



**Future Ready. Community Strong.**

## **Regular Meeting Agenda**

Diamondhead Education Center  
200 W. Burnsville Pkway  
Burnsville, MN 55337  
June 17, 2021  
6:30 PM

I. Call to Order	
A. Welcome	
B. Pledge of Allegiance	
II. Approval of Agenda	
III. Information	
A. Receive an Update about District 191's Efforts to Implement COVID-19 Related Educational and Public Health Guidance Issued by the MDE and the MDH, respectively (Maximize resources for optimal student learning)	3
B. Committee, Board Appointment and School Assignment Reports	14
IV. Business Meeting	
A. Consent Agenda (Maximize Resources for Optimal Student Learning)	
<b>Description:</b> Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.	
1. Approve Minutes	15
2. Approve Personnel Recommendations	21
3. Adopt a Resolution to Accept Donations	22
4. Approve Payroll, Receipts, Expenses and Investments	24
5. Accept the Budget Analysis	69
6. Receive a Report about the Listening Session	74
B. New Business	75
1. Establish FY 2021 Assigned and Committed Fund Balances (Maximize resources for optimal student learning)	91
<b>Speaker(s):</b> Lisa Rider, Executive Director of Business Services	
2. Approve Final FY22 Adopted Budget (Maximize resources for optimal student learning)	92

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District 191 welcomes members of the public to attend Board of Education meetings, work sessions and other public gatherings. However, public participation is allowed only during listening sessions, which are held before regular board meetings. Community members who wish to share their thoughts and opinions on meeting topics should contact the Superintendent's office at 952-707-2005 to schedule a meeting with the Superintendent or member of her leadership team.

**Speaker(s):** Dr. Theresa Battle, Superintendent, and Lisa Rider, Executive Director 2  
of Business Services

3. Approve Insurance Coverage for Property, Casualty, and Liability 172  
Insurance FY 2022 (Maximize resources for optimal student learning)

**Speaker(s):** Lisa Rider, Executive Director of Business Services

4. Approve the Proposed Revisions and Re-adopt the Unchanged 173  
Language in the 2021-2023 Pro-Pay Memorandum of Understanding with  
the Burnsville Education Association (Close gaps and raise achievement  
for all students)

**Speaker(s):** Brian Gersich, Assistant Superintendent

5. Approve the Proposed Revisions and Re-Adopt the Unchanged 186  
Language in the 2021-2023 Master Agreement with Service Employees  
International Union Local #284 Custodial Employees (Maximize  
resources for optimal student learning)

**Speaker(s):** Brian Gersich, Assistant Superintendent

V. Adjourn



**Agenda III.A.  
June 17, 2021**

**To:** Board of Education

**From:** Dr. Theresa Battle, superintendent

**Date:** June 10, 2021

**Re:** Receive an Update about District 191's Efforts to Implement COVID-19 Related Educational and Public Health Guidance Issued by the MDE and the MDH, Respectively

Receive an update about District 191's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively from Dr. Theresa Battle, superintendent.

BLAZE YOUR PATH BLAZE  
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YOUR PATH



# Safe Return to In-Person Learning Plan

Fall 2021

# Overview

This Safe Return to In-Person Learning Plan outlines District 191's intended approach to providing instruction for all students while continuing to address the ongoing effects of the COVID-19 pandemic, and to meet the requirements of the American Rescue Plan legislation.

This plan addresses our assumptions about the start of the 2021-22 school year, what learning models we plan to offer, what health and safety measures will be implemented, and additional measures we plan to take to address student academic, social-emotional and mental health needs.

District 191 will continue to monitor health conditions in our community and guidance from the Centers for Disease Control (CDC), as well as state and local health officials. This plan may change subject to those factors.

## Values/Priorities

- District 191 will prioritize the health and safety of our students, staff and community.
- As possible considering health conditions, District 191 will offer full-time, in-person learning opportunities for all students.
- District 191 is committed to educating all students to high levels through knowing, valuing, and using as assets students' cultural backgrounds, languages, and learning styles with the comprehensive Culturally Proficient School System framework, ensuring learning disparities between and amongst student learning groups are eliminated

## Content

- Learning Models
- Assumptions
- Mitigating the Effects of COVID-19
- Academic Recovery
- Building Connections Between Schools and Families
- Public Engagement in the Production of This Plan



# Safe Return to In-Person School

## Learning Models

District 191 will provide full, in-person learning for students at all grade levels, while implementing health and safety mitigation efforts.

District 191 will offer One91 Virtual Academy, a fully virtual learning option for students in grades K-12.

## Assumptions

**These are the conditions and expectations we assume will be in place as the 2021-2022 school year starts in September 2021.**

- Class sizes will be typical, except where specifically addressed as part of Academic Recovery efforts.
- Buses will operate at pre-COVID capacity.
- COVID-19 vaccines are available for all students 12 and older. Availability of vaccines for students under 12 is unknown at this time.
- School meals will be provided free of charge to all students participating in in-person learning, with elementary breakfasts being served to students in their classrooms.
- District 191 will be responsive to changing health conditions and updated guidance from federal, state and local health officials.



## Mitigating the Effects of COVID-19

**District 191 will continue to prioritize the health and safety of our students, staff and community members. We will implement health and safety measures to mitigate the continuing and potential effects of the COVID-19 pandemic in accordance with guidance from federal, state and local health officials.**

These mitigation efforts will include:

- Requiring students and staff to stay home if they are ill, and leave school/work if they become ill during the day, pending assessment through a district health professional,
- Reporting positive COVID-19 cases and influenza outbreaks to the Minnesota Department of Health (MDH), as required,
- Promoting individual hygiene practices that limit the spread of disease, including “covering your cough” and washing hands, through signage and as embedded practices in daily schedules,
- Promoting social distancing wherever possible, including during activities/athletics and other events,
- Following guidance from MDH pertaining to face covering requirements, if any; face masks and other personal protective equipment (PPE) will be provided to those who need it,
- Sharing vaccine information and resources, as vaccinations decrease risk of transmission and decrease the need for students and staff to quarantine,
- Cleaning and disinfection of high-touch services,
- Operating ventilation systems at longer run times and maximizing outside air intake into building spaces,
- Maintaining a 1-to-1 ratio of personal learning devices for students in order to minimize sharing of resources and provide flexibility for individual learning,
- Monitoring and analyzing COVID-19 community data to determine the need to adjust mitigation strategies along with available vaccinations and access.

## Academic Recovery

District 191 recognizes that academic instruction has been interrupted due to the COVID-19 pandemic. Programming and services will be provided to address student needs as a result of that disruption, including academics, social-emotional growth and mental health. District 191 will focus efforts on youngest students and those experiencing transitions as the school year starts. The following list of components is not necessarily exhaustive.

### Enhanced summer programming

- Expanding access to Kindergarten Jump Start, a six-week program for incoming kindergarteners
- Expanding enrollment capacity for K-8 summer school and extending the session to 6 weeks
- Offering both virtual and in-person summer school options to maximize accessibility and meet individual needs
- Providing free summer enrichment opportunities for families through community partnerships
- Ensuring summer school curriculum aligns with the district's core instruction and addresses needs identified through student assessment
- Providing expanded services for special education students

### Enhanced school-year programming and services

- Increasing teacher staffing at the elementary to provide lower class sizes, particularly in grades K-2 to support students with significant interruptions or limited experiences with in-person learning
- Establishing One91 Virtual Academy, a fully online school, for students who benefit from that model and those who choose online instruction for health and safety reasons
- Providing additional staff at Burnsville High School to support students with recovering credits lost or not completed during the pandemic
- Expanding access for students in K-8 to tutors and after-school enrichment through existing PALS and BYC programming
- Building personalized connections between kindergarten and 1st grade students/families and classroom teachers by starting the school year with one-to-one



sessions that include assessments and opportunities for students to acclimate to the routines and expectations of in-person learning

- Engaging community partners to provide tutor-mentors for high school students.
- Engaging community partners to provide tutors for Indigenous students
- Providing professional development for English Language teachers in strategies to support academic language development for English learner students in all classrooms.
- Offering enhanced back-to-school orientation and other activities specifically supporting incoming students in kindergarten and grades 1, 6 and 9
- Using student leadership development programs, including Where Everyone Belongs (WEB) and Link Crew to empower student leaders and support the transition to middle and high school for incoming students
- Implementing our newly adopted curriculum for social-emotional learning for grades K-8, with lessons focusing on growing skills in collaboration, communication, decision-making, personal confidence, and emotion management
- Expanding intervention, enrichment and Positive Behavioral Interventions & Supports (PBIS) programming to monitor and address unique post-pandemic needs of students
- Implementing middle and high school advisory programs that connect students to a small community of learners and a caring staff member who will support their social-emotional and academic success in school

## Building Connections Between Schools and Families

During the pandemic, connections between families and their schools have been more difficult to maintain due to distance requirements. As District 191 works to recover from the pandemic, building strong connections with families will be essential to student success.

To do this, we will be:

- Extending support through the summer for students and families provided by cultural liaisons and school social workers,
- Reaching out to families through Somali and Spanish Community Coordinator positions to tailor programming and identify needs that exist in the community,
- Offering site-based family events, such as fall open houses, at schools and programs to reintegrate and welcome students who participated in distance learning during the 2020-21 school year,



- Expanding the district’s “FIRE Academy” program that helps parents understand and connect with their students’ school system. FIRE Academy cohorts will be available in English, Spanish, and Somali languages.

## Public Engagement in the Production of this Plan

District 191 recognizes that we make our best decisions when the people most affected by those decisions have their voices heard. Throughout the 2020-21 school year, we have engaged our community members - including families, students, staff and residents - as we responded to the demands of the pandemic. Their input has been integral in developing our learning models, health and safety practices, and much more, both for the 2020-21 school year and for this Safe Return to In-Person Learning Plan.

Public engagement has included:

- COVID Advisory Committee: Including representation of parents, School Board, superintendent, assistant superintendent, principal, Burnsville Education Association president, custodian, cultural liaison, assistant principal, lead nurse and enrollment specialist, the COVID Advisory Committee has met weekly throughout the year to review data, discuss district plans, and provide advice to the superintendent. The group’s focus for fall is to see a full return to in-person learning while monitoring and adjusting health and safety strategies that served ISD 191 during the past 18 months.
- District 191 Learning Model Working Team: A team of district leaders met numerous times during the 2020-21 school year to plan for implementation of learning models (In-person, distant learning and hybrid instruction) and other mitigation efforts. Key messages from this group included ensuring safe and deliberate transitions between models and effective partnerships for the benefits of students.
- Community Member Surveys: District 191 conducted several parent, staff and family surveys throughout the year, asking about learning model preferences, concerns and other thoughts. Feedback consistently supported a cautious approach during the school year, but also a desire to move toward in-person learning as it could be made safe. A year-end survey of families showed a clear preference for returning to a more typical school experience, while also urging continued vigilance around health and safety measures.



- Superintendent's Race Advisory Council: Superintendent Dr. Theresa Battle meets regularly with a group of staff members focusing on the multiple perspectives and experiences of our ethnically diverse children and families. This year, members of the council provided a key perspective as decisions were made that may have affected staff and students of color differently than their white peers.
- Additional representative groups that have provided input include cultural liaisons, the American Indian Parent Advisory Committee, business and community partners, and staff bargaining group leaders.

## Board Meeting Date: June 17, 2021

### COVID-19 Board Report

PURPOSE: Provide an Update about District 191's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively (Maximize resources for optimal student learning).

Tonight I will share information related to

- Health and Safety
- Draft Fall In-Person learning Plan

First, I'll share Dakota County and Scott county numbers.

#### Health and Safety (MDH):

**County Updates:** MDH: Represents the time period from 5/16 to 5/29. Dakota County is 6.26 a decrease from 11.57. Scott County is at 5.95 a decrease from 10.04. Next Bernie Bien, lead licensed school nurse will share more data and analysis. Followingher will be Brian Gersich, assistant superintendent.

#### Learning Model Parameters

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-person learning for all students
10-19	In-person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

#### Academic Guidance School Planning (MDE):

See presentation about One91 draft Fall In-Person Learning Plan



**Agenda III.B.  
June 17, 2021**

**To:** Board of Education  
Dr. Theresa Battle, superintendent

**From:** Eric Miller, board chair

**Date:** June 10, 2021

**Re:** Committee, Board Appointment and School Assignment Reports

Receive reports on Board committees, appointments, and school assignments.

**Committees:**

- Policy Review Committee – Abigail Alt
- Negotiations Committee – Abigail Alt
- Legislative Committee - Lesley Chester
- Student Performance and Achievement Committee – Eric Miller

**Board Appointments:**

- AMSD (Association of Metropolitan School Districts) – Toni Conner
- District 917 – Lesley Chester and DeeDee Currier
- Burnsville High School Hall of Fame – Scott Hume
- Burnsville Chamber of Commerce Policy Committee – Abigail Alt
- Foundation 191 – Sue Said
- MSBA (Minnesota School Boards Association) – Scott Hume
- MSHSL (Minnesota State High School League) – Eric Miller

**School Assignments:**

Abigail Alt	Gideon Pond Elementary
Lesley Chester	William Byrne Elementary
Toni Conner	Nicollet Middle School
Scott Hume	Eagle Ridge Middle School
Eric Miller	Hidden Valley Elementary
Sue Said	Edward Neill Elementary
Anna Werb	Burnsville High School

School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
May 27, 2021

The closed session of the Board of Education was called to order by Chair Miller at 9:13 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Alt, Chester, Conner, Hume, Said, Werb, and Chair Miller were present. Others in attendance were Dr. Theresa Battle, superintendent, Stacey Sovine, executive director of human resources, Lisa Rider, executive director of business services, Brian Gersich, assistant superintendent, and Aaron Tinklenberg, director of communications.

Attendance

The meeting was closed, as permitted by Minnesota Statutes 13D.03, to discuss ISD 191's labor negotiation strategies related to the Burnsville Education Association.

Purpose

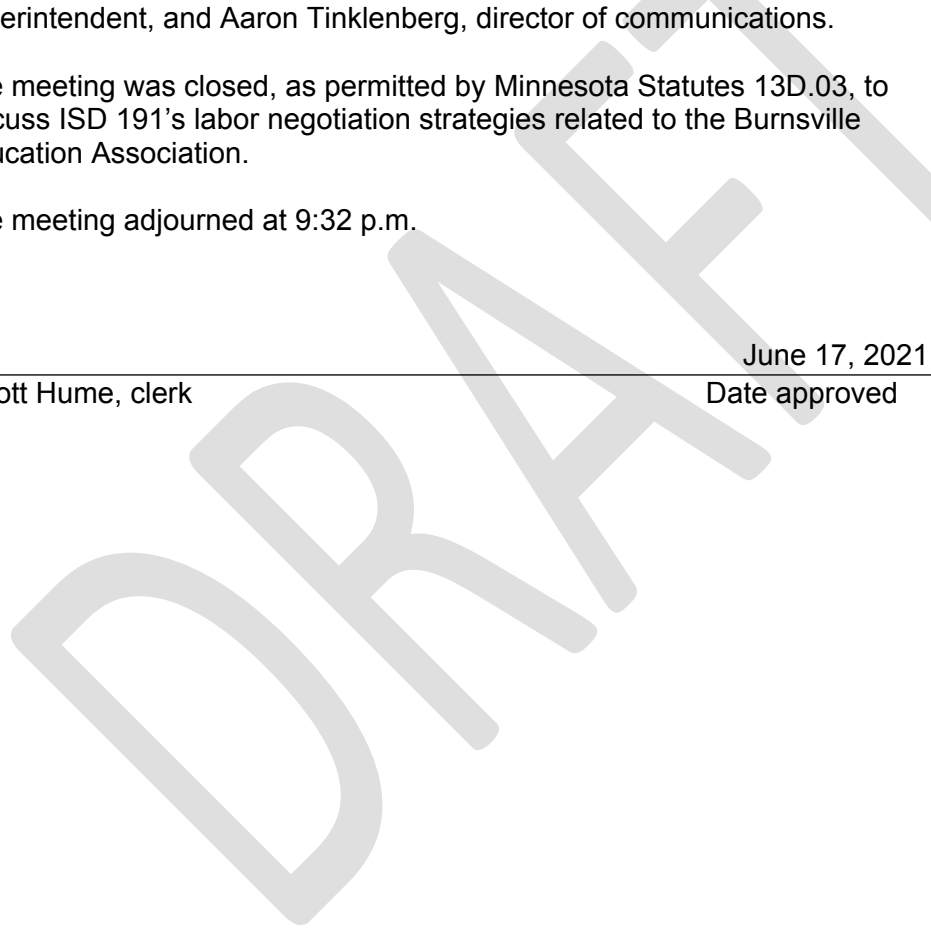
The meeting adjourned at 9:32 p.m.

Adjourn

June 17, 2021

Scott Hume, clerk

Date approved



School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
May 27, 2021

The closed session of the Board of Education was called to order by Chair Miller at 9:33 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Alt, Chester, Conner, Hume, Said, Werb, and Chair Miller were present. Dr. Theresa Battle, superintendent, was also in attendance.

Attendance

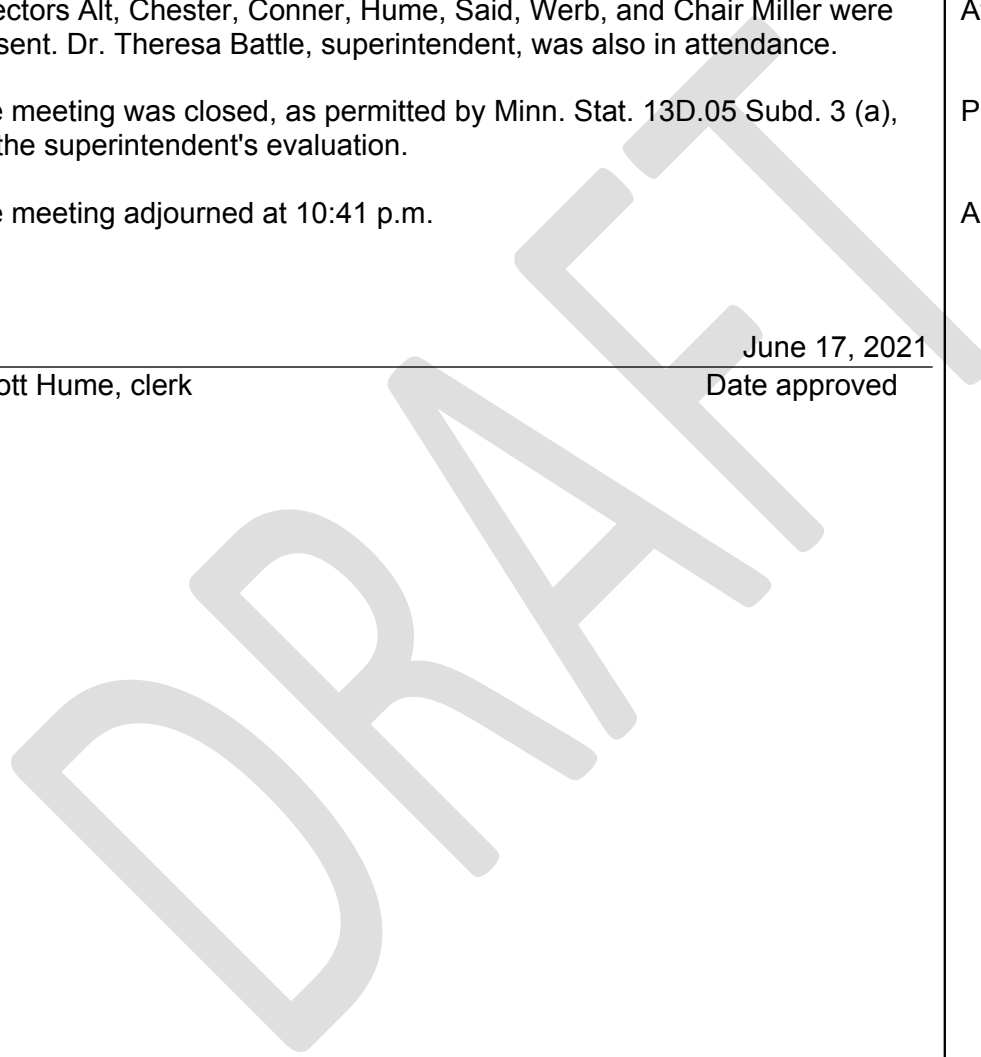
The meeting was closed, as permitted by Minn. Stat. 13D.05 Subd. 3 (a), for the superintendent's evaluation.

Purpose

The meeting adjourned at 10:41 p.m.

Adjourn

	June 17, 2021
Scott Hume, clerk	Date approved



School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
June 3, 2021

The retreat of the Board of Education was called to order by Chair Miller at 6:30 p.m. The meeting took place at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Hume, Conner, Chester, Said, Alt, Werb and Chair Miller were present. Superintendent Battle and Scott Peterson were also present.

Attendance

The purpose of the retreat was board development.

Purpose

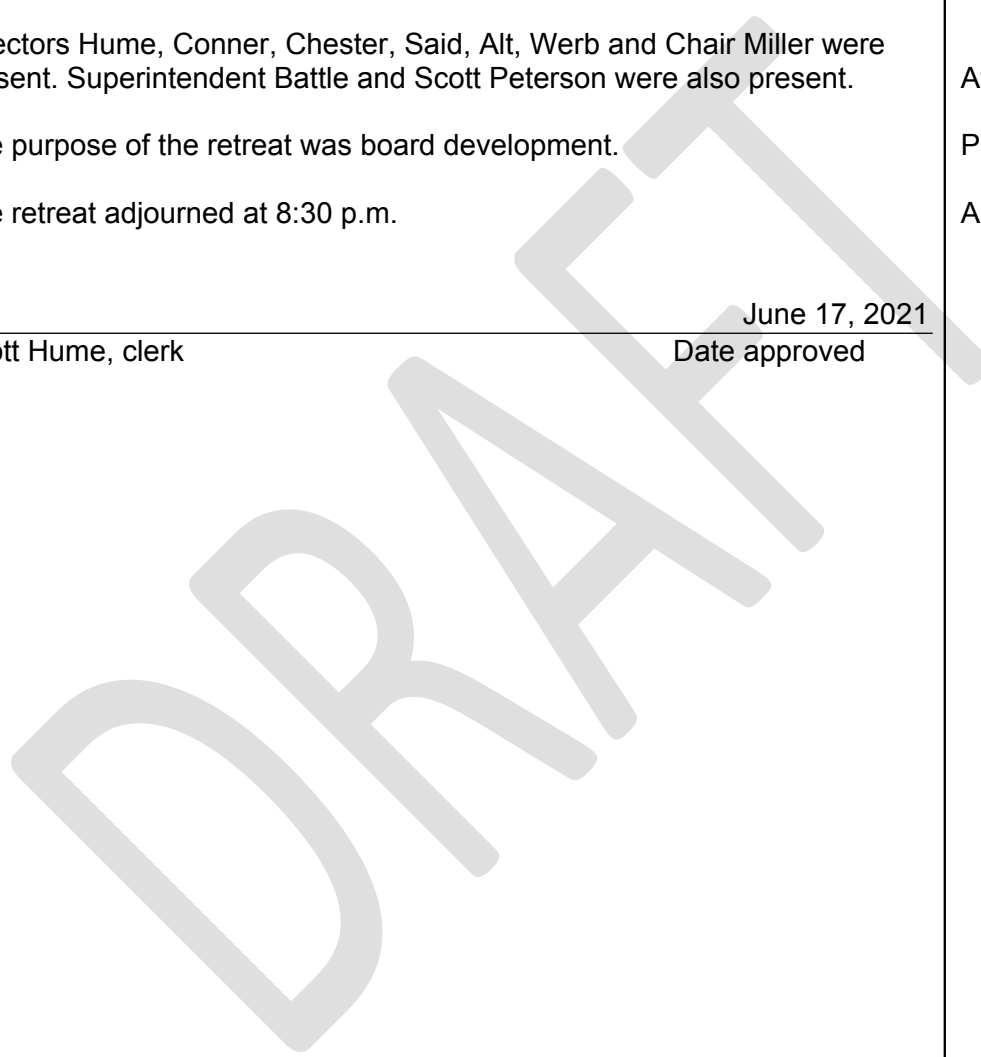
The retreat adjourned at 8:30 p.m.

Adjourn

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Scott Hume, clerk

June 17, 2021  
Date approved



School Board Minutes  
 INDEPENDENT SCHOOL DISTRICT 191  
 June 10, 2021

The meeting of the Board of Education was called to order by Chair Miller at 6:30 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Members present: Alt, Chester, Conner, Hume, Said, Werb, and Chair Miller. Others in attendance were Superintendent Battle, and members of the public.

Attendance

Miller asked Conner to lead the Pledge of Allegiance.

Pledge of  
 Allegiance  
 Agenda

Moved by Chester, seconded by Said, to approve the agenda. A roll call vote was taken and the motion carried unanimously (7, 0 with Hume, Conner, Chester, Miller, Alt and Werb voting in favor and none voted against).

Dave Helke, principal introduced the 2021-22 Student Board Representative Zoe Olson.

Student Board  
 Representative

Received a report from Chester, vice chair about the superintendent's evaluation.

Superintendent  
 Evaluation

Presentation of Proposed FY22 Adopted Budget by Dr. Theresa Battle, superintendent, and Lisa Rider, executive director of business services.

Reports

Received an update about District 191's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively from Dr. Theresa Battle, superintendent.

Received a report from Dr. Theresa Battle, superintendent.

Received reports from board members.

Consent Agenda  
 Minutes  
 Personnel

Moved by Alt, seconded by Said, to approve the consent agenda:

-Approve minutes of the regular board meeting on May 27, 2021.

-Approve personnel recommendations for Eddie Blaylark, Dana Cloutier, Jill Miller, Gabrielle Spies, Maria Starkey, Michael Roiger, Susan Buckrey, Sharon Giles, Brenda Gries, James Verlein, David Dixon, Karlie Zeimet, Kristi Myers, Lindsay Steding, Rebecca Jones, and Jodell Greiner.

-Adopt a resolution to approve and accept donations as presented.

-Receive a Report about the Listening Session on May 27, 2021 from Dr. Theresa Battle. Superintendent.

-Approve the property, casualty, liability agent of record agreement with the Kraus-Anderson Insurance Agency for the 2021-22 fiscal year.

-Appoint OneDigital as agent of record for group medical, life, long term

Donations  
 Listening Sessions

Annual  
 Memberships and  
 Appointments

disability and dental insurance for the 2021-22 fiscal year.  
 -Approve the workers' compensation agent of record agreement with USI for the 2021-22 fiscal year.  
 -Renew the district's membership in the Minnesota School Boards Association (MSBA).  
 -Approve a Resolution for Membership in the Minnesota State High School League for the 2021-2022 school year.  
 -Renew the district's membership in the Association of Metropolitan School Districts (AMSD).  
 -Approve, on a second reading basis, changes to Policies 513: *Student Promotion, Retention and Program Design*, 601: *School District Curriculum and Instruction Goals*, and 603: *Curriculum Development*.  
 -Approve, on a second reading basis, changes to Policies 422: *Policies Incorporated by Reference*, 501: *School Weapons Policy*, 502: *Search of Student Lockers, Desks, Personal Possessions, and Student's Person*, and 526: *Hazing Prohibition*.  
 A roll call vote was taken and the motion carried unanimously (7, 0 with Conner, Chester, Miller, Alt, Said, Werb and Hume voting in favor and none voted against).

Policies

Conner left the meeting at 8:02 p.m.

LTFM ISD 917

Moved by Hume, seconded by Werb, to adopt the resolution Approving Intermediate School District No. 917's Long-Term Facility Maintenance Program Budget and Authorizing the Inclusion of a Proportionate Share of those Projects in the District's Application for Long-Term Facility Maintenance. A roll call vote was taken and the motion carried unanimously after discussion (6, 0 with Miller, Alt, Said, Werb, Hume and Chester voting in favor and none voted against).

LTFM ISD 191

Conner returned to the meeting at 8:04 p.m.

Moved by Chester, seconded by Said, to adopt the resolution approving the Revised Long-Term Facilities Maintenance Program Budget for FY2023. A roll call vote was taken and the motion carried unanimously after discussion (7, 0 with Said, Alt, Werb, Hume, Conner, Chester and Miller voting in favor and none voted against).

Normandale

Moved by Chester, seconded by Conner, to approve the income contract with the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Normandale Community College for PSEO for the 2021-2022 School Year and authorize the Executive Director of Business Services to execute the agreement. A roll call vote was taken and the motion carried unanimously (7, 0 with Alt, Werb, Hume, Conner, Chester, Miller and Said voting in favor and none voted against).

Burnsville Ice Arena

Moved by Hume, seconded by Werb, to approve the Burnsville Ice Center

Rental Agreement for the 2021-2022 school year in the estimated amount of \$110,336.25 for a total of 463.25 hours of ice time. A roll call vote was taken and the motion carried unanimously after discussion (7, 0 with Werb, Hume, Conner, Chester, Miller, Said and Alt voting in favor and none voted against).

CSTMN Agreement

Moved by Chester, seconded by Hume, to approve the addendum to the Pupil Transportation Services Agreement with CSTMN for the months of September, 2020 through January, 2021.

A roll call vote was taken and the motion carried unanimously after discussion (7, 0 with Werb, Hume, Conner, Chester, Miller, Alt and Said voting in favor and none voted against).

Student Performance and Achievement Committee Workshop

The meeting adjourned at 8:25 p.m. to the Student Performance and Achievement Committee to receive a report about Student Achievement followed by a Board workshop. The committee meeting started at 8:40 p.m.

The workshop began at 9:17 p.m. The purpose of the workshop was Proposed Board Priorities, for the Board to set 3-4 goals for FY22, and to discuss FY22 Superintendent Goals.

Adjourn

The workshop ended at 9:52 p.m.

June 17, 2021

Scott Hume, clerk

Date Approved

June 17th, 2021-Draft

**Burnsville-Eagan-Savage Public Schools  
Independent School District 191  
Human Resources**

TO: Members, Board of Education  
Dr. Theresa Battle, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: June 17th, 2021 Final

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Leave of Absence		Lindsay Richter		Hidden Valley Elementary	Teacher	10/14/2021-6/10/2022
Certified	Leave of Absence		Morgan McDowell		WM. Byrne Elementary School	Teacher	2021-2022 School Year
Certified	Recall		Sarah Nimchuk		Eagle Ridge Middle School	Teacher	6/7/2021
Certified	Recall		Sarah Nimchuk		Nicollet Middle School	Teacher	6/7/2021
Certified	Resignation		Hye-Jeong Thompson		ECSE Center	Teacher	6/11/2021
Certified	Resignation		Katie Quinn		Nicollet Middle School	Teacher	6/11/2021
Certified	Resignation		Katie Quinn		Nicollet Middle School	Counselor	6/11/2021
Certified	Resignation		Marin Haugo		Eagle Ridge Middle School	Counselor	6/11/2021
Classified	Change of Assignment		Barbara Cermack		Vista View Elementary School	Educational Assistant Level II	9/1/2021
Classified	Change of Assignment		Diane Olson		Vista View Elementary School	Educational Assistant Level II	9/1/2021
Classified	Change of Assignment		Jack Tillman		Vista View Elementary School	Educational Assistant Level III	9/1/2021
Classified	Change of Assignment		Sherry Gibertson		Vista View Elementary School	Educational Assistant Level II	9/1/2021
Classified	Leave of Absence		Hailey Busker		Diamondhead Education Center	Human Resources Benefits Specia	6/26/2021-8/9/2021
Classified	Resignation		Amra Omerovic		Sky Oaks Elementary School	Food Service Associate	5/14/2021
Classified	Resignation		April Aamodt		Burnsville High School	Special Education Educational Assi	6/11/2021
Classified	Resignation		Jeremy Abbott		Burnsville High School	Basketball Coach	3/15/2021
Classified	Resignation		John Soderholm		Burnsville High School	Girls Soccer Coach	11/13/2020
Classified	Resignation		Mark Van Der Woude		Burnsville High School	Equipment Manager	5/14/2021
Classified	Resignation		Shelby Christianson		Burnsville High School	Assistant Cheerleading Coach	5/14/2021
Classified	Retirement		Marie May		Nicollet Middle School	Food Services Assistant Manager	8/31/2021



**Agenda IV.A.3.  
June 17, 2021**

**To:** Members, Board of Education  
Dr. Theresa Battle, superintendent

**From:** Lisa K. Rider, executive director of business services

**Date:** June 11, 2021

**RECOMMENDATION:** To adopt a resolution to approve and accept donations as presented.

**RESOLUTION TO ACCEPT DONATIONS**

**WHEREAS,**

1. School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and
2. Minnesota Statute 123B.02, Subd. 6 states the School Board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated; and
3. Minnesota Statute 465.03 states the School Board may accept a grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and
4. Businesses and individuals have submitted donations to the district;

**THEREFORE, BE IT RESOLVED** by the School Board of ISD 191 to approve and accept with appreciation the donations as presented below and to permit their use as designated by the donors.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Members in favor of the motion:

Members opposed:

Whereupon said Resolution was declared duly passed and adopted on June 17, 2021

\_\_\_\_\_  
Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
6/10/2021	Anonymous	Food & Nutrition Services	Vista View Elementary Negative Account Balance	\$128.80

**Total monetary donation received: \$128.80**



**Agenda IV.A.4  
June 17, 2021**

**To: Dr. Theresa Battle, superintendent and Board of Education**

**From: Lisa K. Rider, executive director of business services**

**Date: June 9, 2021**

**Re: April Payroll, Claims and Receipts**

**Recommendation:** That the Board approves April payroll checks in the net amount of \$3,864,581.43. April claims to date, wire transfers and adjustments totaling \$7,331,933.03. Also, that the Board accepts April receipts of \$13,691,827.88 and investments for the General Fund, 2015A School Building Bonds, and OPEB of \$59,919,168.27 as of April 30, 2021.

April payroll, wire transfers, claims and receipts have been prepared under the direction of Tyler Dehne, Director of Finance, and are presented for approval by the School Board.

LKR/mw

**INDEPENDENT SCHOOL DISTRICT 191**  
**FINANCIAL REPORT**  
**April 2021**

**Cash Receipts**

Receipts	\$13,691,827.88
Miscellaneous Adjustments	
	_____

**TOTAL APRIL CASH RECEIVED**\$13,691,827.88**CASH DISBURSEMENTS**

April	
Payroll	\$3,864,581.43

A/P			
April Claims	Checks	480314-480617	\$2,328,430.57
	Capital One	6000000381-6000000393	\$34,850.89
	ACH	9000002139-9000002166	\$4,587.35
	Fund 26	104061-104062	\$21,416.36

April A/P Wires+P-card+Fleet card	\$4,936,739.20
April Bank Fees	\$5,908.66
	_____

**TOTAL APRIL CASH DISBURSED**\$11,196,514.46**TOTAL TO BE APPROVED**\$11,196,514.46

	<u>Money Market</u>	<u>(Original Cost)</u> <u>Investments</u>	<u>4/30/2021</u>
GENERAL FUND	\$23,807,622.13	\$21,611,278.62	\$45,418,900.75
OPEB	\$374,266.98	\$6,829,150.00	\$7,203,416.98
OPEB EQUITY INV THROUGH APRIL 30, 2021	\$17,753.58	\$5,664,173.90	\$5,681,927.48
2015A SCHOOL BUILDING BONDS	\$1,614,923.06	\$0.00	\$1,614,923.06
	\$25,814,565.75	\$34,104,602.52	\$59,919,168.27

Note: The attached investment reports are provided by our investment advisor, PMA Financial Network, Inc. These reports include our investment and money market balances.



