Education, Adult Basic Education, Wayzata Kids (afterschool and summer childcare programs), youth classes and Community Ed programs.

Community Services revenue primarily comes from fees charged for the programs and property tax revenue dedicated to community services.

Building Construction Fund

Used for expenditures of major building projects. Proceeds from the sale of bonds authorized in an election are placed in this fund. This fund is also used for long-term facility maintenance projects exceeding \$2,000,000.

Debt Service Fund

Used to accumulate and account for resources that fund principal and interest payments on bonds sold to finance construction. These are akin to a homeowner's payments on a mortgage.

STRATEGIC DIRECTIONS (2019-2024)

Through Focus on Priorities and Strategy Execution, We Achieve Excellence and Realize Our Vision

- 1. Achievement:** By the end of third grade, all students will achieve at or beyond grade level expectations for reading, writing, and mathematics.
- 2. Each and Every:** Student achievement will not be predictable by any demographic classification, i.e. race, socioeconomic status, gender, or disability.
- 3. Personalization:** All students will know and understand their unique talents, have a voice in their educational experiences, and take ownership for their learning, career aspirations, and future success.
- 4. Health and Well-Being:** All students will feel a sense of belonging and connection to their school where social-emotional, physical and mental health is nurtured and valued.

Why is this information important? It is important to understand the fund structure because, with very few exceptions, money cannot be transferred from one fund to another. For example, raising school lunch prices or Wayzata Kids tuition is not a solution to a shortfall in the General Fund. Similarly, the resources of the Debt Service Fund or the Building Construction Fund cannot be used to pay teacher salaries.



Expenditures

EXPENDITURES BY PROGRAM

The school district budget consists of expenditures made for the following programs or activities:

Administration

Includes all costs for general administration, instructional administration and school site administration. This area also covers the school board, superintendent, associate superintendent, principals, and directors of instruction.

District Support Services

Consists of activities related to general administrative support not listed above. This area covers finance, human resources, communications, census, research and evaluation, school elections, and miscellaneous district administration not otherwise classified.

Elementary and Secondary Regular Instruction

Consists of all activities dealing directly with the teaching of pupils, the interaction between teachers and pupils in the classroom and co-curricular activities at the kindergarten, elementary and secondary levels.

Vocational Instruction

Courses and activities that develop knowledge, skills, attitudes and behavioral characteristics for students seeking career exploration and employability.

Special Education Instruction

Activities providing learning experiences for pupils of any age who, because of certain atypical characteristics or conditions, need, or who would benefit by, educational programs different from those provided pupils in regular or vocational instruction.

Instructional Support Services

Activities for assisting the instructional staff with the content and process of providing learning experiences for pupils in kindergarten through twelfth grade.

Pupil Support Services

Includes all services provided to pupils that do not qualify to be classified as instructional services (counseling/guidance, health, psychological, social work, transportation, other).

Sites and Buildings

Activities related to the acquisition, operation, maintenance, repair and remodeling of all physical plant, facilities and grounds of the school district.

Fiscal and Other Fixed Costs

Fiscal and fixed cost activities that are not recorded elsewhere.

EXPENDITURES BY OBJECT

The school district budget consists of the following types of expenditures:

Salaries

Regular salary related to personnel positions, extra-curricular assignments, overtime, and substitute costs.

Benefits

Health, dental, life, long-term disability, workers' compensation, state pension contributions, retirement plans and recording of post-retirement benefits for current employees.

Purchased Services

Includes consultants, postage, insurance, repair and maintenance services, utilities, student transportation contracts, payments to other districts, and tuition.

Supplies and Materials

Textbooks, instructional supplies, office and custodial supplies, computer software, and related copier costs. Includes fuel for buildings.

Capital

Building construction, equipment, facility repair and maintenance, vehicles, and computer equipment.

Debt Service

Principal and interest payments for bonded debt.

Other Expenditures

All other expenditures not classified in other areas.

Budget Overview

The annual budget presented includes an analysis of the actual financial condition of the School District at June 30, 2022, and the anticipated positions at June 30, 2023 and June 30, 2024.

The budget was prepared in accordance with generally accepted accounting principles and includes all governmental funds. Each fund is treated as an independent accounting entity in accordance with statutory requirements and state and federal regulations governing the District's various revenue sources and expenditure purposes.

