



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
June 16, 2022
6:30 PM

Strategic Directions

- Creating space and opportunity for each and every voice to be heard
- Actively leading by developing and sustaining a diverse and equitable education system
- Supporting and leveraging innovation to improve student outcomes and district culture
- Engaging our community to ensure common understanding of our Strategic Roadmap and the district work to support it

5:45 PM Listening Session with Directors Abigail Alt and Toni Conner.

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Approval of Agenda

III. Information

- A. Committee, Board Appointment and School Assignment Reports 3

IV. Business Meeting

A. Consent Agenda

Description: 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 4
- 2. Approve Personnel Recommendations 9
- 3. Adopt a Resolution to Accept Donations 10
- 4. Approve Payroll, Receipts, Expenses and Investments 12
- 5. Accept the Budget Analysis 68
- 6. Receive a Report about the Listening Session 73
- 7. Approve, on a Second Reading Basis, Non-Substantive Changes to Policies 203.5: *School Board Meeting Agenda*, 546: *Early Admission to*

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. 74

Kindergarten, 611: Home Schooling, 613: Graduation Requirements, and 614: School District Testing Plan and Procedure	2
8. Approve, on a Second Reading Basis, Changes to Policy 616: School District System Accountability	90
B. New Business	96
1. Approve the Headway Contract	99
Speaker(s): Amy Piotrowski, Director of Student Support Services	
2. Approve CSTMN Transportation Contract	105
Speaker(s): Lisa Rider, Executive Director of Business Services	
3. Establish FY22 committed and assigned Fund Balance	112
Speaker(s): Lisa Rider, Executive Director of Business Services	
4. Approve the Final FY23 Adopted Budget	113
Speaker(s): Lisa Rider, Executive Director of Business Services	
5. Approve the Contract with Normandale Community College	201
Speaker(s): Lisa Rider, Executive Director of Business Services	
6. Approve the Coverage for Property, Casualty and Liability Insurance for 2022-2023	208
Speaker(s): Lisa Rider, Executive Director of Business Services	
7. Adopt a Resolution Establishing Dates for Filing Affidavits of Candidacy	209
Speaker(s): Lisa Rider, Executive Director of Business Services	
8. Adopt a Resolution Relating to the Election of School Board Members and Calling the School District General Election	217
Speaker(s): Lisa Rider, Executive Director of Business Services	
V. Adjourn to a Workshop	
A. Open Facilities Update	224
Speaker(s): Dr. Theresa Battle, Superintendent, and Lisa Rider, Executive Director of Business Services	
B. Review Revisions to Information for Prospective Members of the Burnsville-Eagan-Savage Board of Education	242
Speaker(s): Scott Hume, Vice Chair	

To: Board of Education
 Dr. Theresa Battle, superintendent

From: Lesley Chester, board chair

Date: June 9, 2022

Re: Committee, Board Appointment and School Assignment Reports

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

Committees:

- Policy Review Committee – Toni Conner
- Negotiations Committee – Abigail Alt
- Legislative Committee – Scott Hume
- Student Performance and Achievement Committee – Lesley Chester

Board Appointments:

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

School Assignments:

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

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 June 9, 2022

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

Directors Conner, Hume, Miller, Said, Werb and Chair Chester were present. Director Alt was absent. Superintendent Battle, Student Board Representative Zoe Olson, administrators, staff and members of the public were also present. Attendance

Chair Chester welcomed the audience and asked Werb to lead the Pledge of Allegiance. Welcome and Pledge

Moved by Werb, seconded by Miller, to approve the agenda. The motion carried unanimously (5, 0). Agenda

Recognition of School Board Representative Zoe Olson. Recognition

Director Said arrived at 6:34 p.m.

Recognition of John Coskran Award Recipients. SPA Committee

Received a report from the Student Performance and Achievement Committee: World's Best Workforce Read by Grade 3. Reports

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

Received a report about an Amendment to Revised FY22 Budget for Food & Nutrition and Community Education from Lisa Rider, executive director of business services.

Received a report about the Proposed FY23 Adopted Budget from Dr. Theresa Battle, superintendent, and Lisa Rider, executive director of business services.

Received a report from Dr. Theresa Battle, superintendent.

Received a verbal report from Chair Chester.