# Total Portfolio Report CAR

As of: 04/30/21

PMA Financial Network

2135 CityGate Lane  
7th Floor  
Naperville, Illinois 60563  
Telephone . 630-657-6400  
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## BURNSVILLE ISD 191 / GENERAL FUND

2960

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
LTD	0	1	04/30/21	04/30/21	PMA SECURITIES SYNDICATE (PMAS)	\$10,151,257.76	\$10,151,257.76	
MM					Investment Shares Portfolio	\$23,807,622.13	\$23,807,622.13	
SDA					Savings Deposit Account - BANK OF CHINA (ICS - DDA)	\$8,007,020.86	\$8,007,020.86	
SEC	45876	1	01/29/20	07/29/21	WELLS FARGO BANK NA	\$249,000.00	\$249,000.00	1.602
SEC	45877	1	01/29/20	07/29/21	WELLS FARGO NATL BK WEST	\$249,000.00	\$249,000.00	1.602
SEC	45878	1	01/30/20	07/30/21	MORGAN STANLEY BANK NA	\$247,000.00	\$247,000.00	1.569
SEC	45879	1	01/30/20	07/30/21	MORGAN STANLEY PVT BANK	\$247,000.00	\$247,000.00	1.569
CD	276086	1	08/21/19	08/20/21	LATINO COMMUNITY CREDIT UNION	\$249,886.41	\$239,600.00	2.147
CD	276087	1	08/21/19	08/20/21	MIDLAND STATES BANK	\$249,961.78	\$242,000.00	1.643
SEC	44591	1	08/28/19	08/30/21	CAPITAL ONE BANK USA NA	\$247,000.00	\$247,000.00	1.653
SEC	44601	1	08/28/19	08/30/21	CAPITAL ONE NA	\$247,000.00	\$247,000.00	1.653
SEC	44604	1	08/28/19	08/30/21	GOLDMAN SACHS BANK USA	\$247,000.00	\$247,000.00	1.702
CD	285471	1	09/21/20	09/21/21	TEXAS CAPITAL BANK	\$249,999.00	\$249,500.00	0.200
SEC	46627	1	03/27/20	09/27/21	PINNACLE BANK TN	\$248,000.00	\$248,000.00	0.801
SEC	46626	1	04/02/20	10/01/21	BANK OF NEW ENGLAND NH	\$249,000.00	\$249,000.00	0.550
CD	279794	1	01/24/20	01/25/22	LANDMARK COMMUNITY BANK	\$249,990.16	\$242,500.00	1.540
CD	285470	1	09/21/20	01/26/22	SERVISFIRST BANK	\$249,904.27	\$249,400.00	0.150

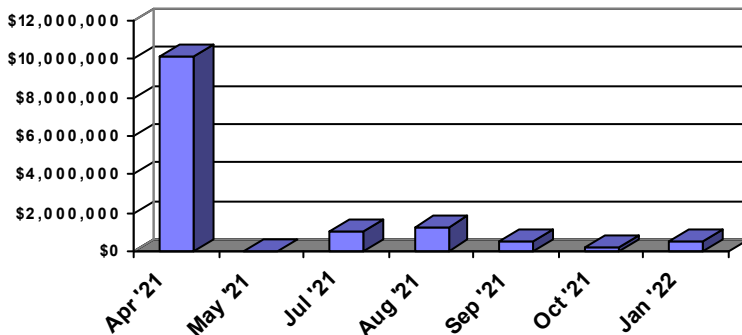
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Total Amount --> **\$45,445,642.37** **\$45,418,900.75**

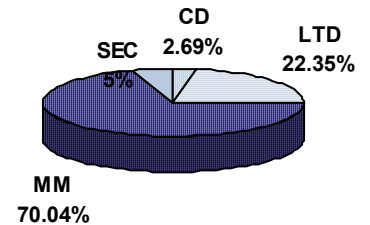
Time and Dollar Weighted Portfolio Yield: **1.108 %**

Weighted Average Portfolio Maturity: **11.24 Days**

**MM: 70.05%**  
**CD's: 2.69%**  
**CP: 0.00%**  
**SEC: 4.91%**



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



# Total Portfolio Report CAR

As of: 04/30/21

PMA Financial Network

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Telephone . 630-657-6400  
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## BURNSVILLE ISD 191 / 2009 OPEB TRUST

3596

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$374,266.98	\$374,266.98	
CD	275285	1	08/05/19	08/04/21	VERITEX COMMUNITY BANK	\$249,649.57	\$240,900.00	1.814
CD	275286	1	08/05/19	08/04/21	UINTA BANK	\$249,958.46	\$241,400.00	1.770
CD	275287	1	08/05/19	08/04/21	FIRST NATIONAL BANK	\$249,645.61	\$241,200.00	1.751
CD	276784	1	09/04/19	09/03/21	THREE RIVERS FEDERAL CREDIT UNION	\$249,689.23	\$241,600.00	1.674
CD	276785	1	09/04/19	09/03/21	T BANK, NA	\$249,684.64	\$241,600.00	1.672
CD	277188	1	09/23/19	09/22/21	BANK LEUMI USA	\$150,879.78	\$146,200.00	1.600
SEC	47620	1	02/08/21	12/15/22	KANE COOK & DU PAGE C	\$1,000,000.00	\$1,000,000.00	0.100
SEC	48055	1	02/26/21	02/15/23	MANSFIELD ISD-B-REF	\$310,000.00	\$310,000.00	0.120
SEC	48065	1	03/02/21	03/01/23	SAINT LOUIS CNTY	\$335,000.00	\$335,000.00	0.140
SEC	47613	1	01/08/21	08/01/23	SAN MARCOS ISD-REF	\$1,500,000.00	\$1,500,000.00	0.120
SEC	48075	1	03/09/21	08/15/23	SAN MARCOS CTFS OBLIG	\$295,000.00	\$295,000.00	0.110
SEC	48062	1	03/23/21	09/01/23	ROCK CO-TXBL-REF	\$1,000,000.00	\$998,050.00	0.130
SEC	48054	1	02/26/21	10/01/23	HAWAII-EY-REF	\$220,000.00	\$220,000.00	0.100
SEC	48044	1	02/24/21	12/01/23	DEWITT ETC CO CCD #54	\$590,000.00	\$590,000.00	0.190
CD	279751	1	01/21/20	01/21/25	FARMERS AND MERCHANTS UNION BANK	\$248,078.24	\$228,200.00	1.740

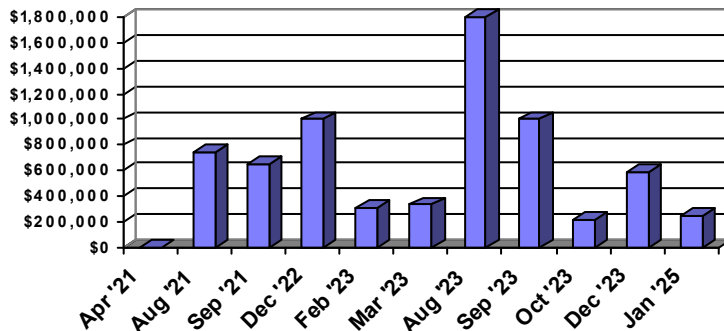
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Total Amount --> **\$7,271,852.51**    **\$7,203,416.98**

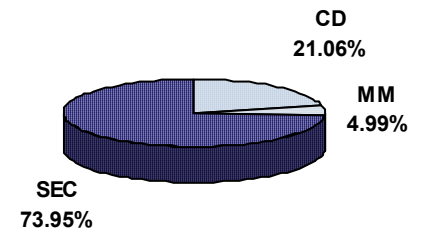
Time and Dollar Weighted Portfolio Yield: **0.290 %**

Weighted Average Portfolio Maturity: **634.41 Days**

**MM: 5.20%**  
**CD's: 21.95%**  
**CP: 0.00%**  
**SEC: 72.86%**



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



**Burnsville ISD 191 OPEB  
Investment Review**

April 1 - April 30, 2021

## CLIENT

Burnsville ISD 191 OPEB

## INCEPTION DATE

11/01/2014

## RELATIONSHIP TEAM

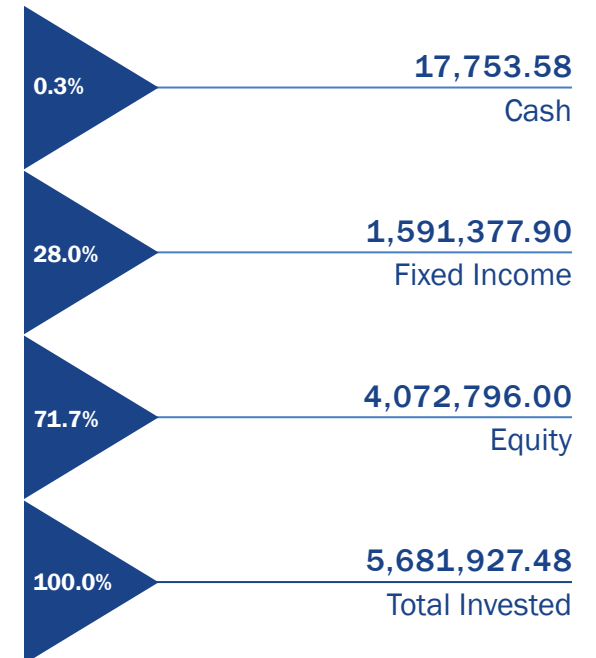
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Manager  
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com

Steve Pumper  
VP, Investment Services  
(612) 509-2565  
SPumper@pmanetwork.com

## PORTFOLIO OVERVIEW

	Value
<b>Beginning Market Value</b>	<b>5,479,063.62</b>
Contributions	0.00
Withdrawals	0.00
Net Investment Income	(2,506.84)
Unrealized Gain/Loss	205,370.70
Realized Gain/Loss	0.00
<b>Ending Market Value</b>	<b>5,681,927.48</b>

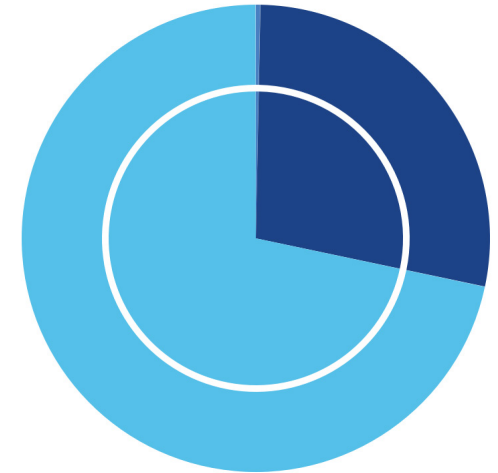
Compliance	Status
As of 04/30/2021	Compliant



## INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
<b>Cash</b>				
TOTAL Cash	17,753.58	0.31%	(2,506.84)	(12.37%)
<b>Fixed Income</b>				
<i>TOTAL Credit</i>	<i>1,591,377.90</i>	<i>28.01%</i>	<i>10,079.10</i>	<i>0.64%</i>
Funds - Corporate	1,591,377.90	28.01%	10,079.10	0.64%
TOTAL Fixed Income	1,591,377.90	28.01%	10,079.10	0.64%
<b>Equity</b>				
<i>TOTAL Domestic Equity</i>	<i>4,072,796.00</i>	<i>71.68%</i>	<i>195,291.60</i>	<i>5.04%</i>
Funds - Large Cap	4,072,796.00	71.68%	195,291.60	5.04%
TOTAL Equity	4,072,796.00	71.68%	195,291.60	5.04%
TOTAL Invested	5,681,927.48	100.00%	202,863.86	3.70%

## CURRENT PERIOD ALLOCATION



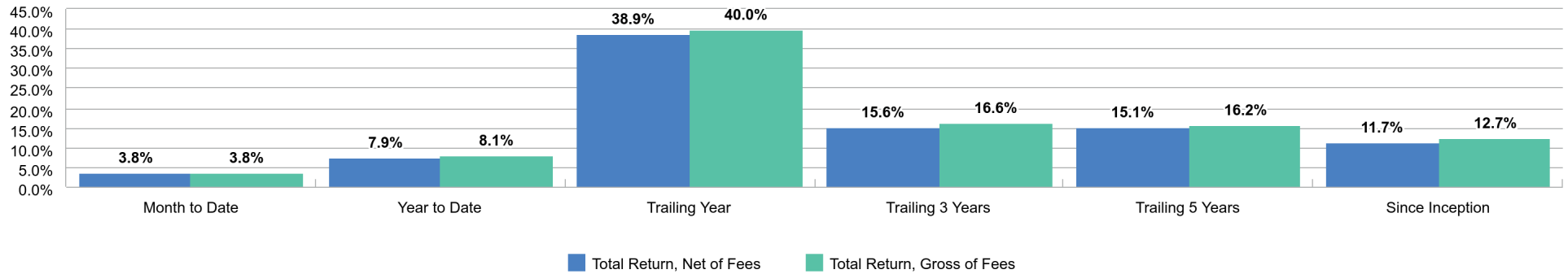
### Asset Class

- Cash - 0.3%
- Fixed Income - 28.0%
- Equity - 71.7%

### Sector

- Cash - 0.3%
- Credit - 28.0%
- Domestic Equity - 71.7%

## HISTORICAL PERFORMANCE



## HISTORICAL PERFORMANCE

	Month to Date	Year to Date	Trailing Year	Trailing 3 Years	Trailing 5 Years	Since Inception
Total Return, Net of Fees	3.77%	7.94%	38.94%	15.59%	15.12%	11.70%
Total Return, Gross of Fees	3.81%	8.12%	40.01%	16.58%	16.15%	12.69%

Since Inception Date: November 01, 2014  
Periods greater than 1 year are annualized.

## PERFORMANCE BY ASSET CLASS

Asset Class	Ending Market Value	Weight	Gross Total Return	Contribution
Cash	17,753.58	0.35%	0.00%	0.00%
Fixed Income	1,591,377.90	28.22%	0.87%	0.25%
Equity	4,072,796.00	71.43%	5.04%	3.57%
<b>Portfolio Total</b>	<b>5,681,927.48</b>	<b>100.00%</b>	<b>3.81%</b>	<b>3.81%</b>



# Transaction and Interest Summary

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April 1 - April 30, 2021

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
<b>Cash</b>								
<i>Management Fee</i>								
04/09/2021	04/09/2021	(3,816.56)	US DOLLAR	USD	CCYUSD	—	(3,816.56)	0.00
04/13/2021	04/13/2021	(2,282.94)	US DOLLAR	USD	CCYUSD	—	(2,282.94)	0.00
—	—	<b>(6,099.50)</b>	<b>Total Management Fee</b>	—	—	—	<b>(6,099.50)</b>	<b>0.00</b>
<i>Money Market Fund Interest</i>								
04/30/2021	04/30/2021	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	0.53	—
—	—	<b>0.00</b>	<b>Total Money Market Fund Interest</b>	—	—	—	<b>0.53</b>	<b>—</b>
<b>Funds - Corporate</b>								
<i>Equity Dividend</i>								
04/01/2021	04/07/2021	0.00	VANGUARD TOT BD ETF	BND	921937835	—	2,595.42	—
04/07/2021	04/07/2021	0.00	VANGUARD TOT BD ETF	BND	921937835	—	63.46	—
04/07/2021	04/07/2021	0.00	VANGUARD TOT BD ETF	BND	921937835	—	933.25	—
—	—	<b>0.00</b>	<b>Total Equity Dividend</b>	—	—	—	<b>3,592.13</b>	<b>—</b>

Ticker	Identifier	Current Units	Description	Rating	Coupon Rate	Effective Maturity	Final Maturity	Original Cost	Market Price	Market Value + Accrued	Interest / Dividend Income	Dividend Yield	Yield	Book Yield
<b>Cash</b>														
<i>Cash</i>														
FGTXX	38141W273	17,753.05	GOLDMAN:FS GOVT INST	AAA	0.03%	04/30/2021	04/30/2021	17,753.05	1.0000	17,753.05	11.58	—	0.03%	0.03%
USD	CCYUSD	0.53	Receivable	AA+	0.00%	04/30/2021	04/30/2021	0.53	1.0000	0.53	0.00	—	0.00%	0.00%
—	—	<b>17,753.58</b>	—	<b>AAA</b>	<b>0.03%</b>	—	—	<b>17,753.58</b>	—	<b>17,753.58</b>	<b>11.58</b>	—	<b>0.03%</b>	<b>0.03%</b>
<b>Fixed Income</b>														
<i>Credit</i>														
<i>Funds - Corporate</i>														
BND	921937835	18,665.00	VANGUARD TOT BD ETF	—	—	—	—	1,584,832.25	85.2600	1,591,377.90	16,950.73	2.20%	—	—
—	—	<b>18,665.00</b>	—	<b>NA</b>	—	—	—	<b>1,584,832.25</b>	—	<b>1,591,377.90</b>	<b>16,950.73</b>	<b>2.20%</b>	—	—
<b>Equity</b>														
<i>Domestic Equity</i>														
<i>Funds - Large Cap</i>														
VTI	922908769	18,760.00	VANGUARD TSM IDX ETF	—	—	—	—	2,170,656.87	217.1000	4,072,796.00	45,590.01	1.32%	—	—
—	—	<b>18,760.00</b>	—	—	—	—	—	<b>2,170,656.87</b>	—	<b>4,072,796.00</b>	<b>45,590.01</b>	<b>1.32%</b>	—	—
<b>Total Invested</b>		<b>55,178.58</b>	—	<b>AAA</b>	<b>0.03%</b>	—	—	<b>3,773,242.70</b>	—	<b>5,681,927.48</b>	<b>62,552.32</b>	<b>1.57%</b>	<b>0.03%</b>	<b>0.03%</b>

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This report is intended to detail investment advisory activity through your PMA advisory separately managed account (hereinafter "Account"). The information in this report is confidential and is intended for existing client use only. All transactions are reflected as of trade date. Information derived from sources other than PMA (including market value and market analytics), is believed to be accurate, but is not independently verified nor guaranteed to be accurate or complete. Accounting settings on PMA's accounting and reporting platform, provided by Clearwater Analytics, may not reflect your internal accounting methodology.

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#### **Account Control**

PMA does not have the authority to withdraw funds from the Client's account with the custodian bank, except in limited circumstances as authorized by the client for the payment of the investment advisory fee. Our clients retain responsibility for their internal account policies, implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

#### **Notification of Changes**

In order to better serve you, we request that you promptly notify us of any material change in your investment policy, investment objective or financial situation.

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#### **Review of Report**

Please review the pages of this report carefully. If you think there are any errors, missing account information or if you need more information about transactions, please contact PMA within 60 days of receipt. If you have other questions or concerns, you should contact your Institutional Portfolio Manager.



**PMA Asset Management, LLC**

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**Naperville, IL 60563**

**630-657-6400**

**For more information visit [www.pmanetwork.com](http://www.pmanetwork.com)**

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# Total Portfolio Report CAR

As of: 04/30/21

PMA Financial Network

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Facsimile . 630-718-8701

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## BURNSVILLE ISD 191 / 2015A BONDS

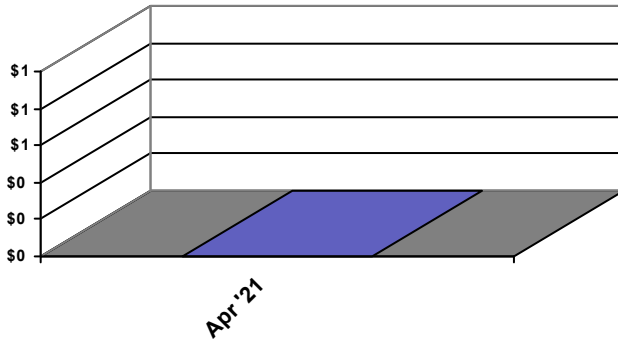
5762

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$1,614,923.06	\$1,614,923.06	
<b>Total Amount --&gt;</b>						<b>\$1,614,923.06</b>	<b>\$1,614,923.06</b>	

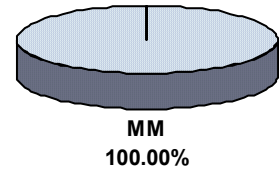
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

**Time and Dollar Weighted Portfolio Yield:** 0.000 %  
**Weighted Average Portfolio Maturity:** 0.00 Days

**MM:** 100.00%  
**CD's:** 0.00%  
**CP:** 0.00%  
**SEC:** 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

## April 2021

### Wire Transfers

Date	From	To	Amount	For
04/01/2021	MSDLAF	Internal Revenue Service	701,988.58	3/31/21 Payroll - Federal Taxes
04/01/2021	MSDLAF	State of Minnesota	115,056.07	3/31/21 Payroll - State Taxes
04/01/2021	MSDLAF	PERA	110,357.03	3/31/21 Payroll - PERA
04/01/2021	MSDLAF	TRA	360,309.53	3/31/21 Payroll - TRA
04/01/2021	MSDLAF	State of Minnesota	1,652.80	3/31/21 Payroll - Child Support
04/05/2021	MSDLAF	Delta Dental	14,742.66	Dental Insurance
04/05/2021	MSDLAF	Preferred One	369,177.16	Health Insurance
04/05/2021	MSDLAF	People's Bank	191,295.15	3/31/21 Payroll - EBC TSA Wire
04/07/2021	MSDLAF	Further	18,801.90	Medical Claims
04/07/2021	MSDLAF	Further	12,381.43	Flex Claims
04/12/2021	MSDLAF	Delta Dental	16,264.80	Dental Insurance
04/12/2021	MSDLAF	Preferred One	447,103.61	Health Insurance
04/12/2021	MSDLAF	MN Department of Revenue	27.00	March Sales Tax paid 4/12/21
04/14/2021	MSDLAF	Further	25,833.59	Medical Claims
04/14/2021	MSDLAF	Further	4,256.60	Flex Claims

## April 2021

### Wire Transfers

Date	From	To	Amount	For
04/15/2021	MSDLAF	Teacher's Federal Credit Union	32,841.21	4/15/21 Payroll - Teacher's Dues
04/15/2021	MSDLAF	Healthy Savings	2,709.62	Healthy Savings Program
04/15/2021	MSDLAF	Preferred One	140,974.85	Health Insurance
04/16/2021	MSDLAF	Internal Revenue Service	701,887.68	4/15/21 Payroll - Federal Taxes
04/16/2021	MSDLAF	State of Minnesota	115,084.75	4/15/21 Payroll - State Taxes
04/16/2021	MSDLAF	State of Minnesota	1,652.80	4/15/21 Payroll - Child Support
04/16/2021	MSDLAF	PERA	110,837.05	4/15/21 Payroll - PERA
04/16/2021	MSDLAF	TRA	359,225.84	4/15/21 Payroll - TRA
04/19/2021	MSDLAF	Delta Dental	17,261.49	Dental Insurance
04/19/2021	MSDLAF	People's Bank	191,515.97	4/15/21 Payroll - EBC TSA Wire
04/19/2021	MSDLAF	Preferred One	346,421.39	Health Insurance
04/21/2021	MSDLAF	Further	7,869.95	Flex Claims
04/21/2021	MSDLAF	Further	25,225.11	Medical Claims
04/21/2021	MSDLAF	Delta Dental	4,717.97	Dental Insurance
04/22/2021	MSDLAF	Further	5,994.00	Medical Claims
04/26/2021	MSDLAF	Delta Dental	13,556.56	Dental Insurance

### April 2021

#### Wire Transfers

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>For</u>
04/26/2021	MSDLAF	Preferred One	336,997.39	Health Insurance
04/28/2021	MSDLAF	Further	16,155.61	Flex Claims
04/28/2021	MSDLAF	Further	24,402.22	Medical Claims
04/30/2021	MSDLAF	Teacher's Federal Credit Union	32,914.68	4/30/21 Payroll - Teacher's Dues

## AP Check Register

AP Run: 20210402 AP — Post Date: 2021-04-02 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/02/2021	480314	Check	Acco Brands USA LLC	902623-1	2 AP8845	499.80
04/02/2021	480315	Check	Adaptive Skippy LLC	930393	2 AP8845	8,125.00
04/02/2021	480316	Check	American Mailing Machines	929771	2 AP8845	1,200.00
04/02/2021	480317	Check	Anchor Solar Investments LLC	929704	2 AP8845	2,055.56
04/02/2021	480318	Check	Anthony, Alonzo	930397	2 AP8845	98.00
04/02/2021	480319	Check	Aramark Refreshment Services	900428	2 AP8845	162.42
04/02/2021	480320	Check	Association Of Clerical Employees	904895	2 AP8845	408.00
04/02/2021	480321	Check	AVID Center	927223	2 AP8845	565.00
04/02/2021	480322	Check	Bix Produce Company	900477	2 AP8845	5,875.31
04/02/2021	480323	Check	Burnsville Association of Educational Assistants	909991	2 AP8845	1,260.00
04/02/2021	480324	Check	Carlson, Gerri	929243	2 AP8845	428.40
04/02/2021	480325	Check	Carroll, James	905041	2 AP8845	169.00
04/02/2021	480326	Check	Centerpoint Energy	902519	2 AP8845	2,860.29
04/02/2021	480327	Check	City of Burnsville	900673	2 AP8845	15,347.50
04/02/2021	480328	Check	Community Education Prior Lake-Savage Area Schools	921458-2	2 AP8845	22.00
04/02/2021	480329	Check	Cottens NAPA Main Office	929846	2 AP8845	139.87
04/02/2021	480330	Check	Dalco	904186-1	2 AP8845	3,874.03
04/02/2021	480331	Check	Ecolab	908846-2	2 AP8845	1,091.72
04/02/2021	480332	Check	Education Minnesota	928531	2 AP8845	105.00

## AP Check Register

AP Run: 20210402 AP — Post Date: 2021-04-02 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/02/2021	480333	Check	Electro Watchman Inc	901078	2 AP8845	508.75
04/02/2021	480334	Check	ExamWorks Compliance Solutions, LLC	930398	2 AP8845	600.00
04/02/2021	480335	Check	Faris, Duncan	930396	2 AP8845	79.00
04/02/2021	480336	Check	Finalsite	930297	2 AP8845	2,725.00
04/02/2021	480337	Check	Foundation 191	928202	2 AP8845	110.24
04/02/2021	480338	Check	Fun & Friendship Club	905604	2 AP8845	756.91
04/02/2021	480339	Check	GreatAmerica Financial Services	929729	2 AP8845	395.00
04/02/2021	480340	Check	Health Counseling Services LLC	924154-1	2 AP8845	125.00
04/02/2021	480341	Check	Herzog, Jason	929985	2 AP8845	93.00
04/02/2021	480342	Check	Hoang, Cong	927363	2 AP8845	40.00
04/02/2021	480343	Check	Innovational Water Solutions, Inc.	930169	2 AP8845	5,162.00
04/02/2021	480344	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	2,276.60
04/02/2021	480345	Check	Johnston, Apryl	927103	2 AP8845	1,475.00
04/02/2021	480346	Check	Kirb Apparel LLC	928098	2 AP8845	1,062.50
04/02/2021	480347	Check	Knoke, Barb	500060	2 AP8845	17.66
04/02/2021	480348	Check	Koontz, Brandon J	930180	2 AP8845	93.00
04/02/2021	480349	Check	Krusemark, LeeAnne	930317	2 AP8845	230.00
04/02/2021	480350	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	1,641.20
04/02/2021	480351	Check	McDowall Comfort Management	930006	2 AP8845	2,422.50

## AP Check Register

AP Run: 20210402 AP — Post Date: 2021-04-02 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/02/2021	480352	Check	McKinney, Maggie	500043	2 AP8845	97.95
04/02/2021	480353	Check	Metro ECSU	908865-19	2 AP8845	19.57
04/02/2021	480354	Check	Mid City Services	930092	2 AP8845	224.50
04/02/2021	480355	Check	Minnesota Energy Resources	903029	2 AP8845	6,169.06
04/02/2021	480356	Check	National Association of School Nurses (NASN)	906265	2 AP8845	150.00
04/02/2021	480357	Check	NCPERS Group Life Ins	908769	2 AP8845	32.00
04/02/2021	480358	Check	Northstar AV, LLC	931060	2 AP8845	310.00
04/02/2021	480359	Check	Notable Inc - Kami	931000	2 AP8845	7,500.00
04/02/2021	480360	Check	Pam McDonald Consulting LLC	929717	2 AP8845	250.00
04/02/2021	480361	Check	Pratt, Joshua	930394	2 AP8845	140.00
04/02/2021	480362	Check	Reliastar Life Insurance Company	920099-2	2 AP8845	3,035.50
04/02/2021	480363	Check	Reliastar Life Insurance Company	920099-3	2 AP8845	3,888.40
04/02/2021	480364	Check	Reliastar Life Insurance Company	920099-4	2 AP8845	2,407.52
04/02/2021	480365	Check	Roark, Richard Jeffrey	928168	2 AP8845	134.40
04/02/2021	480366	Check	Ruler, Taj	930362	2 AP8845	975.00
04/02/2021	480367	Check	Ryan Mechanical Inc	923241	2 AP8845	2,604.00
04/02/2021	480368	Check	School Services Employees Local 284	907382	2 AP8845	6,188.43
04/02/2021	480369	Check	Second Harvest Heartland	928183	2 AP8845	1,731.22
04/02/2021	480370	Check	SFM	923848	2 AP8845	32,995.77

## AP Check Register

AP Run: 20210402 AP — Post Date: 2021-04-02 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/02/2021	480371	Check	South Central Service Cooperative	926665	2 AP8845	1,000.00
04/02/2021	480372	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	1,999.35
04/02/2021	480373	Check	Stolp, Jordan	930395	2 AP8845	79.00
04/02/2021	480374	Check	Teamworks International Inc	924234	2 AP8845	546.88
04/02/2021	480375	Check	The Food Group	928651	2 AP8845	1,164.98
04/02/2021	480376	Check	The Hartford	924486	2 AP8845	37,932.69
04/02/2021	480377	Check	Upper Lakes Foods Inc	929826	2 AP8845	26,980.23
04/02/2021	480378	Check	Webb, Barbara Ann	930237	2 AP8845	75.50
04/02/2021	480379	Check	Zimmerman, Frank	928304	2 AP8845	76.00
<b>Total:</b>						<b>\$202,808.21</b>

### 20210402 AP Summary

Type	Count	Amount
Regular	66	202,808.21
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>66</b>	<b>\$202,808.21</b>

## AP Check Register

AP Run: 20210409 AP — Post Date: 2021-04-09 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/09/2021	480380	Check	AGL Consulting	909076	2 AP8845	2,520.00
04/09/2021	480381	Check	Amplify Education, Inc.	930320	2 AP8845	5,415.20
04/09/2021	480382	Check	Apadana LLC	930273	2 AP8845	1,170.00
04/09/2021	480383	Check	Aramark	901365	2 AP8845	711.28
04/09/2021	480384	Check	Aramark Refreshment Services	900428	2 AP8845	422.58
04/09/2021	480385	Check	Arrow Lift	926468	2 AP8845	835.28
04/09/2021	480386	Check	Bimbo Bakeries USA	902333-1	2 AP8845	1,589.00
04/09/2021	480387	Check	Bix Produce Company	900477	2 AP8845	4,094.97
04/09/2021	480388	Check	CDW Government Inc	920289-1	2 AP8845	48,000.00
04/09/2021	480389	Check	Centurylink	902781	2 AP8845	266.02
04/09/2021	480390	Check	City of Burnsville - Utilities	904226	2 AP8845	15,357.48
04/09/2021	480391	Check	City of Eagan - Utilities	901002	2 AP8845	1,010.03
04/09/2021	480392	Check	City of Savage - Utilities	909588	2 AP8845	3,886.32
04/09/2021	480393	Check	CliftonLarsonAllen LLP	927322	2 AP8845	787.50
04/09/2021	480394	Check	Comcast	923547	2 AP8845	69.65
04/09/2021	480395	Check	Crown Rental Inc	900647	2 AP8845	29.88
04/09/2021	480396	Check	Dakota Outdoors LLC	922059	2 AP8845	6,222.00
04/09/2021	480397	Check	Dialog One LLC	927732	2 AP8845	835.00
04/09/2021	480398	Check	Distributed Website Corporation	922061-1	2 AP8845	4,000.00
04/09/2021	480399	Check	Durand Manufacturing Inc	924933	2 AP8845	614.00

## AP Check Register

AP Run: 20210409 AP — Post Date: 2021-04-09 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/09/2021	480400	Check	ECM Publishers Inc	909272	2 AP8845	480.15
04/09/2021	480401	Check	Electro Watchman Inc	901078	2 AP8845	1,533.41
04/09/2021	480402	Check	Fairview Health Services	904416	2 AP8845	300.00
04/09/2021	480403	Check	Friedges Landscaping Inc	901475	2 AP8845	2,859.00
04/09/2021	480404	Check	Hanninen, Paul	500615	2 AP8845	143.00
04/09/2021	480405	Check	Headway Emotional Health Services	927811	2 AP8845	25,750.00
04/09/2021	480406	Check	Horizon Commercial Pool Supply	904818	2 AP8845	1,091.04
04/09/2021	480407	Check	House of Print	920347	2 AP8845	14,897.68
04/09/2021	480408	Check	Imagine Design & Creative Consulting Inc	928876	2 AP8845	8,500.00
04/09/2021	480409	Check	Instrumentalist Awards LLC	901896	2 AP8845	233.00
04/09/2021	480410	Check	IXL Learning Inc	923420	2 AP8845	3,706.00
04/09/2021	480411	Check	Lindmeier, Thomas	930013	2 AP8845	72.00
04/09/2021	480412	Check	Mackin Educational Resources	902196	2 AP8845	7,070.46
04/09/2021	480413	Check	Messerli & Kramer PA	923866	2 AP8845	908.06
04/09/2021	480414	Check	Minnesota School Boards Association - MSBA	902540	2 AP8845	585.00
04/09/2021	480415	Check	Minnesota Valley Electric Cooperative	907448	2 AP8845	12,884.17
04/09/2021	480416	Check	MN Highway Safety & Research Center	926466	2 AP8845	184.00
04/09/2021	480417	Check	National Academic Quiz Tournaments LLC (NAQT)	926335	2 AP8845	650.00
04/09/2021	480418	Check	Oliver Packaging & Equipment Company	930272	2 AP8845	6,768.32

## AP Check Register

AP Run: 20210409 AP — Post Date: 2021-04-09 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/09/2021	480419	Check	Ovrebo, Jodi	500616	2 AP8845	125.00
04/09/2021	480420	Check	Perez, Melissa M	924879	2 AP8845	900.00
04/09/2021	480421	Check	Ratwik Roszak & Maloney Pa	908521	2 AP8845	250.00
04/09/2021	480422	Check	Schmitt Music	903532	2 AP8845	74.73
04/09/2021	480423	Check	South Suburban Conference	926921	2 AP8845	538.69
04/09/2021	480424	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	3,042.15
04/09/2021	480425	Check	Sunbelt Staffing LLC	930344	2 AP8845	3,590.00
04/09/2021	480426	Check	T-Mobile	929345	2 AP8845	2,791.37
04/09/2021	480427	Check	Truelson, Nels W	930350	2 AP8845	145.75
04/09/2021	480428	Check	Upper Lakes Foods Inc	929826	2 AP8845	20,843.65
04/09/2021	480429	Check	USPS	931024-1	2 AP8845	1,292.37
<b>Total:</b>						<b>\$220,045.19</b>

### 20210409 AP Summary

Type	Count	Amount
Regular	50	220,045.19
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>50</b>	<b>\$220,045.19</b>

## AP Check Register

AP Run: 20210416 AP — Post Date: 2021-04-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/16/2021	480430	Check	A.J. Moore Electric Inc	928491	2 AP8845	2,573.51
04/16/2021	480431	Check	Advanced Commercial Kitchens	930100	2 AP8845	1,285.49
04/16/2021	480432	Check	Advanced Imaging Solutions	928551-1	2 AP8845	7,397.05
04/16/2021	480433	Check	American Time & Signal Co	903503	2 AP8845	1,599.28
04/16/2021	480434	Check	Arrow Lift	926468	2 AP8845	1,194.00
04/16/2021	480435	Check	Association Of Clerical Employees	904895	2 AP8845	408.00
04/16/2021	480436	Check	Beery, Jane	500617	2 AP8845	196.00
04/16/2021	480437	Check	Bimbo Bakeries USA	902333-1	2 AP8845	2,614.78
04/16/2021	480438	Check	Bix Produce Company	900477	2 AP8845	2,390.01
04/16/2021	480439	Check	Bro-Tex Inc	900397	2 AP8845	4,633.20
04/16/2021	480440	Check	Caballero, Melissa	930259	2 AP8845	60.00
04/16/2021	480441	Check	Choy, Sergio R	928260	2 AP8845	60.00
04/16/2021	480442	Check	Comcast	926565-1	2 AP8845	5,500.69
04/16/2021	480443	Check	Consolidated Communications	906231	2 AP8845	3,990.74
04/16/2021	480444	Check	CoSN	926763-1	2 AP8845	599.00
04/16/2021	480445	Check	Creative Sewing Centers, Inc.	905849	2 AP8845	8,700.00
04/16/2021	480446	Check	Dalco	904186-1	2 AP8845	2,846.46
04/16/2021	480447	Check	Dialog One LLC	927732	2 AP8845	783.00
04/16/2021	480448	Check	Dick's/Lakeville Sanitation Inc	900641	2 AP8845	6,708.74

## AP Check Register

AP Run: 20210416 AP — Post Date: 2021-04-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/16/2021	480449	Check	Education Minnesota	928531	2 AP8845	105.00
04/16/2021	480450	Check	Educational Testing Service	907313	2 AP8845	1,100.00
04/16/2021	480451	Check	Flaminio, Kathryn	924387	2 AP8845	720.00
04/16/2021	480452	Check	Forecast5 Analytics Inc	929001	2 AP8845	5,000.00
04/16/2021	480453	Check	Foundation 191	928202	2 AP8845	110.24
04/16/2021	480454	Check	HOSA Minnesota	929977	2 AP8845	30.00
04/16/2021	480455	Check	HOSA-Future Health Professionals	929975	2 AP8845	198.00
04/16/2021	480456	Check	Ind School Dist 271	901856-2	2 AP8845	4,200.00
04/16/2021	480457	Check	John's Sewer And Drain Cleaning Inc	928929	2 AP8845	607.50
04/16/2021	480458	Check	Lightspeed Technologies Inc	926151	2 AP8845	42.00
04/16/2021	480459	Check	Mackin Educational Resources	902196	2 AP8845	8,472.78
04/16/2021	480460	Check	McDowall Comfort Management	930006	2 AP8845	1,365.79
04/16/2021	480461	Check	Midwest Language Banc Inc	924523	2 AP8845	2,471.25
04/16/2021	480462	Check	Minnesota Energy Resources	903029	2 AP8845	6,338.76
04/16/2021	480463	Check	Minnesota School Boards Association - MSBA	902540	2 AP8845	390.00
04/16/2021	480464	Check	Morales, Nick-Che	500618	2 AP8845	40.50
04/16/2021	480465	Check	Multilingual Word Inc	922324	2 AP8845	350.00
04/16/2021	480466	Check	Nelson, Kristi Kay	930378	2 AP8845	300.00
04/16/2021	480467	Check	New Readers Press	902832-2	2 AP8845	182.37

## AP Check Register

AP Run: 20210416 AP — Post Date: 2021-04-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/16/2021	480468	Check	Nuvera	902483	2 AP8845	186.03
04/16/2021	480469	Check	Office Depot Inc	902489	2 AP8845	51.35
04/16/2021	480470	Check	Oliver, Cassia	500376	2 AP8845	85.59
04/16/2021	480471	Check	Perez, Melissa M	924879	2 AP8845	240.00
04/16/2021	480472	Check	PPG Architectural Finishes	901709	2 AP8845	280.86
04/16/2021	480473	Check	Professional Wireless Communications	924681	2 AP8845	748.00
04/16/2021	480474	Check	Recon Auto Parts	929706	2 AP8845	49.60
04/16/2021	480475	Check	Schmitt Music	903532	2 AP8845	20.80
04/16/2021	480476	Check	Schmitt & Sons - Contract	909331-2	2 AP8845	677,564.24
04/16/2021	480477	Check	Schmitt & Sons Inc	909331	2 AP8845	8,312.79
04/16/2021	480478	Check	Scholastic Inc	903196-6	2 AP8845	130.90
04/16/2021	480479	Check	Southwest Metro Intermediate 288	928611	2 AP8845	6,117.00
04/16/2021	480480	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	2,626.73
04/16/2021	480481	Check	Sunbelt Staffing LLC	930344	2 AP8845	4,622.13
04/16/2021	480482	Check	Teachers On Call	929847	2 AP8845	80,684.75
04/16/2021	480483	Check	Teamworks International Inc	924234	2 AP8845	312.50
04/16/2021	480484	Check	The Anton Group LLC	929848	2 AP8845	1,218.75
04/16/2021	480485	Check	The Retrofit Companies Inc	927677	2 AP8845	274.28
04/16/2021	480486	Check	Tony's Appliance Inc	921785	2 AP8845	610.00
04/16/2021	480487	Check	Tri-State Bobcat	924444	2 AP8845	3.52

## AP Check Register

AP Run: 20210416 AP --- Post Date: 2021-04-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/16/2021	480488	Check	Trusted Employees	929957	2 AP8845	40.00
04/16/2021	480489	Check	Upper Lakes Foods Inc	929826	2 AP8845	23,898.95
04/16/2021	480490	Check	Xcel Energy	902776	2 AP8845	7,265.55
<b>Total:</b>						<b>\$900,908.46</b>

### 20210416 AP Summary

Type	Count	Amount
Regular	61	900,908.46
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>61</b>	<b>\$900,908.46</b>

## AP Check Register

AP Run: 20210423 AP — Post Date: 2021-04-23 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/23/2021	480491	Check	Advanced Commercial Kitchens	930100	2 AP8845	647.68
04/23/2021	480492	Check	Anchor Solar Investments LLC	929704	2 AP8845	2,062.13
04/23/2021	480493	Check	Apadana LLC	930273	2 AP8845	10,050.00
04/23/2021	480494	Check	Bix Produce Company	900477	2 AP8845	5,134.03
04/23/2021	480495	Check	Casperson, Julie	928973	2 AP8845	135.00
04/23/2021	480496	Check	Cengage Learning Inc/Gale	903622-2	2 AP8845	50.00
04/23/2021	480497	Check	Centerpoint Energy	902519	2 AP8845	31,135.15
04/23/2021	480498	Check	CESO Communications LLC	930130	2 AP8845	11,272.72
04/23/2021	480499	Check	CESO Transportation LLC	930220	2 AP8845	15,607.53
04/23/2021	480500	Check	CST MN - BIN# 170065	929862	2 AP8845	63,920.78
04/23/2021	480501	Check	Cub Foods	900645	2 AP8845	31.12
04/23/2021	480502	Check	Cummins Sales & Service	929228-1	2 AP8845	5,762.16
04/23/2021	480503	Check	Dakota Electric Association	900809	2 AP8845	58,042.44
04/23/2021	480504	Check	Dalco	904186-1	2 AP8845	6,240.80
04/23/2021	480505	Check	Dark Knight Solutions LLC	930357	2 AP8845	350.00
04/23/2021	480506	Check	Delegard Tool Company	922970	2 AP8845	707.00
04/23/2021	480507	Check	ECM Publishers Inc	909272	2 AP8845	123.75
04/23/2021	480508	Check	Ekon-O-Pac LLC	928982	2 AP8845	10,000.00
04/23/2021	480509	Check	Erickson, Enid	500619	2 AP8845	24.00
04/23/2021	480510	Check	Giles Outdoor Services LLC	929215	2 AP8845	4,955.00

## AP Check Register

AP Run: 20210423 AP — Post Date: 2021-04-23 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/23/2021	480511	Check	GreatAmerica Financial Services	929729	2 AP8845	395.00
04/23/2021	480512	Check	Hi Tech Refrigeration Inc	909046	2 AP8845	1,551.49
04/23/2021	480513	Check	Horizon Commercial Pool Supply	904818	2 AP8845	455.95
04/23/2021	480514	Check	Huebner, David	930054	2 AP8845	100.00
04/23/2021	480515	Check	Hutsal, Oleksandra	929182	2 AP8845	200.00
04/23/2021	480516	Check	Instrumentalist Awards LLC	901896	2 AP8845	320.00
04/23/2021	480517	Check	Intermediate School Dist 917	909327	2 AP8845	25,743.53
04/23/2021	480518	Check	J Grammond Photography	930360	2 AP8845	15.00
04/23/2021	480519	Check	Kelleher Helmrich and Associates	908955	2 AP8845	523.75
04/23/2021	480520	Check	Keran, Timothy	928866	2 AP8845	80.00
04/23/2021	480521	Check	Knoke, Barb	500060	2 AP8845	19.75
04/23/2021	480522	Check	Kozik, William	900079	2 AP8845	80.00
04/23/2021	480523	Check	Lavin Lacrosse	926213	2 AP8845	300.00
04/23/2021	480524	Check	Mackin Educational Resources	902196	2 AP8845	701.00
04/23/2021	480525	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	75.65
04/23/2021	480526	Check	McDowall Comfort Management	930006	2 AP8845	6,730.98
04/23/2021	480527	Check	Mid City Services	930092	2 AP8845	243.00
04/23/2021	480528	Check	Minnesota Energy Resources	903029	2 AP8845	1,160.69
04/23/2021	480529	Check	Minnesota Pollution Control Agency - MPCA	903770	2 AP8845	274.78