Minnesota Education Laws 2023 were used as the basis for building the fiscal year 2023-2024 budget, which includes a 4% increase in the state funding formula. With the public's increased demand for accountability, the expanding complexity of Minnesota school district funding, the challenge to do more with less, and responding to the demands of the COVID-19 pandemic, the administration continues to seek opportunities to effectively manage the financial resources of the District.

| 2023-24 Preliminary Budget | | | |
|--|------------------------|------------------------|----------------------------|
| | 2021-22 Actual Amounts | 2022-23 Revised Budget | 2023-24 Preliminary Budget |
| Revenue | | | |
| General Fund | \$192,099,826 | \$194,296,587 | \$205,629,864 |
| Food Service | \$9,596,362 | \$7,750,008 | \$8,951,975 |
| Community Service | \$13,082,017 | \$12,753,686 | \$13,208,842 |
| Debt Service | \$152,935,240 | \$16,517,548 | \$15,977,503 |
| Total Revenue Excluding Construction | \$367,713,445 | \$231,317,829 | \$243,768,184 |
| Construction | \$661,873 | \$485,000 | \$291,000 |
| Total Revenue All Funds | \$368,375,318 | \$231,802,829 | \$244,059,184 |
| Expenditures | | | |
| General Fund | \$183,883,706 | \$200,863,549 | \$202,694,900 |
| Food Service | \$8,097,957 | \$7,481,562 | \$8,751,357 |
| Community Service | \$11,135,104 | \$12,118,460 | \$13,171,130 |
| Debt Service | \$152,655,559 | \$15,678,975 | \$16,530,175 |
| Total Expenditures Excluding Construction | \$355,772,326 | \$236,142,546 | \$241,147,562 |
| Construction | \$5,156,296 | \$6,015,000 | \$4,193,482 |
| Total Expenditures | \$360,928,622 | \$242,157,546 | \$245,341,044 |



Cost Containment Measures

The development of the District's budget for the 2023-24 school year includes approximately \$6 million of cost containment measures. The cost containment measures include, but are not limited to, increasing staffing ratios at all grade levels and eliminating administrative positions.

A school district's budget can be one of the most meaningful and useful documents in public school administration. It depicts the priorities of the School Board, administration, staff, and the community. The District's preliminary budget for the 2023-24 school year is shown above.