Moved by Conner, seconded by Werb, to approve the consent agenda.
 -Approve minutes of the May 26, 2022, regular meeting and closed session. Consent Agenda Minutes

-Approve personnel recommendations for Abigail Adkins, Ashly Gagner, Sarah Parker, Jennifer Tandberg, Jon Armajani, Kacie Wilson, Larry Personnel

Opatz, Hector Torres, Hector Torres, Karen Johnson, Kelly Kalash, Sheana Eggers, and Whitney Meyman.

- Adopt a resolution to approve and accept donations as presented.
 - Receive a report about the Listening Session on May 26, 2022.
 - Approve the property, casualty, liability agent of record agreement with the Kraus-Anderson Insurance Agency for the 2022-23 fiscal year.
 - Appoint OneDigital as agent of record for group medical, life, long term disability and dental insurance for the 2022-23 fiscal year.
 - Approve the workers' compensation agent of record agreement with USI for the 2022-23 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 2022-2023 school year.
 - Renew the district's membership in the Association of Metropolitan School Districts (AMSD).
 - Approve, on a first reading basis, non-substantive changes to Policies 203.5: *School Board Meeting Agenda*, 546: *Early Admission to Kindergarten*, 611: *Home Schooling*, 613: *Graduation Requirements*, and 614: *School District Testing Plan and Procedure*.
 - Approve no changes to Policies 610: *Field Trips*, and 621: *Educational Research*.
- The motion carried unanimously (6, 0).

Donations
Listening Session
Insurance

MSBA
Membership
MSHSL

AMSD

Policies

Moved by Said, seconded by Hume, to adopt the four following Strategic Directions as part of the ISD 191 Strategic Roadmap:

- Creating space and opportunity for each and every voice to be heard
- Actively leading by developing and sustaining a diverse and equitable education system
- Supporting and leveraging innovation to improve student outcomes and district culture
- Engaging our community to ensure common understanding of our Strategic Roadmap and the district work to support it

The motion carried unanimously (6, 0).

Strategic
Directions

Moved by Hume, seconded by Werb, to approve the amendment to the 2021-22 Revised Budget modifying Food Service and Community Service revenues and expenditures to amounts shown below:

2021-22 Revised
Budget

FUND	REVENUE BUDGET	EXPENDITURE BUDGET	INCR (DECR) TO FUND BALANCE	INCR (DECR) FROM REVISED BUDGET
GENERAL	\$ 135,885,717	\$ 136,035,698	\$ (149,981)	\$ -
FOOD SERVICE	5,968,857	5,066,272	902,585	619,743
COMMUNITY SERVICE	6,599,351	5,618,862	980,489	362,693
CAPITAL PROJECTS	250	1,657,945	(1,657,695)	-
DEBT SERVICE	24,900,000	23,185,000	1,715,000	-
INTERNAL SERVICE FUND	23,445,000	24,280,000	(835,000)	-
TOTAL ALL FUNDS	\$ 196,799,175	\$ 195,843,777	\$ 955,398	\$ 982,436

The motion carried unanimously (6, 0).

Moved by Said, seconded by Miller, to adopt the ISD 917 LTFM resolution. 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 REVENUE

ISD 917 LTFM

BE IT RESOLVED by the School Board of Independent School District #191, State of Minnesota, as follows:

1. The School Board of Intermediate School District 917 has approved a long-term facility maintenance program budget for its facilities for the 2023-2024 school year in the amount of \$188,700.00 of which our District #191's proportionate share is 28,739.02. The various components of this program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved. (Exhibit A.)
2. Minnesota Statutes, Section 123B.57, Subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its long-term facility maintenance revenue application.
3. The proportionate share of the costs of the intermediate school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district long-term facility maintenance program times a formula that weights two components equally between the member districts; total net tax capacity and adjusted pupil units. The long-term facility maintenance costs shall be funded through annual levy instead of

issuing bonds. The inclusion of this proportionate share in the district's long-term facility maintenance revenue application for fiscal year 2024 is hereby approved, subject to approval by the Commissioner of Education.

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

The motion carried unanimously (6, 0).

Moved by Miller, seconded by Conner, to adopt the resolution approving the Revised Long-Term Facilities Maintenance Program Budget for FY2024.