## AP Check Register

AP Run: 20210423 AP — Post Date: 2021-04-23 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/23/2021	480530	Check	Mros, Richard	903216	2 AP8845	2,240.00
04/23/2021	480531	Check	MTI Distributing Co	902544	2 AP8845	2,956.28
04/23/2021	480532	Check	Normandale Community College	902136	2 AP8845	252,725.00
04/23/2021	480533	Check	Novak, Janice S	902467	2 AP8845	108.00
04/23/2021	480534	Check	Orkin Commercial Services	926086	2 AP8845	1,301.00
04/23/2021	480535	Check	Perez, Melissa M	924879	2 AP8845	840.00
04/23/2021	480536	Check	Precision Signs & Imaging LLC	930404	2 AP8845	2,400.00
04/23/2021	480537	Check	Prior Lake High School	921458	2 AP8845	120.00
04/23/2021	480538	Check	Professional Wireless Communications	924681	2 AP8845	514.50
04/23/2021	480539	Check	QiVitality LLC	929413	2 AP8845	470.40
04/23/2021	480540	Check	Quadient Inc	930262	2 AP8845	429.88
04/23/2021	480541	Check	Raptor Technologies	926662	2 AP8845	575.00
04/23/2021	480542	Check	Regents of The University of Minnesota	908798-12	2 AP8845	497.75
04/23/2021	480543	Check	Region 3AA	900488	2 AP8845	3,940.00
04/23/2021	480544	Check	Riverside Insights	931018	2 AP8845	823.37
04/23/2021	480545	Check	Roark, Richard Jeffrey	928168	2 AP8845	268.80
04/23/2021	480546	Check	Ryan Mechanical Inc	923241	2 AP8845	4,688.50
04/23/2021	480547	Check	School Nutrition Association (SNA)	926552	2 AP8845	539.00
04/23/2021	480548	Check	Second Harvest Heartland	928183	2 AP8845	566.36
04/23/2021	480549	Check	SFM	923848	2 AP8845	9,834.21

## AP Check Register

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AP Run: 20210423 AP — Post Date: 2021-04-23 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/23/2021	480550	Check	Shred-it c/o Stericycle Inc	924465	2 AP8845	740.62
04/23/2021	480551	Check	Skow, Karen	929575	2 AP8845	1,876.25
04/23/2021	480552	Check	Special School District No 1	908893	2 AP8845	915.98
04/23/2021	480553	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	2,306.06
04/23/2021	480554	Check	Sunbelt Staffing LLC	930344	2 AP8845	7,180.00
04/23/2021	480555	Check	The Food Group	928651	2 AP8845	2,093.65
04/23/2021	480556	Check	The Works	902039	2 AP8845	210.00
04/23/2021	480557	Check	Top 20 Training	930401	2 AP8845	3,500.00
04/23/2021	480558	Check	Transportation Plus, Inc.	906215	2 AP8845	100.50
04/23/2021	480559	Check	Tyler, Bruce	928852	2 AP8845	131.25
04/23/2021	480560	Check	Webb, Barbara Ann	930237	2 AP8845	96.00

**Total: \$570,210.22**

### 20210423 AP Summary

Type	Count	Amount
Regular	70	570,210.22
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>70</b>	<b>\$570,210.22</b>

## AP Check Register

AP Run: 20210430 AP — Post Date: 2021-04-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/30/2021	480561	Check	Armstrong Torseth Skold & Rydeen Inc	926500	2 AP8845	3,862.60
04/30/2021	480562	Check	Arrow Lift	926468	2 AP8845	888.08
04/30/2021	480563	Check	Association Of Clerical Employees	904895	2 AP8845	408.00
04/30/2021	480564	Check	Blick Art Materials	900172-1	2 AP8845	249.20
04/30/2021	480565	Check	Burnsville Association of Educational Assistants	909991	2 AP8845	1,300.00
04/30/2021	480566	Check	Caballero, Melissa	930259	2 AP8845	60.00
04/30/2021	480567	Check	Centerpoint Energy	902519	2 AP8845	2,179.06
04/30/2021	480568	Check	Crown Rental Inc	900647	2 AP8845	28.00
04/30/2021	480569	Check	Dalco	904186-1	2 AP8845	832.70
04/30/2021	480570	Check	Dennis, Joshua	930408	2 AP8845	81.00
04/30/2021	480571	Check	Education Minnesota	928531	2 AP8845	105.00
04/30/2021	480572	Check	Ehlers	920802-1	2 AP8845	3,267.50
04/30/2021	480573	Check	Elmquist, Jay	930409	2 AP8845	72.00
04/30/2021	480574	Check	Fagerness, Joyce	924275	2 AP8845	245.00
04/30/2021	480575	Check	Fargo Public School District	929722	2 AP8845	467.55
04/30/2021	480576	Check	Field Environmental Consulting Inc	926109	2 AP8845	12,951.91
04/30/2021	480577	Check	Foundation 191	928202	2 AP8845	110.24
04/30/2021	480578	Check	Green, Jim	500217	2 AP8845	134.00
04/30/2021	480579	Check	Grengs, Troy	930407	2 AP8845	81.00

## AP Check Register

AP Run: 20210430 AP — Post Date: 2021-04-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/30/2021	480580	Check	Health Counseling Services LLC	924154-1	2 AP8845	17.25
04/30/2021	480581	Check	Ind School Dist 192	902495	2 AP8845	75.00
04/30/2021	480582	Check	Intelligere Inc	920540	2 AP8845	182.00
04/30/2021	480583	Check	Intermediate District 287	901390	2 AP8845	15,340.04
04/30/2021	480584	Check	Intermediate School Dist 917	909327	2 AP8845	206,600.20
04/30/2021	480585	Check	John A Dalsin & Son Inc	905816	2 AP8845	16,568.32
04/30/2021	480586	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	258.00
04/30/2021	480587	Check	Kennedy and Graven Chartered	908356	2 AP8845	2,983.50
04/30/2021	480588	Check	Knoke, Barb	500060	2 AP8845	17.16
04/30/2021	480589	Check	Lakeville South Cougar Booster Club	902673-14	2 AP8845	220.00
04/30/2021	480590	Check	Lamprecht, John	928748	2 AP8845	37.55
04/30/2021	480591	Check	Lifetime Fitness	921553-3	2 AP8845	138.00
04/30/2021	480592	Check	Mackin Educational Resources	902196	2 AP8845	3,252.79
04/30/2021	480593	Check	Metro Deaf School	907995	2 AP8845	10,748.64
04/30/2021	480594	Check	Mid City Services	930092	2 AP8845	116.00
04/30/2021	480595	Check	Midwest Athletic Fields LLC	930411	2 AP8845	18,450.00
04/30/2021	480596	Check	NCBERS Group Life Ins	908769	2 AP8845	32.00
04/30/2021	480597	Check	NCS Pearson Inc	925372	2 AP8845	122.50
04/30/2021	480598	Check	Office of MNIT Services	906477	2 AP8845	3,356.85

## AP Check Register

AP Run: 20210430 AP — Post Date: 2021-04-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/30/2021	480599	Check	Office Systems And Design Inc	926881	2 AP8845	2,019.00
04/30/2021	480600	Check	Olympic Communications Inc	927700	2 AP8845	805.00
04/30/2021	480601	Check	Perez, Melissa M	924879	2 AP8845	420.00
04/30/2021	480602	Check	Pickart, Mary	930402	2 AP8845	200.00
04/30/2021	480603	Check	Pioneer Midwest LLC	930403	2 AP8845	403.28
04/30/2021	480604	Check	PPG Architectural Finishes	901709	2 AP8845	473.41
04/30/2021	480605	Check	Red Wing Business Advantage Account	905511-1	2 AP8845	125.00
04/30/2021	480606	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	375.00
04/30/2021	480607	Check	Reliastar Life Insurance Company	920099-2	2 AP8845	3,025.39
04/30/2021	480608	Check	Reliastar Life Insurance Company	920099-3	2 AP8845	3,878.20
04/30/2021	480609	Check	Reliastar Life Insurance Company	920099-4	2 AP8845	2,371.45
04/30/2021	480610	Check	Sayer, Glenn	930406	2 AP8845	128.00
04/30/2021	480611	Check	Schelling, Bronson	930405	2 AP8845	81.00
04/30/2021	480612	Check	School Services Employees Local 284	907382	2 AP8845	6,050.69
04/30/2021	480613	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	3,070.55
04/30/2021	480614	Check	Teachers On Call	929847	2 AP8845	28,450.77
04/30/2021	480615	Check	The Hartford	924486	2 AP8845	37,811.96
04/30/2021	480616	Check	Upper Lakes Foods Inc	929826	2 AP8845	38,804.50
04/30/2021	480617	Check	Wicher, Jesse	930410	2 AP8845	126.65

## AP Check Register

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AP Run: 20210430 AP --- Post Date: 2021-04-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
<b>Total:</b>						<b>\$434,458.49</b>

### 20210430 AP Summary

Type	Count	Amount
Regular	57	434,458.49
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>57</b>	<b>\$434,458.49</b>

## AP Check Register

AP Run: 20210430 Voids --- Post Date: 2021-04-30 — AP Run Type: V

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/30/2021	480537	Check	Prior Lake High School	921458	2 AP8845	-120.00
<b>Total:</b>						<b>-\$120.00</b>

### 20210430 Voids Summary

Type	Count	Amount
Regular	1	-120.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>-\$120.00</b>

## AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	1,335,977.32
02 - FOOD SERVICE	169,722.17
03 - TRANSPORTATION	756,652.32
04 - COMMUNITY SERVICE	62,244.65
16 - FACILITIES RENTAL	285.11
50 - STUDENT ACTIVITY FUND	3,429.00
	<b>\$2,328,310.57</b>

## AP Check Register

AP Run: 20210412 C1 — Post Date: 2021-04-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/12/2021	6000000381		Advanced Imaging Solutions	928551	2 Virtua	339.98
04/12/2021	6000000382		Center For The Collaborative Classroom	924466-1	2 Virtua	10,287.00
04/12/2021	6000000383		Cole Papers Inc	927279-1	2 Virtua	914.51
04/12/2021	6000000384		Cornerstone Copy Center	900502	2 Virtua	686.90
04/12/2021	6000000385		Grainger	904387-1	2 Virtua	512.33
04/12/2021	6000000386		Northern Air Corporation (NAC)	920320	2 Virtua	991.00
04/12/2021	6000000387		Trio Supply	903802	2 Virtua	11,091.05
<b>Total:</b>						<b>\$24,822.77</b>

### 20210412 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	7	24,822.77
<b>Total:</b>	<b>7</b>	<b>\$24,822.77</b>

## AP Check Register

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AP Run: 20210420 C1 — Post Date: 2021-04-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/20/2021	6000000388		Advanced Imaging Solutions	928551	2 Virtua	2,242.25
04/20/2021	6000000389		Cole Papers Inc	927279-1	2 Virtua	1,316.36
04/20/2021	6000000390		Grainger	904387-1	2 Virtua	1,735.67
04/20/2021	6000000391		Trane US Inc	904045	2 Virtua	1,935.61
04/20/2021	6000000392		Trio Supply	903802	2 Virtua	2,198.23
04/20/2021	6000000393		Universal Athletic LLC	928417	2 Virtua	600.00
<b>Total:</b>						<b>\$10,028.12</b>

### 20210420 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	6	10,028.12
<b>Total:</b>	<b>6</b>	<b>\$10,028.12</b>

## AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	20,738.78
02 - FOOD SERVICE	13,289.28
04 - COMMUNITY SERVICE	222.83
50 - STUDENT ACTIVITY FUND	600.00
	<b>\$34,850.89</b>

## AP Check Register

AP Run: 20210414 ACH — Post Date: 2021-04-14 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/14/2021	9000002139	ACH	Eilertson, Jane Ann	015482	1 AP5800	8.40
04/14/2021	9000002140	ACH	Engebretson, Lisa A	019656	1 AP5800	116.82
04/14/2021	9000002141	ACH	Galland, John	008297	1 AP5800	30.97
04/14/2021	9000002142	ACH	Gilbertson, Dale	015736	1 AP5800	19.00
04/14/2021	9000002143	ACH	Johnson, Michael A	018761	1 AP5800	30.00
04/14/2021	9000002144	ACH	Lake, David	017436	1 AP5800	100.46
04/14/2021	9000002145	ACH	Leyva, Ana M	020211	1 AP5800	55.55
04/14/2021	9000002146	ACH	McCroskey, Shari	014130	1 AP5800	48.93
04/14/2021	9000002147	ACH	Mussetter, Ruthanne R	019925	1 AP5800	26.96
04/14/2021	9000002148	ACH	Nelson, Katie L	015010	1 AP5800	18.03
04/14/2021	9000002149	ACH	Norton, Larry D	020149	1 AP5800	71.98
04/14/2021	9000002150	ACH	Opatz, Larry	009239	1 AP5800	85.51
04/14/2021	9000002151	ACH	Smith, Kelly L	007347	1 AP5800	88.20
04/14/2021	9000002152	ACH	Soderholm, William Eric	006968	1 AP5800	64.28

**Total: \$765.09**

### 20210414 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	14	765.09
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>14</b>	<b>\$765.09</b>

## AP Check Register

AP Run: 20210428 ACH — Post Date: 2021-04-28 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/28/2021	9000002153	ACH	Battle, Theresa F	019927	1 AP5800	500.00
04/28/2021	9000002154	ACH	Black, Kristine C	017563	1 AP5800	169.63
04/28/2021	9000002155	ACH	Daoud, Hamde	019100	1 AP5800	1,304.24
04/28/2021	9000002156	ACH	Dehne, Tyler	020322	1 AP5800	200.00
04/28/2021	9000002157	ACH	Gersich, Brian M	019849	1 AP5800	200.00
04/28/2021	9000002158	ACH	Gorton, Rachel	016735	1 AP5800	200.00
04/28/2021	9000002159	ACH	Huber, Jon Alan	013425	1 AP5800	399.85
04/28/2021	9000002160	ACH	Jensen, Leta	010888	1 AP5800	37.49
04/28/2021	9000002161	ACH	Parkinson, Jacquelyn R	018037	1 AP5800	27.98
04/28/2021	9000002162	ACH	Rhinevault, Lynn	014453	1 AP5800	109.61
04/28/2021	9000002163	ACH	Rider, Lisa K	016166	1 AP5800	200.00
04/28/2021	9000002164	ACH	Sovine, Stacey	017487	1 AP5800	200.00
04/28/2021	9000002165	ACH	Spies, Gabrielle	019838	1 AP5800	18.98
04/28/2021	9000002166	ACH	Stead, Amy Jo	006874	1 AP5800	254.48
<b>Total:</b>						<b>\$3,822.26</b>

### 20210428 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	14	3,822.26
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>14</b>	<b>\$3,822.26</b>

## AP Check Register

<u>Fund</u>	<u>Total</u>
01 - GENERAL	3,094.31
04 - COMMUNITY SERVICE	1,421.06
16 - FACILITIES RENTAL	71.98
	<b>\$4,587.35</b>

## AP Check Register

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AP Run: 20210423 F26 — Post Date: 2021-04-23 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/23/2021	104061	Check	Armstrong Torseth Skold & Rydeen Inc	926500	6 BOND P	4,279.98
04/23/2021	104062	Check	Electro Watchman Inc	901078	6 BOND P	17,136.38
<b>Total:</b>						<b>\$21,416.36</b>

### 20210423 F26 Summary

Type	Count	Amount
Regular	2	21,416.36
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$21,416.36</b>

# AP Check Register

<u>Fund</u>	<u>Total</u>
26 - BOND REFERENDUM	21,416.36
	<b>\$21,416.36</b>



**Agenda IV.A.5  
June 17, 2021**

**To: Dr. Theresa Battle, superintendent and Board of Education**

**From: Lisa K. Rider, executive director of business services**

**Date: June 9, 2021**

**Re: Budget Analysis for the Month Ending April 30, 2021**

**Recommendation:** That the Board accepts the Budget Analysis for the month ending April 30, 2021.

The April Budget Reports are presented for Board information and review. The reports indicate the following:

	<u>Year-to-Date Revenue</u>	<u>% of Revised Budget</u>	<u>Year-to-Date Expenditures</u>	<u>% of Revised Budget</u>
All Funds	\$ 148,017,502	84.55%	\$ 135,657,752	77.30%
General Fund	\$ 109,698,731	86.49%	\$ 88,092,110	68.92%

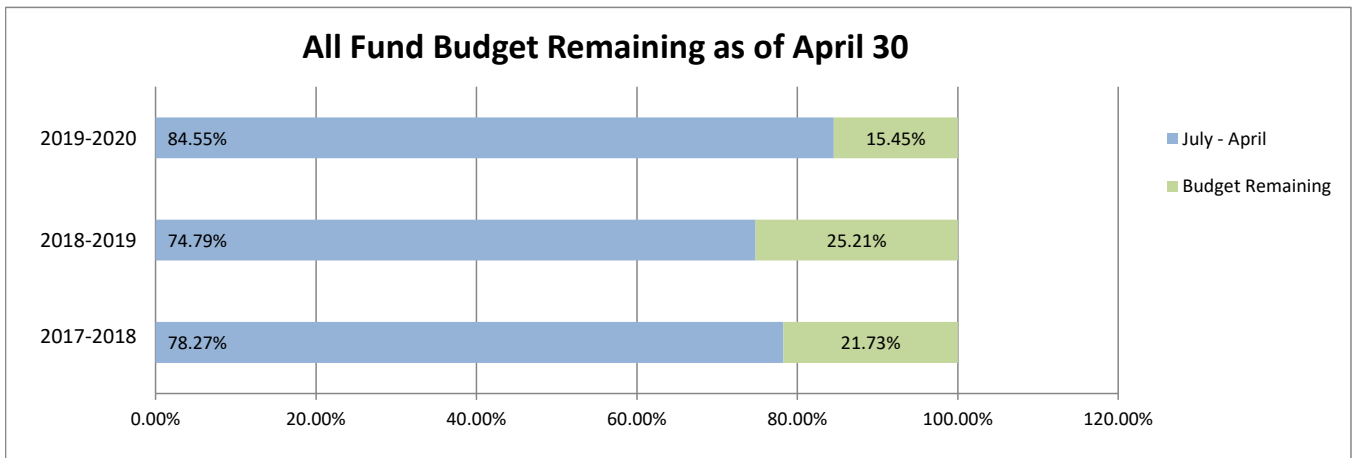
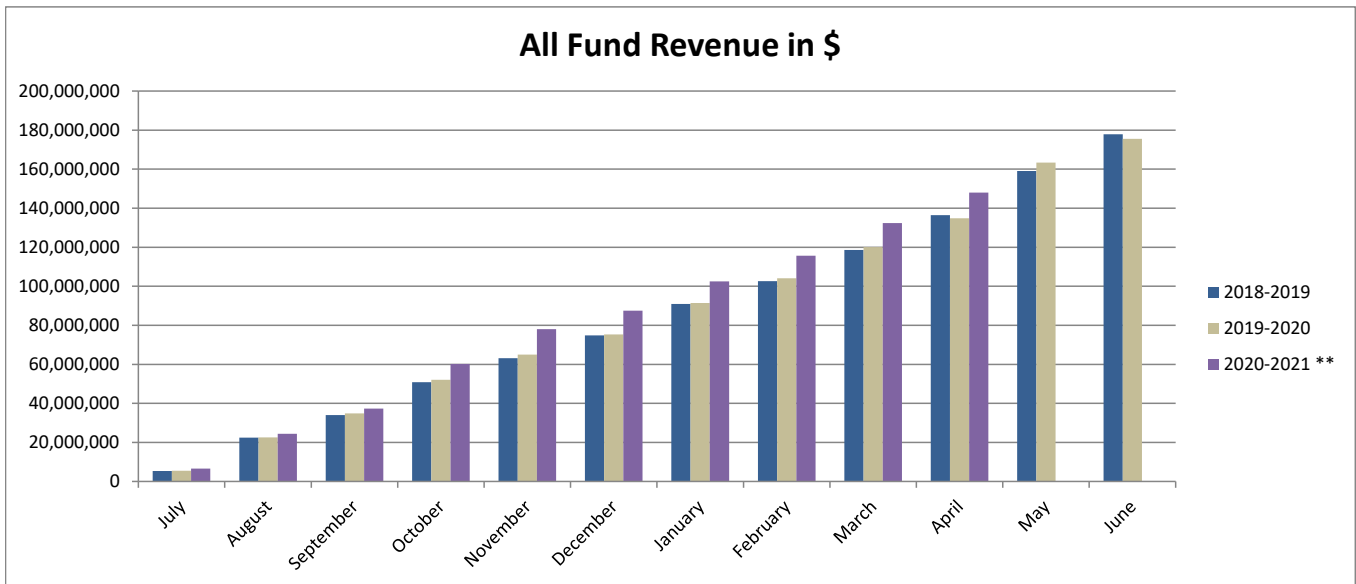
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

Revenues Year-to-Date for Last two years and Current year  
Expenditures Year-to-Date for Last two years and Current year

All of the reports and graphs show last year's actual figures, this year's budget and this year's activity to day. Additional detail is available upon request.

**REVENUE COMPARISON  
ALL FUNDS**

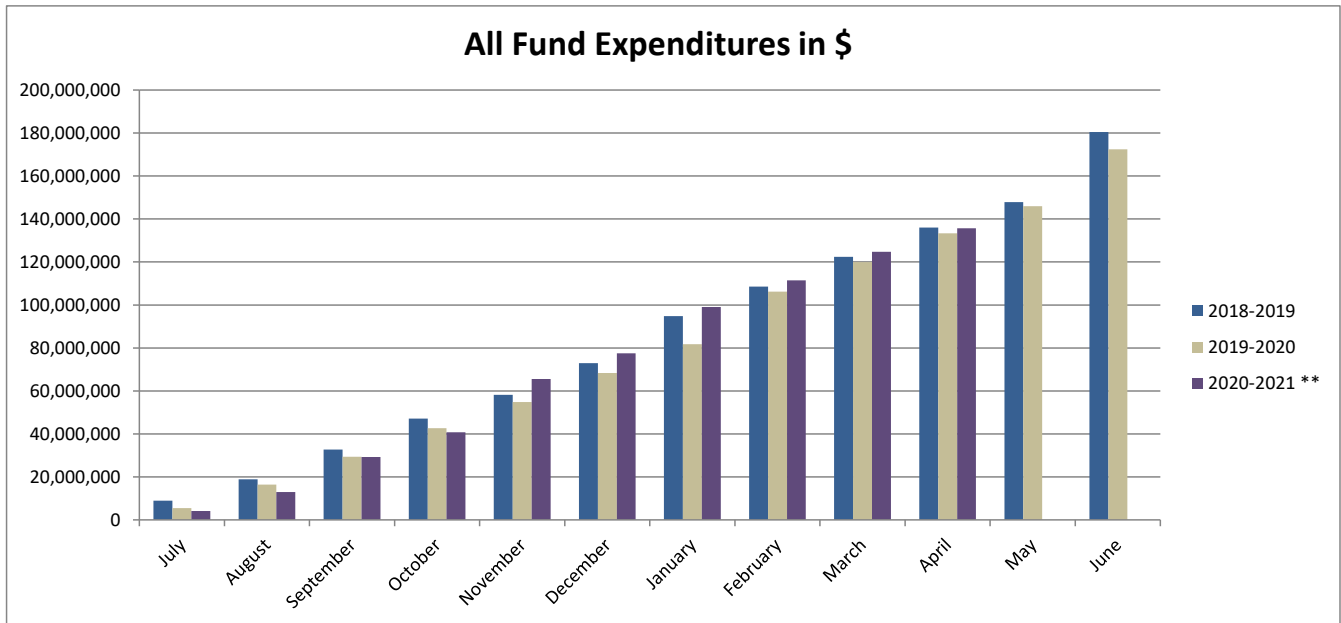
	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	5,335,129	3.06%	5,485,241	3.04%	6,620,236	3.78%
August	22,416,157	12.86%	22,594,027	12.53%	24,449,121	13.97%
September	34,008,972	19.51%	34,813,133	19.31%	37,281,481	21.30%
October	50,811,471	29.14%	52,091,920	28.89%	60,191,821	34.38%
November	63,156,262	36.22%	64,950,000	36.02%	78,005,573	44.56%
December	74,878,779	42.95%	75,350,271	41.79%	87,485,894	49.97%
January	90,963,532	52.17%	91,452,688	50.72%	102,472,980	58.53%
February	102,665,589	58.89%	104,037,421	57.70%	115,695,063	66.08%
March	118,617,121	68.04%	120,089,341	66.60%	132,415,373	75.64%
April	136,463,266	78.27%	134,860,140	74.79%	148,017,502	84.55%
May	159,031,720	91.22%	163,402,130	90.62%		0.00%
June	177,830,694	102.00%	175,487,024	97.33%		0.00%
<b>BUDGET</b>	<b>174,346,301</b>	<b>100.00%</b>	<b>180,308,051</b>	<b>100.00%</b>	<b>175,070,662</b>	<b>100.00%</b>



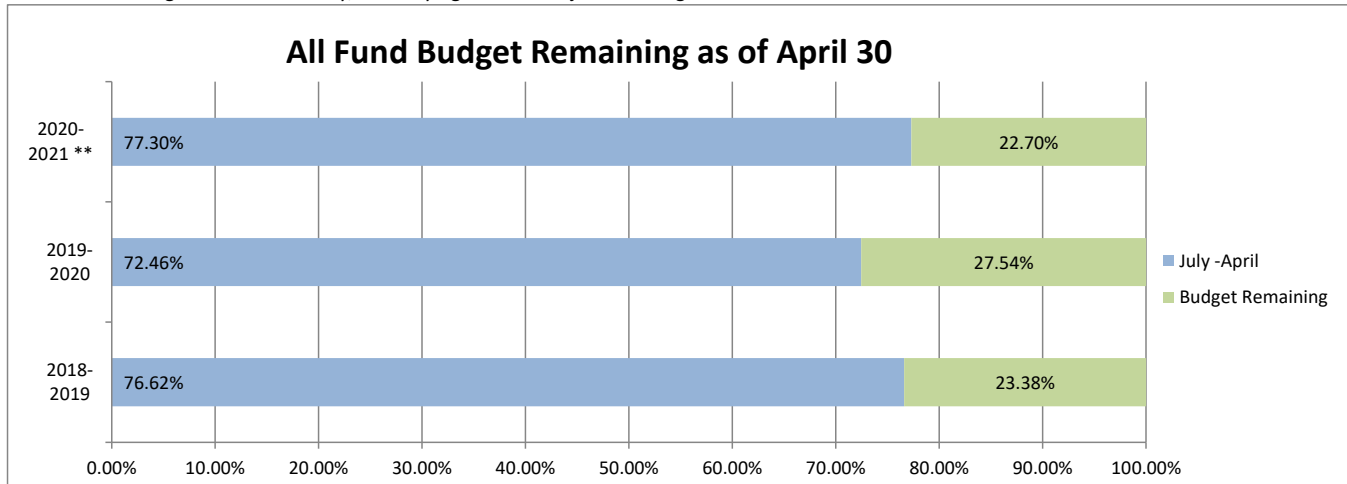
\*\* The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON  
ALL FUNDS**

	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	8,969,704	5.05%	5,527,131	3.00%	4,161,163	2.37%
August	18,843,572	10.61%	16,468,457	8.95%	12,960,219	7.39%
September	32,740,412	18.44%	29,323,003	15.94%	29,277,018	16.68%
October	47,082,647	26.51%	42,659,629	23.19%	40,714,620	23.20%
November	58,133,122	32.74%	54,807,687	29.79%	65,562,863	37.36%
December	72,901,898	41.05%	68,333,711	37.14%	77,459,367	44.14%
January	94,821,290	53.40%	81,733,856	44.42%	99,047,100	56.44%
February	108,536,123	61.12%	106,174,331	57.71%	111,432,926	63.50%
March	122,350,806	68.90%	119,896,778	65.16%	124,697,335	71.06%
April	136,060,010	76.62%	133,324,048	72.46%	135,657,752	77.30%
May	147,894,022	83.28%	145,975,143	79.34%		0.00%
June	180,511,422	101.65%	172,410,094	93.71%		0.00%
<b>BUDGET</b>	<b>177,577,573</b>	<b>100.00%</b>	<b>183,989,992</b>	<b>100.00%</b>	<b>175,489,038</b>	<b>100.00%</b>

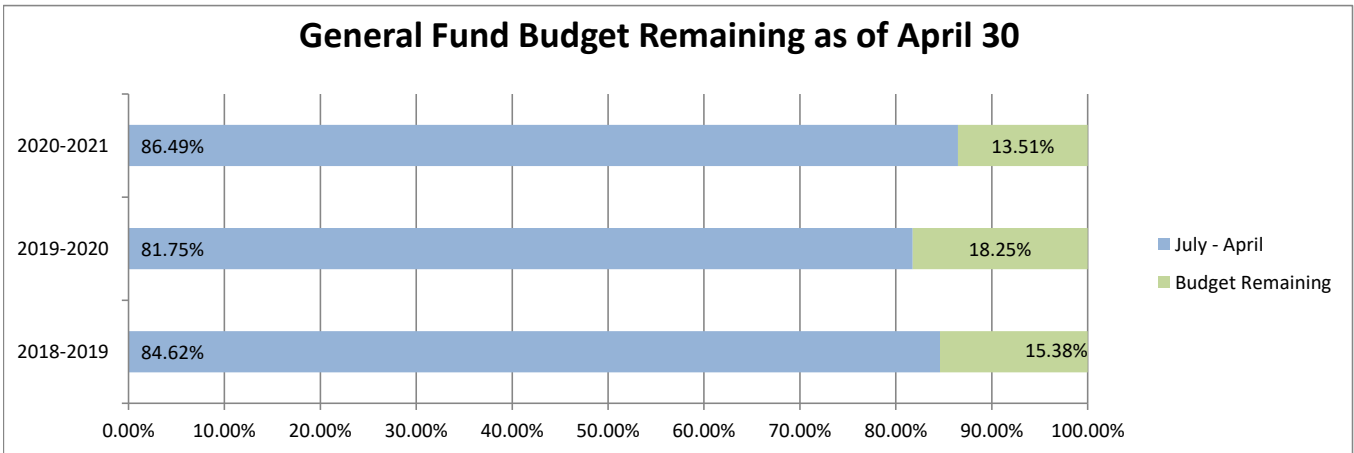
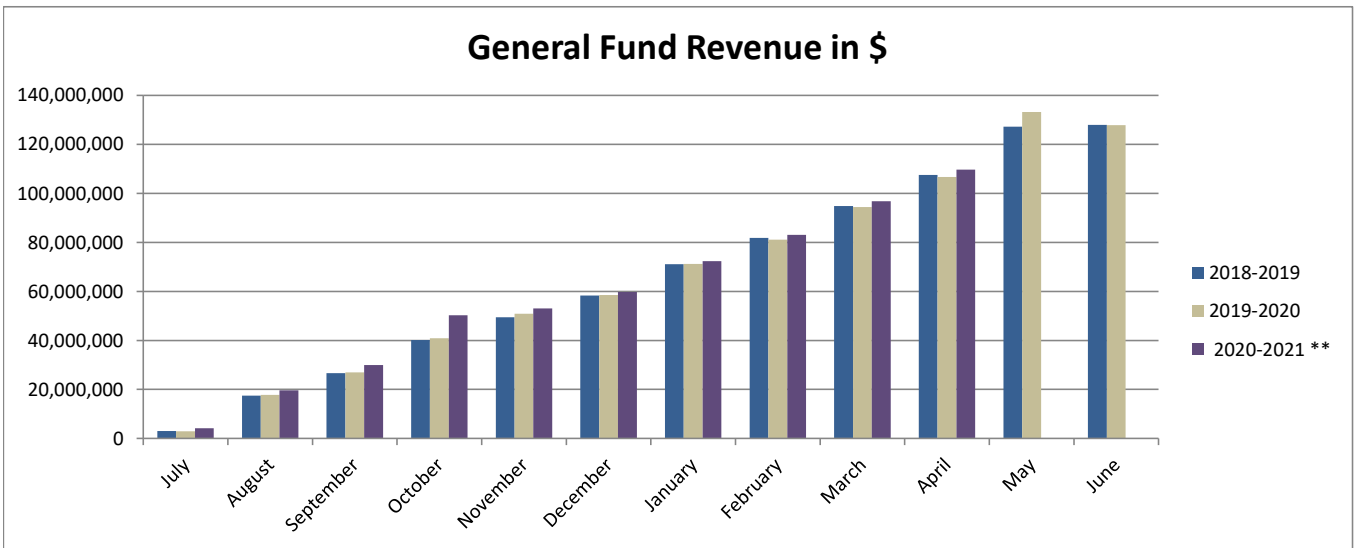


\*\*based on timing of financial activity, monthly figures are subject to change



**REVENUE COMPARISON  
GENERAL FUND**

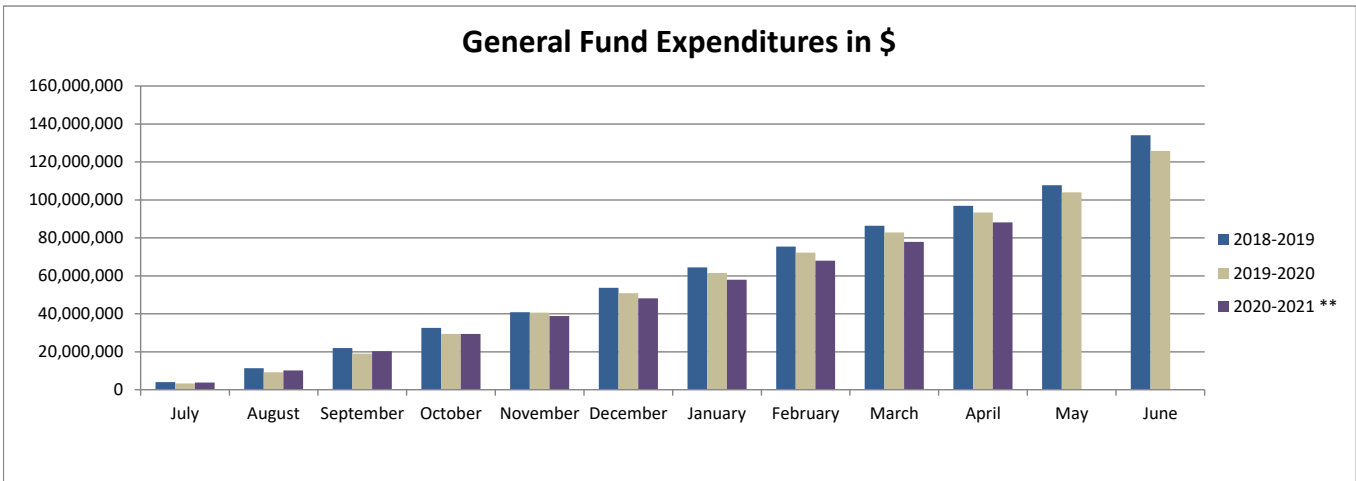
	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	3,049,011	2.40%	2,952,734	2.26%	4,121,276	3.25%
August	17,467,026	13.74%	17,728,648	13.58%	19,629,925	15.48%
September	26,603,063	20.93%	26,994,038	20.67%	29,931,349	23.60%
October	40,148,304	31.58%	40,875,100	31.30%	50,316,363	39.67%
November	49,468,991	38.91%	50,901,641	38.98%	53,082,761	41.85%
December	58,346,985	45.90%	58,488,110	44.79%	59,796,350	47.15%
January	71,139,741	55.96%	71,248,272	54.57%	72,395,611	57.08%
February	81,874,274	64.41%	81,110,930	62.12%	83,047,042	65.48%
March	94,812,594	74.58%	94,414,841	72.31%	96,768,796	76.30%
April	107,566,443	84.62%	106,747,578	81.75%	109,698,731	86.49%
May	127,198,187	100.06%	133,202,884	102.02%		0.00%
June	127,946,448	100.65%	127,889,261	97.95%		0.00%
<b>BUDGET</b>	<b>127,122,457</b>	<b>100.00%</b>	<b>130,570,739</b>	<b>100.00%</b>	<b>126,834,491</b>	<b>100.00%</b>



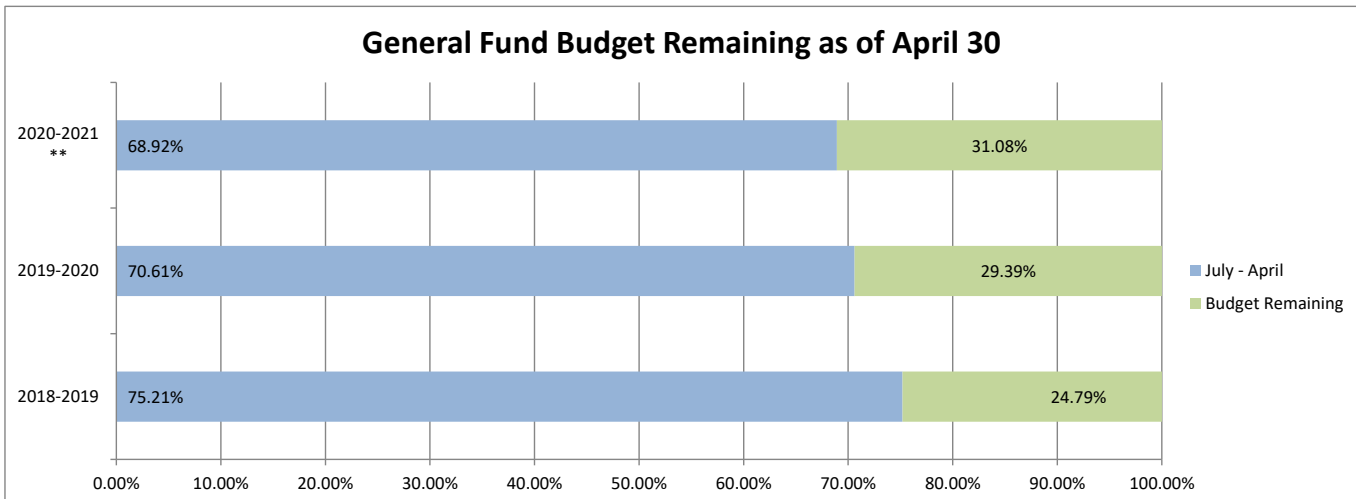
\*\* The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON  
GENERAL FUND**

	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	4,062,789	3.16%	3,278,040	2.48%	3,830,485	3.00%
August	11,344,843	8.81%	9,235,858	6.99%	10,102,468	7.90%
September	22,000,174	17.09%	19,056,078	14.41%	20,263,998	15.85%
October	32,530,513	25.26%	29,431,382	22.26%	29,329,553	22.95%
November	40,831,427	31.71%	40,610,524	30.72%	38,801,943	30.36%
December	53,644,305	41.66%	50,859,427	38.47%	48,086,808	37.62%
January	64,422,832	50.03%	61,440,209	46.47%	57,994,926	45.37%
February	75,366,706	58.53%	72,157,858	54.58%	67,993,942	53.19%
March	86,317,866	67.04%	82,820,131	62.64%	77,898,648	60.94%
April	96,837,872	75.21%	93,356,204	70.61%	88,092,110	68.92%
May	107,680,428	83.63%	103,944,142	78.62%		0.00%
June	134,041,181	104.10%	125,799,767	95.15%		0.00%
<b>BUDGET</b>	<b>128,759,941</b>	<b>100.00%</b>	<b>132,208,436</b>	<b>100.00%</b>	<b>127,825,136</b>	<b>100.00%</b>



\*\*based on timing of financial activity, monthly figures are subject to change





**Agenda IV.A.6.  
June 17, 2021**

**To:** Board of Education  
**From:** Dr. Theresa Battle, superintendent  
**Date:** June 11, 2021  
**Re:** Receive a Report about the Listening Session

**Recommendation:** Receive a Report about the Listening Session on June 10, 2021 from Dr. Theresa Battle. superintendent.