Enrollment History & Projections

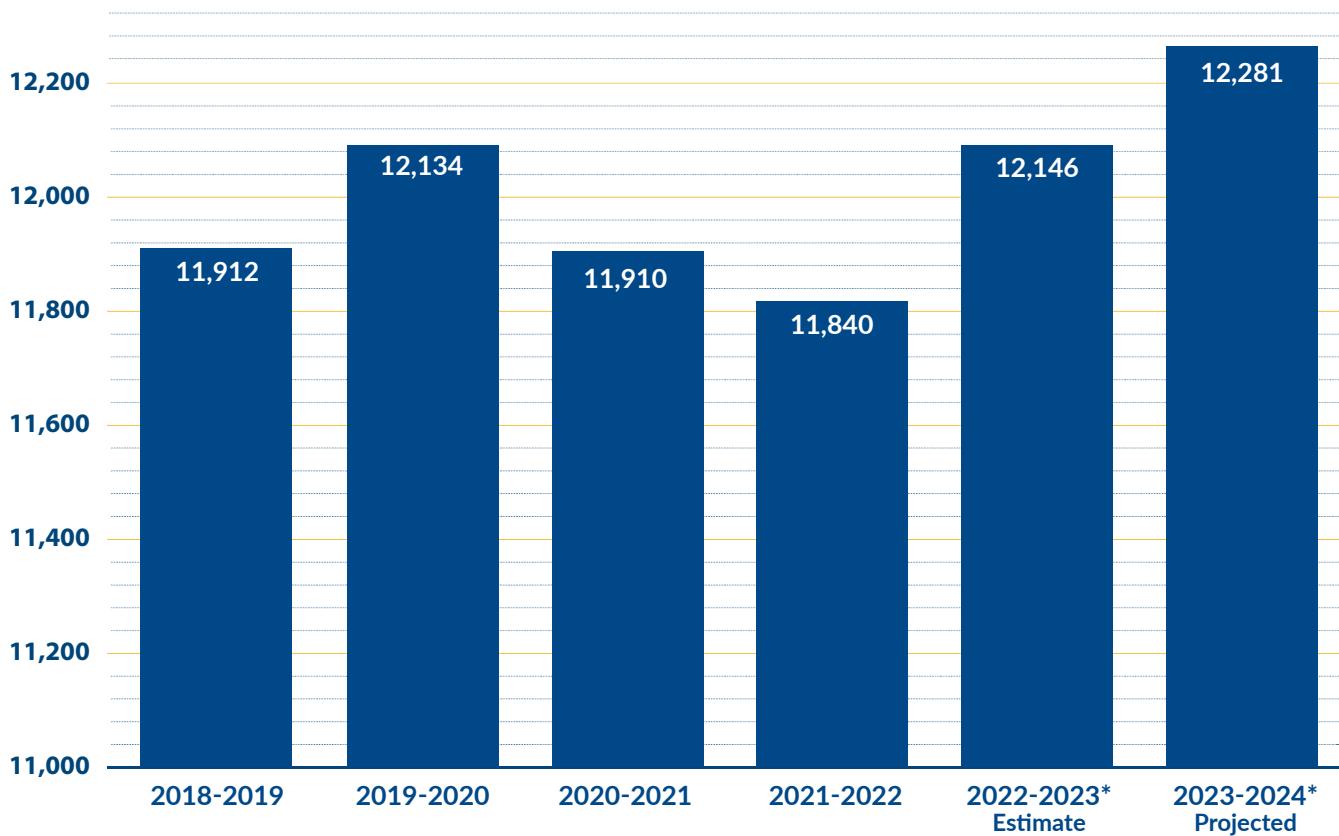


During the 2020-21 school year the District experienced a one-time enrollment loss of about 275 students due to the COVID-19 pandemic. In 2023-24 enrollment at Wayzata Public Schools is projected to grow by 135 students to 12,281. Of these students, approximately 30 are served through tuition agreements with other districts.

In the past the District's student enrollment was projected to grow at an annual rate of 2-2.5%. Since the pandemic, the district is experiencing growth but at a slower rate.

Enrollment projections are based upon demographic studies commissioned by the District and monitored regularly in regard to capacity at school buildings.

K-12 ENROLLMENT (ADM)



* The enrollment figures for the 2022-23 and 2023-24 school years are estimates. The enrollment figures for the other years represent actual student enrollment (average daily membership).

General Fund

The General Fund contains all revenue and expenses for the general, day-to-day operations of the school district. This includes salaries and benefits for teachers, administrators, custodians, secretaries, and para-professionals; instructional supplies, technology, transportation, textbooks, and money spent to operate and repair district buildings. In some ways, it is clearer to express the General Fund in terms of what it does not cover. The General Fund does not cover Wayzata Cafés; Community Services; debt service payments on bonds issued by the District; and the cost of major construction projects financed through the issuance of bonds.

The General Fund includes expenses associated with the capital projects (technology) levy. The focus of this program is curriculum and classroom technology, particularly expansion of classroom tools: projection and sound systems, smartboards, and software. The General Fund also includes expenses funded with the Long-Term Facility Maintenance (LTFM) levy for projects less than \$2.0 million. Projects over \$2 million are recorded in the Building Construction Funds. It is important to note that LTFM expenditures can fluctuate considerably from year to year and can impact the overall view of the District's funding picture.

| 2023-24 Preliminary Budget | | | |
|----------------------------|------------------------|------------------------|----------------------------|
| | 2021-22 Actual Amounts | 2022-23 Revised Budget | 2023-24 Preliminary Budget |
| Revenue | | | |
| Local Property Taxes | \$67,550,362 | \$67,732,463 | \$69,973,663 |
| State Aid | \$110,159,564 | \$113,990,341 | \$123,948,038 |
| Federal Aid | \$6,778,368 | \$6,883,440 | \$5,806,033 |
| Other Local Revenue | \$7,611,532 | \$5,690,343 | \$5,902,130 |
| Total Revenue | \$192,099,826 | \$194,296,587 | \$205,629,864 |
| Expenditures | | | |
| Salaries and Benefits | \$138,770,175 | \$142,923,786 | \$143,825,864 |
| Purchased Services | \$24,510,193 | \$30,690,722 | \$32,562,429 |
| Supplies and Materials | \$6,397,938 | \$7,675,582 | \$6,812,814 |
| Capital | \$11,660,563 | \$18,558,525 | \$18,331,574 |
| Misc./Other | \$1,083,318 | \$1,014,934 | \$1,162,219 |
| Transfers to Other Funds | \$1,461,519 | \$0 | \$0 |
| Total Expenditures | \$183,883,706 | \$200,863,549 | \$202,694,900 |

FUND BALANCE POLICY

The level of spending is set with a number of considerations in mind, but one of the primary considerations is to maintain an adequate level of reserves for unanticipated events. The District has a formal policy calling for an unassigned fund balance in the General Fund equal to at least 5% to 7% of one year's expenditures. This balance could be considered to be the District's "savings account."