RESOLUTION APPROVING THE INDEPENDENT SCHOOL DISTRICT NO. 191'S LONG-TERM FACILITY MAINTENANCE PROGRAM BUDGET AND AUTHORIZING THE INCLUSION OF THOSE PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-TERM FACILITY MAINTENANCE REVENUE BE IT RESOLVED by the School Board of Independent School District #191, State of Minnesota, as follows:

ISD 191 LTFM

- 1. The School Board of Independent School District 191, on June 9, 2022, has received the report of projects by site included in the ten-year plan and has a knowledgeable understanding of the various components of this program budget. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds.
- 2. As a member of Intermediate 917, our proportional share of their long-term facility maintenance budget is included in the long-term facility maintenance revenue application for ISD 191.
- 3. The school board takes responsibility for projects to be performed and for the revenue to be placed on the levy.
- 4. Therefore, the long-term facility maintenance program budget for its facilities for the 2023/2024 school year in the amount of \$4,549,986 of which \$418,876 is for Health and Safety expenditures. The inclusion of the long-term facility maintenance projects in the district's long-term facility maintenance revenue application for fiscal year 2024 is hereby approved, subject to approval by the Commissioner of Education.

The motion carried unanimously (6, 0).

Moved by Hume, seconded by Said, to enter into a contract with Dr. Theresa Battle in conformance with Minnesota Statute §123B.143 for a term of three (3) years commencing July 1, 2022 and ending June 30,

Superintendent Contract

2025. The motion carried unanimously (6, 0).

Moved by Werb, seconded by Said, to approve, on a first reading basis, changes to Policy 616: *School District System Accountability*. The motion carried unanimously after discussion (6, 0).

Policy 616

The meeting adjourned at 8:13 p.m.

Adjourn

June 16, 2022

Abigail Alt, clerk

Date approved

DRAFT

June 16, 2022- Final

**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 16, 2022 Final

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Leave of Absence		Kerianne Green		Vista View Elementary School	Teacher	2022-2023 School Year
Certified	Recall		Sydney Mohr		Burnsville High School	Teacher	6/9/2022
Certified	Resignation		Amanda Gregory		Eagle Ridge Middle School	Teacher	6/10/2022
Certified	Resignation		Anne Sands		Sky Oaks Elementary School	Teacher	6/10/2022
Certified	Resignation		Cara Grant		Burnsville High School	Teacher	6/10/2022
Certified	Resignation		Emily Goldsmith		Vista View Elementary School	Teacher	6/10/2022
Certified	Resignation		Holly Bueno		Sky Oaks Elementary School	Teacher	6/10/2022
Certified	Resignation		Marielle Jenquin		Burnsville High School	Teacher	6/10/2022
Certified	Resignation		Sydney Mohr		Burnsville High School	Teacher	6/10/2022
Classified	Appointment		Erik Leafblad		Burnsville High School	Boys Basketball Head Coach	Winter Season
Classified	Appointment		Kristina Aars		Burnsville High School	National Honor Society Advisor	2022-2023 School Year
Classified	Probationary Release		Beth Behme		ECSE Center	Educational Assistant	6/9/2022
Classified	Resignation		Julissa Garcia		Diamondhead Education Center	Secretary	6/8/2022
Classified	Resignation		Kacie Wilson		Nicollet Middle School	Student Council	6/10/2022
Classified	Resignation		Marielle Jenquin		Burnsville High School	Girls Tennis Assistant Coach	6/10/2022
Classified	Resignation		Michal Thomason		Eagle Ridge Middle School	Educational Assistant	6/9/2022
Classified	Resignation		Travis Nowland		Burnsville High School	Educational Assistant	6/9/2022
Classified	Resignation		Wilhelmina Brown		Rahn Elementary School	Educational Assistant	6/9/2022



**Agenda IV.A.3.
June 16, 2022**

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

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

Date: June 9, 2022

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 16, 2022.

Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
6/8/2022	Hospitality MN Education Foundation	Burnsville High School	Cash (monetary)	\$800.00

Total monetary donation received: \$800.00



**Agenda IV.A.4
June 16, 2022**

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

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

Date: June 7, 2022

Re: April Payroll, Claims and Receipts

Recommendation: That the Board approves April payroll checks in the net amount of \$3,988,163.50. April claims to date, wire transfers and adjustments totaling \$7,787,474.52. Also, that the Board accepts April receipts of \$14,134,256.19 and investments for the General Fund, 2015A School Building Bonds, and OPEB of \$62,545,723.03 as of June 7, 2022.