Directors Abigail Alt and Sue Said attended the Listening session on June 10, 2021. No one spoke at the listening session.

## Board Members' Questions and Staff Responses for 6-17-21 Boardbook materials

## Committed and Assigned FB

Question	Response
Just a heads up that the recommendation is dated June 10th not June 17th.	The date June 10 is when the memo was written. June 17 is listed under the agenda item number.

## FY22 Adopted

Question	Response
1. 06020 Trade and Ind. Ed. reduced by 1 FTE from FY21. Where is this coming from?	Staffing is based upon scheduled needs. The current Eagle Ridge Middle School teacher is retiring and will be replaced.
2. 06040 Business and Office Ed. increased .3 FTE from FY21. Where is this coming from?	These positions are for Business education classes and staffing is based upon scheduled needs.
3. 07040 912 Deans increased 1.0 FTE and \$400,000. Where is this FTE and financial increase coming from?	No addition in FY22, same total; however FY21 Adopted Budget list from 2020 only had one of two positions listed for NMS.  The increase in cost is due to the inability to offset (through a year end chargeback) the cost

	of the Deans with safe schools funds in our FY22 budget.
4. Perhaps easiest, looking at Final FY22 adjustments, where were the 11 FTE teachers added?	All of the added positions funded by the ESSER II funds are included in the BU 21100. Above and beyond the 12 FTE positions identified at the time of this staffing report. The dollars have been included in the line item budget until exact uses/positions are defined.
5. 09010 Special Ed Salaries/Benefits 309.85 FTE reduction to 305.03. Return to Fall learning plan mentions increased services for SpEd (p. 5). Looking at increase in 09030 Purchased Services... we are reducing staff and increasing purchased services, yes?  In which services are we investing (in 09010)?	09010 reflects all state, federal and general fund (third party billing, etc) salaries, wages and benefits connected to Special Education. 09030 are the services inclusive of substitutes, 917 services, other contracted services (Headway, etc). 09040 is the Special education transportation services.
6. 10030 K-12 Nursing increase in 3.5 FTE approximately. Coming out of ESSER funds?	Yes, we will be using the ESSER II funds for some of the Nursing positions as well, but it will be for the portion that is not already coded to Special Education.

<p>7. 12010 Title 1 Part A - 1 FTE increase. Where is this?</p>	<p>As the use of Title I was determined, the mix between the personnel use and non-personnel use has shifted. Additionally, we have learned of our initial allocation which will shift the line item as well. Revised budget will be most accurate. At this time, the total of that which is approved is what we have captured.</p>
<p>8. 14010 Technology reduced 1.5 FTE. Where is this coming from?</p>	<p>1.0 FTE is listed under 14020, should be under 14010, will need to verify with HR coding. The level of 8 FTE is anticipated, likely a coding issue to review.</p>
<p>9. 14030 Technology/EIP/SIS is a new BU. In which BU did these funds previously live, and how much was transferred from the old BU to this new BU?</p> <p>14030 and 14020 are printed out of order fyi.</p>	<p>The portion of the budget related to the Student Information System (SIS) and Skyward (ERP) is moved to 14030 to allow separation from the typical instructional technology for ease of management. The budget was previously part of the 14010 budget.</p> <p>We will correct this prior to creating the final copy of the Adopted Budget Book.</p>
<p>10. 14020 Technology/Capital Levy increased \$400,000. Where is this increase coming from?</p>	<p>From the Technology/Capital Levy. The amount is based upon the tax base within the levy.</p>

<p>11. 15030 Curriculum Adoptions - \$200,000 increase due to carry-overs?</p>	<p>No, the increase reflects the cost of the K-5 mathematics curriculum materials.</p>
<p>12. 16070 Student Reg and Census increased 1.0 FTE. Where is this coming from?</p> <p>Also, please elaborate on this need, given our declining enrollment and resources.</p>	<p>Kristin Scalzo is Admin Asst at ERMS and is not listed under the proper Budget Unit. We will check with HR on the coding for the position. There is no change in staffing for 16070 for FY22.</p>
<p>13. 17011 Elementary Administrators increased by 1.0 FTE. Please explain this shift.</p>	<p>In the 2020-21 Adopted budget, the name of the Gideon Pond principal was missing because we had not hired a new principal. FY22 budget now lists all eight principals.</p>
<p>14. 17013 Elementary EAs increase 2.0 FTE. In final FY22 budget adjustments, it was indicated we would reduce by 8 elementary FTE. Please reconcile.</p>	<p>Principals have discretion for spending from other federal funds and they are choosing to hire EAs.</p>
<p>15. 19040 Facility Leases increased \$320,000. Please elaborate.</p>	<p>The budget for the BEST move and retrofitting of \$400,000 was placed in Budget Unit (BU)16050 as of 6/4/2020 and moved to BU 19040 as of 5/13/2021.</p>
<p>16. 19041 Facility Rental increased \$55,000. Please elaborate.</p>	<p>We anticipate a greater amount of use of our facilities in FY22 than in FY21.</p>

<p>17. 20030 Safe Schools increased \$150,000. Please elaborate.</p>	<p>BU 20010 and 20030 are combined and reflect the safe school funding for not just ISD191 but also the flow through of Intermediate 917.</p>
<p>18. 21110 Emergency Relief Aid - I would think that this BU would stay in place until Federal funding is complete. Or are we accounting for relief aid now as part of the budget, not as a stand-alone BU? Please help me understand the 12 FTE that were reduced here. Is this specifically the COVID staffing reductions discussed as part of budget process?</p>	<p>The portion of the budget for which we are using federal funds to supplant, we are not changing BU or codes except as we JE them for reporting purposes. All additional expenditures we are going to try to keep in BU 21100 so we can more easily track them. This will be very challenging to the HR and Finance systems. We hope to keep the funds that are going away clearly identified in the budget.</p>

#### FY22 Staffing Detail

Question	Response
<p>1. Is it possible for the new system to add page numbers to budget documents for easy reference?</p>	<p>Manually, the documents may be numbered. We have understood Boardbook to have added numbers and it was confusing. If it is preferred, this can be done in the future when printing to pdf.</p>

<p>2. P. 13 - Please elaborate as to why it seems only one of our two MS (NMS) offers PLTW (Project Lead the Way).</p>	<p>Please note for all staffing positions Finance builds the Adopted Budget on actual personnel information at this point in time. The replacement for the Industrial tech teacher who is retiring at Eagle Ridge will teach PLTW .</p>
<p>3. I see that one of our middle schools (NMS) is uniquely short-staffed, in comparison to the other. Empty positions include Dean, ESL teacher, social worker. How long has each position been unfilled? For how long have we been actively hiring for these vacancies?</p>	<p>Staffing is a year-long process. At any point during the school year schools may have open positions. Our principals and HR staff work to post positions that will be filled. For example, the dean at NMS took an assistant principal position in another district and the principal is in the hiring process.</p>
<p>4. P. 34 - For how long have we been actively hiring for the .8 + .2 FTE (divided between Title) SISA coordinator position?</p>	<p>This is a replacement because of a retirement. It was posted in April.</p>

<p>5a. P. 40 We know that each school generates Compensatory funding based on the composition of that school. Looking at how the district is investing compensatory, I am curious to know if each school is staffed in alignment with the Compensatory that it generates.</p> <p>5b. Or, are we simply distributing Compensatory staff evenly in each school, regardless of the accelerated funding it receives based on the needs of its students? (e.g. Both WB and HV receive approximately 2 FTE, and we know the make-up of each school is vastly different in terms of LEP and FRP in Nov. 2020 Enrollment slides, unless school composition has changed greatly since November.)</p> <p>5C. For how long have we been actively hiring for the open Compensatory Psychologist position at SO?</p>	<p>BU 13030 does not reflect all of the compensatory spending. It should reflect the generally assigned FTEs, ADSIS, CIC, etc. while the BU 07060 reflects the use of the compensatory for English Learners. Compensatory dollars are spread throughout the budget and included under the classification that best describes its use.</p> <p>Our plan for use of Compensatory is EL first, one FTE to each elementary school (how is determined by site administrator), and then the use within the following areas: VPK, CIC, ADSIS, Advanced Learning Specialists, School within a School, etc.</p> <p>For the past few years, SO and HV, we have a partnership between special ed funding and compensatory funding to create a full time psych at each of these buildings to meet the needs of the students. The school psych in the position at SO retired this year. We have hired a new school psych to replace her.</p>
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<p>6. P. 44 - Please refresh my memory... when did we add a 1 FTE TOSA in 15020 Curriculum? What is this person's role/responsibilities, and how long do we expect to retain this TOSA position?</p>	<p>TOSA position is intended to support K-5 math implementation and 6-12 science implementation. At least 2 yrs.</p>
<p>7. P. 57 - I see we have 1.0 POSA at NMS, while district communications in May indicated this position would serve both middle schools. Please elaborate on what seems to be a disconnect.</p> <p>- I have many questions on VA staffing, having reached pretty much the end of FY22 budget documents. Why do we not have a basic accounting of our newest school in this Adopted budget when the application to MDE was approved early in 2021 and registration has been open for some time now?</p> <p>- When will VA staffing be added to FY22 budget? In the absence of Adopted accounting for VA at this point in time, I imagine we will have to take action on a revised FY22 budget in early Fall to amend these documents for accuracy.</p>	<p>The POSA will support both middle schools and VA. This is to keep the 1.0 in one place for efficiency of tracking instead of having in portions throughout the budget units.</p> <p>ESSER II BU 21100 funding.</p> <p>Revised budget run mid year is the most accurate for our budgets with the audited information being most accurate of how we spend our funds. This is what we are planning for staffing as of June 15. As reported at May 27 BOE meeting "As of May 18, 2021 we have 313 students enrolled K-12</p> <ul style="list-style-type: none"> <li>● 123 K-5 with 6 FTEs (Reallocation)</li> <li>● 71 6-8 with 3 FTEs (ESSER)</li> </ul>

	<ul style="list-style-type: none"> <li>● 119 9-12 with undetermined FTEs (Reallocation based on course selection and offerings)</li> </ul> <p>As reported to BOE on 5/27 we did review course selection and offerings. On Friday, June 11 and Monday, June 14 ELT members reviewed principal requests for FTE after reviewing enrollment, grade levels and high school course requests (3) FTE for grades 6-8 M, (1) FTE specialist, .5 clerical will be added using ESSER funds.</p> <p>Finance will work with HR to get VA positions coded to the appropriate budget unit and to add any positions hired during the summer for VA. ELT will review once again when Stacey and Brian return from vacation.</p>
8. P. 63 For how long have we been actively hiring for the empty Custodian Level 2 1.0 FTE?	June 1.

<p>Follow up question 2. For this particular question above, we have no vacancy listed in budget, yet for others we do. Why the inconsistency? I would think that where we have an opening in a school this will be reflected by the Adopted Budget. Why would this not be the case?</p>	<p>Vacancies-listed as the date and time when HR sends the information to the Finance department.</p>
<p>Follow up question 3. How long have these positions been vacant and when did we post them as available?</p>	<p>Are you requiring that I ask HR to go and pull each position to see when posted? What is your interest in knowing when individual positions are posted? In the example I gave the dean took another position outside the district, the principal and HR were notified and then the principal worked with HR to post.</p>
<p>Follow up question 4. Compensatory - My apologies if I was unclear. Rephrasing for clarity... does the Compensatory funding generated by a school return to that school 100%? Or close to 100%?</p>	<p>Compensatory dollars - Our method for Compensatory Spending is as follows: 10% take off the top for unknown school needs that may occur during the school year and 90% of the funds are allocated for the following uses:</p> <ul style="list-style-type: none"> <li>● EL expenditures (by site where serving)</li> <li>● Elementary Interventionists - each 1.0 FTE (by site where serving)</li> </ul>

	<ul style="list-style-type: none"> <li>● Elementary EA's(may have shifted with Title funds for FY22) (by site where serving)</li> <li>● MS School within a school (by site where serving)</li> <li>● 2 Continuous Improvement Coaches (district wide)</li> <li>● Early Childhood and BEST allocation (district wide/ECSE/BEST)</li> </ul> <p>Please note that the statute requires that we spend 50%. At the end of the year if we have unspent funds we may allocate (EL, Interventionist, EA support) at any elementary site, allocation of a teacher to Compensatory, at any middle school site, allocation of guidance is coded to compensatory and at high school, rarely the case, we would allocate guidance or deans to compensatory codes.</p>
<p>Follow up question 6. Thank you for these details. Sorry if I was unclear... when was the TOSA added?</p>	<p>When Jon Bonneville was assigned to William Byrne. Jon's responsibilities tied to Title II still exist, so a TOSA has been added to the Title II budget.</p>

## ProPay

Question	Response
<p>1. Please refresh my memory... what is the current breakdown of years served as CICs for our current group of CIC's? Propay indicates this is typically anywhere between 3-5 years.</p>	<p>CICs serve no more than 5 yrs.</p> <p>The average stay as a coach is as you shared 3-5 years. We are switching over a couple for next year as they will be starting.</p>
<p>2. P. 9 - How many long term subs do we currently have participating in ProPay?</p>	<p>We don't have long term subs in Pro-Pay. We will pay for subs at the elementary up to 15k. The hope is that free time is found but in cases where it is not possible there is money set aside for subs.</p>

## Master Agreement Language

Question	Response
<p>For future, I am wondering if we might want to consider changing language that refers to the holiday itself to refer to the date of the holiday (e.g. change Independence Day to July 4, Christmas day to December 25th).</p> <p>Unsure if there is a legal requirement to call out these holidays' names as opposed to dates.</p>	<p>Several of the national holidays occur on different days each year and sometimes the holiday lands on a weekend instead of a weekday so the exact name is listed.</p>

<p>Whatever insights/thoughts you can share would be appreciated. Depending on your feelings on the topic, appropriate next steps could be noted for future.sta</p>	
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### Fall 2021 Return to Safe Learning

Question	Response
<p>1. Knowing that a significant element of our funding (Compensatory, grants, etc) is predicated on accurate reporting by families, we know that we cannot afford for families to believe this is simply a free/reduced lunch application. Given the assumption on page three that all families will automatically receive free meals in FY22, the onus will be on us to encourage all families to submit these applications. This would ensure educational benefits like Compensatory funding and other grants continue to be dispersed as an accurate reflection of student learning/support need.</p> <p>What plan do we have in place for FY22 for a coordinated effort districtwide to ensure all families complete the Educational Benefits application? We lost conservatively just over \$1 in funding last year due to lack of participation in this vein.</p>	<p>The FS team will be working with Lisa Rider and several other departments on a concerted, districtwide effort to reach as many families as possible to understand the impact and benefits to completing the application. We don't have the entire plan built yet but are working on it but are working on it considering lessons learned from the campaign we launched this school year to have every student complete an application.</p>

<p>2. Page 4 - Maintaining 1:1 devices. Knowing that we have the devices in place, do we have the necessary staffing levels and resources to afford and support replacements of devices? How did we do this year in terms of staffing and replacements/repair?</p>	<p>The past 1.5 years was an anomaly in the amount of lost and damaged devices. We were able to use GEER funds to purchase additional devices and parts to handle the increased expenses. For 2021-2022 we will be moving back to a cart model for K-3 so even though our ratio will remain at 1:1, the wear and tear on the devices should be less. Replacement plans for the increased ratios at elementary will be part of revised long-term plans and if we choose to maintain the 1:1 for K-3, will be incorporated into the technology levy. 1:1 devices were also added in ABE and additional devices were added across programs and departments. Additional staffing to support the increases is being funded by ESSER 3 (ARP) to ensure adequate support and repair.</p>
<p>3. Page 6 - What discussions have there been regarding supporting students who transitioned during FY21? These would be FY22 7th &amp; 10th graders. Do we know if they successfully transitioned this past year? Was a partial year of hybrid learning (for some) adequate to make the transition?</p>	<p>MS and HS principals are extending the scope of the transition programs (MS=WEB; HS=Link Crew) already in place with the recognition of the students who were not in full buildings or not in the building at all (VA).</p>
<p>4. Page 6 - Please elaborate on the new advisory program at high school, as middle school had advisory pre-COVID. What is being done to ensure equitable and enriching experiences for high schoolers in terms of socio-emotional support, and career &amp; college development?</p>	<p>BHS advisory is one of the elements of the College, Career, and Life Readiness Framework. It will be structured around advocating for student's voice, knowledge, and opportunities: building strong relationships and connections: focusing on students' strengths: building on individual goals and self-advocacy. Included will</p>

	<p>be a student portfolio (which will begin in Grade 6 going forward) with student work and products. It will include course planning and registration while utilizing the Xello (Naviance replacement) platform.</p>
<p>5. Page 6 - On leveraging our liaisons, I see that only Somali and Latinx families are identified for support this summer. What about our Indigenous families?</p>	<p>The one staff member does not have the availability to provide additional services to Indigeous families beyond the contract days in June and July. Additional hours beyond regular contract days will be added in August.</p>
<p>I noticed a typo in the 3rd bullet point on page 4 (the paragraph that starts, "Promoting individual hygiene practices." I think "though signage" should be "through signage.</p>	<p>Thank you. It has been corrected.</p>
<p>I didn't see much mention of Special Ed in the plan, other than one sentence in the summer school section. Is that because SPED is being handled in the same way as non-SPED, for the purpose of this plan, or is there a SPED plan coming soon? * What do the "expanded services" for SPED this summer entail?</p>	<p>Since we know all students' education has been impacted, we have expanded our summer programming to be SPED Summer Services too. The dates and times are the same as ALC summer school but individualized to meet each student's identified needs. Some students are going to ALC, but getting services, while others are in special education programs to receive more targeted instruction. Services for the fall will be based on each student's individualized education plan.</p>

With the maintaining of 1:1 devices at all levels, are there sufficient funds from the technology levy to cover wear and tear and presumably earlier replacement or a larger volume of replacement devices, since the original plan was not for 1:1 devices in elementary schools?

The past 1.5 years was an anomaly in the amount of lost and damaged devices. We were able to use GEER funds to purchase additional devices and parts to handle the increased expenses. For 2021-2022 we will be moving back to a cart model for K-3 so even though our ratio will remain at 1:1, the wear and tear on the devices should be less. Replacement plans for the increased ratios at elementary will be part of revised long-term plans and if we choose to maintain the 1:1 for K-3, will be incorporated into the technology levy. 1:1 devices were also added in ABE and additional devices were added across programs and departments. Additional staffing to support the increases is being funded by ESSER 3 (ARP) to ensure adequate support and repair.

**Agenda IV.B.1.  
June 17, 2021**

**To: Members, Board of Education  
Dr. Theresa Battle, superintendent**

**From: Lisa K. Rider, executive director of business services**

**Date: June 10, 2021**

**Re: Establish Fiscal Year 2021 Committed and Assigned Fund Balance**

RECOMMENDATION: that the Board of Education approves the commitment of fund balance for Fiscal Year 2021 to include fund balance resulting from carryover funds, Student Activity Funds and ProPay funds; and to assign fund balance to eliminate the projected budgetary deficit in FY22 above 6% unassigned fund balance and no greater than the projected budgetary deficit.

The Fund Balance Policy 714 revised January 11, 2018 follows GASB Statement No. 54 which allows for the highest decision-making authority of a government, our Board of Education, to commit fund balance for a specific purpose by taking action prior to year end while amounts can be determined in a subsequent period. Commitments would be calculated as follows:

**Carryover Funds:** Calculated with revenues generated by department, area or site plus any unspent expenditure budget, including any multi-year grants/donations, as audited.

**Student Activity Funds:** Calculated with revenues generated by Activity Fund less expenditures, and adjustments between accounts as necessary added to the beginning fund balance as audited.

**ProPay Funds:** Calculated with dedicated revenues unspent, as audited.

The same Fund Balance Policy 714 states the school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance. The exact amount of the assignment will be determined at the time of fund balance calculations for June 30, 2021 year end.



**Future Ready. Community Strong.**

**Agenda IV.B.2.  
June 17, 2021**

**TO: Members, Board of Education  
Dr. Theresa Battle, Superintendent**

**FROM: Lisa Rider, Executive Director of Business Services**

**DATE: June 3, 2021**

**RE: Approve FY2021-2022 Adopted Budget**

**RECOMMENDATION: That the Board of Education approves the 2021-22 Adopted Budget providing all funds’ revenues of \$176,825,094 and all funds’ expenditures of \$182,025,112 waiving the minimum fund balance of 8%.**

Below is a summary of the proposed 2021-2022 Adopted Budget for your review. A full summary of the General Fund budget units and the assigned staffing are attached for review prior to action for adoption at the board meeting on June 17, 2021.

FUND	ADOPTED REVENUE BUDGET	ADOPTED EXPENDITURE BUDGET	INCR (DECR) TO FUND BALANCE
GENERAL	\$ 130,685,614	\$135,767,437	\$ (5,081,823)
FOOD SERVICE	3,774,418	3,879,852	(105,434)
COMMUNITY SERVICE	6,067,374	5,833,129	234,245
CAPITAL PROJECTS	5,000	1,776,263	(1,771,263)
DEBT SERVICE	12,316,688	11,359,615	957,073
CUSTODIAL FUNDS	-	-	-
INTERNAL SERVICE FUND	23,976,000	23,408,816	567,184
<b>TOTAL ALL FUNDS</b>	<b>\$ 176,825,094</b>	<b>\$182,025,112</b>	<b>\$ (5,200,018)</b>

The 2021-2022 Budget was prepared in accordance with the following Board of Education decisions. The parameters used to develop the budget are detailed in the presentation materials and are essentially as follows:

1. General education funding, on a per pupil basis, was kept at the same \$6,567 per adjusted pupil unit, since legislation is still undetermined.
2. Elementary class sizes district-wide averaging 25.5:1 (resulting from a range of class sizes of 20-32 depending upon grade level) and secondary class sizes averaging around 36-39:1 before considering additional supports within the building.

3. Enrollment decreased with estimates based on projected end of year Early Childhood through grade12 average daily membership of 7,837 for 2020-2021 and 7,604 for 2021-2022, a decrease of 233 average daily memberships.
4. An estimated \$532,083 reduction in Health Insurance costs across the operating funds is included as a result of the OPEB Trust implicit rate contributions.
5. There is a 2.5% increase in 2021-2022 health insurance premium costs for self-insured employee health benefits, and a 0.5% increase in 2021-2022 dental insurance premium costs.
6. The projected Unassigned Fund Balance for the General Fund is 6.46% and includes restricted and committed fund balances in the areas of: Area Learning Center, Capital, program carryover, Student Activities, and ProPay. This projected Unassigned Fund Balance is below the defined minimum unassigned general fund balance of 8% of general fund expenditures as outlined in board policy 714. Approval of this Proposed FY22 Adopted Budget will waive the defined minimum fund balance stated in board policy. The FY22 projected Unassigned Fund Balance reflects a reduction in fund balance due to expenditures exceeding revenues by \$5,081,083. It is anticipated a portion of the FY21 Audited Fund Balance will be Assigned to assist in the coverage of this anticipated use of fund balance.

This adopted budget will be revised later in the 2021-2022 year to adjust for actual data relating to Federal Relief Funds for FY21 and FY22 impacts as known, federal updates, enrollment, staffing, audited fund balances, etc.

## **GENERAL FUND**

### **Overview**

This budget utilizes the option of spending down the existing fund balance over the option of reducing expenditures potentially impacting programming that is critical to the execution of Vision One91.

Following is a list of the most significant assumptions used in developing the revenue budget:

#### **Basic Allowance**

The basic funding allowance is \$6,567 per pupil unit.

#### **Federal Relief Funds**

At the time of this writing, daily updates to the information around the availability, use and reporting requirements of the various federal relief funds are being received from Minnesota Department of Education. This budget reflects the inclusion of ESSER II funds in the amount of \$7,187,245. Adjustment to the amount of federal funds to be used in FY22 will be made in revisions to the budget planned for January 2022.

## Special Education

Special education categorical aid has been adjusted considering the special education funding and will continue to be monitored for needed adjustments at budget revision. This is an area of particular concern as there continues to be the cross-subsidy need for special education services.

## Referendum

The district's referendum authority of 2021-2022 is a combined \$1,827.54.50 per adjusted pupil unit prior to local optional allowance of \$424 reflecting the equivalent amounts approved by the voters in November 2019. Total referendum revenue adjusts each year in direct proportion to adjusted pupil units served. Estimated referendum revenue, including the local optional allowance, for the 2021-2022 year is approximately \$20.5 million, or roughly 16% of the total General Fund revenues.

## Alternative Teacher Compensation

Alternative Teacher Compensation revenue of approximately \$2.2 million is included in the 2021-2022 budget per the ProPay plan agreed to between the Board of Education and Burnsville Education Association.

## Compensatory and English Learners

Compensatory and English Learner revenue has decreased by about \$2 million as a result of the Fall 2020 enrollment demographics. FY22 adopted budget includes \$7.9 million. A priority is placed on covering costs of English Learner staff at all buildings. The degree of services needed by English Learners vary and our assessment of students and the responding services will fluctuate. The remainder of this funding continues to be dedicated to providing educational programs for at risk students through various district initiatives. This area continues to require cross subsidy to fully meet the needs of our English Learners.

## Enrollment

Enrollment is a crucial factor in determining a school district's revenue because most funding formulas are student based. Both the closure of schools and the COVID-19 impact has been considered in determining the enrollment estimate use for the 2021-2022 Adopted Budget. The 2021-2022 adopted budget assumes a decline in estimated EC-12 enrollment from an estimated 7,837 students (Average Daily Membership) in 2020-2021 to 7,604 in 2021-2022. Enrollment uncertainty creates the potential for significant increases or decreases in student-based revenue. This assumption will need to be re-evaluated when the October 1, 2021, enrollment is known and the retention factor for 2021-2022 is determined. With each student generating approximately \$11,586 in revenue, a small deviation in enrollment can produce a significant change in revenue.

## Revenue Restrictions

Restrictions on the use of general education revenue are offset with dedicated revenue. The following are restrictions imposed on general education revenue in 2021-2022:

Basic Skills(Compensatory, English Learners)	Operating Capital
Learning & Development	Area Learning Center
Gifted & Talented	Alternative Teacher Compensation

Achievement and Integration

Staff Development  
Long-Term Facility Maintenance

### **Operating Capital Expenditures**

Operating Capital expenditures are budgeted in the General Fund but are supported by revenue that is dedicated to this purpose. Operating Capital expenditures included in this budget amount to approximately \$3 million. Every effort will be made to maximize the use of the capital funds over general funds where possible.

### **Long-Term Facilities Maintenance Revenue**

Since 2016-2017, the Long-Term Facilities Maintenance Revenue that rolls together the health and safety and the alternative facility projects is utilized within the general fund for health and safety and deferred maintenance projects. Both revenue and expenditures for projects must be recorded in the general fund for any projects funded by the Long-Term Facilities Maintenance Revenue.

### **Technology Capital Projects**

The Capital Tech Levy, originating in 2016-2017 school year generates approximately \$3.4 million annually for the purpose of technology within our district. These funds have allowed our technology budget to increase to just over \$5 million. This levy placed in a very favorable position to be able to respond to our student needs digitally throughout the pandemic.

### **Student Transportation**

The student transportation budget is based on anticipated normal service levels and reflects the most recent contract entered into with Schmitt and Sons, including a 1.30% rate increase in 2021-2022 per the contract.

### **Site Based Budgeting**

The closure of two elementary buildings and one middle school has been incorporated in the site based budgeting. The addition of our Virtual Academy has been incorporated as additional sites within the FY22 adopted budget. A large portion of the operating budget is expended at the site level based on ranges of class sizes determined by Principals and other Administrators in the staffing process. Instructional budgets, while determined on a uniform basis across the district, are distributed among various accounts and programs at the school building level. Limited unspent budget balances at the end of a year in school accounts are carried forward to the succeeding year provided the Board continues to commit the related fund balance.

### **FOOD SERVICE**

The Food Service Fund budget shows a slight decrease to fund balance estimated at (\$105,434) for the 2021-2022 year. The Summer Food Service Program has been extended through the 2021-2022 year so the first meal for students will be free each day. Any student taking a second lunch will be charged the adult meal price: \$4.15 for lunch and \$2.40 for breakfast.

## **COMMUNITY EDUCATION**

The Community Service Fund shows an increase to the fund balance of \$234,245. Community Education has been designing programs and offerings around a population that has fewer discretionary dollars to spend and yet require greater services.

The Partners Achieving Learning Success (PALS) program and Burnsville Youth Collaborative (BYC) are deliberate programmatic options to provide access to high quality academic and enrichment experiences at no cost to participants. Voluntary Pre-Kindergarten (VPK) is yet another example of the response to an opportunity that puts students in classrooms for a quality learning experience at no cost to families.

These and many other measures are aimed at providing access while acknowledging the need to ensure that the revenue stream can support the department as a whole and still provide high quality opportunities for our entire community.

## **CAPITAL BUILDING PROJECTS**

The Capital Building Projects Fund now only includes Vision One91 referendum building project funds unspent. These projects utilize the bond proceeds received in May, 2015 as a result of the Vision One91 referendum approval in February, 2015. Of the \$65 million bond issuance, approximately \$1.7 million is projected to be remaining. A delay in spending these funds has occurred due to the time and effort necessary for responding to the pandemic. These dollars are intended to be committed to projects within the scope of the original Vision One91 approved building project and referendum question. Completion of these projects is expected to be by fall of 2022.

## **DEBT REDEMPTION**

The Debt Redemption Fund is used to record revenues and expenses relating to principal and interest on bonded debt. These funds are dedicated to debt redemption and cannot be used for any other purpose.

## **FORMAT**

Attached is the General Fund budget broken into budget units and a list of employees for each budget unit. This format will allow for a greater understanding of what is included in our entire General Fund budget.

## **SUMMARY**

This budget was developed in accordance with direction provided by the Board of Education. This budget assumes a more normal learning approach for the 2021-2022 school year. There is potential for significant change as actual enrollment and staffing patterns are recognized. Our reality is that there are constant changes to staffing assignments as we adjust our staffing to best serve our student's needs. Therefore, much of the staffing details will change but overall the number of positions approved by the board to fulfill its' mission will remain within the guidelines of the proposed budget. The proposed adopted budget aligns with earlier projections.

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>01010</b>	<b>General Elementary Instruction Personnel</b>	17,771,419	144.50
Provides the funding necessary to provide instruction in the core academic subjects of language arts, math, and social studies at the district's eight elementary schools.			
<b>01030</b>	<b>General Elementary Instruction Subs</b>	300,000	0.00
Provides the funding necessary for elementary substitutes.			
<b>02010</b>	<b>General Middle School Instruction Personnel</b>	5,144,980	41.69
Provides the funding necessary to offer courses in the core academic subjects of language arts, math, science, social studies, and world language at the district's three middle schools.			
<b>02020</b>	<b>General Middle School Instruction Subs</b>	170,000	0.00
Provides the funding necessary for middle school substitutes.			
<b>03010</b>	<b>General High School Instruction Personnel</b>	6,626,837	54.34
Provides the funding necessary to offer courses in the core academic subjects of language arts, math, science, social studies, and world language at the district's high school.			
<b>03020</b>	<b>General High School Instruction Subs</b>	150,000	0.00
Provides the funding necessary for high school substitutes.			
<b>04010</b>	<b>PhyEd, Health, Art, Music Personnel</b>	4,846,357	43.38
Provides the funding to provide K-12 physical education, 6-12 health, K-12 visual arts, K-12 general/vocal music, and 6-12 Instructional music instruction.			
<b>05010</b>	<b>Long Term Subs</b>	250,000	0.00
Provides the funding necessary for payment of Long Term Subs K-12.			
<b>06000</b>	<b>Health Care Teacher</b>	87,494	1.00
Provides the funding to operate the instructional program of health care.			
<b>06010</b>	<b>Family and Consumer Science Instruction</b>	661,144	6.21
Provides the funding to operate the instructional program of family and consumer science.			

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>06020</b>	<b>Trade and Industrial Education</b>	472,032	4.00
Provides the funding to operate the instructional program of trade and industrial education.			
<b>06030</b>	<b>Career and Tech General Education</b>	114,792	0.90
Provides the funding for general career and tech education in a variety of career objectives.			
<b>06040</b>	<b>Business and Office Education</b>	377,011	3.30
Provides the funding to operate the instructional program of business and office education.			
<b>06050</b>	<b>Partnerships</b>	206,780	1.00
Provides the funding for Strategic Partnerships and Pathways and related efforts in connecting our students with community opportunities.			
<b>06060</b>	<b>PostSecondary Tuition Career Tech</b>	375,000	0.00
Provides the budget for secondary students to attend Career & Technical classes.			
<b>06070</b>	<b>PostSecondary CIS PSEO</b>	724,000	0.00
Provides the budget for secondary students to attend classes through the District's various University and College programs including college in the schools (CIS) and post-secondary enrollment options (PSEO).			
<b>07010</b>	<b>K12 Media Services</b>	721,884	7.75
Provides the funding to provide K-12 media services- media specialists and media educational assistants.			
<b>07020</b>	<b>K12 Gifted and Talented</b>	295,272	3.00
Provides the funding to provide for a gifted and talented instructor at each elementary school.			
<b>07030</b>	<b>612 Guidance Services</b>	931,814	11.00
Provides the funding to provide 6-12 guidance services.			
<b>07040</b>	<b>912 Deans</b>	670,370	6.00
Provides the funding to provide 6-12 Dean support.			
<b>07060</b>	<b>English Second Language Learner</b>	4,354,120	41.00
Provides funding for the district's K-12 English Second Language Learner program and includes salaries, benefits, and other instructional expenses.			

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>08010</b>	<b>Site Allocation of Instructional/Operational Resources</b>	462,653	0.00
Provides the per pupil funding allocation for instructional and operational related expenses. This funding is intended to cover the costs of building level equipment repairs, purchase of general supplies, classroom supplies, telephone, etc.			
<b>08020</b>	<b>Building Level Copier Leases</b>	82,250	0.00
Provides the funding for the monthly lease costs of the main multi-functional device within each school.			
<b>09010</b>	<b>Special Ed Salaries/Benefits</b>	24,716,278	305.03
Provides funding for staff costs necessary to operate the Office of Student Support Services. Most, but not all of these expenditures, are either reimbursed with state or federal special education funds or are related to general education functions.			
<b>09030</b>	<b>Special Ed Purchased Services</b>	1,431,400	0.00
Provides funding for Student Support Services purchased services, supplies and equipment.			
<b>09040</b>	<b>Special Ed Transportation</b>	4,208,000	0.00
Required transportation, purchased services, supplies and equipment for students served by Student Support Services.			
<b>10010</b>	<b>Alternative Learning Center</b>	4,620,228	31.65
Provides categorical funds to operate the alternative high school, school within a school, extended day and extended year programs for elementary and middle school students.			
<b>10020</b>	<b>Licensed Mental Health Services</b>	200,000	0.00
Provides categorical funding to support a financial partnership with Headway, who are able to respond to pressing mental health needs, proactively support student success, and be readily available in case of a crisis.			
<b>10030</b>	<b>K12 Nursing/Health Services</b>	1,076,734	10.88
Provides funding to operate the district health services department including salaries, benefits and other operating expenses for the district school health offices. Certain FTEs may also be included in Special Ed Salaries, 09010.			

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>11010</b>	<b>Co-Curricular Activities (Non-Athletic)</b>	322,583	0.00
Provides the funding to support co-curricular activities. These funds are supplemented through ticket sales, fund raising, donations, etc.			
<b>11011</b>	<b>Student Activities</b>	600,000	0.00
Provides funding to provide Student Activities. These funds are supplemented through fundraising and donations.			
<b>11020</b>	<b>High School Interscholastic Athletics</b>	1,285,675	2.00
Provides the funding to provide high school athletics. These funds are supplemented through ticket sales, fund raising, donations, etc.			
<b>12010</b>	<b>Title I, Part A Regular Improving Basic Programs</b>	1,985,799	15.32
Provides funding to help ensure all children meet challenging state academic standards. Includes staffing, instructional, Supplemental Education Services and staff development expenses.			
<b>12020</b>	<b>Title II, Part A Regular Teacher/Principal Training &amp; Recruiting</b>	306,201	2.14
Funding pays a portion of teacher and administrative salaries of highly qualified professionals working to improve student achievement.			
<b>12030</b>	<b>Title III Regular Limited English Proficient Students</b>	182,646	1.25
Funding supports ESL personnel, their professional development, and for interpretation needs of our LEP families.			
<b>12040</b>	<b>Title IV Regular Limited English Proficient Students</b>	124,869	0.60
Provides funding to provide students with a well rounded education, support safe and healthy students and support effective use of technology for personalized learning opportunities.			
<b>12050</b>	<b>Carl Perkins Grant</b>	50,000	0.00
Funding pays for professional development and supplies to teachers of Family and Consumer Science, Business, and Technology Education at Burnsville High School.			
<b>13010</b>	<b>QComp/ProPay</b>	2,137,714	6.00
Provides for expenditures associated with the district's Q-Comp / Pro-Pay programs including salaries and benefits, stipends, performance incentives and other operating expenses.			

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>13020</b>	<b>Integration and Achievement</b>	2,024,816	24.36
Provides for expenditures related to the achievement and integration program including salaries and benefits, professional development and other operating expenses.			
<b>13030</b>	<b>Compensatory Education</b>	2,667,667	24.08
Provides funding for compensatory programs and initiatives to meet the educational needs of students who are under prepared or are not meeting age appropriate performance standards.			
<b>14010</b>	<b>Technology</b>	1,700,715	6.50
Provides funding to manage and support the district's technologies including digital learning specialist, instructional, operational resources, equipment and supplies including the District's intranet and telephone systems.			
<b>14020</b>	<b>Technology: Capital Levy</b>	3,411,906	12.00
Provides funding of technical staff, 1:1 initiative, and technical training of instructional staff.			
<b>14030</b>	<b>Technology: ERP and SIS Systems</b>	371,791	0.00
Provides funding to manage the business management software for HR/Business, Finance, Budgeting, Archival (ERP) and Student Information Systems (SIS)			
<b>15010</b>	<b>Instructional Development</b>	251,476	0.50
Provides the funding for district professional development (PD) to support the acquisition of district learning goals. Includes operational resources, purchased services, equipment, supplies, and building level PD allocations.			
<b>15020</b>	<b>Curriculum Development</b>	580,763	1.49
Provides the funding for the ongoing development of a comprehensive written curriculum. Also includes operational resources, purchased services, equipment and supplies.			
<b>15030</b>	<b>Curriculum Adoptions</b>	884,000	0.00
Provides the funding for the purchase of curriculum resources to support delivery of the written curriculum including textbooks, manipulatives, software and software subscriptions.			
<b>15040</b>	<b>Assessment Program</b>	280,384	1.00
Provides the funding necessary to implement required accountability assessments to monitor student progress toward achievement of academic standards through software fees, purchased services, equipment and supplies.			