Maintaining a prudent fund balance is important for the stability of the district, and is a key measure that bond rating agencies examine when assigning a credit rating to a district's debt issuances. The projected unassigned General Fund balance as of June 30, 2024 is \$14,379,508. This is 7.99% of the expenditure budget, or about four weeks of operations. Unanticipated events that could occur that would require the District to dip into its unassigned fund balance include:

- Property tax delinquencies and abatements
- Enrollment fluctuations
- Unanticipated price increases for essential purchases, e.g. fuel for heating, other utilities, transportation
- State aid revenue reductions
- COVID-19 pandemic
- Federal sequestration
- Unforeseen public health emergencies or severe weather/natural disaster

General Fund

2023-24 EXPENDITURES BY PROGRAM

| Program Code | Program Description | 2021-22 Actual Amounts | 2022-23 Revised Budget | 2023-24 Preliminary Budget |
|--------------|---|------------------------|------------------------|----------------------------|
| 000-099 | Administration | \$5,483,945 | \$6,037,412 | \$5,513,582 |
| 100-199 | District Support Services | \$5,935,170 | \$7,239,155 | \$7,040,476 |
| 200-299 | Regular Instruction (Elementary/Secondary) | \$84,899,205 | \$87,908,950 | \$85,493,939 |
| 300-399 | Vocational Instruction | \$3,796,628 | \$3,054,102 | \$3,170,563 |
| 400-499 | Special Education Instruction | \$22,174,862 | \$24,159,143 | \$26,362,609 |
| 600-699 | Instructional Support Services | \$18,388,114 | \$19,422,149 | \$20,375,569 |
| 700-799 | Pupil Support Services | \$17,735,833 | \$19,422,104 | \$20,285,536 |
| 800-899 | Sites & Buildings | \$23,113,406 | \$32,735,534 | \$33,624,626 |
| 900-999 | Fiscal & Other Fixed Program Costs, Transfers & Other Funds | \$2,356,543 | \$885,000 | \$828,000 |
| | Grand Total | \$183,883,706 | \$200,863,549 | \$202,694,900 |

77.22 cents of every dollar goes to support students

↓ 16.59 cents Operations & Fixed Costs



← 2.72 cents District & School Administration

← 3.47 cents District Support

67.17 cents Instruction & Instructional Support

↑ 10.05 cents Pupil Support

Food Service Fund

FOOD SERVICE FUND

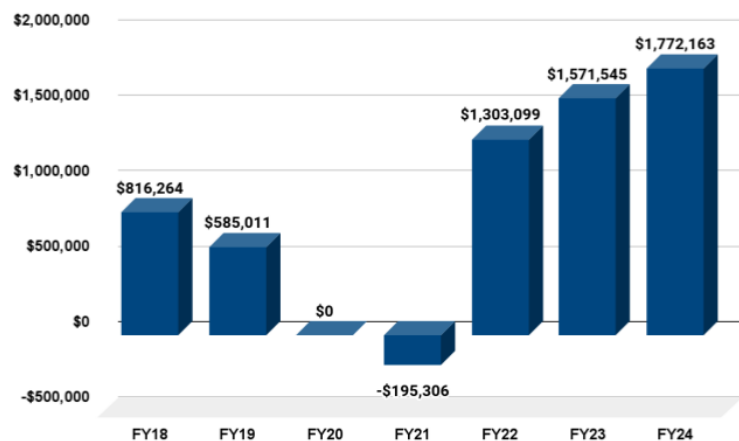
Wayzata Cafés is the District's food service department that provides meals and nutrition services. All revenues and expenditures associated with the program must be accounted for in a separate fund. By law, revenues generated by the program can only be used to provide meals and to pay for certain closely related expenditures.