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/nd

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
April 2022**

Cash Receipts

Receipts	\$14,134,256.19
Miscellaneous Adjustments	

TOTAL APRIL CASH RECEIVED	<u>\$14,134,256.19</u>
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CASH DISBURSEMENTS

April Payroll	\$3,988,163.50
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A/P April Claims	Checks 484271-484606	\$2,550,324.90
	Capital One 6000000612-6000000632	\$69,835.44
	ACH-Vendor&Emp 9000002973-9000003064	\$16,473.66

April A/P Wires+P-card+Fleet card	\$5,141,753.61
April Bank Fees	<u>\$9,086.91</u>

TOTAL APRIL CASH DISBURSED	<u>\$11,775,638.02</u>
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TOTAL TO BE APPROVED	<u>\$11,775,638.02</u>
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	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>4/30/2022</u>
GENERAL FUND	\$10,304,710.38	\$40,043,706.75	\$50,348,417.13
OPEB	\$99,080.38	\$6,399,334.96	\$6,498,415.34
OPEB EQUITY INV THROUGH April 30,2022	\$43,994.08	\$5,348,037.55	\$5,392,031.63
2015A SCHOOL BUILDING BONDS	<u>\$306,858.93</u>	<u>\$0.00</u>	<u>\$306,858.93</u>
	<u>\$10,754,643.77</u>	<u>\$51,791,079.26</u>	<u>\$62,545,723.03</u>

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

Report as of 4/30/2022

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 14
 Phone: 630-657-6400
 Fax: 630-718-8701

Burnsville ISD 191 (31134-101 - General Fund)

Type	Holding ID	Settle Date	Maturity	FDIC #	Instrument	Cost	Par-Val/Mat. Val	Lower of Cost/Par	Rate
IS		04/30/2022			IS Balance	\$10,304,710.38	\$10,304,710.38	\$10,304,710.38	
LTD		04/30/2022			LTD Balance		\$10,036,151.19	\$10,036,151.19	
SDA	253923	04/30/2022			Savings Deposit Account - BELL BANK	\$15,265,718.28	\$15,265,718.28	\$15,265,718.28	
SDA	253924	04/30/2022			Savings Deposit Account - MNTRUST – Full Flex (PenFed XLS)	\$7,000,437.28	\$7,000,437.28	\$7,000,437.28	
CD	CD-289647-1	05/10/2021	05/10/2022	57512	WESTERN ALLIANCE BANK / TORREY PINES BANK	\$249,600.00	\$249,974.40	\$249,600.00	0.150
CD	CD-291024-1	08/16/2021	08/16/2022	33539	PREFERRED BANK	\$249,700.00	\$249,950.26	\$249,700.00	0.100
CD	CD-289646-1	05/10/2021	11/07/2022	4147	BANK 7	\$249,400.00	\$249,899.92	\$249,400.00	0.134
TS	TS-292393-1	11/19/2021	11/15/2022		MN TRUST TERM SERIES	\$3,000,000.00	\$3,003,560.55	\$3,000,000.00	0.120
CD	CD-292746-1	12/13/2021	12/13/2022	68430	LATINO COMMUNITY CREDIT UNION	\$249,500.00	\$249,949.10	\$249,500.00	0.180
TS	TS-292821-1	12/17/2021	12/16/2022		MN TRUST TERM SERIES	\$2,000,000.00	\$2,003,390.69	\$2,000,000.00	0.170
DTC	SEC-49920-1	12/29/2021	12/29/2022	168	STATE BANK INDIA	\$249,422.54	\$249,000.00	\$249,000.00	0.180
CD	CD-289645-1	05/10/2021	05/11/2023	60269	GREENSTATE CREDIT UNION	\$249,200.00	\$249,948.63	\$249,200.00	0.150
DTC	SEC-48342-1	05/14/2021	05/15/2023	296	BMW BANK NORTH AMERICA	\$249,099.57	\$249,000.00	\$249,000.00	0.130
CD	CD-291023-1	08/16/2021	08/18/2023	58629	ALLEGIANCE BANK TEXAS	\$249,000.00	\$249,501.86	\$249,000.00	0.101
DTC	SEC-48820-1	08/25/2021	08/25/2023	929	UBS BANK USA	\$249,743.75	\$249,000.00	\$249,000.00	0.150
DTC	SEC-48853-1	08/25/2021	08/25/2023	285	SALLIE MAE BANK/SALT LKE	\$249,742.33	\$249,000.00	\$249,000.00	0.201
DTC	SEC-48854-1	08/30/2021	08/30/2023	285	STATE BANK OF INDIA	\$249,742.33	\$249,000.00	\$249,000.00	0.201
Sub Totals →						\$40,315,016.46	\$50,358,192.54	\$50,348,417.13	
Totals →						\$40,315,016.46	\$50,358,192.54	\$50,348,417.13	