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>16010</b>	<b>Board of Education</b>	121,506	7.00
Provides the funding for the School Board. Includes School Board stipends, District elections, legal fees and other expenses related to Board initiatives.			
<b>16020</b>	<b>Superintendent</b>	475,152	2.00
Provides the funding to operate the office of Superintendent of Schools to support the District's mission, vision, and instructional goals.			
<b>16030</b>	<b>Assistant Superintendent</b>	300,854	1.50
Provides the funding to operate the office of the Assistant Superintendent of Schools to support the development, operation and evaluation of the district's elementary and secondary instructional programs.			
<b>16040</b>	<b>Human Resources</b>	750,986	5.00
Provides the funding to support operation of the Human Resources office including advertising, recruiting, hiring, staff development, legal fees, software applications, and compliance requirements.			
<b>16041</b>	<b>Workers Comp, Unemployment, &amp; Premiums for Property Casualty Liability Insurance</b>	1,263,000	0.00
Provides the funding to support the District's workers comp, unemployment, and property, casualty liability insurance and contingencies for deductibles.			
<b>16042</b>	<b>Flexible Savings Accounts/FSA</b>	864,000	0.00
Provides expenditures associated with the District's Flexible Benefit Program. A Health Care FSA is a pre-tax benefit account that's used to pay for eligible medical, dental, and vision care expenses that are not covered by your health care plan or elsewhere.			
<b>16050</b>	<b>Business</b>	1,244,275	9.50
Provides the funding to operate the school district's business services- including finance, payroll, and mandatory state and federal reporting.			
<b>16054</b>	<b>Business OPEB Implicit Chargeback</b>	(119,720)	0.00
Represents allowable medical, dental, and life insurance costs reimburseable by the district's other postemployment benefits trust (credit to general fund budget) and costs associated with required pension entries for statewide PERA and TRA programs			
<b>16060</b>	<b>Communications and Marketing</b>	540,778	3.00
Provides the funding to the District's communications and marketing initiatives, maintenance of District websites, social networks, publications, etc.			

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>16070</b>	<b>Student Registration and Census</b>	451,271	4.00
Provides the funding to operate the school district's student registration, enrollment, and reporting services.			
<b>17010</b>	<b>Voluntary PreKindergarten</b>	1,310,523	26.87
Provides the funding to operate the Voluntary Pre-Kindergarten Program.			
<b>17011</b>	<b>Elementary Administrators</b>	1,544,948	8.00
Provides the funding to operate the elementary principals' offices at each school.			
<b>17012</b>	<b>Elementary Building Clerical</b>	669,567	9.00
Provides the funding to operate the elementary principals' offices at each school.			
<b>17013</b>	<b>Elementary EAs</b>	483,036	14.48
Provides the funding various administrative and educational roles at each school.			
<b>17021</b>	<b>Secondary Administrators</b>	2,083,845	11.00
Provides the funding to operate the secondary principals' offices at each school.			
<b>17022</b>	<b>Secondary Building Clerical</b>	936,085	15.00
Provides the funding to operate the secondary principals' offices at each school.			
<b>17025</b>	<b>Miscellaneous Stipends</b>	56,195	0.00
Provides the funding for miscellaneous stipends and extra hours that are currently not attached to another budget unit.			
<b>17027</b>	<b>DEC CLERICAL</b>	59,621	1.00
Provides the funding to operate the Administrative Services at Diamondhead.			
<b>18010</b>	<b>Student Transportation</b>	4,800,149	2.00
Provides the funding to transport eligible students to and from school including during regular and extended year/day terms.			
<b>19010</b>	<b>Custodial</b>	5,810,993	69.40
Provides the funding to operate the District's custodial services. Includes supplies, equipment and contracted services.			

## **2022 Adopted Budget by Budget Unit**

(Staffing and budgeted Full-time Equivalent (FTE) as of May 13, 2021)

		Adopted Budget	Adopted FTE's
<b>19020</b>	<b>Building, Grounds and Maintenance</b>	1,361,328	3.50
Provides the funding to operate the District's building, grounds and maintenance departments. Includes supplies, equipment and contracted services.			
<b>19030</b>	<b>Environmental Health and Safety/ADA Compliance</b>	2,653,531	2.60
Provides the funding to operate the District's environmental health and safety department as well as Long Term Facilities Maintenance Projects. Includes supplies, equipment and contracted services.			
<b>19040</b>	<b>Facility Leases</b>	824,923	0.00
Provides the funding for the District's facility leases for Pates Stadium, Ice Arena and Diamondhead leasehold improvements.			
<b>19041</b>	<b>Facility Rental</b>	153,202	1.00
Provides the funding for the expenditures related to rental of the District's facilities.			
<b>19050</b>	<b>Warehouse and Purchasing</b>	119,795	1.50
Provides the funding to operate the school district's warehouse and purchasing departments.			
<b>19060</b>	<b>Utilities</b>	1,916,000	0.00
Provides the funding for the District's utilities.			
<b>20010</b>	<b>School Resource Officers</b>	108,000	0.00
Provides the primary funding for school police resource officers for the district's secondary schools.			
<b>20030</b>	<b>Safe Schools</b>	409,775	0.00
Provides the primary funding for additional Deans at Middle Schools.			
<b>21000</b>	<b>Miscellaneous State and Local Grants</b>	68,720	0.00
Provides the primary funding for various grants received outside of Federal and Special Education funding.			
<b>21100</b>	<b>Emergency Relief Aid</b>	3,287,245	12.00
Federal emergency relief funds provided to address the impact that COVID-19 has had, and continues to have, on elementary and secondary schools across the Nation.			
<b>Total General Fund Expenditure Budget</b>		<b>135,767,437</b>	
<b>Total General Fund Period FTEs</b>			<b>1,023.22</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>01010 - Elem Core Instr Person</b>			
<b>1st Grade Tcr</b>	<b>Edward Neill Elementary</b>	Allman, Kellie R	1.00
		Olsen, Laura	1.00
		Webster, Susan M	1.00
	<b>Gideon Pond Elementary</b>	Odegard, Elisa	1.00
		Rollie, Alexis K	1.00
		Selby, Hannah	1.00
	<b>Harriet Bishop Elementary</b>	Anderson, Megan	1.00
		Dahl, Sabrina Lynn	1.00
		Marshall, Debra L	1.00
	<b>Hidden Valley Elementary</b>	Strowbridge, Staci	1.00
		Hiebert, Tracy	1.00
		Ibrahim, Hodan	1.00
	<b>Rahn Elementary</b>	Kachman, Angela	1.00
		Gambucci, Ann Marie	1.00
	<b>Sky Oaks Elementary</b>	Hoins, Dawn	1.00
		Bueno, Holly A	1.00
	<b>Virtual Academy - Elementary</b>	Prugh Ploehn, Kathryn A	1.00
		Sands, Anne	1.00
		Putman, Tanja	0.50
	<b>Vista View Elementary</b>	Wilson, Elizabeth J	0.50
		Ditmarsen, Sandra L	1.00
	<b>Wm Byrne Elementary</b>	(blank)	2.00
		Orlando, Kari R	1.00
Risteau, Jill A		1.00	
<b>2nd Grade Tcr</b>	<b>Edward Neill Elementary</b>	Simpson, Lisa	1.00
		Smith, Melissa	1.00
		Lamb, Cynthia L	1.00
	<b>Gideon Pond Elementary</b>	Lenton, Tiffany	1.00
		Ambuehl, Jennifer A	1.00
		Kleven, Mark A	1.00
	<b>Harriet Bishop Elementary</b>	Stoneking, Stacy	1.00
		Engen, Amy	1.00
		Jarzyna-ingles, Anne W	1.00
	<b>Hidden Valley Elementary</b>	Omodt, Jane	1.00
		Schafer, Kristy J	1.00
		Briggs, Lori A	1.00
	<b>Rahn Elementary</b>	Langreck, Lori	1.00
		Tollerud, Teresa Jo	1.00
	<b>Sky Oaks Elementary</b>	Keuler, Lori J	1.00
		Plucinak, Jody L	1.00
	<b>Virtual Academy - Elementary</b>	Ostdiek, Teresa L	1.00
		Plaschko, Mary Beth	1.00
		Teien, Joan K	1.00
	<b>Vista View Elementary</b>	Cooper, Kirenza I	0.50
		Gravink, Ashley	0.50
	<b>Wm Byrne Elementary</b>	Gandrud, Jennifer L	1.00
		Steeg, Kimberly Kaye	1.00
<b>Wm Byrne Elementary</b>	Kohn, Grace	1.00	
	Krzewki, Catherine D	0.50	

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>2nd Grade Tcr</b>	<b>Wm Byrne Elementary</b>	Mulder, Lindsey	1.00
		Tomala, Crystal M	1.00
<b>3rd GradeTcr</b>	<b>Edward Neill Elementary</b>	Bearth, Luke A	1.00
		Engdahl, Ann Mary	1.00
	<b>Gideon Pond Elementary</b>	Bartling, Meghan	1.00
		Traetow, Andrea	1.00
	<b>Harriet Bishop Elementary</b>	Zucollo, Susan R	1.00
		Anderson, Melissa	1.00
		Holden, Nichole L	1.00
	<b>Hidden Valley Elementary</b>	Jensen, Leta	1.00
		Andrews, Donna	1.00
		Dwire, Melinda	1.00
	<b>Rahn Elementary</b>	Nelson, Kathryn L	1.00
		Hartl, Aran J	1.00
	<b>Sky Oaks Elementary</b>	Hill, Gary S	1.00
		Jermeland, Meghan M	1.00
	<b>Virtual Academy - Elementary</b>	Schneider, Marisa Lynn	1.00
		Stoltz, Lisa A	1.00
		Cooper, Kirenza I	0.50
	<b>Vista View Elementary</b>	Gravink, Ashley	0.50
Houtman, Jennifer L		1.00	
<b>Wm Byrne Elementary</b>	Ivory, Courteney	1.00	
	Boche, Sonia R	1.00	
	Hanson, Debra A	1.00	
<b>4th Grade Tcr</b>	<b>Edward Neill Elementary</b>	Tompach, Tracy J	1.00
		Wurdeman, Deb Sue	0.50
		Condon, James F	1.00
	<b>Gideon Pond Elementary</b>	Hovland, Susan C	1.00
		King, Dan Austin	1.00
	<b>Harriet Bishop Elementary</b>	Macnaughton, Laura	1.00
		Coronis, Stacy S	1.00
		Jordan, Allison A	1.00
	<b>Hidden Valley Elementary</b>	Soruco, Maria R	1.00
		Warmka, Cheri R	0.50
		Batterman, Jessica M	1.00
	<b>Rahn Elementary</b>	Lecompte, Emilie	1.00
		Hill, Kari L	1.00
	<b>Sky Oaks Elementary</b>	Tofte, Alissa G	1.00
		Bryant, Melanie A	1.00
	<b>Virtual Academy - Elementary</b>	Richards, Jesse	1.00
		Davidson, Jessica J	0.50
	<b>Vista View Elementary</b>	Nepsund, Cynthia J	0.50
Dempsey, Jodi Jean		1.00	
<b>Wm Byrne Elementary</b>	Kramer, Krista	1.00	
	Bragg, Kaitlin J	1.00	
	Hansmann, Patricia I	0.50	
<b>5th Grade Tcr</b>	<b>Edward Neill Elementary</b>	Happe, Nicole	1.00
		Walgenbach, Rachel C	1.00
		Gilray, Rebecca J	1.00
		Zak, Gloria	1.00

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE	
<b>5th Grade Tcr</b>	<b>Gideon Pond Elementary</b>	Rau, Jessica	1.00	
		Robison, Thomas C	1.00	
	<b>Harriet Bishop Elementary</b>	Schmidt-boyles, Dawn	1.00	
		Wallenta, Paul S	1.00	
		Warmka, Cheri R	0.50	
	<b>Hidden Valley Elementary</b>	Peltier, Brad W	1.00	
		Schwenn, Jeffrey A	1.00	
	<b>Rahn Elementary</b>	Naef, Nathan A	1.00	
	<b>Sky Oaks Elementary</b>	Slattery, Cara	1.00	
		Berg, Matthew T	1.00	
	<b>Virtual Academy - Elementary</b>	Schilling, Pam A	1.00	
		(blank)	0.50	
		Davidson, Jessica J	0.50	
	<b>Vista View Elementary</b>	Nepsund, Cynthia J	0.50	
		Orlenko, Corbin D	1.00	
	<b>Wm Byrne Elementary</b>	West, Julie	1.00	
		Gant, Sarah M	1.00	
		Gierada, Barbara L	1.00	
	<b>Kindergarten Tcr</b>	<b>Edward Neill Elementary</b>	Zupke, Samuel	1.00
			(blank)	1.00
<b>Gideon Pond Elementary</b>		Lippka, Jonalyn	1.00	
		Anderson, Brittney	1.00	
		Brace, Roxanna N	0.50	
<b>Harriet Bishop Elementary</b>		Trekell, Terese	1.00	
		Berryman, Ashley A	1.00	
		Harrold, Stacey L	1.00	
		Meyer, Tanya L	1.00	
<b>Hidden Valley Elementary</b>		Pavek, Brooke C	1.00	
		Finch, Christine M	1.00	
		McCroskey, Shari	1.00	
<b>Rahn Elementary</b>		Walby, Molly E	1.00	
		Elliott, Rachel R	1.00	
		McCarthy, Jennifer	1.00	
<b>Sky Oaks Elementary</b>		Richardson, Sarah	1.00	
		Nicholson, Marcia L	1.00	
		Preston, Angela	1.00	
		Ritchie, Jacki Rae	1.00	
<b>Virtual Academy - Elementary</b>		Strahota, Sara J	1.00	
	Putman, Tanja	0.50		
	Wilson, Elizabeth J	0.50		
<b>Vista View Elementary</b>	Rhinevault, Lynn	1.00		
	Tucci, Amy J	1.00		
<b>Wm Byrne Elementary</b>	Calnon, Jennifer	1.00		
	Lamont, Heidi O	1.00		
	Meisner, Brionna	1.00		
	Perez, Teresa G	1.00		
	Ulrich, Julia	1.00		
<b>Learning Specialist</b>	<b>District-wide</b>	(blank)	3.00	
	<b>Edward Neill Elementary</b>	Wagner-smith, Sherry	1.00	
	<b>Hidden Valley Elementary</b>	Grundstrom, Katie M	1.00	

Staffing Detail by Budget Unit as of May 13, 2021

	<b>Location Description</b>	<b>Full Name</b>	<b>FTE</b>
<b>Learning Specialist</b>	<b>Hidden Valley Elementary</b>	Steinke, Abby	<b>1.00</b>
	<b>Vista View Elementary</b>	Loran, Kerianne N	<b>1.00</b>

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Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE	
<b>02010 - MS Core Instr Personnel</b>				
<b>6th Grade Tcr</b>	<b>Eagle Ridge MS</b>	Barton, Duane	0.61	
		Bohr, Jennifer L	0.61	
		Day, Marlys L	0.17	
		Flynn, Catherine T	0.61	
		Kraft, Stephen	1.00	
		Lundahl, Timothy	0.34	
		Mikelson, Teresa	0.82	
		Mosey, Pat	1.00	
		<b>Nicollet MS</b>	Cin, Stephanie P	0.50
	Coronis, Anthony L		0.50	
	Glas, John M		0.50	
	Khamratthanome, Bounthavy		1.00	
	Kohner, Joseph E		0.50	
	Nemetz, Scott		1.00	
	Ring, Katlin		0.50	
	Wening, Alesha		0.50	
	Wickenhauser, Kiersten L		1.00	
	Robb, Emily C		1.00	
	<b>Dean</b>	<b>Nicollet MS</b>		
<b>Lang Arts Tcr</b>	<b>Eagle Ridge MS</b>	Anderson, Kristen L	0.61	
		Blair, Michael E.	0.62	
		Elward, Lucius P	0.62	
		Moran, Molly K	1.00	
		Parkinson, Jacquelyn R	0.61	
	(blank)	1.00		
	<b>Nicollet MS</b>	Armajani, Jonathan C	0.42	
		Hansen, William C	0.50	
		Islam, Tasia	0.51	
		Orth, Steven D.	0.50	
		Salad, Hawa D	0.50	
		Schmidt, Jennifer R	1.00	
		Smolke, Angela S	0.33	
		Sorensen, Brad	0.50	
		(blank)	0.50	
<b>Math Tcr</b>	<b>Eagle Ridge MS</b>	Czapar, Ryan J	0.61	
		Drutowski, Alison	0.61	
		Grueneich, Janelle	0.61	
		Isaacson, Melissa J	0.61	
		Nelson, Michelle L	0.61	
		<b>Nicollet MS</b>	Amundson, Jane E	0.60
			Benson, Ross S	0.50
	Funches, Monique Roy		0.50	
	Geddes, Richard W		0.50	
	McNeil, Madeline P		0.50	
	Notch, Samantha J		0.50	
	Van Hoorn, Kirsten		0.50	
	<b>PLTW</b>	<b>Eagle Ridge MS</b>	Beckmann, Emily C	1.00
		<b>Nicollet MS</b>	(blank)	0.17
<b>Science Tcr</b>	<b>Eagle Ridge MS</b>	Hammer, Jeffrey	1.00	
		Lundahl, Timothy	0.66	

Staffing Detail by Budget Unit as of May 13, 2021

	<b>Location Description</b>	<b>Full Name</b>	<b>FTE</b>
<b>Science Tcr</b>	<b>Eagle Ridge MS</b>	Meyer, Chad	<b>1.00</b>
	<b>Nicollet MS</b>	Challgren, Peg Ten	<b>1.00</b>
		Pettinelli, Stephen M	<b>1.00</b>
		Pieper, Jill	<b>1.00</b>
		(blank)	<b>0.16</b>
<b>Soc Stu Tcr</b>	<b>Eagle Ridge MS</b>	Klubberud, Michael	<b>1.00</b>
		Simmons, Sean D	<b>0.50</b>
		Yager, Amy	<b>0.34</b>
	<b>Nicollet MS</b>	Elfering, Jean	<b>1.00</b>
		Iverson, Adam	<b>1.00</b>
		Schweim, Robert W	<b>1.00</b>
		(blank)	<b>1.16</b>
<b>World Lang Tcr</b>	<b>Eagle Ridge MS</b>	Anderson, Janelle D	<b>0.34</b>
	<b>Nicollet MS</b>	Blazquez, Javier	<b>0.33</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE		
<b>03010 - HS Core Instr Personnel</b>					
<b>BEA President</b>	<b>District-wide</b>	Wuensch, Wendy Drugge	<b>1.00</b>		
<b>Dance Tcr</b>	<b>Burnsville HS</b>	Waller, Jennifer	<b>0.10</b>		
<b>Lang Arts Tcr</b>	<b>Burnsville HS</b>	Burke, Katie J	<b>1.00</b>		
		Burnham, Charles F	<b>1.00</b>		
		Connell, Paul J	<b>0.60</b>		
		Dyrhaug, Michelle	<b>1.00</b>		
		Eggers, Sheana	<b>1.00</b>		
		Foldenaur, Holly A	<b>1.00</b>		
		Hansen, Marie C	<b>0.80</b>		
		Millea, Allison B	<b>1.00</b>		
		Ohama, Hayley C	<b>1.00</b>		
		Rudolph, Roxanne J	<b>1.00</b>		
		Staum, Anne C	<b>1.00</b>		
		Waller, Jennifer	<b>0.70</b>		
		Webber, Gloria M	<b>1.00</b>		
		<b>Math Tcr</b>	<b>Burnsville HS</b>	Banitt, Justin	<b>0.80</b>
				Christian, David	<b>1.00</b>
		Croatt, Charles C	<b>1.00</b>		
		Delmont, Brooke	<b>1.00</b>		
		Dippel, Jessica C	<b>1.00</b>		
		Harrod, Kim N	<b>0.80</b>		
		Kuziej, Janet L	<b>1.00</b>		
		Meuser, Teresa	<b>1.00</b>		
		Nelson, Amy	<b>1.00</b>		
		Noss, Jean	<b>1.00</b>		
		Quamme, David R	<b>1.00</b>		
		Vogt, Kendra M	<b>0.80</b>		
<b>Science Tcr</b>	<b>Burnsville HS</b>	Bane, Deanna S	<b>1.00</b>		
		Blandin, Melissa	<b>1.00</b>		
		Davidson, Elizabeth A	<b>0.80</b>		
		Douglas, Lori	<b>1.00</b>		
		Hoeschen, Kerry	<b>1.00</b>		
		Holt, Clayton B	<b>1.00</b>		
		Huber, Jon Alan	<b>1.00</b>		
		Huemoeller, Michael T	<b>1.00</b>		
		Johnson, Cory Charles	<b>0.80</b>		
		Morgan, William E	<b>1.00</b>		
		Weightman, Elizabeth C	<b>1.00</b>		
		(blank)	<b>1.00</b>		
<b>Soc Stu Tcr</b>	<b>Burnsville HS</b>	Aars, Kristina	<b>1.00</b>		
		Bosus, Mollie J	<b>1.00</b>		
		Engelhardt, William T	<b>1.00</b>		
		Eppen, Matthew W	<b>1.00</b>		
		Graff, Jenn	<b>1.00</b>		
		Jensen, Jennifer	<b>1.00</b>		
		McDevitt, Paul David	<b>1.00</b>		
		Miliovich, Chris M	<b>1.00</b>		
		Moffitt, Leslie Allan	<b>1.00</b>		
		Silberman, Kevin	<b>1.00</b>		

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>Soc Stu Tcr</b>	<b>Burnsville HS</b>	Simmons, Sean D	0.50
		Strand, Nate R	1.00
		VanSchoonhoven, Katherine	1.00
		Wendling, Kathryn	1.00
		(blank)	0.30
<b>World Lang Tcr</b>	<b>Burnsville HS</b>	Anderson, Janelle D	0.20
		Barry, Amber Leigh	0.80
		Blazquez, Javier	0.67
		Dundon, Mary Lou	1.00
		Holcombe, Sara J	0.67
		Lehner, Timothy	1.00

	Location Description	Full Name	FTE	
<b>04010 - K12 PhyEd/Art/Math/Music</b>				
<b>Art Tcr</b>	<b>Burnsville HS</b>	Braun, Catherine A	0.50	
		Buckrey, Susan E	0.60	
		Kegley, Robyn E	1.00	
		Soley, Nicole D	1.00	
	<b>Eagle Ridge MS</b>	Weilandgruber, Elizabeth	1.00	
	<b>Edward Neill Elementary</b>	Irmiter, Micayla M	0.25	
		Merkel, Sara A	0.25	
	(blank)	0.50		
	<b>Gideon Pond Elementary</b>	Schrivier, Mara C	0.75	
	<b>Harriet Bishop Elementary</b>	Steding, Lindsay M	1.00	
		(blank)	1.00	
	<b>Hidden Valley Elementary</b>	Merkel, Sara A	0.75	
	<b>Nicollet MS</b>	Buckrey, Susan E	0.08	
		Wilson, Kacie L	1.00	
	<b>Rahn Elementary</b>	(blank)	0.50	
	<b>Sky Oaks Elementary</b>	Irmiter, Micayla M	0.75	
	<b>Virtual Academy - Elementary</b>	Schrivier, Mara C	0.25	
	<b>Vista View Elementary</b>	(blank)	0.50	
	<b>Wm Byrne Elementary</b>	Vo, Kelly Rae	1.00	
	<b>Band Tcr</b>	<b>Burnsville HS</b>	French, Keith J	1.00
Holmes, Molly			1.00	
<b>Eagle Ridge MS</b>		Armstrong, Nicholas G	0.51	
<b>Nicollet MS</b>		Bakken, Ann	0.50	
		Kosloski, Scott	0.43	
<b>Music Tcr</b>	<b>Edward Neill Elementary</b>	Tranby, Bonnie K.	0.75	
	<b>Gideon Pond Elementary</b>	Buck, Rebecca L	0.75	
	<b>Harriet Bishop Elementary</b>	Geesman, Garrett D	1.00	
	<b>Hidden Valley Elementary</b>	Wood, Kimberly R	0.75	
	<b>Rahn Elementary</b>	Lucius, Rachel H	0.50	
	<b>Sky Oaks Elementary</b>	Wagner, Kristen A	0.50	
		Wood, Kimberly R	0.25	
	<b>Virtual Academy - Elementary</b>	Buck, Rebecca L	0.25	
	<b>Vista View Elementary</b>	Lucius, Rachel H	0.50	
		Tranby, Bonnie K.	0.25	
	<b>Wm Byrne Elementary</b>	Langsjoen, Sonja	1.00	
	<b>Phy Ed Tcr</b>	<b>Burnsville HS</b>	Johnson, Ronna E	0.20
			Reuss, Eric	0.80
Riggs, Mark D			1.00	
Stachowski, Susan C			1.00	
Van Der Woude, Loralie			1.00	
Van Der Woude, Mark			1.00	
<b>Eagle Ridge MS</b>			Brown, Christopher M	0.34
			Hermes, Shelley	1.00
			Holden, Matt J	0.34
(blank)		1.00		
Pearson, Chad W		1.00		
<b>Edward Neill Elementary</b>		Moorlach, Brian	0.75	
<b>Gideon Pond Elementary</b>		Dungey, Nate	0.75	
<b>Harriet Bishop Elementary</b>		Loesch, Jake	1.00	
<b>Hidden Valley Elementary</b>		Shelden, Jon	0.75	

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>Phy Ed Tcr</b>	<b>Nicollet MS</b>	Brown, Christopher M	0.66
		Johnson, Ronna E	0.80
		Reuss, Eric	0.20
		Scholl, Mick G	1.00
	<b>Rahn Elementary</b>	Moorlach, Brian	0.25
		Shelden, Jon	0.25
		(blank)	0.50
	<b>Sky Oaks Elementary</b>	Ceola, Mike	0.75
	<b>Virtual Academy - Elementary</b>	Dungey, Nate	0.25
	<b>Vista View Elementary</b>	Ceola, Mike	0.25
		Fritz, Kimberly A	0.50
		Mckane, Michelle M	1.00
<b>Strings Tcr</b>	<b>Burnsville HS</b>	Kosloski, Scott	0.40
	<b>Eagle Ridge MS</b>	Armstrong, Nicholas G	0.49
		Kosloski, Scott	0.17
	<b>Vocal Tcr</b>	<b>Burnsville HS</b>	Leyva, Ana M
Schmeichel, Jaclyn C			0.80
<b>Eagle Ridge MS</b>		Leyva, Ana M	0.66
<b>Nicollet MS</b>		Bakken, Ann	0.50
		Schmeichel, Jaclyn C	0.20

Staffing Detail by Budget Unit as of May 13, 2021

	<b>Location Description</b>	<b>Full Name</b>	<b>FTE</b>
<b>06000 - Medical Careers Personnel</b>			
<b>Health Care Tcr</b>	<b>Burnsville HS</b>	Werner-Dempsey, Anne	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

		Location Description	Full Name	FTE
<b>06010 - FACS Instr Personnel</b>				
<b>Facs Tcr</b>	<b>Burnsville HS</b>		Asfeld, Beth M	<b>1.00</b>
			Deutsch, Matt R	<b>0.80</b>
			Eichten, Heidi J	<b>1.00</b>
			Spies, Gabrielle	<b>0.90</b>
	<b>Eagle Ridge MS</b>		Borden, Paige M	<b>1.00</b>
	<b>Nicollet MS</b>		Holman, Sandra L	<b>0.51</b>
			Ruzichka, Laurie	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>06020 - Trade Instr Ed Personnel</b>			
<b>Ind Tech Tcr</b>	<b>Burnsville HS</b>	Patrie, Orion D	<b>1.00</b>
		Tesmer, Russell	<b>1.00</b>
		Wolf, Nicholas	<b>1.00</b>
<b>PLTW</b>	<b>Nicollet MS</b>	Paetzold, Robert James	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	<b>Location Description</b>	<b>Full Name</b>	<b>FTE</b>
<b>06030 - Career &amp; Technical Personnel</b>			<b>118</b>
<b>Work Exp Tcr</b>	<b>Burnsville Alternative HS</b>	Bates, Daniel W	<b>0.90</b>

Staffing Detail by Budget Unit as of May 13, 2021

		Location Description	Full Name	FTE
<b>06040 - Business Ed Personnel</b>				119
<b>Business Tcr</b>	<b>Burnsville HS</b>		Carroll, Michele	<b>1.00</b>
			Drahos, Cynthia	<b>1.00</b>
			(blank)	<b>1.30</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>06050 - Partnership Burnsville Pro</b>			
<b>Dir Strategic Partnerships</b>	<b>Diamondhead</b>	Funston, Kathy L	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>07010 - K12 Media Serv Support</b>			
<b>EA Media Support</b>	<b>Edward Neill Elementary</b>	Scheuneman, Kristen Joy	<b>0.59</b>
	<b>Gideon Pond Elementary</b>	Butorac, Melanie A	<b>0.59</b>
	<b>Harriet Bishop Elementary</b>	Becker, Sarah J	<b>0.59</b>
	<b>Hidden Valley Elementary</b>	Schatzlein, Rachel	<b>0.59</b>
	<b>Rahn Elementary</b>	Burrill, Sarah	<b>0.59</b>
	<b>Sky Oaks Elementary</b>	Berge, Kristy K	<b>0.59</b>
	<b>Vista View Elementary</b>	Cermak, Barbara L	<b>0.59</b>
	<b>Wm Byrne Elementary</b>	Engberg, Denise G	<b>0.59</b>
<b>Media Specialist</b>	<b>Burnsville HS</b>	Oie, Roger	<b>1.00</b>
	<b>Eagle Ridge MS</b>	Galland, John	<b>1.00</b>
	<b>Nicollet MS</b>	Meyer, Nancy L	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>07020 - K12 Gifted Talented Support</b>			
<b>Advanced Learning</b>	<b>Edward Neill Elementary</b>	Petrella, Sara M	<b>0.50</b>
	<b>Harriet Bishop Elementary</b>	Huber, Erin	<b>0.50</b>
	<b>Hidden Valley Elementary</b>	Huber, Erin	<b>0.50</b>
	<b>Rahn Elementary</b>	Petrella, Sara M	<b>0.50</b>
	<b>Vista View Elementary</b>	Podratz, Anne Marie	<b>0.50</b>
	<b>Wm Byrne Elementary</b>	Podratz, Anne Marie	<b>0.50</b>

Staffing Detail by Budget Unit as of May 13, 2021

		Location Description	Full Name	FTE
<b>07030 - K12 Guidance Serv Support</b>				
<b>College &amp; Career Specialist</b>		<b>Burnsville HS</b>	Sexton, Marcia	<b>1.00</b>
<b>Counselor</b>		<b>Burnsville HS</b>	Akerson, Rebecca D	<b>1.00</b>
			Harrison, Phillip Scott	<b>1.00</b>
			Henderson, Michelle A	<b>1.00</b>
			Markham, Angela L	<b>1.00</b>
			Marshall, Veronica Jean	<b>1.00</b>
			Soderholm, John	<b>1.00</b>
		<b>Eagle Ridge MS</b>	Haugo, Marin E	<b>1.00</b>
			Russell, Desha S	<b>1.00</b>
		<b>Nicollet MS</b>	Hemmah, Katy M	<b>1.00</b>
			Quinn, Katie M	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

				124
		Location Description	Full Name	FTE
<b>07040 - DEANS</b>				
Dean	Burnsville HS		Dunbar, Niaka T	1.00
			Meyer, Joseph	1.00
	Eagle Ridge MS		Brown, Sterling D	1.00
			Drugg, Matthew S	1.00
	Nicollet MS		Meyer, Ryan C	1.00
			(blank)	1.00

Staffing Detail by Budget Unit as of May 13, 2021

		125		
	Location Description	Full Name	FTE	
<b>07060 - ESL</b>				
<b>ESL Tcr</b>	<b>Burnsville Alternative HS</b>	Durand, Kim	1.00	
		<b>Burnsville HS</b>	Friendt, Andrea Lynn	1.00
		Guither, Catherine	1.00	
		Lorincz, Kristen L	1.00	
		Moren, Kimberly J	1.00	
		Moukrim, Mina	1.00	
		Parent, Andrea J	1.00	
		Persons, Melissa B	1.00	
		Winterlin, Jeffrey	1.00	
		<b>Eagle Ridge MS</b>	Blair, Frances M.	1.00
			Gregory, Amanda	1.00
			O'brien, Brianna	1.00
		<b>Edward Neill Elementary</b>	Daly, Julie	1.00
			Moran, Ryan W	1.00
			Musa-agboneni, Kari	1.00
		<b>Gideon Pond Elementary</b>	Beeninga, Jane	1.00
			King, Kristen	1.00
		<b>Harriet Bishop Elementary</b>	Bauman, Rachel A	1.00
			Blom, Anne E	1.00
			Kessler, Cecilia	1.00
			McKinney, Margo	1.00
		<b>Hidden Valley Elementary</b>	Cadwell, Ann M	1.00
			Cullison, Caroline E	1.00
			Michels, Christine	1.00
			Proctor, Beth	1.00
		<b>Nicollet MS</b>	Abdullahi, Sacdiyo J	1.00
			Barnes, Monet M	1.00
			Kermes, Katherine M	1.00
			Olson, Amy	1.00
			(blank)	1.00
		<b>Rahn Elementary</b>	Arias, Angela Joy	1.00
			Olson, Kimberly Lenora	1.00
		<b>Sky Oaks Elementary</b>	Jones, Noelle	1.00
			King, Hannah	1.00
			Rippenburg, Wendy A	1.00
		<b>Vista View Elementary</b>	Carlson, Lisa M	1.00
			Thompson, Saloua	1.00
			Zimmerman, Kara J	1.00
		<b>Wm Byrne Elementary</b>	Benson, Briana M	1.00
			Johnson, Ashley	1.00
		Limberg, Mindi L	1.00	

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>09010 - Spec Ed Salaries/Bene</b>			
<b>Ace L3 Secretary</b>	<b>BES Transition Services</b>	Tanberg, Teri L	<b>1.00</b>
	<b>ECSE</b>	Willenburg, Joanna	<b>1.00</b>
<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Day, Julie	<b>1.00</b>
		Gries, Brenda J	<b>1.00</b>
<b>Assistive Tech Tcr</b>	<b>District-wide</b>	Nelson, Katie L	<b>1.00</b>
<b>Behavior Analyst</b>	<b>District-wide</b>	Czapar, Kelly N	<b>0.90</b>
		Ewert, Casey B	<b>0.90</b>
		Hassan, Rahma	<b>0.88</b>
<b>Cultural Liaison</b>	<b>ECSE</b>	Riveros, Anna-maria	<b>1.00</b>
		Holden, Matt J	<b>0.66</b>
<b>Dape</b>	<b>District-wide</b>	Opatz, Larry	<b>1.00</b>
		White, Stephanie C	<b>1.00</b>
<b>Dir Special Ed</b>	<b>Diamondhead</b>	White, Stephanie C	<b>1.00</b>
	<b>ECSE Tcr</b>	<b>ECSE</b>	Albersheim-carter, Marcina
		Blomquist, Stephanie	<b>1.00</b>
		Blood, Kelsey Jo	<b>1.00</b>
		Bresina, Autumn R	<b>1.00</b>
		Clancy, Carissa	<b>1.00</b>
		Cloutier, Dana	<b>0.60</b>
		Ebenhoh, Teegan M	<b>1.00</b>
		Erbes, Sarah L	<b>1.00</b>
		Misfeldt, Eiley K	<b>1.00</b>
		Nelson, Katherine	<b>1.00</b>
		Nelson, Tara A	<b>1.00</b>
		Ness, Karen M	<b>1.00</b>
		Niemiec, Alicia	<b>1.00</b>
		Orlich-Sullivan, Megan	<b>1.00</b>
		Spaulding, Sheila J	<b>1.00</b>
		Thompson, Hye Jeong	<b>1.00</b>
		Yost, Molly M	<b>1.00</b>
		(blank)	<b>2.00</b>
<b>Learning Specialist</b>	<b>Edward Neill Elementary</b>	Kugler, Julie	<b>1.00</b>
	<b>Gideon Pond Elementary</b>	Mirs, Laurel	<b>1.00</b>
	<b>Harriet Bishop Elementary</b>	Campen, Kim A.	<b>0.50</b>
		Morlock, Katie R	<b>1.00</b>
	<b>Hidden Valley Elementary</b>	Collins, Leanne	<b>1.00</b>
		Nurmela, Crystal	<b>0.50</b>
	<b>Rahn Elementary</b>	(blank)	<b>0.25</b>
	<b>Sky Oaks Elementary</b>	Lindell, Michelle M	<b>0.50</b>
		Ruhland, Maria	<b>1.00</b>
	<b>Vista View Elementary</b>	Crawford, Cynthia Y	<b>1.00</b>
	<b>Wm Byrne Elementary</b>	Hanson, Lisa	<b>1.00</b>
	<b>Nurse - LPN</b>	<b>ECSE</b>	Wolke, Sara C
<b>Edward Neill Elementary</b>		Wittenkeller, Jane E	<b>0.20</b>
<b>Nurse - LSN</b>	<b>Burnsville HS</b>	Beaulieu, Kourtney A	<b>0.48</b>
	<b>District-wide</b>	Bien, Bernadette L	<b>0.40</b>
	<b>Eagle Ridge MS</b>	Eilertson, Jane Ann	<b>0.15</b>
	<b>Edward Neill Elementary</b>	Nagy, Jo Ann	<b>0.09</b>
	<b>Gideon Pond Elementary</b>	Cozad, Patricia M	<b>0.06</b>
	<b>Harriet Bishop Elementary</b>	Omodt, Steven M	<b>0.17</b>

Staffing Detail by Budget Unit as of May 13, 2021

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	Location Description	Full Name	FTE	
<b>Nurse - LSN</b>	<b>Rahn Elementary</b>	Stinson, Katrina L	<b>0.01</b>	
	<b>Sky Oaks Elementary</b>	Cozad, Patricia M	<b>0.14</b>	
	<b>Vista View Elementary</b>	Nagy, Jo Ann	<b>0.14</b>	
	<b>Wm Byrne Elementary</b>	Hise, Bradley A	<b>0.14</b>	
		Stinson, Katrina L	<b>0.75</b>	
<b>Nurse - RN</b>	<b>Burnsville HS</b>	Robison, Kim A	<b>0.06</b>	
	<b>Hidden Valley Elementary</b>	Exley, Amanda	<b>0.18</b>	
		Scoville, Jennifer	<b>0.16</b>	
	<b>Wm Byrne Elementary</b>	Scoville, Jennifer	<b>0.03</b>	
<b>Occ Therapist</b>	<b>District-wide</b>	Cesaro-Moxley, Rachel L	<b>0.50</b>	
		Kolstad, Michele M	<b>1.00</b>	
		Navarro, Rachel	<b>1.00</b>	
		Roeske, Melissa L	<b>1.00</b>	
	<b>ECSE</b>	Erickson, Kayla M	<b>1.00</b>	
		Robole, Vicki M	<b>1.00</b>	
	<b>Physical Therapist</b>	<b>District-wide</b>	Lian, Jocelyn M	<b>1.00</b>
	<b>Psychologist</b>	<b>BES Transition Services</b>	Nierengarten, Brianna L	<b>0.10</b>
		<b>Burnsville Alternative HS</b>	Gunderson, Mary Jane N	<b>0.10</b>
		<b>Burnsville HS</b>	Gunderson, Mary Jane N	<b>0.90</b>
		Nierengarten, Brianna L	<b>0.90</b>	
<b>Eagle Ridge MS</b>		Alvey, Heather	<b>1.00</b>	
		Kral, Melissa M	<b>0.50</b>	
<b>ECSE</b>		Kennedy, Jennifer K	<b>0.60</b>	
		Petersen, Holly M	<b>0.80</b>	
		<b>Edward Neill Elementary</b>	Otto, Caron	<b>0.50</b>
		<b>Gideon Pond Elementary</b>	Otto, Caron	<b>0.50</b>
		<b>Harriet Bishop Elementary</b>	Lautigar-beutz, Julie	<b>0.50</b>
		<b>Hidden Valley Elementary</b>	Komar, Karen K	<b>0.50</b>
		<b>Nicollet MS</b>	Kral, Melissa M	<b>0.50</b>
			Krylova, Anna V	<b>1.00</b>
		<b>Rahn Elementary</b>	Lautigar-beutz, Julie	<b>0.50</b>
		<b>Sky Oaks Elementary</b>	(blank)	<b>0.50</b>
	<b>Vista View Elementary</b>	Roehl, Peter A	<b>0.50</b>	
	<b>Wm Byrne Elementary</b>	Roehl, Peter A	<b>0.50</b>	
<b>Social Worker</b>	<b>Burnsville HS</b>	Hewett, Thomas	<b>0.35</b>	
		Morrissey, Michelle M	<b>0.35</b>	
	<b>Eagle Ridge MS</b>	Poliquin, Anne E	<b>0.35</b>	
	<b>ECSE</b>	Reichert, Kristen K	<b>1.00</b>	
		<b>Edward Neill Elementary</b>	Chesla, Patrick J	<b>0.35</b>
	<b>Gideon Pond Elementary</b>	Khalif, Abdullahi M	<b>0.35</b>	
	<b>Harriet Bishop Elementary</b>	Koch, Rebecca M	<b>0.35</b>	
	<b>Hidden Valley Elementary</b>	Gauer-Kloos, Megan	<b>0.35</b>	
	<b>Nicollet MS</b>	Mains, Kristin E	<b>0.35</b>	
		(blank)	<b>0.35</b>	
		<b>Rahn Elementary</b>	Keller, Katie	<b>0.35</b>
		<b>Sky Oaks Elementary</b>	Bruns, Brittany G	<b>0.35</b>
		<b>Vista View Elementary</b>	Lemke, Emily A	<b>0.35</b>
		<b>Wm Byrne Elementary</b>	McDowell, Morgan	<b>0.35</b>
	<b>Sped Ea</b>	<b>BES Transition Services</b>	Anderson, Cheryl L	<b>0.88</b>
			Engstrom, Heather L	<b>0.88</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
Sped Ea	BES Transition Services	Finch, Jeanne	0.88
		Frank, Sharon M	0.88
		Goodling, Beverly	0.88
		Payne, Barbara	0.88
		Tousignant, Kare-kathleen K	0.88
	Burnsville HS	Aamodt, April D	0.88
		Abdilahi, Hayat A	0.88
		Ahmed, Amina	0.88
		Andreasen, Arnold	0.88
		Bocklund, Timothy	0.88
		Chroust, Vicki	0.88
		Dixon, Dave T	0.88
		Garvis, Angela N	0.88
		Gibbs Holtan, Helen	0.88
		Greiner, Jodell	0.88
		Kaytor, Linda K	0.88
		Kinsella, Joe	0.88
		Kolumbus, Ryan C	0.88
		Larson, Janet Anne	0.88
		Lorig, Diane	0.88
		Martinson, Joni	0.88
		Nelson, Mark W	0.88
		Nowlan, Travis M	0.88
		Ray, Stephen	0.88
		Robles, Michelle R	0.88
	Smidt, Holly B	0.88	
	White, Ruthann	0.88	
	Wolff, Denise	0.88	
	(blank)	0.88	
	Eagle Ridge MS	Ashley, James M	0.94
		Bringgold, Debbie	0.94
		Gillis, Cindy M	0.94
		Hey, Linda L	0.94
		Mccray, Sharon	0.94
		Murray, Cathleen H	0.94
		Ruiz, Winston V	0.94
		Schwarz, Darcie N	0.94
		Zeimet, Karlie	0.94
		(blank)	0.94
	ECSE	Artiga-rosa, Patricia	0.81
		Bachmeier, Michelle M	0.81
		Depies, Kimberly	0.81
Johnson, Karen A		0.81	
Kantor, Nancy M		0.81	
Keirstead, Amy		0.91	
Painter, Terri Lynn		0.81	
Rupp, Kalene J		0.81	
Schroeder, Gina M		0.81	
Smith, Brittney		0.81	
Walterson, Kristen A	0.81		