This year, the Minnesota Legislature enacted free meals for all students. State aid now provides a greater portion of revenue. For the 2023-24 school year all students will receive one free breakfast and one free lunch per day.



| 2023-24 Preliminary Budget | | | |
|-------------------------------|------------------------|------------------------|----------------------------|
| | 2021-22 Actual Amounts | 2022-23 Revised Budget | 2023-24 Preliminary Budget |
| Revenue | | | |
| Meal Sales | \$1,121,098 | \$5,112,363 | \$1,719,280 |
| Federal Aid | \$8,211,292 | \$2,421,446 | \$2,101,645 |
| State Aid | \$263,972 | \$216,199 | \$5,131,050 |
| Total Revenue | \$9,596,362 | \$7,750,008 | \$8,951,975 |
| Expenditures | | | |
| Salaries and Benefits | \$3,420,055 | \$3,417,705 | \$3,712,836 |
| Food | \$3,536,235 | \$3,191,182 | \$4,139,795 |
| Other | \$1,141,667 | \$872,675 | \$898,726 |
| Total Expenditures | \$8,097,957 | \$7,481,562 | \$8,751,357 |
| Change in Fund Balance | | | |
| Beginning of Year | (\$195,306) | \$1,303,099 | \$1,571,545 |
| End of Year | \$1,303,099 | \$1,571,545 | \$1,772,163 |

Food Service Fund Balances



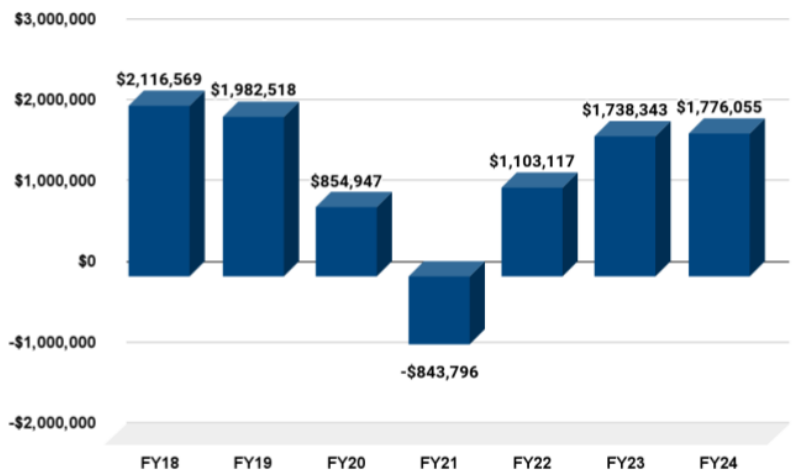
Community Services Fund

Community Services exists to help our preK-12 students and families thrive and be successful in school and life. Community Services designs, operates and participates in hundreds of important programs year-round that make life and learning better for all people who live, work and attend school in the district. Programs include Wayzata Kids childcare, facility rentals, youth camps and classes, adult classes, adult basic education and volunteering. Community Services also operates the Wayzata Early Learning School, which offers Early Childhood Family Education, full- and part-day preschool, early childhood screening, intervention and outreach for our community's youngest learners.



| 2023-24 Preliminary Budget | | | |
|-------------------------------|------------------------|------------------------|----------------------------|
| | 2021-22 Actual Amounts | 2022-23 Revised Budget | 2023-24 Preliminary Budget |
| Revenues | | | |
| Local Property Tax | \$2,185,022 | \$2,105,550 | \$2,153,957 |
| Fees and Charges | \$9,440,594 | \$9,639,822 | \$10,162,172 |
| State Aids and Grants | \$1,456,401 | \$1,008,314 | \$892,713 |
| Transfers | \$0 | \$0 | \$0 |
| Total Revenue | \$13,082,017 | \$12,753,686 | \$13,208,842 |
| Expenditures | | | |
| Salaries and Benefits | \$9,394,939 | \$10,212,745 | \$11,123,509 |
| Non-Salary | \$1,740,165 | \$1,905,715 | \$2,047,621 |
| Total Expenditures | \$11,135,104 | \$12,118,460 | \$13,171,130 |
| Change in Fund Balance | \$1,946,913 | \$635,226 | \$37,712 |
| Beginning of Year | (\$843,796) | \$1,103,117 | \$1,738,343 |
| End of Year | \$1,103,117 | \$1,738,343 | \$1,776,055 |

Community Services Fund Balances



Building Construction Fund

The Building Construction Fund is used for two purposes:

- Account for construction project expenditures financed with bond proceeds;
- Account for the expenditures of Long-Term Facilities Maintenance (LTFM) projects that are greater than \$2,000,000.