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE	
Sped Ea	ECSE	(blank)	0.81	
	Edward Neill Elementary	Abdallah, Hibo Saad	0.91	
		Blom, Elise M	0.91	
		Hassan, Hafsa H	0.91	
		Heger, Elizabeth A	0.91	
		Herman, Linda R	0.91	
		Kuhlman, Susan M	0.91	
		Pofahl, Janell C	0.91	
		Rockett, Joan	0.91	
		Gideon Pond Elementary	Dahir, Hamdi A	0.91
			Hendrickson, Lisa	0.91
	Terfehr, Diane C		0.91	
	Theis, Rachael L		0.91	
	Weatherford, Andrea M		0.91	
	Wilson, Danelle P		0.91	
	Harriet Bishop Elementary	Adamson, Kimberly S	0.91	
		Carney, Catherine	0.91	
		Chhen, Kuoy L	0.91	
		Hickerson, Karen A	0.91	
		Jones, Rebecca E	0.91	
		Mathews, Heather L	0.91	
		Mcguire, Rebecca L	0.91	
		Meyman, Whitney	0.91	
		Spott, Anne B	0.91	
		Twardoski, Ruthann	0.91	
	Hidden Valley Elementary	Weber, Robert D	0.91	
		Datres, Susan	0.91	
		Davila, Ruth E	0.91	
		Jones, Jean	0.91	
		Kibler, Lauren	0.91	
		Kienitz, Darlys	0.91	
		Peterson, Kim L	0.91	
		Sanz, Margaret M	0.91	
		Simmons, Margaret B	0.91	
		Ulrich, Kimberly A	0.91	
	Nicollet MS	(blank)	1.81	
		Awill, Nasir M	0.75	
		Barr, Sarah B	0.94	
		Felton, Michelle M.	0.94	
		Gysland, Neal	0.94	
		Hoffman, Eric E	0.94	
		Hoffman, Jada L	0.94	
		Kaufman, Margaret M	0.94	
		Miskiewicz, Kelly A	0.91	
		Needham, Diane M	0.94	
		Neptuno-temozan, Julio	0.94	
		Olson, Pamela S	0.94	
	Payne, Debra K	0.94		
	Queen, LeVar A	0.94		
	Reeves, Jonathan K	0.94		

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>Sped Ea</b>	<b>Nicollet MS</b>	Soucek, Mary L	0.94
		Thompson, Robert L	0.94
	<b>Rahn Elementary</b>	Buising, Marlene L	0.94
		Droege, Sheryl L	0.91
		Leake, Roxanne	1.00
		McCabe, Rory B	0.91
		Raichert, Sarah	0.91
		Reuter, Lisa L	0.91
		Sarhan, Sabah	0.91
		Wegner, Lisa L	0.91
		(blank)	0.91
		<b>Sky Oaks Elementary</b>	Boldt, Julie A
	Ford, Yannick J		0.91
	Hassan, Hamza A		0.91
	Jungers, Gail		0.81
	Kegley, Renee C		0.91
	King, Samantha F		0.91
	Mohamud, Fauzia T		0.91
	Ruiz, Jessica		0.91
	Santos, Laura		0.91
	Schiller, Lori L		0.91
	<b>Vista View Elementary</b>	Spaulding, Kristie	0.91
		Auge, Elizabeth	0.91
		Boekhoff, Melissa M.	1.00
		Brown, Ruth	0.91
		Hall, Jennifer J	0.91
		Kuskayeva, Irina V	0.91
		Latourelle, Sandra E	0.91
		Meitrodt, Kathleen M	0.91
		Ringger, Tracy A	0.91
		Roark, Kari L	0.91
	<b>Wm Byrne Elementary</b>	Adam, Sile Y	0.91
		Freeman, Tammy S	0.91
Godfrey, Cintra L		0.91	
Ho, Linda S		0.91	
Klofstad, Bryana M		0.91	
Koechlein, Laurie Leeanne		0.91	
Melara, Jasmin A		0.91	
Mohamed, Malika J		0.91	
O'donnell, Joseph J		0.91	
Simpson, Dawn		0.91	
Theyson, Brenda	0.91		
(blank)	0.91		
<b>Sped Supervisor</b>	<b>Diamondhead</b>	Middendorf, Jennifer L	1.00
		Piotrowski, Amy	1.00
		Smith, Jackie J	1.00
		Thompson, Dana K	1.00
<b>Sped Tcr</b>	<b>BES Transition Services</b>	Anderson, Kasey D	1.00
		Chrissis, Erik R	1.00
		Schmidtke, Angila R	1.00

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>Sped Tcr</b>	<b>Burnsville Alternative HS</b>	Morris, Angela J	1.00
		<b>Burnsville HS</b>	
	Bunkers, Kathleen K	1.00	
	Cox, Kelly J	1.00	
	Eiler, Elizabeth P	1.00	
	Gonnella, Mark P	1.00	
	Grant, Cara	1.00	
	Hood, Julia S	1.00	
	Jenquin, Marielle R	1.00	
	Kappel, Genevieve N	1.00	
	Kibler, Christian D	1.00	
	Knox, Jacob M	1.00	
	McCool, Molly	1.00	
	Moulsoff, Norine L	0.40	
	Nelson, Emily A	1.00	
	Neuer, Michelle E	1.00	
	Palmer, Christopher B	1.00	
	Roark, Kim J	1.00	
	Seamen, Michelle A	1.00	
	Serig, Bridget P	1.00	
	Smith, Ashley	1.00	
	Tousignant, Annette S	1.00	
	Walker, Ryan M	1.00	
	Webber, Jeffrey	1.00	
	Workman, Carolyn J	1.00	
	(blank)	3.00	
	<b>Eagle Ridge MS</b>	Byrne, Edward	1.00
		Chouanard, Mary E	1.00
		Fairchild, Lindsey	1.00
		Hermansen, Laura J	1.00
		Miller, Jill Elizabeth	0.50
		Nash, Derek B	1.00
		Pope, Kristina	1.00
		Pope, Robert J	1.00
		Williams, Elizabeth	1.00
	<b>Edward Neill Elementary</b>	Bing, Dena M	1.00
		Discher, Tracy L	1.00
	Okerstrom, Michelle K	1.00	
	Sullivan, Jodi L	0.50	
<b>Gideon Pond Elementary</b>	Fechner, Susan	0.50	
	Lynch, Molly	1.00	
	Tucker, Emily A	1.00	
	Tushie, Patricia	1.00	
<b>Harriet Bishop Elementary</b>	Classen, Jodie L	1.00	
	Hassler, Hannah E	1.00	
	Hill, Madeline E	1.00	
	Logan, Kari M	0.50	
	Pred, Renee R	1.00	
<b>Hidden Valley Elementary</b>	Biagi, Louis	1.00	
	Miller, Erin M	1.00	
	Pettes, Julie A	1.00	

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE	
<b>Sped Tcr</b>	<b>Hidden Valley Elementary</b>	Richter, Lindsay M	1.00	
		Sullivan, Jodi L	0.50	
		Umhoefer, Taylor M	1.00	
	<b>Nicollet MS</b>	Bell, Angela	1.00	
		Blons, Lliane M	1.00	
		Ferguson, Antanaya S	1.00	
		Fredricks, Joel J	1.00	
		Geditz, Randall J	1.00	
		McCue, Michelle	1.00	
		Rappe, Brian	1.00	
		Scheit, Andrea	1.00	
		Schroeder, Jean M	1.00	
		Tetzloff, Mitzi R	1.00	
		Tillman, Megan	1.00	
	<b>Rahn Elementary</b>	Branch, Nancy C	1.00	
		Fechner, Susan	0.50	
		Lauer, Lisa N	1.00	
	<b>Sky Oaks Elementary</b>	Zwicke, Kayla M	1.00	
		Crespin, Jason C	1.00	
		Hansen, Amy	1.00	
		Hanson, Amy E	1.00	
		Logan, Kari M	0.50	
		Mohamoud, Farhan A	1.00	
		Tangney, Amy K	1.00	
	(blank)	1.00		
	<b>St. John's</b>	Brandon, Debra	0.40	
	<b>Vista View Elementary</b>	Peterson, Julie A	1.00	
		Santele, Layne A	1.00	
		Trisko, Mary	1.00	
Woods, Megan M		1.00		
Zondag-Hamer, Kimberly		0.50		
Bugenhagen, Erica A		1.00		
Heller, Mary R		1.00		
<b>Wm Byrne Elementary</b>	Henrich, Sarah L	1.00		
	Smith, Jennifer S	1.00		
	Stegbauer, Amethyst R	1.00		
	Zondag-Hamer, Kimberly	0.50		
	Barnes, Cherise C	1.00		
	Oscarson, Kristi R	1.00		
	Barth, Tami Rae	1.00		
<b>Speech Tcr</b>	<b>ECSE</b>	Jordan, Joanna	1.00	
		Neal, Bryeny B	1.00	
		Niesen, Elizabeth A	1.00	
		Vodnick, Sarah A	1.00	
		Woodcock, Sue M	0.80	
		<b>Edward Neill Elementary</b>	Jamison, Darcie L	1.00
		<b>Gideon Pond Elementary</b>	Hjermstad, Heather	1.00
		<b>Harriet Bishop Elementary</b>	Meulebroeck, Susanne	1.00
		<b>Hidden Valley Elementary</b>	Spoden, Annemarie	1.00
		<b>Nicollet MS</b>	Brinkman, Carole I	0.50

Staffing Detail by Budget Unit as of May 13, 2021

	<b>Location Description</b>	<b>Full Name</b>	<b>FTE</b>
<b>Speech Tcr</b>	<b>Nicollet MS</b>	Schlichting, Catherine	<b>0.50</b>
	<b>Rahn Elementary</b>	Klinnert, Elizabeth	<b>1.00</b>
	<b>Sky Oaks Elementary</b>	Faust, Danielle M	<b>1.00</b>
	<b>Vista View Elementary</b>	Goldsmith, Emily R	<b>1.00</b>
	<b>Wm Byrne Elementary</b>	Kibler, Jeanne	<b>1.00</b>
<b>Work Exp Tcr</b>	<b>BES Transition Services</b>	Erickson, Shelly L	<b>1.00</b>
	<b>Burnsville HS</b>	Levinski, Sarah A	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE		
<b>10010 - ALC/At Risk Programming</b>					
<b>6th Grade Tcr</b>	<b>Eagle Ridge MS</b>	Barton, Duane	0.39		
		Bohr, Jennifer L	0.39		
		Day, Marlys L	0.17		
		Flynn, Catherine T	0.39		
	<b>Nicollet MS</b>	Cin, Stephanie P	0.50		
		Coronis, Anthony L	0.50		
		Glas, John M	0.50		
		Kohner, Joseph E	0.50		
		Peterson, Christine K	0.50		
		Ring, Katlin	0.50		
		Wening, Alesha	0.50		
		Ho-Buttleman, Staci	1.00		
		<b>Ace L3 Secretary</b>	<b>Burnsville Alternative HS</b>		1.00
		<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Odowa, Huda Y	1.00
<b>Art Tcr</b>	<b>Burnsville Alternative HS</b>	Braun, Catherine A	0.50		
<b>CE Coordinator 3</b>	<b>Hidden Valley Elementary</b>	Dudley, Martha Viczian	0.20		
	<b>Sky Oaks Elementary</b>	Konopa, Stacey	0.20		
	<b>Wm Byrne Elementary</b>	Kristjanson, Jeanine	0.20		
<b>CE Coordinator I</b>	<b>Rahn Elementary</b>	Berge, Sara K	0.18		
<b>Community Connections Coord</b>	<b>Diamondhead</b>	(blank)	1.00		
<b>Counselor</b>	<b>Burnsville Alternative HS</b>	Hendricks, Scheress	0.50		
		Maidment, Lori	0.20		
<b>EA Level 3</b>	<b>Burnsville Alternative HS</b>	(blank)	0.88		
<b>Interventionist</b>	<b>Burnsville Alternative HS</b>	Maidment, Lori	0.80		
		Bergman, Anna T	0.50		
<b>Lang Arts Tcr</b>	<b>Burnsville Alternative HS</b>	Meilleur, Stephanie J	1.00		
		Sloneker, Angela	1.00		
		Anderson, Kristen L	0.39		
		Blair, Michael E.	0.38		
	<b>Eagle Ridge MS</b>	Elward, Lucius P	0.38		
		Parkinson, Jacquelyn R	0.39		
		Armajani, Jonathan C	0.42		
		Hansen, William C	0.50		
		Orth, Steven D.	0.50		
		Salad, Hawa D	0.50		
	<b>Nicollet MS</b>	Sorensen, Brad	0.50		
		(blank)	0.50		
		<b>Burnsville Alternative HS</b>	Lotze, Timothy	1.00	
		<b>Eagle Ridge MS</b>	Mueller, Sarah K	1.00	
<b>Math Tcr</b>	<b>Eagle Ridge MS</b>	Czapar, Ryan J	0.39		
		Drutowski, Alison	0.39		
		Grueneich, Janelle	0.39		
	<b>Nicollet MS</b>	Isaacson, Melissa J	0.39		
		Nelson, Michelle L	0.39		
		Benson, Ross S	0.50		
		Funches, Monique Roy	0.50		
		Geddes, Richard W	0.50		
		McNeil, Madeline P	0.50		
		Notch, Samantha J	0.50		
		Van Hoorn, Kirsten	0.50		

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>Phy Ed Tcr</b>	<b>Burnsville Alternative HS</b>	Morrissey, Kevin P	<b>1.00</b>
<b>Principal</b>	<b>Burnsville Alternative HS</b>	Ronn, Kelly J	<b>1.00</b>
<b>Science Tcr</b>	<b>Burnsville Alternative HS</b>	Engelhardt, Angela C	<b>0.75</b>
		Soderholm, William Eric	<b>1.00</b>
<b>Soc Stu Tcr</b>	<b>Burnsville Alternative HS</b>	Bates, Daniel W	<b>0.10</b>
		Bergman, Anna T	<b>0.50</b>
		Hill, Amy	<b>0.90</b>
		Kirchner, Amy	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>10030 - K-12 Nursing Hlth Serv</b>			
<b>EA Health</b>	<b>Gideon Pond Elementary</b>	Stene, Barbara	<b>0.91</b>
	<b>Harriet Bishop Elementary</b>	Hansen, Sarah J	<b>0.91</b>
	<b>Rahn Elementary</b>	Gaddy, Keshia	<b>0.91</b>
	<b>Sky Oaks Elementary</b>	Luth, Donita	<b>0.40</b>
	<b>Vista View Elementary</b>	Luth, Donita	<b>0.60</b>
<b>Nurse - LSN</b>	<b>Burnsville HS</b>	Beaulieu, Kourtney A	<b>0.52</b>
	<b>District-wide</b>	Bien, Bernadette L	<b>0.60</b>
	<b>Eagle Ridge MS</b>	Eilertson, Jane Ann	<b>0.85</b>
	<b>Gideon Pond Elementary</b>	Cozad, Patricia M	<b>0.34</b>
	<b>Harriet Bishop Elementary</b>	Omodt, Steven M	<b>0.83</b>
	<b>Rahn Elementary</b>	Stinson, Katrina L	<b>0.19</b>
	<b>Sky Oaks Elementary</b>	Cozad, Patricia M	<b>0.46</b>
	<b>Vista View Elementary</b>	Nagy, Jo Ann	<b>0.46</b>
	<b>Wm Byrne Elementary</b>	Hise, Bradley A	<b>0.46</b>
		Stinson, Katrina L	<b>0.05</b>
<b>Nurse - RN</b>	<b>Burnsville HS</b>	Robison, Kim A	<b>0.94</b>
	<b>Hidden Valley Elementary</b>	Exley, Amanda	<b>0.82</b>
		Scoville, Jennifer	<b>0.64</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>11020 - 9-12 Athletics</b>			
<b>Ace L4 Admin Asst/Specialist</b>	<b>Burnsville HS</b>	Riggs, Jeanine L	<b>1.00</b>
<b>Dir Activities</b>	<b>Burnsville HS</b>	Paek, Guillaume J	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>12010 - F401 Fed Title I</b>			
<b>1st Grade Tcr</b>	<b>Hidden Valley Elementary</b>	Davis, Mikayla G	<b>1.00</b>
<b>2nd Grade Tcr</b>	<b>Rahn Elementary</b>	Mathys, Sandra	<b>1.00</b>
<b>5th Grade Tcr</b>	<b>Harriet Bishop Elementary</b>	Schwalbe, Heather	<b>0.50</b>
<b>Ace L3 Secretary</b>	<b>Diamondhead</b>	De Leon, Angel M	<b>1.00</b>
<b>EA Level 3</b>	<b>Edward Neill Elementary</b>	Hernandez, Olga C	<b>0.94</b>
	<b>Gideon Pond Elementary</b>	Abdi, Rahima A	<b>0.50</b>
<b>Kindergarten Tcr</b>	<b>Wm Byrne Elementary</b>	Nur, Ifrah H	<b>0.50</b>
	<b>Edward Neill Elementary</b>	(blank)	<b>0.94</b>
	<b>Gideon Pond Elementary</b>	Schwingle, Cassie L	<b>1.00</b>
	<b>Hidden Valley Elementary</b>	Brace, Roxanna N	<b>0.50</b>
	<b>Vista View Elementary</b>	Taack, Gina	<b>1.00</b>
<b>Learning Specialist</b>	<b>Downey, Samantha R</b>	<b>1.00</b>	
	<b>Rahn Elementary</b>	(blank)	<b>0.75</b>
	<b>Sky Oaks Elementary</b>	Cunnien, Laurie A	<b>1.00</b>
	<b>Wm Byrne Elementary</b>	Lindell, Michelle M	<b>0.50</b>
<b>Sisa Coordinator</b>	<b>Diamondhead</b>	Hansmann, Patricia I	<b>0.50</b>
		Knutson, Christine	<b>1.00</b>
<b>Title 1 Tcr</b>	<b>St. John's</b>	Van Osdel, Bethany A	<b>0.49</b>
		(blank)	<b>0.80</b>
		Pfeiffer, Donna M	<b>0.40</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>12020 - F414 Fed Title II Part A</b>			
<b>Avid Coordinator</b>	<b>Burnsville HS</b>	Christy, Danielle H	<b>0.20</b>
<b>ESL Coordinator</b>	<b>Diamondhead</b>	Kreie Arago, Maria	<b>0.25</b>
<b>Lang Arts Tcr</b>	<b>Burnsville HS</b>	Connell, Paul J	<b>0.20</b>
<b>Sisa Coordinator</b>	<b>Diamondhead</b>	Becquer, Frances	<b>1.00</b>
		Van Osdel, Bethany A	<b>0.49</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>12030 - F417 Fed Title III</b>			
<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Naas, Anne B	<b>0.50</b>
<b>ESL Coordinator</b>	<b>Diamondhead</b>	Kreie Arago, Maria	<b>0.75</b>

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Staffing Detail by Budget Unit as of May 13, 2021

		Location Description	Full Name	FTE
<b>12040 - F433 Fed Title IV-A</b>				
<b>Behavior Analyst</b>		<b>District-wide</b>	Czapar, Kelly N	<b>0.10</b>
			Ewert, Casey B	<b>0.10</b>
<b>Lang Arts Tcr</b>		<b>Burnsville HS</b>	Connell, Paul J	<b>0.20</b>
<b>Sisa Coordinator</b>		<b>Diamondhead</b>	(blank)	<b>0.20</b>

Staffing Detail by Budget Unit as of May 13, 2021

		Location Description	Full Name	FTE
<b>13010 - F335 Pro Pay (QComp)</b>				
<b>Continuous Improvement Coach</b>	<b>District-wide</b>		Coleman, Colleen M	<b>1.00</b>
			Hagen, Aimee E	<b>1.00</b>
			Nemeth, Heather	<b>1.00</b>
			Ness, Katie L	<b>1.00</b>
			Niffenegger, Kamala N	<b>1.00</b>
			Pranschke, Stephanie T	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE		
<b>13020 - Integration Program</b>					
<b>Advanced Learning</b>	<b>Gideon Pond Elementary</b>	Stalock, Sharron C	<b>0.50</b>		
	<b>Sky Oaks Elementary</b>	Stalock, Sharron C	<b>0.50</b>		
<b>Avid Coordinator</b>	<b>Burnsville Alternative HS</b>	Hill, Amy	<b>0.10</b>		
	<b>Burnsville HS</b>	Christy, Danielle H	<b>0.30</b>		
	<b>Eagle Ridge MS</b>	Thomas, Jessica	<b>0.20</b>		
	<b>Nicollet MS</b>	Smalley, Amy C	<b>0.20</b>		
	<b>Nicollet MS</b>	Smalley, Amy C	<b>0.20</b>		
<b>Avid Tcr</b>	<b>Eagle Ridge MS</b>	Thomas, Jessica	<b>0.80</b>		
	<b>Nicollet MS</b>	Smalley, Amy C	<b>0.80</b>		
<b>Cultural Liaison</b>	<b>District-wide</b>	Abdullahi, Sahro	<b>1.00</b>		
		Abdulrazak, Zeynah O	<b>1.00</b>		
		Ali, Maryan H	<b>1.00</b>		
		Amegbleame, Coudjo	<b>1.00</b>		
		Bauer, Andrea C	<b>1.00</b>		
		Grant, Heidi A	<b>1.00</b>		
		Kaahiye, Axmad	<b>1.00</b>		
		Lopez, Mary T	<b>1.00</b>		
		Omar, Abdulahi	<b>1.00</b>		
		Quintana Nunez, Mariana	<b>1.00</b>		
		Torres, Hector R	<b>1.00</b>		
		Oftedahl, Imina P	<b>0.51</b>		
		<b>Social Worker</b>	<b>Burnsville HS</b>	Hewett, Thomas	<b>0.65</b>
				Morrissey, Michelle M	<b>0.65</b>
<b>Eagle Ridge MS</b>	Poliquin, Anne E			<b>0.65</b>	
<b>Edward Neill Elementary</b>	Chesla, Patrick J			<b>0.65</b>	
<b>Gideon Pond Elementary</b>	Khalif, Abdulahi M			<b>0.65</b>	
<b>Harriet Bishop Elementary</b>	Koch, Rebecca M			<b>0.65</b>	
<b>Hidden Valley Elementary</b>	Gauer-Kloos, Megan			<b>0.65</b>	
<b>Nicollet MS</b>	Mains, Kristin E			<b>0.65</b>	
	(blank)			<b>0.65</b>	
<b>Rahn Elementary</b>	Keller, Katie			<b>0.65</b>	
<b>Sky Oaks Elementary</b>	Bruns, Brittany G			<b>0.65</b>	
<b>Vista View Elementary</b>	Lemke, Emily A	<b>0.65</b>			
<b>Wm Byrne Elementary</b>	McDowell, Morgan	<b>0.65</b>			
<b>Specialist of American Indian</b>	<b>District-wide</b>	Mousseau, Rebecca J	<b>1.00</b>		

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>13030 - Compensatory Ed</b>			
<b>2nd Grade Tcr</b>	<b>Wm Byrne Elementary</b>	Krzewki, Catherine D	<b>0.50</b>
<b>3rd GradeTcr</b>	<b>Wm Byrne Elementary</b>	Wurdeman, Deb Sue	<b>0.50</b>
<b>4th Grade Tcr</b>	<b>Gideon Pond Elementary</b>	Gallus, Jeffrey	<b>1.00</b>
<b>5th Grade Tcr</b>	<b>Harriet Bishop Elementary</b>	Schwalbe, Heather	<b>0.50</b>
<b>6th Grade Tcr</b>	<b>Eagle Ridge MS</b>	Mikelson, Teresa	<b>0.18</b>
	<b>Nicollet MS</b>	Peterson, Christine K	<b>0.50</b>
<b>Avid Tcr</b>	<b>Burnsville HS</b>	Christy, Danielle H	<b>0.50</b>
		Davidson, Elizabeth A	<b>0.20</b>
		Deutsch, Matt R	<b>0.20</b>
		Hansen, Marie C	<b>0.20</b>
		Johnson, Cory Charles	<b>0.20</b>
		Moulsoff, Norine L	<b>0.20</b>
		Waller, Jennifer	<b>0.20</b>
		(blank)	<b>0.20</b>
<b>Continuous Improvement Coach</b>	<b>District-wide</b>	Reid, Lisa M	<b>1.00</b>
		Skoglund, Allison L	<b>1.00</b>
<b>EA Level 3</b>	<b>Edward Neill Elementary</b>	Kruger, Tara N	<b>0.94</b>
	<b>Gideon Pond Elementary</b>	Barsug, Hudayfi M	<b>0.94</b>
	<b>Harriet Bishop Elementary</b>	Oshiro, Karen M	<b>0.94</b>
	<b>Hidden Valley Elementary</b>	Voris, Quincy B	<b>0.94</b>
	<b>Nicollet MS</b>	Omar, Rahmo B	<b>0.88</b>
	<b>Rahn Elementary</b>	Gutierrez Beltran, Maria L	<b>0.94</b>
	<b>Sky Oaks Elementary</b>	Abtow, Anab A	<b>0.94</b>
	<b>Vista View Elementary</b>	Tillman, Jack R	<b>0.94</b>
	<b>Wm Byrne Elementary</b>	Handahl, Briemann A	<b>0.94</b>
<b>Interventionist</b>	<b>Burnsville HS</b>	Moulsoff, Norine L	<b>0.20</b>
	<b>Eagle Ridge MS</b>	Day, Marlys L	<b>0.66</b>
	<b>Nicollet MS</b>	Holcombe, Sara J	<b>0.33</b>
<b>Lang Arts Tcr</b>	<b>Nicollet MS</b>	Smolke, Angela S	<b>0.67</b>
<b>Learning Specialist</b>	<b>Edward Neill Elementary</b>	Herkenhoff, Patty Ann	<b>1.00</b>
	<b>Harriet Bishop Elementary</b>	Campen, Kim A.	<b>0.50</b>
	<b>Hidden Valley Elementary</b>	Nurmela, Crystal	<b>0.50</b>
	<b>Rahn Elementary</b>	Peterson, Keri	<b>1.00</b>
	<b>Sky Oaks Elementary</b>	Harves, Nicole R	<b>0.50</b>
	<b>Vista View Elementary</b>	Dennis, Teresa L	<b>1.00</b>
<b>Math Tcr</b>	<b>Burnsville HS</b>	Banitt, Justin	<b>0.20</b>
		Harrod, Kim N	<b>0.20</b>
		Vogt, Kendra M	<b>0.20</b>
<b>Psychologist</b>	<b>Hidden Valley Elementary</b>	Komar, Karen K	<b>0.50</b>
	<b>Sky Oaks Elementary</b>	(blank)	<b>0.50</b>
<b>Soc Stu Tcr</b>	<b>Eagle Ridge MS</b>	Yager, Amy	<b>0.66</b>

Staffing Detail by Budget Unit as of May 13, 2021

			145
	Location Description	Full Name	FTE
<b>14010 - Tech General</b>			
<b>Digital Learning Specialist</b>	<b>Edward Neill Elementary</b>	Anderson, Bjorn Rs	<b>0.75</b>
	<b>Gideon Pond Elementary</b>	Knudsen, Julie A	<b>0.75</b>
	<b>Harriet Bishop Elementary</b>	Risteau, Joseph S	<b>1.00</b>
	<b>Hidden Valley Elementary</b>	Anderson, Bjorn Rs	<b>0.25</b>
		Christen, Lisa K.	<b>0.25</b>
		(blank)	<b>0.25</b>
	<b>Rahn Elementary</b>	(blank)	<b>0.50</b>
	<b>Sky Oaks Elementary</b>	Christen, Lisa K.	<b>0.75</b>
	<b>Virtual Academy - Elementary</b>	Knudsen, Julie A	<b>0.25</b>
	<b>Vista View Elementary</b>	(blank)	<b>0.75</b>
	<b>Wm Byrne Elementary</b>	Abrahamson, Jonathan	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>14020 - Tech Capital Projects</b>			
<b>Digital Learning Specialist</b>	<b>District-wide</b>	Salmela, Kathryn	<b>1.00</b>
<b>Dir Technology</b>	<b>Diamondhead</b>	Gorton, Rachel	<b>1.00</b>
<b>Tech Spec 1</b>	<b>Diamondhead</b>	Abdiwahab, Mohamed S	<b>1.00</b>
		Meyer, Jessica M	<b>1.00</b>
		Stalock, Andrew R	<b>1.00</b>
		Lund, Elliott J	<b>1.00</b>
<b>Tech Spec 2</b>	<b>Diamondhead</b>	Rethlake-homolka, Pam	<b>1.00</b>
		Thomas, John S	<b>1.00</b>
		Kopp, Elizabeth A	<b>1.00</b>
<b>Tech Spec 3</b>	<b>Diamondhead</b>	Lund, Tim J	<b>1.00</b>
		Weiler, Bob M	<b>1.00</b>
<b>Tech Spec 4</b>	<b>Diamondhead</b>	Wolke, Drew D	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	<b>Location Description</b>	<b>Full Name</b>	<b>FTE</b>
<b>15010 - Prog Development</b>			<b>147</b>
<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Naas, Anne B	<b>0.50</b>

Staffing Detail by Budget Unit as of May 13, 2021

				148
	Location Description	Full Name	FTE	
<b>15020 - Curriculum</b>				
<b>Dir Curriculum &amp; Instruction</b>	<b>Diamondhead</b>	Oftedahl, Imina P	<b>0.49</b>	
<b>TOSA</b>	<b>Diamondhead</b>	Gehrke, Andrew R	<b>1.00</b>	

Staffing Detail by Budget Unit as of May 13, 2021

			149
	Location Description	Full Name	FTE
<b>15040 - Assessment Program</b>			
<b>Student Info/testing Coord</b>	<b>Diamondhead</b>	Resele, Anna M	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

		Location Description	Full Name	FTE
<b>16010 - Board of Education</b>				
<b>School Board</b>	<b>District-wide</b>	Conner, Antoinette	<b>1.00</b>	
		Said, Suad A	<b>1.00</b>	
		Werb, Anna J	<b>1.00</b>	
<b>School Board - Chair</b>	<b>District-wide</b>	Miller, Eric Charles	<b>1.00</b>	
<b>School Board - Clerk</b>	<b>District-wide</b>	Hume, Michael S	<b>1.00</b>	
<b>School Board - Treasurer</b>	<b>District-wide</b>	Alt, Abigail	<b>1.00</b>	
<b>School Board - Vice Chair</b>	<b>District-wide</b>	Chester, Lesley A	<b>1.00</b>	

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>16020 - Superintendent</b>			
<b>Exec Admin Assistant</b>	<b>Diamondhead</b>	Kenney, Jami M	<b>1.00</b>
<b>Superintendent</b>	<b>Diamondhead</b>	Battle, Theresa F	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>16030 - Assist Superintendent</b>			
<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Maternowski, Patricia	<b>0.50</b>
<b>Asst Superintendent</b>	<b>Diamondhead</b>	Gersich, Brian M	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>16040 - Human Resources</b>			
<b>Dir Human Resources</b>	<b>Diamondhead</b>	Sovine, Stacey	<b>1.00</b>
<b>Hr Benefits Specialist</b>	<b>Diamondhead</b>	Busker, Hailey M	<b>1.00</b>
<b>Hr Coord</b>	<b>Diamondhead</b>	Weiler, Tiffany M	<b>1.00</b>
<b>Hr Employment Specialist</b>	<b>Diamondhead</b>	Olson, Jessica L	<b>1.00</b>
<b>Hr Labor Relations Mgr</b>	<b>Diamondhead</b>	Demuth, Joy S	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>16050 - Business Services</b>			
<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Kaisershot, Stacy L	<b>1.00</b>
		Maternowski, Patricia	<b>0.50</b>
		Voth, Bethany A	<b>1.00</b>
		Wilson, Michele L	<b>1.00</b>
		Zellmer, Julie A	<b>1.00</b>
<b>Compliance Coordinator</b>	<b>Diamondhead</b>	Leake, Jarrod S	<b>1.00</b>
<b>Dir Business</b>	<b>Diamondhead</b>	Rider, Lisa K	<b>1.00</b>
<b>Dir Finance</b>	<b>Diamondhead</b>	Dehne, Tyler	<b>1.00</b>
<b>Fiscal Services Coordinator</b>	<b>Diamondhead</b>	Ditter, Natalie L	<b>1.00</b>
<b>Pyrl Supervisor</b>	<b>Diamondhead</b>	Robasse, Christine M	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>16060 - Marketing Communications</b>			
<b>Communications Coordinator</b>	<b>Diamondhead</b>	Drey, Wesley J	<b>1.00</b>
<b>Communications Specialist</b>	<b>Diamondhead</b>	Lake, Lisa L	<b>1.00</b>
<b>Dir Communications</b>	<b>Diamondhead</b>	Tinklenberg, Aaron D	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>16070 - Student Registration</b>			
<b>Ace L3 Secretary</b>	<b>Diamondhead</b>	Hardt, Annette	<b>1.00</b>
		Kaiser, Tanya J	<b>1.00</b>
<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Petroskey, Kellie A	<b>1.00</b>
<b>Student Systems Coordinator</b>	<b>Diamondhead</b>	Mccarthy, Brigid M	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>17010 - VOLUNTARY PRE-SCHOOL</b>			
<b>CE Coord ECFE</b>	<b>Community Ed</b>	Check, Cindy	<b>0.30</b>
<b>CE Coordinator 2</b>	<b>Community Ed</b>	(blank)	<b>1.00</b>
	<b>Diamondhead</b>	Cherne, Lori M	<b>1.00</b>
		Milnovich, Tracy	<b>1.00</b>
	<b>Edward Neill Elementary</b>	Cantolla, Kaitlin M	<b>1.00</b>
	<b>Gideon Pond Elementary</b>	Smith-Lossiah, Sharon Kay	<b>1.00</b>
	<b>Harriet Bishop Elementary</b>	Fandrich, Kari M	<b>1.00</b>
		Santos, Miya D	<b>0.50</b>
	<b>Hidden Valley Elementary</b>	Rivers, Jessica L	<b>1.00</b>
		Tusa, Angela M	<b>1.00</b>
	<b>Rahn Elementary</b>	Haggerty, Lori	<b>1.00</b>
		Pettengill, Taylor M	<b>1.00</b>
	<b>Sky Oaks Elementary</b>	Dedomines, Jennifer L	<b>1.00</b>
		Santos, Miya D	<b>0.50</b>
	<b>Vista View Elementary</b>	Derusha, Jessalynn	<b>0.50</b>
		Rottjakob, Ronda K	<b>1.00</b>
	<b>Wm Byrne Elementary</b>	Hanson, Virginia A	<b>1.00</b>
<b>CE Program Associate</b>	<b>Community Ed</b>	Abraha, Wubet A	<b>0.75</b>
		Amos, Susan K	<b>1.00</b>
		Monnens, Selena	<b>0.88</b>
		Sampers, Karen M	<b>0.75</b>
		(blank)	<b>1.00</b>
	<b>Gideon Pond Elementary</b>	Yusuf, Ubah	<b>0.88</b>
	<b>Harriet Bishop Elementary</b>	Hovde, Lynelle R	<b>1.00</b>
		(blank)	<b>0.88</b>
	<b>Hidden Valley Elementary</b>	Rush, Diane	<b>1.00</b>
	<b>Rahn Elementary</b>	Burkart, Paula J	<b>0.88</b>
	<b>Sky Oaks Elementary</b>	(blank)	<b>1.00</b>
	<b>Vista View Elementary</b>	Vraa, Monica S	<b>0.88</b>
	<b>Wm Byrne Elementary</b>	(blank)	<b>1.00</b>
<b>CE Program Supervisor</b>	<b>Harriet Bishop Elementary</b>	Sanborn, Nicholas	<b>0.19</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>17011 - Elem Bldg Administrators</b>			
<b>Principal</b>	<b>Edward Neill Elementary</b>	Bomsta, Lyle J	<b>1.00</b>
	<b>Gideon Pond Elementary</b>	Buchanan, Isis L	<b>1.00</b>
	<b>Harriet Bishop Elementary</b>	Essay, Kenneth P	<b>1.00</b>
	<b>Hidden Valley Elementary</b>	Black, Kristine C	<b>1.00</b>
	<b>Rahn Elementary</b>	Robb, Brad E	<b>1.00</b>
	<b>Sky Oaks Elementary</b>	Brandner, Renee	<b>1.00</b>
	<b>Vista View Elementary</b>	Nepsund, Jeff L	<b>1.00</b>
	<b>Wm Byrne Elementary</b>	Bonneville, Jon G	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>17012 - Elem Bldg Clerical</b>			
<b>Ace L3 Secretary</b>	<b>Hidden Valley Elementary</b>	Ontiveros, Eddieca	<b>1.00</b>
<b>Ace L4 Admin Asst/Specialist</b>	<b>Edward Neill Elementary</b>	Stickle, Carolyn E	<b>1.00</b>
	<b>Gideon Pond Elementary</b>	Olsen-Dickhausen, Sarah J	<b>1.00</b>
	<b>Harriet Bishop Elementary</b>	Hinman, Jennifer J	<b>1.00</b>
	<b>Hidden Valley Elementary</b>	Hreha, Kyle J	<b>1.00</b>
	<b>Rahn Elementary</b>	Crosbie, Cindy	<b>1.00</b>
	<b>Sky Oaks Elementary</b>	Halvorson Peralta, Nancy E	<b>1.00</b>
	<b>Vista View Elementary</b>	Berra, Angie Marie	<b>1.00</b>
	<b>Wm Byrne Elementary</b>	Mcbride, Kristen	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>17013 - Elem Bldg Ed Assistants</b>			
<b>EA L2 Support</b>	<b>Edward Neill Elementary</b>	Rosenberger, Rose M	0.63
		(blank)	0.88
	<b>Gideon Pond Elementary</b>	Abdi, Rahima A	0.38
		Butorac, Melanie A	0.25
		Kump, Jolene	0.63
		Nur, Ifrah H	0.38
	<b>Harriet Bishop Elementary</b>	Becker, Sarah J	0.19
		Liyanage, Melanie	0.63
		Mcconnell, Diane	0.25
		Siddorn, Angela G	0.63
		(blank)	0.06
	<b>Hidden Valley Elementary</b>	(blank)	1.25
		<b>Rahn Elementary</b>	Johnson, Megann M
		Lou, Sandra M	0.38
		Mosley, Julie G	0.75
		(blank)	0.63
		<b>Sky Oaks Elementary</b>	Berge, Kristy K
		Haroon, Hajir S	0.63
		Paul, Tara	0.31
		<b>Vista View Elementary</b>	Cermak, Barbara L
		Gilbertson, Sherry A	0.63
		Olson, Diane B	0.38
		(blank)	0.19
		<b>Wm Byrne Elementary</b>	Boche, Emily A
		Duran, Lindsey M	0.38
		Engberg, Denise G	0.25
		Henle, Angela G	0.63
(blank)		0.38	
<b>EA Level 3</b>		<b>Hidden Valley Elementary</b>	Waters, Stacie
<b>Family Liaison</b>	<b>Harriet Bishop Elementary</b>	Wild, Priscila C	1.00