There can be no borrowing from the Building Construction Fund; any cash or investment balance in the fund must be used for authorized construction or LTFM projects.

| 2023-24 Preliminary Budget | | | |
|---|------------------------|------------------------|----------------------------|
| | 2021-22 Actual Amounts | 2022-23 Revised Budget | 2023-24 Preliminary Budget |
| Revenue | | | |
| Long-Term Facilities Maintenance (LTFM) | \$0 | \$0 | \$0 |
| Construction | \$634,374 | \$0 | \$0 |
| Interest Earnings | \$27,499 | \$485,000 | \$291,000 |
| Total Revenue | \$661,873 | \$485,000 | \$291,000 |
| Expenditures | | | |
| Salaries and Benefits | \$60,542 | \$75,800 | \$0 |
| Capital Improvements | \$4,227,977 | \$4,924,200 | \$4,193,482 |
| Other (Including Lease) | \$867,777 | \$1,015,000 | \$0 |
| Total Expenditures | \$5,156,296 | \$6,015,000 | \$4,193,482 |
| Change in Fund Balance | (\$4,494,423) | (\$5,530,000) | (\$3,902,482) |
| Beginning of Year | \$13,926,905 | \$9,432,482 | \$3,902,482 |
| End of Year | \$9,432,482 | \$3,902,482 | \$0 |



Debt Service Fund

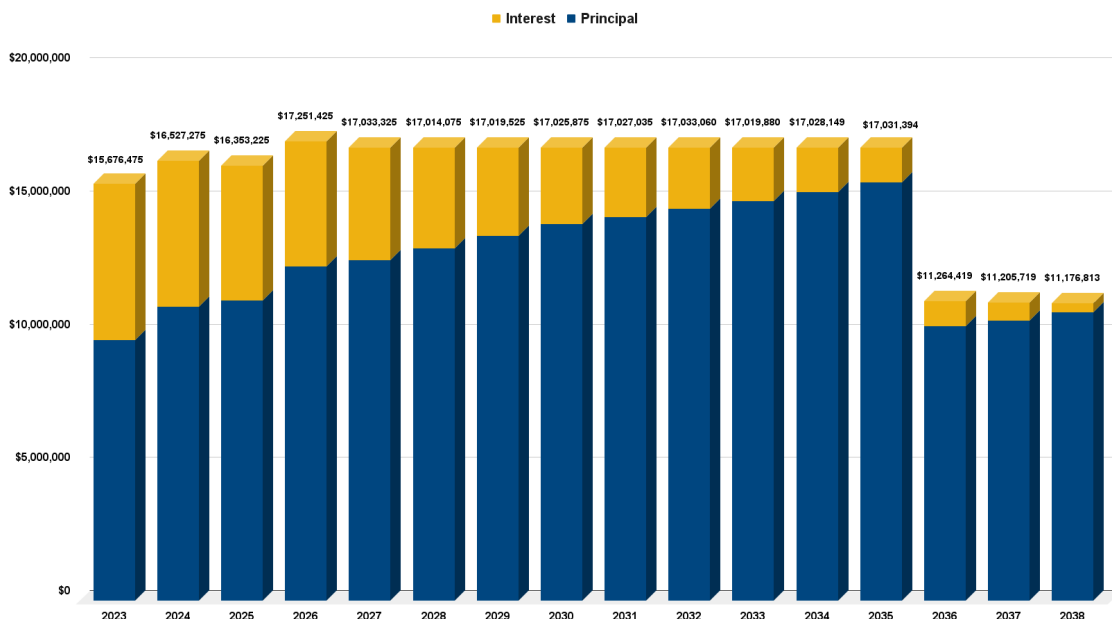
The Debt Service Fund exists to account for revenues and expenditures associated with the repayment of the District's bonded indebtedness. The District primarily issues bonds for the purposes of financing the acquisition, construction, improvement and equipping of the District's buildings. Also, the District occasionally issues bonds to refund or refinance existing debt at a more favorable interest rate. By state law, revenues and expenditures for debt service must be maintained in a separate fund. Borrowing from the Debt Service Fund is not allowed; all resources held by the fund are held exclusively for the purposes of debt repayment and related activity.