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>17021 - Sec Bldg Administrators</b>			
<b>POSA</b>	<b>Burnsville HS</b>	Bellmont, Chris	<b>1.00</b>
	<b>Nicollet MS</b>	Leake, Donald	<b>1.00</b>
<b>Principal</b>	<b>Burnsville HS</b>	Helke, David M	<b>1.00</b>
	<b>Eagle Ridge MS</b>	Selim, Mohamed A	<b>1.00</b>
	<b>Nicollet MS</b>	Pohl, Angie J	<b>1.00</b>
<b>Principal Asst</b>	<b>Burnsville HS</b>	Braspenick, Cherie	<b>1.00</b>
		Derden, William M	<b>1.00</b>
		Lepper, Jay C	<b>1.00</b>
	<b>Eagle Ridge MS</b>	Noble, Sarah J	<b>1.00</b>
		Heim, Bill V	<b>1.00</b>
		<b>Nicollet MS</b>	Blaylark, Eddie D

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>17022 - Sec Bldg Clerical</b>			
<b>Ace L3 Secretary</b>	<b>Burnsville HS</b>	Cecka, Nanette	1.00
		Funk, Ann E	1.00
		Mcclellan, Melissa E	1.00
		Moberg, Carlene	1.00
		Scherer, Deb M	1.00
		Thornton, Jenifer A	1.00
	<b>Eagle Ridge MS</b>	Evans-Vorhies, Maryann C	1.00
		Nixon, Susan T	1.00
	<b>Nicollet MS</b>	O'Hara Stuart, Erin	1.00
		Plomski, Marci	1.00
<b>Ace L4 Admin Asst/Specialist</b>	<b>Burnsville HS</b>	Cenci, Barbara	1.00
		Katzmarek, Abigail S	1.00
	<b>Eagle Ridge MS</b>	Scalzo, Kristin	1.00
	<b>Nicollet MS</b>	Lallier, Britney	1.00
<b>Registrar</b>	<b>Burnsville HS</b>	Westerlund, Danette R	1.00

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>17027 - DEC Clerical</b>			
<b>Ace L2 Clerk</b>	<b>ECSE</b>	(blank)	<b>1.00</b>

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Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>18010 - Transportation Required</b>			
<b>EA L2 Support</b>	<b>Edward Neill Elementary</b>	Rosenberger, Rose M	<b>0.25</b>
	<b>Gideon Pond Elementary</b>	Kump, Jolene	<b>0.25</b>
	<b>Harriet Bishop Elementary</b>	Mcconnell, Diane	<b>0.25</b>
	<b>Rahn Elementary</b>	Mosley, Julie G	<b>0.25</b>
	<b>Sky Oaks Elementary</b>	Paul, Tara	<b>0.25</b>
	<b>Vista View Elementary</b>	Olson, Diane B	<b>0.25</b>
	<b>Wm Byrne Elementary</b>	Henle, Angela G	<b>0.25</b>
	<b>EA Level 3</b>	<b>Hidden Valley Elementary</b>	Waters, Stacie

Staffing Detail by Budget Unit as of May 13, 2021

		Location Description	Full Name	FTE
<b>19010 - OP Custodial</b>				
<b>Custodian - Level 1</b>	<b>BES Transition Services Burnsville HS</b>		Arreola, Bertha A	0.50
			Davila, Guillermo D	1.00
			Graupmann, David A	1.00
			Jacobson, Michael J	1.00
			Jimenez, David M	1.00
			Johnson, Nicholas A	1.00
			Linder, Anthony J	1.00
			Mcdonald, David	1.00
			Morgan, Julie C	1.00
			Ohlhauser, Connor C	1.00
			Orellana, Laura I	1.00
			Schwanke, Craig A	1.00
			Wick, Darryl	1.00
			(blank)	1.00
			<b>Diamondhead</b>	Abbott, Mark M
			Alvarado Robles, Luis	1.00
			Anderson, Sean M	1.00
		<b>District-wide</b>	Dotzler, Brenda L	1.00
			(blank)	1.00
		<b>Eagle Ridge MS</b>	Leon, Steven F	1.00
			Ly, Ty V	1.00
			Mathys, Frederic G	1.00
			Sahli, Teresea	1.00
		<b>ECSE</b>	Lopez, Joseph D	1.00
			Molina, Luis A	0.50
		<b>Edward Neill Elementary</b>	Alvarado, Mary	1.00
			Strauss, Levi	0.50
		<b>Gideon Pond Elementary</b>	Strauss, Levi	0.50
			Toeller, John F.	1.00
		<b>Harriet Bishop Elementary</b>	Robasse, Charles W	1.00
		<b>Hidden Valley Elementary</b>	Alvarado, Ernesto	1.00
			Sullivan, Geraldine E	1.00
		<b>Marion W Savage Elementary</b>	Spencer, Tandelyn T	1.00
		<b>Nicollet MS</b>	Kiehn, Jean M	1.00
			Martinez, Annette	1.00
			O'leary, Daniel L	1.00
		<b>Rahn Elementary</b>	Fitzgerald, Elizabeth	0.50
			Molina, Luis A	0.50
			Needham, Timothy	1.00
		<b>Sky Oaks Elementary</b>	Kinyon, Terry R	1.00
		Vertein, James	1.00	
	<b>Vista View Elementary</b>	Arreola, Bertha A	0.50	
		Morales, Manuela	1.00	
	<b>Wm Byrne Elementary</b>	Fitzgerald, Elizabeth	0.50	
		Mills, Derek R	1.00	
<b>Custodian - Level 2</b>	<b>Burnsville HS</b>		Alvarado, Angel	1.00
			Gibbons, Patrick M	1.00
			Lundberg-Schmidt, Pamela M	1.00
			Mauser, Benjamin	1.00

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE	
<b>Custodian - Level 2</b>	<b>Burnsville HS</b>	Wendorf, Eric S	<b>1.00</b>	
	<b>District-wide</b>	Johnson, Michael A	<b>1.00</b>	
		Sather, Derek D	<b>1.00</b>	
		Wollersheim, Christian P	<b>1.00</b>	
		Jensen, Bryan J	<b>1.00</b>	
<b>Eagle Ridge MS</b>	Teske, Jeffrey J	<b>1.00</b>		
<b>Nicollet MS</b>				
<b>Custodian - Level 3</b>	<b>Burnsville HS</b>	Johnson, Mark E	<b>1.00</b>	
	<b>Diamondhead</b>	Sahli, Jonathan C	<b>1.00</b>	
		Glende, Mark	<b>1.00</b>	
		Thurber, Laurie	<b>1.00</b>	
	<b>Eagle Ridge MS</b>	Johnson, Glenn A.	<b>1.00</b>	
	<b>ECSE</b>	Dykstra, Bryan G.	<b>1.00</b>	
	<b>Edward Neill Elementary</b>	Reimers, James F	<b>1.00</b>	
	<b>Gideon Pond Elementary</b>	Gorzycki, Mark	<b>1.00</b>	
	<b>Harriet Bishop Elementary</b>	Martinez, Robert V	<b>1.00</b>	
	<b>Hidden Valley Elementary</b>	Nelson, Kirk A	<b>1.00</b>	
	<b>Marion W Savage Elementary</b>	Johnson, Brian J	<b>1.00</b>	
	<b>Nicollet MS</b>	Schmidt, Brent G	<b>1.00</b>	
	<b>Rahn Elementary</b>	Gilbertson, Dale	<b>1.00</b>	
	<b>Sky Oaks Elementary</b>	Kaisershot, Troy M	<b>1.00</b>	
	<b>Vista View Elementary</b>	Gomez, Oscar A	<b>1.00</b>	
	<b>Wm Byrne Elementary</b>	Henderson, Sean M	<b>1.00</b>	
	<b>Dir Operations</b>	<b>Diamondhead</b>	Lake, David	<b>0.40</b>
	<b>Ops Supervisor</b>	<b>District-wide</b>	Wolfram, Michael	<b>1.00</b>
			Wurdeman, Scott	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>19020 - OP Bldg Main &amp; Grounds</b>			
<b>Custodian - Level 2</b>	<b>District-wide</b>	Anderson, John Charles	<b>1.00</b>
		Chantara, Thomas Khamsing	<b>0.50</b>
		(blank)	<b>1.00</b>
<b>Custodian - Level 4</b>	<b>District-wide</b>	Powers, Scott D	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>19030 - H &amp; S/ADA Compliance</b>			
<b>Ace L4 Admin Asst/Specialist</b>	<b>Diamondhead</b>	Maro, Julie A	<b>1.00</b>
<b>Dir Operations</b>	<b>Diamondhead</b>	Lake, David	<b>0.60</b>
<b>Ops Supervisor</b>	<b>District-wide</b>	Shawback, Arthur, Jr	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	<b>Location Description</b>	<b>Full Name</b>	<b>FTE</b>
<b>19041 - Facilities Rental</b>			
<b>Facilities Coordinator</b>	<b>Diamondhead</b>	Myers, Kristi A	<b>1.00</b>

Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>19050 - Purchasing/Warehouse</b>			
<b>Custodian - Level 2</b>	<b>District-wide</b>	Chantara, Thomas Khamsing	<b>0.50</b>
<b>Custodian - Level 4</b>	<b>District-wide</b>	Hadac, William	<b>1.00</b>

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Staffing Detail by Budget Unit as of May 13, 2021

	Location Description	Full Name	FTE
<b>21100 - Emergency Relief Aid</b>			
1st Grade Tcr	Harriet Bishop Elementary	(blank)	0.50
	Rahn Elementary	(blank)	0.50
	Sky Oaks Elementary	(blank)	0.50
	Virtual Academy - Elementary	(blank)	1.00
2nd Grade Tcr	Edward Neill Elementary	(blank)	0.50
	Gideon Pond Elementary	(blank)	0.50
	Hidden Valley Elementary	(blank)	0.50
	Rahn Elementary	(blank)	0.50
	Virtual Academy - Elementary	(blank)	1.00
	Wm Byrne Elementary	(blank)	0.50
3rd GradeTcr	Virtual Academy - Elementary	(blank)	1.00
4th Grade Tcr	Virtual Academy - Elementary	(blank)	1.00
6th Grade Tcr	Virtual Academy - Secondary	(blank)	3.00
Art Tcr	Virtual Academy - Elementary	(blank)	0.25
Digital Learning Specialist	Virtual Academy - Elementary	(blank)	0.25
Music Tcr	Virtual Academy - Elementary	(blank)	0.25
Phy Ed Tcr	Virtual Academy - Elementary	(blank)	0.25

**Agenda IV.B.3.  
June 17, 2021**

**To: Members, Board of Education**

**From: Lisa K. Rider, Executive Director of Business Services**

**Date: June 10, 2021**

**Re: Approve the coverage for Property, Casualty and Liability Insurance for 2021-2022**

RECOMMENDATION: That the Board of Education approves the coverage for property, casualty and liability insurance for the 2021-2022 year with Affiliated FM Insurance Company; American Alternative Insurance Company; National Union Fire Insurance Company Pittsburgh PA; Auto-Owners Insurance Company; Admiral Insurance Company; and Benchmark Insurance Company.

	<u>Amount</u>	<u>Insurer</u>
Package Policy	\$251,355	Affiliated FM Ins. Co.
Real, Personal Property & Extra Expense, Inland Marine Property Deductible \$25,000		
General Liability - \$1,000,000	72,545	American Altern. Ins. Co.
Automobile - \$1,000,000	15,382	American Altern. Ins. Co.
Umbrella - \$4,000,000	19,608	American Altern. Ins. Co.
Crime	6,709	National Union Fire Ins. Co.
School Leaders Legal Liability	31,626	American Altern. Ins. Co.
Environmental Impairment	6,425	Admiral Ins.
Flood	1,651	Auto Owners
Cyber Risk	20,584	Benchmark Ins. Co.
<hr/>		
Total	<b>\$425,885</b>	

The agent of record remains Kraus-Anderson Insurance. The premiums listed above are approximately \$38,565 higher than the 2020-2021 school year. This increase equates to 10% increase in premiums as compared to 2020-2021.

I recommend approval of the contracts for property, casualty and liability insurance for the 2021-2022 year.

**BURNSVILLE EAGAN SAVAGE**  
**Independent School District 191**  
**Human Resources**

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AGENDA ITEM: IV.B.4.

To: Members of the Board of Education  
Superintendent Dr. Theresa Battle

From: Brian Gersich  
Assistant Superintendent

Date: June 17, 2021

RE: **Proposed ratification of the Q-Comp / Pro-pay Memorandum of Understanding with the Burnsville Education Association.**

**RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVE THE PROPOSED REVISIONS AND RE-ADOPT THE UNCHANGED LANGUAGE IN THE 2021 – 2022 PRO-PAY MEMORANDUM OF UNDERSTANDING WITH THE BURNSVILLE EDUCATION ASSOCIATION.**

**The major language items include:**

- Major items on this document include updating dates
- Including Continuous Improvement Coaches on required components and payouts.
- Prioritizing cultural competence and staff of color in selection of future Continuous Improvement Coaches

# **Burnsville – Eagan – Savage**

# **Teacher Professional Pay**

# **System**

*Memorandum of Understanding  
Between the Burnsville Education Association  
and the  
School Board of Independent School District #191*

**July 1, 2021- June 30, 2022**

**BURNSVILLE – EAGAN – SAVAGE  
TEACHER PROFESSIONAL PAY SYSTEM**

This Agreement is entered into pursuant to Minn. Stat. § 122A.414 and the Public Employment Labor Relations Act (PELRA) of 1971, as amended, Minn. Stat. § 179A.01, et seq., by and between Independent School District No. 191, Burnsville – Eagan – Savage (herein after "District") as the public employer under the PELRA and the Burnsville Education Association (herein after "BEA") as the exclusive representative of teachers employed by the District under the PELRA, for the purpose of fully implementing the Burnsville – Eagan – Savage Teacher Professional Pay System (known hereafter as Pro-Pay). The terms of this Agreement are as follows:

**AUTHORITY**

**Laws:** This Agreement has been negotiated pursuant to and in compliance with the provisions of Minn. Stat. §§ 122A.414, 122A.4144 and 179A.01 et seq. The statutory authority specifically includes an exception to the PELRA in the form of an optional right to re-open negotiations regarding only the Professional Pay System.

**BACKGROUND AND LEGAL REQUIREMENTS**

**1. Effect:** This Agreement supersedes and replaces any salary or other provision of the PELRA Master Agreement that may currently be in effect between the District and the BEA that is inconsistent with any provision of this Agreement, subject to the contingencies specified in this Article.

**2. Contingency:** Effect of Contingencies: In the event that any contingency specified in this Section is not met, then this Agreement will have no force or effect and the terms and conditions of employment of the teachers employed by the District will be governed by the PELRA Master Agreement then in effect. Provided, however, that either party may re-open negotiations for the ProPay agreement as permitted under law in an effort to cure any cause that has nullified this Agreement.

- a. MDE Approval: This Agreement is contingent upon the legal requirements both of timely and of continuing approval by the Minnesota Department of Education for the 2015-2016 school year and thereafter.
- b. Ratification: This Agreement is contingent upon its ratification by the bargaining unit represented by the BEA and by the School Board of the District.
- c. Continuing Revenue: This Agreement is contingent upon the initial and continuing receipt of revenue based upon at least two hundred and sixty dollars (\$260.00) per pupil as specified in M.S. 122A.415, Subd.1 (2005). In the event additional revenue is allocated by the legislature, ISD #191 and the BEA agree to reopen the MOU to negotiate allocation of the revenue only.

**Notice of Amendments:** The District and BEA agree to discuss issues related to ProPay during negotiations. In the event the District and BEA amend this Agreement, the Minnesota Department of Education must be apprised of the amendment(s). In the event that the MDE asserts that any

amendment is illegal and that revenue for the ProPay will be suspended, withheld, terminated or otherwise reduced, then this Agreement may be terminated effective with the date of the MDE's decisions regarding changes in revenue by either party giving written notice to the other party at its official business address.

**Implementation Review:** Five administrators and five BEA appointed committee members will comprise an oversight committee that meets a minimum of three times per year.

**Budget Review:** ProPay is funded by categorical revenue. The BEA President and District Superintendent or his/her designee will periodically meet and review the budget. At least one such review shall occur prior to the adoption of the budget for the upcoming year. The review shall include a review of end-of-year expenditures; staff coded to the account and any carryover monies.

**Annual Review:** The ProPay Committee will meet annually to review and evaluate the effectiveness of the plan with respect to:

- Teacher Satisfaction
- Impact on student achievement
- Impact on school culture

The results will be used to modify the plan, consistent with the Notice of Amendment section above.

## **TEACHER PROFESSIONAL PAY SYSTEM**

### **Section 1. Schedules:**

- Subd. 1. The Professional Pay System Schedule is attached and incorporated by reference effective for fiscal year July 1, 2021 to June 30, 2022 as Appendix A. ABE and ECFE teachers shall follow the Professional Pay System Schedule Appendix B.
- Subd. 2. Any teacher hired after the inception of the professional pay plan will be placed on the matrix as provided in Article V of the Master Agreement.
- Subd. 3. Any change in location of a teacher on the ProPay matrix for subsequent fiscal years will be determined in accordance with the provisions of this Agreement. Any dispute regarding location on the ProPay matrix will be resolved through the grievance provision of the Master Agreement.

### **Section 2. Probationary Teachers:**

- a. Each probationary teacher who has all or part of a three-year probationary period of employment under the law must complete all of the applicable performance appraisal requirements and engage in the Collaborative Teams, except as noted in Section 9, Subd 4 and Subd 5, in accordance with the District's standards in order to earn a performance increment for the subsequent year.
- b. Probationary Status: The District retains its managerial authority under the PELRA to evaluate and decide on the renewal or non-renewal of probationary teachers as provided by § M.S. 122A.40.

### **Section 3. Non-probationary Teachers:**

- a. Notice of Assignment: Each teacher's contract will specify the teacher's career and

- level placement as well as compensation information.
- b. Contingencies: In the event of the occurrence of a contingency that voids this Agreement, salary under the ProPay will not be a part of any teacher's rights under the Continuing Contract statute. Salary rights will be determined pursuant to Article V of the Master Agreement.
- c. Standards: Attainment of performance increments will be in accordance with the standards of the ProPay.

**Section 4. Calendar:**

Subd. 1. **Development of District and School-Wide Goals:**

- a. On an annual basis, the District will set district improvement goals. The goals will be based on an analysis of student data and will align with the strategic plan and MDE requirements.
- b. On an annual basis, Building Leadership Teams (BLT) will set school-wide improvement goals within their School Improvement Plan (SIP). The goals will be based on an analysis of student data and will align with the strategic plan and district goals.

Subd. 2. **Teacher Responsibilities Summary:**

- a. Building Goal: Implement strategies that support a building goal focused on student achievement and aligned with core instruction.
- b. Collaborative Team Goal: Engage in the development and implementation of a collaborative team goal that addresses one of your school improvement goals.
- c. Personalized Professional Learning Plan: Develop and implement a professional learning plan that is personalized, aligned with your school improvement goals and building PD plan, and aligned with the teaching license renewal expectations.
- d. Observations and Coaching: Demonstrate your professional practice through 3 formative observations and coaching sessions conducted by 2 different observers (Continuous Improvement Coach and another trained observer).
- e. The goal setting and observation templates, rubrics, and examples explain what teachers must do to be successful in the ProPay system.
- f. Licensed staff will move vertically on the salary schedule and earn the performance pay incentive if the majority of their ratings are in proficient or exemplary categories by the end of the year when all three observations are compiled.

Subd. 3. **Timelines:**

- a. Building Goal (\$300)
  - i. Deadlines
    1. Building Leadership Teams will submit building goal by October 1.
    2. Sites will document their progress throughout the year.
    3. Sites will share their emerging results with district leadership and BLT.
  - ii. Completion and Processing
    4. Evidence of completion and final progress monitoring will be processed in the fall when all data are available.
    5. Payments shall occur by the last pay date in October of the following school year.
- b. Collaborative Team Goal (\$300)
  - i. Deadlines

1. Collaborative teams will develop their team's goal once the School Improvement Plan's (or SIP's) student achievement goals have been identified.
  2. Collaborative teams will document their progress throughout the year and will share/report their progress with the building leadership team.
  3. Collaborative teams will share their emerging results during collaborative team time during the year.
- ii. Completion & Processing
1. Evidence of completion should be submitted by May 15.
  2. Because some Collaborative Teams may choose to use standardized tests, payout will be processed in the fall when all data are available.
  3. Teachers may revise their Collaborative Team Goals and resubmit them up until October 31st or within 6 calendar weeks of date of hire, whichever is later.
  4. Payments shall occur by the last pay date in October of the following school year.
- c. Professional Learning Plan (\$300)
- i. Deadlines
1. Teachers will identify and develop their professional learning plan by October 15.
  2. Teachers will engage in PD aligned with their building PD and/or participate in other PD opportunities to support their area or interest.
  3. Teachers will document their progress in preparation for their observations.
  4. Teachers will document their learning in a reflective summary after their observations are completed.
- ii. Completion & Processing
1. Evidence of completion and the final reflective narrative will be shared with your Continuous Improvement Coach by May 15.
  2. Payments shall occur by July 15.
- d. Coaching and Observations (\$900)
- i. Deadlines
1. The first CIC observation should be completed by Jan. 31.
  2. The second CIC observation should be completed before May 15.
  3. The other trained observer observation should be completed by May 15.
  4. A minimum of three weeks must occur between consecutive observations.
- ii. Completion & Processing
1. Teachers schedule their pre- and post-observation conferences with their Continuous Improvement Coach and other trained observer.
  2. Teachers complete their pre-observation form prior to their scheduled pre observation conference.
  3. The pre-observation includes a progress update connected to their professional learning plan in preparation for their observations.
  4. Post-observation reflections need to be completed within five days following each observation.
  5. Payments shall occur by July 15.

Subd. 4. **Coaching and Observations:**

- a. The district evaluation system maintains the core structure of having principals / administrators evaluate non-tenured staff 3 times each year along with 1/3 of the tenured teachers.
- b. Licensed staff will participate in three coaching observations based on their professional learning plan and connected to Danielson's Frameworks.
- c. Continuous Improvement Coaches will conduct two formative observations with tenured staff.
- d. The third formative observation for tenured staff will be conducted by another trained observer, of the employee's choice when he/she is in the formative/ProPay cycle.
- e. The Professional Learning Plan will be integral to the Pre- and Post- Observation discussions.

**Section 5 Performance Incentive Pay Dispute Resolution:**

Subd. 1. **Limitations:**

- a. Scope: The dispute resolution mechanism of this Agreement extends only to disputes regarding a teacher's compliance with the standards of the ProPay. Teachers retain all rights to dispute resolution as per the Master Agreement regarding all other provisions of the contract aside from those relating to ProPay.
- b. Exclusive Remedy: The dispute resolution mechanism of this Agreement is the exclusive remedy for resolving disputes regarding a teacher's compliance with the standards of ProPay.

Subd 2. **Teachers who have a scoring dispute:**

- a. If a teacher is not satisfied with an observation by a trained observer, the instructor needs to schedule a meeting with his/her observer to appeal the observation. If the teacher and observer do not reach a satisfactory outcome, which may include another observation, the teacher may schedule an additional observation with a different trained observer by contacting the Superintendent's designee.
- b. If the outcome of the additional observation is not satisfactory to the teacher, the instructor may meet with the Superintendent's designee to request an additional appeal. If the Superintendent's designee determines an additional observation is warranted, he or she will conduct the observation for the teacher. The Superintendent's designee will consult with the BEA president before making a final decision. The ProPay committee will be updated annually on the number of disputes that occurred in the plan year.

**Section 6: Career Ladder Descriptions:** Career Ladders are career opportunities for teachers and other licensed professionals that broaden their influence on the teaching profession. Career ladder teacher performance will be reviewed on an annual basis. Teachers who are at the Emerging Professional Level in their careers are eligible to apply for Continuous Improvement Coach positions, with preference given to those who have at least 6 years of teaching experience including 2 or more in ISD191. Career Ladders present teachers with many opportunities for leadership. It is the intent of the District and BEA to encourage as many different qualified teachers as possible to assume leadership positions. Career Ladder positions in ISD #191 include the following:

Continuous Improvement Coaches (CIC) (\$3,400 stipend for full assignment, pro-rated for periods of

unpaid leave). 6 TOSAs funded through ProPay plus 2 TOSA's funded through other district funds, will work with teachers to create Collaborative Team (CT) student achievement goals that align to the School Improvement Plans and assist in helping them write individual Personalized Professional Learning Plans (PLP). The role of the Continuous Improvement Coach is to help each teacher reach his/her goals through conducting observations, and providing feedback. Continuous Improvement Coaches will be decision makers regarding ProPay performance pay tied to each teacher's Professional Growth Plan. The Continuous Improvement Coaches responsibilities will include serving on the BLT of the assigned building(s). **Effective July 1, 2021, CIC's will be compensated for successful achievement of Observations, Professional Learning Plans, Building Goals, and Collaborative Team Goals.** One CIC will serve as a .5 Q-Comp Coordinator with an additional stipend of \$1,600.

Employees seeking career ladder promotions will be able to complete an application for available Continuous Improvement Coach positions. A selection team consisting of 3 teachers appointed by the BEA and 3 administrators / principals will review, identify and approve a pool of qualified employees for the career promotions based on agreed upon criteria and qualifications **including demonstration of cultural proficiency.** If the selection team decides there are not enough qualified applicants for promotion, they may either extend the application deadline, recruit other employees or post for external candidates **with a preference for teachers of color.**

Continuous Improvement Coaches may return to their previous position after 2 years, if available. The request to return must be submitted by February 1<sup>st</sup>. If the previous assignment is not available, the teacher shall return to the previous department at the building from which the teacher transferred.

It is the expectation that teachers would return to teaching, either full- or part-time after serving as a Continuous Improvement Coach for a 3-5 year period of time. After completing three or more years in the position, Continuous Improvement Coaches continue to have the right to return to teaching. The District will place the returning teacher in a position for which he or she is appropriately licensed.

Continuous Improvement Coaches will work a 184 day schedule that meets the training and evaluation needs of the position.

**Building Leadership Team (BLT)** (\$1500 stipend, pro-rated for periods of unpaid leave) members (a proportionate and representative team of teachers & staff in each building – teachers receive a stipend from Pro-Pay) are responsible for writing, implementing, and evaluating the School Improvement Plans and the School Professional Development Plans aligned to the District Strategic Goals and the District 5 Year PD Plan. Each BLT member will facilitate the work of collaborative teams (CT). The BLT will approve the Collaborative Teams achievement goals to ensure alignment to the School Improvement Plan (which includes the ProPay building goals) and will address questions/issues regarding goal attainment. 82 BLT members will be paid through ProPay according to the following allocation. Additional BLT members will be paid through building professional development funds.

Elementary	5 per site	BAHS	3
Middle School	8 per site	Best	2
BHS	13	ECFE/ABE	4

The BLT ratio for probationary/tenured teachers:

<u>Max # of Probationary Teachers</u>	<u>Total teachers on BLTs</u>
1	1-7
2	8-12
3	13-17
4	18+

**Section 7: Substitute Teacher Availability:** Comprehensive implementation of ProPay requires that teachers occasionally leave their classrooms. Teachers will use prep time for Pre- and Post-observation meetings. Up to \$15,000 from Pro-Pay funds will be set aside annually to cover Elementary BLT members if scheduling restrictions require the need for a sub. Once the \$15,000 reserve is exhausted no other subs will be available.

**Section 8: Professional Pay Plan Schedule:**

- a. The Pro-Pay System Schedules are attached and incorporated by reference as described in Section 1, subd 1. effective for fiscal year July 1, 2020 - June 30, 2021.
- b. Any change in location of a teacher on the ProPay matrix for subsequent fiscal years will be determined in accordance with the provisions of this Agreement. Any dispute regarding initial placement on the ProPay matrix will be resolved through the grievance provision of the Master Agreement.

**Section 9: Special Circumstances:**

- Subd. 1. **Teachers with documented performance concerns:** Teachers with documented performance concerns will be provided with more direction in the area of goal-setting. Teachers will set goals that are linked to the areas(s) of needed improvement with input from the building principal. In addition, the teacher will be observed at least three times in a given year. One of the observations must be conducted by the principal. The teacher will have the option of involving the Continuous Improvement Coaches in the improvement process if he or she chooses.
- Subd. 2. **Teachers on a formal improvement plan:** Teachers who do not meet expectations and have been formally notified of substandard performance as per provisions in the collective bargaining agreement and are at risk of not earning a performance increment, will not be eligible for ProPay payouts. The teacher, teacher's principal and the Executive Director of Human Resources will meet as a team to determine the best way to provide assistance to the teacher.
- Subd. 3. **Performance Increment Pay Dispute Resolution:**
  - a. Teachers who demonstrate substandard performance such that they are at risk of not earning a performance increment must be notified prior to January 1st.
  - b. Prior to March 1 of that year, the teacher must have the opportunity to have consulted and worked with immediate supervisors in raising the level of job performance, consistent with ARTICLE V, Section 8, Subdivision 3 of the Master Agreement. Additional assistance is available as per Section 9. subd. 1. of this Memorandum of

Understanding.

- c. The exclusive dispute resolution process is the grievance procedure described in ARTICLE XV of the Master Agreement.

Subd. 4. **Partial Year Teachers:**

a. **Teachers on Leave**

- i. A teacher who returns from an extended leave will fully participate in Pro-Pay if his/her number of work days is greater than or equal to 120.
- ii. These teachers shall be eligible for 100% of the Professional Learning Plans amount, Collaborative Team, and Building Goal. The teacher is eligible for performance incentive pay based upon the number of completed observations as identified within the observation schedule defined in Section 4, Subd. 3. d.
- iii. A teacher who takes a partial year leave during the school year will participate to the extent that the required elements are completed.
- iv. The PLP should be written within 30 work days of returning, if it was not written before commencing a leave.
- v. The teacher will be eligible for PLP, CT, and Building Goal incentive pay if his/her number of work days is greater than or equal to 120.
- vi. Incentive pay based on observations will be pro-rated to the number of completed observations as identified within the observation schedule defined in Section 4, Subd. 3.

b. **Long Term subs**

- i. Long Term Subs are not eligible for ProPay unless the assignment is greater than or equal to 120 days. No other Long Term Subs will participate in ProPay.
- ii. These teachers shall be eligible for 100% of the Professional Learning Plans amount, Collaborative Team, and Building Goal. The teacher is eligible for performance incentive pay based upon the number of completed observations as identified within the observation schedule defined in Section 4, Subd. 3. d.
- iii. The PLP shall be written within 30 days of start of employment.

c. **Newly hired teachers**

- i. Teachers hired into a new position, or as a replacement teacher, for an assignment that is greater than or equal to 120 days shall be eligible for 100% of the Professional Learning Plans amount, Collaborative Team, and Building Goal amounts. The teacher is eligible for performance incentive pay based upon the number of completed observations as identified within the observation schedule defined in Section 4, Subd. 3. d.
- ii. The PLP shall be written within 30 days of start of employment.

- Subd 5. **Part-time and Hourly Paid Teachers:** Teachers who are on less than 0.4 FTE contracts, or less than 588 hours annually, will not be required to participate in collaborative team meetings outside of their scheduled hours. If participating in collaborative team meetings for ProPay compensation, they will not receive hourly compensation for attendance at required Collaborative Team meetings. Pre- and Post-Observation meetings will be scheduled within their compensated time. If a teacher qualified under this section chooses not to participate in regular CT meetings for

ProPay compensation, then (s)he will be compensated for any required attendance at Collaborative Team meetings or other Professional Development that occurs outside of their scheduled work time, at the hourly rates established in Appendix C-4 of the Master Agreement.

**Section 10: Professional Pay:** All individuals who are represented by the BEA except as defined in previous sections are eligible to earn two types of pay as defined below. The performance incentive pay for teachers represented in the Master Agreement is covered under Teacher Professional Pay System Section. 4.

- Subd 1. **Performance Incentive Pay and Increment Advancement Process:**
- a. \$300 for meeting the school student achievement goal;
  - b. \$300 for meeting the Collaborative Team student achievement goal;
  - c. \$300 for the Personalized Professional Learning Plan (PLP);
  - d. \$900 for demonstrating evidence of professional learning through participation in the observations and the collaborative coaching.
  - e. Licensed staff will move vertically on the salary schedule and earn the performance pay incentive if the majority of their ratings are proficient by the end of the year (see Section 9, Subd. 2).

**Section 11: Performance I Levels:**

As an educational institution, ISD #191 recognizes the value of enhanced content knowledge and the attainment of advanced pedagogical skills. Levels specify educational levels. Each level represents the attainment of additional, relevant post-graduate coursework.

- a. Level I = BA or BS degree
- b. Level II = BA + 20 quarter credits
- c. Level III = BA + 40 quarter credits
- d. Level IV = BA + 60 quarter credits OR Master's degree

Teachers cannot progress beyond Level IV until he/she attains a Master's degree.

- e. Level V = MA + 20 quarter credits
- f. Level VI = MA + 40 quarter credits
- g. Level VII = MA + 60 quarter credits OR Educational Specialist OR PhD

**APPENDIX A**  
Replace with new salary schedule  
**Salary Schedule for 2021-2022\***

	Level I	Level II	Level III	Level IV	Level V	Level VI	Level VII
<b>Probationary 1</b>	\$40,950	\$42,640	\$44,130	\$46,260	\$48,390	\$50,390	\$52,870
<b>Probationary 2</b>	\$40,970	\$42,670	\$44,160	\$46,290	\$48,440	\$50,420	\$52,900
<b>Probationary 3</b>	\$41,010	\$42,700	\$44,190	\$46,340	\$48,480	\$50,470	\$52,940
<b>Emerging Professional 1</b>	\$41,570	\$43,020	\$44,910	\$48,480	\$52,220	\$53,070	\$55,680
<b>Emerging Professional 2</b>	\$42,600	\$44,410	\$46,500	\$50,270	\$54,640	\$55,660	\$58,070
<b>Emerging Professional 3</b>	\$45,140	\$46,990	\$49,290	\$53,130	\$55,710	\$58,320	\$61,390
<b>Professional 1</b>	\$48,950	\$49,090	\$51,150	\$55,300	\$57,900	\$60,260	\$63,800
<b>Professional 2</b>	\$48,950	\$53,010	\$53,520	\$57,730	\$60,080	\$63,150	\$66,230
<b>Professional 3</b>	\$48,950	\$53,010	\$58,310	\$60,560	\$63,620	\$66,930	\$70,240
<b>Master Professional 1</b>	\$48,950	\$53,010	\$58,310	\$64,060	\$67,140	\$70,430	\$73,980
<b>Master Professional 2</b>	\$48,950	\$53,010	\$58,310	\$68,550	\$72,000	\$75,460	\$79,360
<b>Master Professional 3</b>	\$48,950	\$53,010	\$58,310	\$74,460	\$78,040	\$81,780	\$85,760
<b>Career Professional A</b>	\$51,740	\$56,740	\$62,620	\$78,730	\$82,810	\$87,090	\$92,200
<b>Career Professional B</b>	\$55,640	\$60,020	\$66,590	\$82,090	\$86,670	\$91,520	\$98,140

**Appendix B (ABE-ECFE)**  
**Salary Schedule for 2021-2022\***

	Level I	Level II	Level III	Level IV	Level V	Level VI	Level VII
<b>Probationary 1</b>	\$27.74	\$28.57	\$29.38	\$30.23	\$30.85	\$31.47	\$32.10
<b>Emerging Professional 1</b>	\$28.57	\$29.38	\$30.23	\$31.05	\$31.68	\$32.32	\$32.97
<b>Professional 1</b>	\$29.38	\$30.23	\$31.05	\$31.89	\$32.53	\$33.18	\$33.86
<b>Professional 2</b>	\$30.23	\$31.05	\$31.89	\$32.73	\$33.41	\$34.25	\$34.74
<b>Master Professional 1</b>	\$31.05	\$31.89	\$32.73	\$33.57	\$34.23	\$34.92	\$35.62
<b>Career Professional A</b>	\$33.30	\$34.14	\$34.98	\$37.82	\$38.48	\$39.17	\$39.87
<b>Career Professional B</b>	\$34.30	\$35.14	\$35.98	\$39.82	\$40.48	\$41.17	\$41.87
<b>Career Professional C</b>	\$35.30	\$36.14	\$36.98	\$41.82	\$42.48	\$43.17	\$43.87

**\*Actual amounts will align with settlement of 2021-2023 Master Agreement Schedules**

**DESCRIPTION OF PERFORMANCE INCREMENT PERFORMANCE TARGETS:**

**Probationary Teachers** are beginning to translate their content knowledge into plans for instruction. During the probationary years teachers are acquiring the materials and developing effective learning activities. Probationary teachers are exploring methods of effective classroom management and physical room arrangement to enhance learning. They are beginning to acquire

confidence in their ability to establish rapport with students. They are exploring and comparing strategies for dealing with problem behaviors. They recognize the importance of clear directions and asking a variety of questions but are developing their skills in this area. Probationary teachers work hard to establish grading and record-keeping methods that comport with district requirements.

**Emerging Professionals** are gaining skills in the areas of planning, instruction and classroom management. They have established routines for organizational tasks and classroom management that are more automatic and support instruction. They are able to devote more time to instruction and providing effective feedback to students.

**Professional Teachers** demonstrate deep content and curricular knowledge. They demonstrate the ability to develop learning activities that both engage students and teach the desired content. They have a deep understanding of the scope and sequence of the curriculum. Classrooms run smoothly and professional responsibilities are understood and carried out.

**Master Professionals** understand the needs of individual students in each class and design instruction to meet those needs. Learning objectives are clearly articulated and instruction directly targets those objectives. Student learning is assessed and the results analyzed to determine re-teaching needs. Teachers utilize strategies to engage students in deep level discussion and answer higher level questions. The Master Professional contributes to the school by sharing expertise on district-wide and school-wide committees. The teacher shows professionalism in all assigned duties; whether presenting to peers, facilitating site-council, or performing hall duty.

## Memorandum of Understanding

### Burnsville Education Association and the School Board of Independent School District #191

Signature of Chairperson Board of Education: \_\_\_\_\_ Date

Signature of BEA President: \_\_\_\_\_ Date

Signature of BEA Chief Negotiator: \_\_\_\_\_ Date

Signature of Director of Human Resources: \_\_\_\_\_ Date

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**BURNSVILLE EAGAN SAVAGE**  
**Independent School District 191**  
**Human Resources**

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AGENDA ITEM: IV.B.5.