The District's underlying bond rating by Moody's Investors Service, most recently affirmed in June 2021, is Aaa, the highest rating possible. The District is one of only two school districts in the State of Minnesota, and one of 93 across the United States, to hold such a rating.

| 2023-24 Preliminary Budget | | | |
|-------------------------------|------------------------|------------------------|----------------------------|
| | 2021-22 Actual Amounts | 2022-23 Revised Budget | 2023-24 Preliminary Budget |
| Revenues | | | |
| Local Property Taxes | \$15,137,719 | \$16,512,148 | \$15,968,503 |
| Sale of Bonds | \$137,788,285 | \$0 | \$0 |
| State Aids | \$9,236 | \$5,400 | \$9,000 |
| Other | \$0 | \$0 | \$0 |
| Total Revenue | \$152,935,240 | \$16,517,548 | \$15,977,503 |
| Expenditures | | | |
| Bond Principal | \$10,010,000 | \$9,780,000 | \$11,045,000 |
| Bond Interest | \$4,856,666 | \$5,896,475 | \$5,482,275 |
| Bond Refunding Payments | \$136,886,511 | \$0 | \$0 |
| Bank Fees and Other | \$902,382 | \$2,500 | \$2,900 |
| Total Expenditures | \$152,655,559 | \$15,678,975 | \$16,530,175 |
| Change in Fund Balance | | | |
| Beginning of Year | \$2,799,411 | \$3,079,092 | \$3,917,665 |
| End of Year | \$3,079,092 | \$3,917,665 | \$3,364,993 |

*During the 2021-2022 fiscal year, the District issued the Series 2021A bonds to refund in advance of maturity the Series 2014A and Series 2014B bonds. 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 future value savings of \$13,334,999 for taxpayers of the District in future years.

ISD #284 Wayzata Public Schools - Debt Service Schedule: Principal & Interest

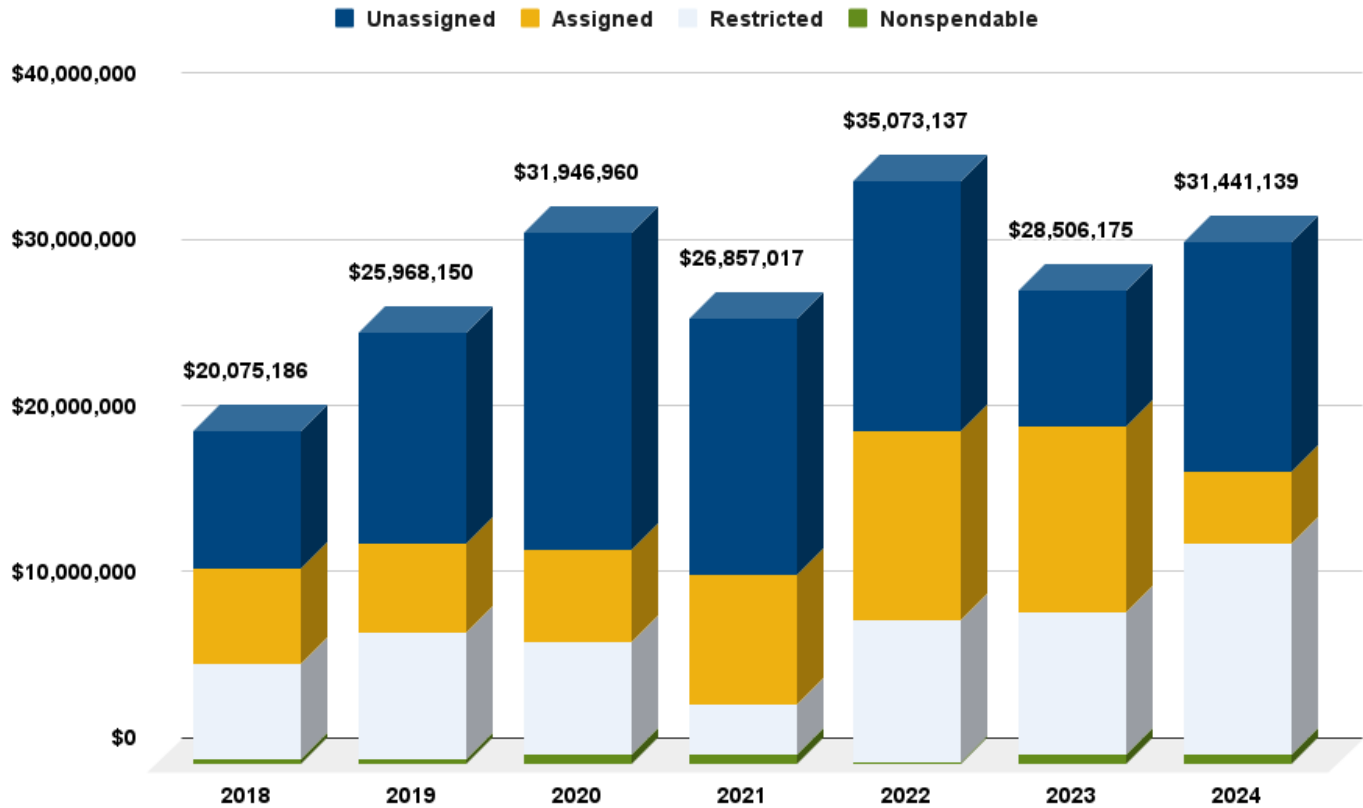


General Fund Balance Report

GENERAL FUND COMPONENTS OF FUND BALANCE

| Fund Balance Type | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | *2022-23 | *2023-24 |
|---------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Nonspendable | \$287,085 | \$316,399 | \$611,106 | \$608,414 | \$155,695 | \$608,414 | \$608,414 |
| Restricted | \$5,770,694 | \$7,600,701 | \$6,775,773 | \$2,976,949 | \$8,513,378 | \$8,585,294 | \$12,678,449 |
| Assigned | \$5,712,743 | \$5,369,294 | \$5,529,336 | \$7,775,597 | \$11,348,017 | \$11,138,297 | \$4,274,768 |
| Unassigned | \$8,304,664 | \$12,681,756 | \$19,030,745 | \$15,496,057 | \$15,056,047 | \$8,174,170 | \$13,879,508 |
| Total Fund Balance | \$20,075,186 | \$25,968,150 | \$31,946,960 | \$26,857,017 | \$35,073,137 | \$28,506,175 | \$31,441,139 |

*2022-23 and 2023-24 Fund Balances are estimates. Previous years reflect actual balance.





BOARD OF EDUCATION
Regular Meeting – June 26, 2023

AGENDA SECTION: Administrative Reports & Recommendations

ITEM: Finance & Operations Recommendations

COMMENTS BY: Kristin Tollison, Director of Administrative Services

Administrative Change to Attendance Areas

Elementary Level

The continued growth in the Corcoran and Medina portions of the district has resulted in two schools, North Woods and Greenwood, growing in student population. To not exceed the capacity of the buildings, the following changes are recommended.

- **Recommendation 1:** New Medina homes to Gleason Lake Elementary School Effective July 1, 2023
Realign new families (families seeking enrollment after July 1, 2023) in the four building developments in Medina (Marsh Pointe, Weston Woods, Woods of Medina, Meadowview) and any new developments.
- **Recommendation 2:** New Corcoran homes to Oakwood Elementary School Effective July 1, 2023
Realign new families (families seeking enrollment after July 1, 2023) in the three building developments in Corcoran (Ravinia, Tavera and Walcott Glen) and any new developments.

Historically the District has analyzed the sustainability of school assignments for new housing developments, and whether the current assignment is appropriate before the developments are completed. The purpose of this agenda item is to review available data and determine the best school assignments for the aforementioned housing developments before students begin to enroll.

Middle School Level

At the middle school level, much of the district’s growth has aligned with Central Middle School (CMS). This has resulted in the CMS student population becoming significantly larger than either East Middle School or West Middle School. Future consideration could be given to the following changes to better balance the school populations.

- **Future Consideration: Kimberly Lane Elementary School to East Middle School - Fall of 2024**
 - Realign the middle school for Kimberly Lane from CMS to EMS.
- **Future Consideration: Oakwood Elementary School to West Middle School - Fall of 2024**
 - Realign the middle school for Oakwood from CMS to WMS.

Recommended Action: Approve the administrative change of attendance areas for new Medina developments: Marsh Pointe, Weston Woods, Woods of Medina and Meadowview and any other new developments to Gleason Lake Elementary; and for new Corcoran developments: Ravinia, Tavera and Walcott Glenn and any other new developments to Oakwood Elementary.



Board of Education
Regular Meeting – June 26, 2023

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: _____ 35