To: Members of the Board of Education  
Superintendent Dr. Theresa Battle

From: Brian Gersich  
Assistant Superintendent

Date: June 17, 2021

RE: **Collective Bargaining Agreement with SEIU Local #284 Custodial Employees**

**RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVE THE PROPOSED REVISIONS AND RE-ADOPT THE UNCHANGED LANGUAGE IN THE 2021-2023 MASTER AGREEMENT WITH SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL #284 CUSTODIAL EMPLOYEES**

District and Union Negotiators reached a tentative agreement on May 27th, 2021. The union ratified the agreement in June 2021. The union of 71 employees was represented by SEIU Organizer, Shelly Johnson. The district was represented by Tiffany Weiler, Tyler Dehne and Stacey Sovine.

**The major language items agreed upon in the tentative agreement include:**

- Clarified Overtime language
- Made small changes to the Emergency Closing language
- Adjusted language around Temporary positions
- Eliminated dated language around Retirement Plans

**Economic terms agreed to include:**

Total

- 2 year increased cost \$295,000
- Increase 403(b) contribution to \$750.
- MSBA 2 year package increase is 4.49%

# MASTER AGREEMENT

July 1, ~~2019~~ 2021 – June 30, ~~2021~~ 2023

BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 191  
BURNSVILLE, MINNESOTA

and

SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL  
284  
CUSTODIAL EMPLOYEES  
BURNSVILLE – EAGAN – SAVAGE

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ARTICLE I  
PURPOSE

Section 1. Parties: THIS AGREEMENT, entered into between the School Board of Independent School District 191, Burnsville, Minnesota, hereinafter called the Employer, and the Service Employees International Union Local 284, hereinafter called the Union, pursuant to and in compliance with the Public Employment Relations Act of 1971, provides the terms and conditions of employment for Maintenance and Operations Employees during the duration of this Agreement.

ARTICLE II  
RECOGNITION OF EXCLUSIVE REPRESENTATIVE

- Section 1. Recognition: The Employer recognizes the Union as the exclusive representative, under the PELRA for all classifications listed in Article XXIV.
- Section 2. Appropriate Unit: All employees in the above categories are members of the appropriate unit except those excluded under P.E.L.R.A.
- Section 3. In the event the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job position, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE III  
DEFINITIONS

- Section 1. Full-time Employees: Shall mean an employee who works forty (40) hours per week on a regular basis for more than one hundred (100) days per fiscal year.
- Section 2. Union: Service Employees International Union Local 284.
- Section 3. Union Member: A member of the Service Employees International Union Local 284.
- Section 4. Employee: A member of the exclusively recognized bargaining unit.
- Section 5. Probationary Period: Effective July 1, 2008 all newly hired or rehired employees will have a nine (9) month (calendar) probationary period from their date of hire. After 67 but before 90 working days of service, the Director of Operations, appropriate supervisor and union steward(s) shall meet with the employee and the District shall conduct a performance review. At that meeting it shall be determined if further performance reviews shall be required prior to the completion of the probationary period.
- Section 6. Employer: The Independent School District 191, Burnsville, Eagan, Savage.
- Section 7. Superintendent: Superintendent of Independent School District 191.
- Section 8. Union Officer: Officer elected or appointed by the Service Employees International Union Local 284.
- Section 9. Basic Work Week: A normal workweek shall consist of forty (40) hours, exclusive of lunch. A work week commences at 12:01 a.m. on Sunday and extends through seven consecutive, twenty-four hour periods.
- Section 10. Work Day: The lunch period each day shall not be interrupted except in cases of emergency. When a principal or supervisor identifies a task as needing emergency service, the employee shall receive at least ½ hour of overtime pay. A maximum of twenty minutes away from the workstation for coffee breaks shall be permitted each work day. The Director of Operations and Properties will establish break times for each employee.

- Section 11. Basic Work Year: The custodial work year shall correspond to the School District's fiscal year which is July 1st through the following June 30th.
- Section 12. Shifts:  
 A shift -When the majority of the hours are worked between 5:30 a.m. and 1:59 p.m.  
 B shift -When the majority of the hours are worked between 2:00 p.m. and 9:59 p.m.  
 C shift -When the majority of the hours are worked between 10:00 p.m. and 5:29 a.m.
- Section 13. Direction of Duties: All custodial work assignments, whether regularly assigned or temporary because of outside agency rentals, are under the direction of the Maintenance and Operations Supervisors. The duties and responsibilities of cleaning, maintaining and securing the building shall be completed by the custodial staff as needed for the duration and completion of events.
- Section 14. Pay Period: Overtime shall be paid in the next pay period following overtime when submission of overtime is made within the District payroll schedule.

#### ARTICLE IV EMPLOYER AUTHORITY

- Section 1. The employer retains the sole right to operate and manage all personnel, facilities, and equipment in accordance with applicable laws and regulations of appropriate authorities.
- Section 2. Any term and condition of employment not specifically established or modified by this Agreement shall remain solely with in the discretion of the Employer to modify, establish or eliminate.

#### ARTICLE V UNION SECURITY

- Section 1. With the authorization of the employee, each employee shall have the right to request and be allowed dues check off for the Union. The employee request shall be in the form of a written authorization, online sign-up, or audio-recorded phone authorization submitted to the Union. The Union shall provide the District with the appropriate form of authorization (examples of appropriate form are: paper, electronic file, audio file) for dues/premier member dues deduction. The School District agrees to honor and implement all the terms of dues check-off authorizations submitted by the Union and agreed to by the employee. The School District shall adhere to the specific provisions in each dues check-off authorization regarding the duration, renewal, procedure for revocation, amount of dues deducted (including premier member), and all other provisions agreed to by the employee as stated in the authorization, irrespective of the employee's membership in the Union. Such dues shall be remitted to the Union monthly.
- Section 2. Steward Designation: The Union may designate employees from the bargaining unit to act as a steward and an alternate steward and shall inform the Employer, in writing, of such choice and changes in the position of steward and/or alternate steward.
- Section 3. Union Business: The Employer agrees to allow two (2) membership meetings per year on District property for the purpose of formulating wage requests and presenting final proposal. One hour of release time with no salary deduction shall be granted for each meeting. The district will provide reasonable time off to elected officers or appointed representatives of the Exclusive Representative for the purpose of conducting the duties of Exclusive Representative including, but not limited to, grievance investigation and processing and conferring with District representatives and immediate supervisors with respect to the establishment, interpretation, and application of the provisions of this Agreement. The Exclusive Representative shall notify his/her immediate supervisor at least two (2) days prior to the use of such time except in emergency situations.

- Section 4. Union Notices: The Employer shall make space available on the employee bulletin board for posting of Union notice(s) and announcement(s).
- Section 5. Hold Harmless: The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of the Article.
- Section 6. Upon request, the District shall make available to the Union a bargaining unit list of employees including name, address, work hours, work location, position, classification, wage schedule placement, and date of employment.

## ARTICLE VI EMPLOYEE RIGHTS - GRIEVANCE

- Section 1. Definitions.
- Subd. 1. Grievance: A grievance is defined as a dispute or disagreement as the interpretation or application of the specific terms and conditions of this Agreement.
- Subd. 2. Days: Days shall mean workdays.
- Section 2. Union Representatives: The Employer will recognize representatives designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article.
- The Union shall notify the Employer in writing of the names of such Union Representatives and of their successors.
- Section 3. Processing of a Grievance: It is recognized and accepted by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities. The aggrieved employee and a Union representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours. However, the employee and the Union representative must have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work program of the Employer.
- Section 4. Procedure:
- Subd. 1. Step 1: An employee claiming a violation concerning the interpretation or application of this Agreement shall, within twenty-one (21) days after such alleged violation has occurred, present such grievance to the employee's supervisor as designated by the Employer on the proper form. The Supervisor will meet and discuss the allegation within five (5) days of notification and give an answer to such Step 1 grievance within ten (10) days after the meeting.
- Subd. 2. Step 2: In the event the grievance is not resolved in Step 1, the decision rendered may be appealed to the Superintendent of Schools, provided such appeal is made in writing within ten (10) days after receipt of the decision in Step 1. If a grievance is properly appealed to the Superintendent of Schools, the Superintendent shall set a time to hear the grievance within twenty (20) days after receipt of the appeal. Within ten (10) days after the meeting, the Superintendent shall issue a decision in writing to the parties involved.
- Subd. 3. Step 3: A grievance unresolved in Step 2 and appealed to Step 3 by the Union shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971 as amended.

- Section 5. Arbitrator's Authority
- Subd. 1. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted.
- Subd. 2. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union subject, however, to the limitations of arbitration decisions as provided in P.E.L.R.A. of 1971 as amended, and shall be based solely on this Agreement and to the facts of the grievance presented.
- Subd. 3. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.
- Section 6. Waiver: If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and the Union in each step.

## ARTICLE VII SENIORITY

- Section 1. Employee seniority shall be determined by the employee's length of continuous employment in the bargaining unit.
- Section 2. Seniority lists will be published by the Employer on November 1st of each year.
- Section 3. Probationary periods can be extended up to an additional 90 calendar days by mutual agreement between the Employer and the Union.
- Section 4. During the probationary period a newly hired or rehired employee may be discharged at the sole discretion of the Employer.
- Section 5. In the event conditions necessitate a reduction of bargaining unit employees within any position title classification, the following procedure will be used:
- Seniority will decide any reduction. The least senior person in any group based on the employee's seniority pursuant to Section 1 of this Article to be reduced will be the first one laid off, and the next in line would follow, and so on, until the reduction has been met, providing the remaining employees have the ability to perform the work required. Position by group shall be the determining factor and any employee eliminated shall then have the right to displace the next least senior employee in the same group or successively lower groups. A junior employee may not displace a senior employee.

Upon rehiring, the laid off employee with the most seniority shall be the first recalled. Employees laid off shall hold recall rights for a period of one year. Employees rejecting re-employment shall forfeit recall rights. In no case shall an employee displace an employee with more seniority or an employee in a higher classification.

#### ARTICLE VIII DISCIPLINE

- Section 1. The employer will discipline employees for just cause only. Upon investigation and finding of facts, the employer shall give the affected employee and the steward a written letter explaining such findings. Discipline will be in one or more of the following forms: a) Letter of Reprimand, b) Letter of Deficiency, c) suspension, d) demotion, or e) discharge.
- Section 2. Suspension, demotions, and discharges will be in written form.
- Section 3. Written reprimands, notices of suspension, and notices of discharge which are to become part of an employee's personnel file shall be presented, read, and the employee given an opportunity to sign. Employees and the Union will receive a copy of such reprimands and/or notices.
- Section 4. Employees may examine their own individual personnel files at reasonable times under the direct supervision of the Employer.
- Section 5. Any material in the employee's permanent personnel file may be reproduced at the request of the employee and cost of reproduction paid by the employee.
- Section 6. Employees will not be questioned concerning an investigation of disciplinary action unless the employee has been given an opportunity to have a Union Representative present at such questioning.
- Section 7. No file material generated in buildings may be used in a disciplinary or grievance action unless it is forwarded to the personnel file by June 30th of the year of occurrence. All such material not forwarded by June 30th of the year of occurrence shall be expunged from the Human Resources personnel file. Written directives or conference summaries which are not disciplinary but which were created by a supervisor and given to the employee to more clearly define performance expectations may be used in disciplinary actions when the purpose is to establish that the employee should have been aware of those expectations

#### ARTICLE IX OVERTIME

- Section 1. Employees will be compensated at one and one-half (1 ½) times the employee's regular pay rate for hours worked in excess of the employee's regular shift except on Sundays and holidays. Employees may elect to take one and one-half (1 ½) hours off for each hour of overtime worked in lieu of overtime pay providing the work has been for Independent School District 191 and meets with the approval of the Director of Operations.
- Section 2. **Overtime Time** worked on Sundays or holidays shall be compensated at **two (2) times the employee's regular pay rate double time.**
- Section 3. Administration will assign overtime and employees will work when such overtime is assigned in emergencies. Scheduled overtime will be offered on the basis of rotating seniority, giving an employee the option of the best available shifts based on seniority.
- Section 4. For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded or paid twice for the same hours worked.

- Section 5. Overtime will be calculated to the nearest fifteen (15) minutes.
- Section 6. Overtime is incurred when an employee renders service at the specific direction of the Employer in excess the employee's regular shift. A calendar week commences at 12:01 a.m. on Sunday **and ends the following Sunday at 12:00 a.m.** Bereavement absence, family illness absence, vacations, and personal illness absence will be considered as time worked in calculating overtime. If the employee takes a personal illness absence on a Monday or a Friday, those days shall not count as time worked in calculating overtime. If the employee works a Tuesday through Saturday shift, a personal illness absence on a Tuesday or Saturday will not be counted as time worked in calculating overtime.
- Section 7. No more than (2) hours work will be allowed if the event is cancelled without prior notice.

#### ARTICLE X CALL-BACK PAY

- Section 1. Employees called back to work, after concluding their assigned work shift for the day, will be paid at the above defined overtime rate for the actual time worked with a minimum allowance of three (3) hours.

#### ARTICLE XI CLOSING AND EMERGENCY DISMISSALS

- Section 1. It is expected that all employees report to work unless there are extenuating circumstances. In the event there are extenuating circumstances, employees must contact the Director of Operations **or their Operations Supervisor** at least two (2) hours prior to the employee's scheduled B/C shift and at least one (1) hour prior to the employee's scheduled A shift. The Director **or Supervisor** may approve the time off at their discretion. Employees that work on a day the District closes **schools facilities**, because of inclement weather **or other emergency circumstances**, will receive an additional \$2.00 per hour for their shift.
- Section 2. If, after arriving on the job, the employee is dismissed by the Superintendent of Schools or designee, the employee shall be compensated for the day. **Employees that continue to work that day, will receive an additional \$2.00 per hour in addition to their regular rate of pay for the balance of their shift.**

#### ARTICLE XII MISCELLANEOUS

- Section 1. Employees who must use their car for School District purposes during the regular working day are entitled to reimbursement for such mileage according to current District policy. In order to be reimbursed, employees must use the proper form and should submit forms on a monthly basis.
- Section 2. The District shall reimburse the cost of any discretionary license requested by the District. The District must make its request to the employee in writing. If a posting requires a license, it shall be paid and not fall under this section.
- Section 3. The District shall notify the union steward(s) whenever a new employee is hired prior to the new employees starting date.

#### ARTICLE XIII HOLIDAYS

- Section 1. Twelve month employees shall receive ten (10) paid holidays. They are: Labor Day, Thanksgiving, and the day following, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Memorial Day, Independence Day and one (1) Floating Holiday. When Christmas and New Year's fall on Saturday, the

previous Friday will be observed as a holiday. When those two days fall on Sunday, the following Monday will be observed.

- Section 2. **Holiday Pay Requirement:** In order to receive pay for a holiday, an employee must work the work day before the holiday and the work day after the holiday. Employees who are on an authorized absence or leave shall receive holiday pay without regard to pre and post holiday work day requirement. A doctor's slip may be required for any employee absent more than one incident before or after a holiday.

#### ARTICLE XIV JOB POSTING AND TRANSFER

- Section 1. All job openings will be posted on the district's website and e-mailed to all custodial staff at each building. The lead custodian shall also post a copy on each buildings custodial bulletin board.
- Section 2. **Basis for Selection:** Seniority, ability, legal qualifications, and job performance will be considered in filling job openings which have been posted. Administration reserves the right to the final decision.
- Conferences will be held with each applicant who indicates in the application that a conference be held, before and/or after the successful applicant is named. The purpose of the conference after the job is filled is to improve the chances for a later successful job transfer request.
- Any employee who is not awarded a position shall, upon request, be informed in writing of the specific reasons the employee was not selected.
- Section 3. **Posting Period:** Required postings shall be posted for a period of seven (7) work days. After a posting closes (permanent and/or temporary), a decision shall be made within 20 (twenty) working days and the candidate shall be placed into the position within 20 (twenty) working days.
- Section 4. **Posting Notice:** Union officials will be sent copies of all job postings applicable to positions covered by this Agreement.
- Section 5. **Probationary Period:** Current employees selected to fill posted positions shall be on a probationary status for a period of sixty-seven (67) working days.
- Section 6. **Lateral Transfers:** Whenever administration exercises its right to make lateral transfers, administration shall give reasonable prior notice and furnish reasons for transfer.
- Section 7. **Temporary Appointments:** When a supervisor replaces an employee in a higher classification on a temporary appointment or for any other reason with another lower paid employee who qualifies for and performs all job functions of the higher classification for more than 10 work days, the temporary replacement shall receive the higher rate of pay. A temporary appointment to replace an employee in a lower classification continues at the regular rate. Pay is retroactive to day 1. The district agrees not to abuse this provision.
- Section 8. **Promotions:** Employees promoted to a higher paying classification will retain the same rate of pay until their probationary period is complete, at which time they will be placed in a higher, classification at a step determined by administration. However, such placement shall result in a higher rate of pay which shall be retroactive to initial placement.
- Section 9. **Shifts and Starting Time:** Starting times and shifts shall be determined by administration. When changes are necessary, administration shall give reasonable notice.
- Section 10. Administration reserves the right to disqualify probationary employees from applying on job postings.

Section 11. Temporary Openings: A position is defined as that which is created by the extended absence of an employee due to disability, extending over a period of more than thirty (30) days but not to exceed twelve (12) months.

Temporary positions shall be filled by qualified employees who respond to listings of the position in the same manner as the regular posting procedure. Employees holding temporary positions will be paid the salary the position is regularly paid. After twelve (12) months, the position would be bid as a permanent position. Holders of temporary positions will return to the position held immediately prior to the appointment. **Holders of like positions would not be appointed to a temporary position (lead persons would not fill a temporary lead person position, "A" shift person would not fill another "A" position, etc.).**

An employee holding a temporary position would be eligible to bid on any and all bid openings that occur during the temporary appointment. An employee coming back to work after being absent for more than twelve (12) months will be worked into the staff and given first consideration on the first opening on the shift held prior to disability. An employee coming back to work in less than the above twelve (12) months will revert to his/her original position. When such disabled employee returns to work, it shall be at no reduction in salary. Salary shall be frozen at the rate earned when the absence began until the salary for the assumed position is greater than the frozen amount, when the person shall proceed on the new position's salary and subsequent adjustments.

ARTICLE XV  
VACATIONS

Section 1. Effective July 1, 2012, an employee shall accrue vacation days based upon the chart in Section 2, on the last day of the month, up to a maximum of 25 days' accrual balance.

Section 2.	Until completion of 4 full fiscal years	1.25 days per month
	During fiscal years 5-12	1.75 days per month
	During fiscal years 13+	2.50 days per month

Section 3. Vacation accrual cannot go negative at the time of vacation. Vacation requests may be submitted in advance assuming sufficient vacation leave is available at the time of vacation.

Section 4. Qualified Vacation Days: Illness sustained while an employee is on a scheduled vacation shall be considered as vacation days. Holidays occurring while an employee is on a scheduled vacation shall be counted as holidays and shall not reduce an employee's accumulated vacation benefits.

Section 5. Termination Vacation Allowance: Employees who have terminated their employment on their own free will and in good standing are entitled to paid vacation days earned.

Section 6. Notice: Employees shall make vacation requests prior to May 15th for vacations that occur June through August. Periods of vacation shall be scheduled on the basis of employee seniority within buildings. Requests made after May 15th shall be scheduled at the discretion of administration on a first come, first serve basis.

ARTICLE XVI  
PERSONAL ILLNESS ABSENCE

Section 1. All full-time employees shall earn personal illness absence at the rate of one day for each month of service in the employ of the School District. Personal illness absence will not accumulate while an employee is on unpaid leave or is receiving income protection benefits. Employees will be allowed accumulation of **seventy-five (75) one hundred (100)** days. Personal illness absence shall accumulate only when an employee is actually working or on District payroll.

## Section 2.

- Subd. 1. Employees shall notify the supervisor when illness prevents attendance at work so substitutes may be arranged. Notification shall be made as early as possible. Violation of this section shall be cause for denying paid personal illness absence and/or initiating disciplinary action.
- Subd. 2. "Notification shall be made as early as possible" means any shift starting at 12 noon or after requires the employee to notify administration that they shall be on personal illness absence at least two (2) hours before the shift starting time and any shift starting before noon will require one (1) hour notice.

## Section 3.

To protect the health and welfare of students and staff, administration has the responsibility to check personal illness absence by employees. When an employee has been absent for three (3) or more consecutive days or following a conference for which a written summary has been provided to the employee addressing a suspicious pattern of use, a physician's note will be required to verify illness and the ability to return to work. Employees who do not comply will be subject to disciplinary action.

#### ARTICLE XVII LEAVES OF ABSENCE

## Section 1. Extended or Unpaid Leave of Absence:

- Subd. 1. A leave of absence without pay may be approved by the School Board upon the recommendation of the Executive Director of Human Resources, to employees who request such a leave in writing.
- Subd. 2. The duration of said leave without pay shall be for a minimum of one (1) month and up to a year. Failure of the employee to request and be granted an extension or to return to duty at the end of the leave of absence without pay will thereby terminate the employee's employment.
- Subd. 3. The employee pays for all insurance during this period of time except as specified in Article XXII, Section 7 of this contract.

#### ARTICLE XVIII WORKERS' COMPENSATION

- Section 1. The School District will pay the difference between the compensation received pursuant to the Workers' Compensation Act due the employee and the employee's regular rate of pay to the extent of the employee's earned accrual of personal illness leave and/or vacation pay if an employee is absent from work as a result of a compensable injury under the Worker's Compensation Act.
- Section 2. A deduction shall be made from the employee's accumulated vacation or personal illness leave accrual time according to the prorata portions of days of personal illness leave or vacation time which is used to supplement Workers' Compensation.

#### ARTICLE XIX FAMILY ILLNESS

- Section 1. Full-time employees may use up to four (4) days per event, for serious illness of the employee's spouse, children, significant other, or parents. After the first event in the fiscal year, subsequent events are authorized if they qualify under the Family and Medical Leave Act of 1993 and shall be paid but limited to 3 days per event.
- Section 2. Such absence shall be deducted from the accumulated personal illness absence days. If the employee has exhausted personal illness absence, absence shall be approved and time deducted from an employee's vacation time.

- Section 3. Sick or Injured Child Care Leave: MN 181.9413. Employees who have exhausted their family illness absences may use personal illness absence provided by the employer for absences due to an illness of the employee's child for such reasonable periods as the employee's attendance with the child may be necessary, on the same terms the employee is able to use personal illness leave benefits for the employee's own illness. This section applies only to personal illness leave benefits payable to the employee from the employer's general assets. A "Child" means an individual under 18 years of age or an individual under age 20 who is still attending secondary school.

ARTICLE XX  
BEREAVEMENT ABSENCE

Up to five (5) days per event shall be granted for a death in the immediate family. Immediate family shall include: spouse, children, spouse of child, parents or former guardians, grandparents, grandchildren, brother, sister and in-laws of a similar degree of relationship. Up to three (3) days shall be permitted for a death of nephew, niece, uncle or aunt.

ARTICLE XXI  
JURY DUTY

- Section 1: Employees shall be paid the difference between their regular daily salary, excluding shift premium stipends, and their jury duty pay if required to serve on jury duty. Employees not serving at the court site must report to work. Travel allowance and expenses shall be the employee's.
- Section 2: Employees serving on jury duty will bring written evidence of service at the court site to be paid as set forth in Section 1 above.

ARTICLE XXII  
INSURANCE

- Section 1. Selection of Carrier: The selection of the insurance carrier and policy shall be made by the School Board. The Union shall be notified when bidding of insurance is scheduled.
- Section 2. Life Insurance: Effective January 1, 2010, all full-time employees shall also be provided life and dismemberment insurance coverage in the amount of \$60,000 with the district covering the cost of \$50,000. The remaining \$10,000 shall be paid by the employee. Insurance is to be subject to the insurance company's terms and conditions. The employee shall have the option to purchase additional insurance through payroll deduction.
- Section 3. Long Term Disability Insurance: Income Protection coverage will be provided to each full-time employee at District expense. Disability pay and the qualifying period will be governed by the policy in effect. The district will supplement long term disability payments with accrued sick leave and vacation for the period of time that runs concurrently with FMLA. All sick leave will be exhausted prior to the use of vacation pay to supplement long term disability.
- Section 4. Health and Hospitalization Insurance:
- Subd 1. Single Health and Hospitalization Insurance. The District will contribute an amount equal to 100% of the composite premium for an eligible employee who enrolls in the single plan. The composite premium will be based on a health care insurance plan with an HRA (Health Reimbursement Account) whereby \$1,000 shall be redirected by the district to the HRA. The remainder of the cost of the plan will be borne by the employee via payroll deduction.
- Subd 2. Dependent Health and Hospitalization Insurance. The District will contribute an amount equal to 70% of the composite premium for an eligible employee who enrolls in the dependent health insurance plan. The

composite premium will be based on a health care insurance plan with an HRA (Health Reimbursement Account) whereby \$2,000 shall be redirected by the district to the HRA. The remainder of the cost of the plan will be borne by the employee via payroll deduction.

Subd 3. Both Spouses Employed. If an employee and his/her spouse are both employed by the district full-time and are enrolled in dependent coverage, either the husband or the wife will contribute an amount equal to 5% of the single composite premium towards family coverage.

Section 5. Dental Insurance:

Subd. 1. Single Coverage: The School District shall provide individual dental coverage for each full-time employee who enrolls in the plan. Benefits shall be in accordance with the insurance policy purchased by the School District.

Subd. 2. Dependent Coverage: Dependent coverage shall be available to each employee eligible for single coverage. The cost of dependent coverage shall be paid by the employee via payroll deduction. Employees eligible for dependent coverage must enroll before the inception day or within thirty (30) days of becoming eligible for dependent coverage. Failure to apply for coverage on the inception date or upon becoming eligible shall result in the forfeiting of future rights to dependent coverage.

Section 6. Commencement of work entitles the employee to coverage effective the first day of employment.

Section 7. Duration of Insurance Contribution: An employee is eligible for district contributions as provided in this article as long as the employee is employed by the School District except when an employee takes an unpaid leave of absence. Contributions to insurance will continue as per Federal Law while an employee is on FMLA leave. Upon termination of employment, all District participation and contribution shall cease, effective on the last working day.

Section 8. Employees who are receiving a PERA disability benefit or have satisfied the age and service requirements and are eligible to receive an annuity from PERA, may remain on the district's medical and dental plan until eligible for Medicare. The employee shall pay the total cost. This provision is subject to the rules and conditions of the carrier.

Section 9. Flexible Benefit Plan: The School District has a flexible benefit plan under IRS code 125. Regulations and procedures are available in the Human Resources Office. A Board policy and accompanying regulations will be updated annually to comply with IRS Regulations.

Section 10. Tax Sheltered Annuity and Deferred Compensation Plans: Tax sheltered annuities and deferred compensation plans, either variable or fixed, shall be made available to custodial employees. All employee contributions and any district match shall be made to plans approved by the union and the Board of Education. Approved plans are Fidelity, Educators Financial Services (E.S.I), AXA(Equitable), and Lincoln Financial Services. The district will also implement a standing 403(b) committee comprised of administration and employees. The custodial representative shall be appointed by the union. Regulations and procedures are available in the Human Resources Offices. The Board policy and regulations will be updated annually for compliance with State and Federal laws.

#### ARTICLE XXIII TERMINATION OF EMPLOYMENT

Employees are required to submit written resignations at least two calendar weeks prior to the effective date in order to terminate their employment in good standing.

ARTICLE XXIV  
PHYSICAL EXAMINATIONS

- Section 1. When employees are required to maintain a driver's license at the discretion of administration, the District shall pay the cost of such examination.
- Section 2. All candidates who are offered a contracted position must successfully pass a pre-employment physical. Offers will be rescinded for candidates who do not successfully complete the physical. The cost of the physical shall be paid by the district.

ARTICLE XXV  
SALARY SCHEDULE  
~~2019-2020~~ 2021-2022

CLASSIFICATION	JOB DESCRIPTION	Step 1	Step 2	Step 3	Step 4
LVL I	LVL I -- GENERAL	\$ 17.10	\$ 20.60	\$ 23.60	\$ 23.65
LVL II	LVL II -- COURIER	\$ 18.20	\$ 21.60	\$ 24.65	\$ 24.70
	LVL II -- GENERAL				
	LVL II -- GROUNDS				
	LVL II -- POOL				
LVL III	LVL III - BUILDING LEAD	\$ 18.70	\$ 22.10	\$ 25.70	\$ 25.75
	LVL III - WAREHOUSE LEAD				
LVL IV	LVL IV - MAINTENANCE	\$ 26.70	\$ 26.70	\$ 26.70	\$ 26.75

**Differentials:**

BHS Building Lead	\$1.50/hr	Special / Second Class Boiler License	\$.20/hr
B-Shift:	\$.55/hr	1st Class Boiler License	\$.35/hr
C-Shift:	\$.60/hr	Chief Boiler License	\$.60/hr
Tuesday-Saturday Shift (excluding pool)	\$.65/hr.	Journeyman Electrician	\$.50/hr

Proof of annual registration in the form of an updated registration card issued by the State of Minnesota will be required to receive the additional compensation. If a license is new or previously expired, the differential rate will be applied starting with the pay period following the date the registration card is provided to Human Resources.

SALARY SCHEDULE  
~~2020-2021~~ 2022-2023

CLASSIFICATION	JOB DESCRIPTION	Step 1	Step 2	Step 3	Step 4
LVL I	LVL I -- GENERAL	\$ 17.45	\$ 21.05	\$ 24.10	\$ 24.15
LVL II	LVL II -- COURIER	\$ 18.60	\$ 22.05	\$ 25.15	\$ 25.20
	LVL II -- GENERAL				
	LVL II -- GROUNDS				
	LVL II -- POOL				
LVL III	LVL III - BUILDING LEAD	\$ 19.10	\$ 22.55	\$ 26.25	\$ 26.30
	LVL III - WAREHOUSE LEAD				
LVL IV	LVL IV - MAINTENANCE	\$ 27.25	\$ 27.25	\$ 27.25	\$ 27.30

**Differentials:**

BHS Building Lead	\$1.50 /hr	Special / Second Class Boiler License	\$.25/hr
B-Shift:	\$.55 /hr	1st Class Boiler License	\$.50/hr
C-Shift:	\$.60 /hr	Chief Boiler License	\$.75/hr
Tuesday-Saturday Shift (excluding pool)	\$.65/hr.	Journeyman Electrician	\$.50/hr

Proof of annual registration in the form of an updated registration card issued by the State of Minnesota will be required to receive the additional compensation. If a license is new or previously expired, the differential rate will be applied starting with the pay period following the date the registration card is provided to Human Resources.

Effective July 1, 2012, custodians hired after January 1st shall not advance a step until July 1st the following calendar year.

Section 1. Longevity: Based on the chart below, employees who have completed the identified years of employment will receive the additional amount per hour based on the base rate for the classification currently held.

Beginning 4 <sup>th</sup> year of employment through 9 <sup>th</sup> year	\$0.50
Beginning 10 <sup>th</sup> year of employment through 15 <sup>th</sup> year	\$0.75
Beginning 16 <sup>th</sup> year of employment	\$1.00

Section 2. Building Cleaner/Temporary Help/Seasonal Help: These positions are covered by the following conditions only:

- 1) ineligible for benefits,
- 2) will not exceed ratio of 1 cleaner for each 5 personnel in LVL 1-4,
- 3) will be laid off prior to any layoff or hourly reduction of any full-time personnel,
- 4) pay will not exceed LVL 1, Step 1

Effective June 1, 2008, staff employed under this section shall be limited to June 1 to August 31 for summer employees. During the school year, temporary staff are limited to 30 working days.

Section 3. Salary Conditions:

Subd. 1. In the event a new Agreement has not been mutually adopted by July 1, 2021, the salary for the 2021-2022 fiscal year will be that in effect for each employee on June 30, 2021, until a new Agreement is reached subsequent to July 1, 2021, and the conditions of the new Agreement will determine salaries for 2021-2022.

Subd. 2. Overtime pay shall be computed by using a dollar per hour figure computed on the applicable salary schedule.

Subd. 3. "B" or "C" shift stipend will be paid for any pay period in which the individual employee worked at least one day on the "B" or "C" shift.

Subd. 4. Employees receive credit for all continuous service in the bargaining unit to determine step placement.

Section 4. Uniforms:

Subd. 1. Effective July 1, 2015, uniforms as recommended by a committee consisting of three District appointed and three union appointed employees will be worn at all times when at the work site upon completion of the probationary period. The committee will establish uniform options including such things as shirts, pants, jackets, rain jackets, boots/shoes, etc. which may be purchased from a cafeteria total of equal to the cost of three uniforms. New employees shall be provided five uniforms for the first year of employment.

- Subd. 2. If an employee resigns or is terminated prior to completing their first year of employment, the pro-rated cost of the uniforms shall be deducted from the final paycheck.
- Subd. 3. Failure to wear uniforms will result in discipline as per Article VIII Discipline.

## ARTICLE XXVI RETIREMENT

- Section 1. Employees shall retire based upon current state and federal statutes. Insurance benefits are subject to carrier restrictions.
- Section 2. Members of the unit prior to February 16, 1996, may choose between either of the following two retirement/severance plans until August 15, 1998 and are then committed to that plan. All employees hired after February 15, 1996, are automatically covered by Plan B. Employees who have been members of the unit prior to February 16, 1996 will have a two-month window to elect to move from Plan A to Plan B. The election window extends from April 1, 2001 to May 31, 2001. Calculation to take place July 1, 2003 for the time period from July 1, 2002 through June 30, 2003 and every year thereafter.

Subd. 1. Plan A.

~~a. Any member of this Unit who resigns after ten years of continuous District experience, is at least fifty-five (55) years of age, shall receive a sum of \$750 on the last paycheck. This payment shall not be made to an employee who is terminated as a result of disciplinary measures.~~

~~b. Sick leave accumulation over seventy-five (75) days shall further accumulate at the rate of one (1) day per month to a maximum of sixty (60) additional days. One (1) day of severance pay will be paid for each two (2) full days of such accumulated sick leave over seventy-five (75) days. This severance pay will supplement the lump sum provisions of this Article and be applied in accord with its age and service guidelines. Employees shall have the option of receiving one lump sum check or annual checks spread over a period not to exceed five (5) years.~~

Subd. 2. Plan B.

~~a. Effective July 1, 2015, a District match to a 403(b) program is available to members of the unit hired after February 15, 1996, or to employees who opted for Plan B of Article XXVI prior to July 15, 1998, and who are beginning their third (3<sup>rd</sup>) year of work in the District at .5 FTE or more. Plan B is also available to those employees who elected Plan B during the window opportunity defined in Article XXVI, Section 2 above.~~

~~b. Effective 2009-2010 July 1, 2021, the District will match ~~\$600.00~~ \$750.00 as permitted under provisions of the Internal Revenue Code Section 403(b).~~

- Subd. ~~3~~ 2 Effective July 1, 2015, an employee who as of July 1 has accumulated leave time in excess of two hundred and eighty (280) hours determined as of June 15th of the same tax year, and has taken one (1) or less leave days in the concluding fiscal year shall have sufficient leave days converted at the rate equal to one thousand dollars (\$1,000) which shall be contributed to an active ISD 191 approved 403(b) plan by the July 15th payroll.

An employee who as of July 1 has accumulated leave time in excess of two hundred and eighty hours (280) hours determined as of June 15th of the same tax year, and has taken more than 1 leave day up to three (3) leave days in the concluding fiscal year shall have sufficient leave days

converted at the rate of equal to six hundred dollars (\$600) which shall be contributed to an active ISD 191 approved 403(b) plan by the July 15th payroll.

An employee that takes more than three (3) leave days during the measurement period is not eligible for the conversion of leave days to a 403(b) contribution.

"Leave days" include all absences except Vacation, Bereavement and paid days substituted for unpaid leave under the Family and Medical Leave Act of 1993 (FMLA), as amended.

Effective July 1, 2015 the conversion rate for leave days shall be two hundred dollars (\$200) per day.

#### ARTICLE XXVII JUST CAUSE

Section 1. No member of this unit will be suspended without pay or reduced in rank without just cause.

#### ARTICLE XXVIII DURATION

Section 1. Term and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing as of the effective date of this Agreement through June 30, ~~2024~~ 2023. If either party desires to modify or amend this Agreement commencing at its expiration, it shall give written notice of such intent no later than ninety (90) days prior to the expiration of this Agreement.

In the event a new Agreement is not in effect on July 1, ~~2024~~ 2023, all terms of this contract will remain in effect as set forth in this Agreement until a successive Agreement is affected.

Section 2. This Agreement constitutes the full and complete Agreement between the School Board and the Union. The provisions herein relating to terms and conditions of employment supersede and take precedence over any and all prior agreements inconsistent with these provisions.

Section 3. The provisions of this Agreement shall be severable, and if any provisions thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof under different circumstances.

Section 4. This Agreement shall constitute the full complete commitment between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary mutual consent of the parties in written, signed agreement to this contract.

Section 5. Any provision contained in any previous Master Agreement and not contained in this Agreement is no longer valid or applicable after July 1, ~~2024~~ 2023.

IN WITNESS WHEREOF, the parties have signed this Agreement:

For: Service Employees International  
Union Local 284 Custodial Employees.

For: Independent School District 191

\_\_\_\_\_  
Union Contract Organizer

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Union Steward

\_\_\_\_\_  
Board Clerk

\_\_\_\_\_  
Union Steward

\_\_\_\_\_  
District Chief Negotiator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is entered into between Independent School District 191 (hereinafter referred to as the School District) and The Custodial Employees of BES (hereinafter referred to as the Union), representing the Custodial employees of the School District as follows:

1. The parties have entered into a collective bargaining agreement covering the period July 1, 2019 2021 through June 30, 2024 2023.
2. In the event that the District changes its Long Term Disability Insurance plan to a plan that has a longer qualifying period than 30 working days, the District agrees to provide a Short Term Disability Plan with a qualifying period no more than 14 calendar days.
3. The District agrees that up to one-third (1/3) of a day of accrued sick leave may be used to supplement the Short Term Disability income per work day on leave.

This MEMORANDUM OF UNDERSTANDING shall be in full force and effect from the period of execution of this document through June 30, 2024 2023.

Custodial Employees  
Burnsville, MN 55337

Independent School Dist. 191  
200 W. Burnsville Parkway  
Burnsville, MN 55337

\_\_\_\_\_  
Union Representative

\_\_\_\_\_  
Employer Representative

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

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

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into between Independent School District 191 (hereinafter referred to as the School District) and The Custodial Employees of SEIU (hereinafter referred to as the Union), representing the Custodial employees of the School District as follows:

1. The parties have entered into a collective bargaining agreement covering the period July 1, 2021 through June 30, 2023.
2. Both parties see the value in training employees for success.
3. The District agrees that it will establish a committee including the Union Steward(s), Director of Operations, Supervisors, and a building lead from each level (Elementary, Middle School, Secondary, Grounds, and Maintenance) to identify essential training and expectations for different positions. The committee will meet at least six times with the intention to complete the training checklist/procedures documents within six months.

The checklist shall include, but is not limited to covering the following:

- Chemicals-proper usage and disposal, what chemicals to use on what surface.
  - Equipment-what equipment to use where and how, proper maintenance
  - Building mechanicals-electrical panels, filters, etc. (where is everything located, how to maintain, is everything labeled properly).
  - Building safety and security-lock up procedures, emergency procedures.
  - Expectations for cleaning in various work areas.
4. The desired outcome will be forms that clearly outline expectations, procedures, timeframe for completion, and support for each position. This is to be used in the training process and will be signed by the trainer and the new employee upon completion. The form will become a part of the employee's personnel file. Forms will also be available in work areas for subs in the building to understand their responsibilities.

This MEMORANDUM OF UNDERSTANDING shall be in full force and effect from the period of execution of this document through June 30, 2023.

SEIU Local 284  
Custodial Employees  
Burnsville, MN 55337

Independent School Dist. 191  
200 W. Burnsville Parkway  
Burnsville, MN 55337

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Union Representative

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Employer Representative

Dated: \_\_\_\_\_ 2021

Dated: \_\_\_\_\_ 2021