Time and Dollar Weighted Average Portfolio Yield: 0.15%

Weighted Average Portfolio Maturity: 247.31 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments (excluding SDA investments). 15

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
DTC	2.43	\$1,222,141.05	Certificate of Deposit
SDA	44.24	\$22,266,155.56	SDA Account
CD	2.97	\$1,496,400.00	Certificate of Deposit
TS	9.94	\$5,000,000.00	Term Series
IS	20.48	\$10,304,710.38	IS Account
LTD	19.94	\$10,036,151.19	LTD Account

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Cost is comprised of the total amount you paid for the investment including any fees and commissions.

Rate is the average monthly rate for liquid investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par is the amount received at maturity for fixed rate investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost".

CD - Certificates of Deposit, **CP** - Commercial Paper, **ISC** - Investment Shares Class, **MMA** - Money Market Account, **SEC** - Government Securities, **TS** - Term Series



Total Portfolio Report CAR

Report as of 4/30/2022

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 16
 Phone: 630-657-6400
 Fax: 630-718-8701

Burnsville ISD 191 (31134-301 - 2009 Opeb Trust)

Type	Holding ID	Settle Date	Maturity	FDIC #	Instrument	Cost	Par-Val/Mat. Val	Lower of Cost/Par	Rate
IS		04/30/2022			IS Balance	\$99,080.38	\$99,080.38	\$99,080.38	
SEC	SEC-47620-1	02/08/2021	12/15/2022		KANE COOK & DU PAGE C	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.100
SEC	SEC-48055-1	02/26/2021	02/15/2023		MANSFIELD ISD-B-REF	\$338,780.40	\$310,000.00	\$310,000.00	0.120
SEC	SEC-48065-1	03/02/2021	03/01/2023		SAINT LOUIS CNTY	\$366,396.20	\$335,000.00	\$335,000.00	0.140
SEC	SEC-47613-1	01/08/2021	08/01/2023		SAN MARCOS ISD-REF	\$1,642,845.00	\$1,500,000.00	\$1,500,000.00	0.120
SEC	SEC-48075-1	03/09/2021	08/15/2023		SAN MARCOS CTFS OBLIG	\$321,741.75	\$295,000.00	\$295,000.00	0.110
SEC	SEC-48062-1	03/23/2021	09/01/2023		ROCK CO-TXBL-REF	\$998,050.00	\$1,000,000.00	\$998,050.00	0.130
SEC	SEC-48054-1	02/26/2021	10/01/2023		HAWAII-EY-REF	\$247,033.60	\$220,000.00	\$220,000.00	0.100
SEC	SEC-48044-1	02/24/2021	12/01/2023		DEWITT ETC CO CCD #54	\$616,968.90	\$590,000.00	\$590,000.00	0.190
SEC	SEC-49708-1	11/22/2021	11/15/2024		US TREASURY N/B	\$923,084.96	\$925,000.00	\$923,084.96	0.672
CD	CD-279751-1	01/21/2020	01/21/2025	14445	FARMERS AND MERCHANTS UNION BANK	\$228,200.00	\$248,078.24	\$228,200.00	1.740
Sub Totals →						\$6,782,181.19	\$6,522,158.62	\$6,498,415.34	
Totals →						\$6,782,181.19	\$6,522,158.62	\$6,498,415.34	

Time and Dollar Weighted Average Portfolio Yield: 0.38%

Weighted Average Portfolio Maturity: 509.07 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments (excluding SDA investments). 17

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
SEC	94.94	\$6,136,445.45	Securities
CD	3.53	\$228,200.00	Certificate of Deposit
IS	1.53	\$99,080.38	IS Account

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Cost is comprised of the total amount you paid for the investment including any fees and commissions.

Rate is the average monthly rate for liquid investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par is the amount received at maturity for fixed rate investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost".

CD - Certificates of Deposit, **CP** - Commercial Paper, **ISC** - Investment Shares Class, **MMA** - Money Market Account, **SEC** - Government Securities, **TS** - Term Series



**Burnsville ISD 191 OPEB
Investment Review**

April 1 - April 30, 2022

CLIENT

Burnsville ISD 191 OPEB

INCEPTION DATE

11/01/2014

RELATIONSHIP TEAM

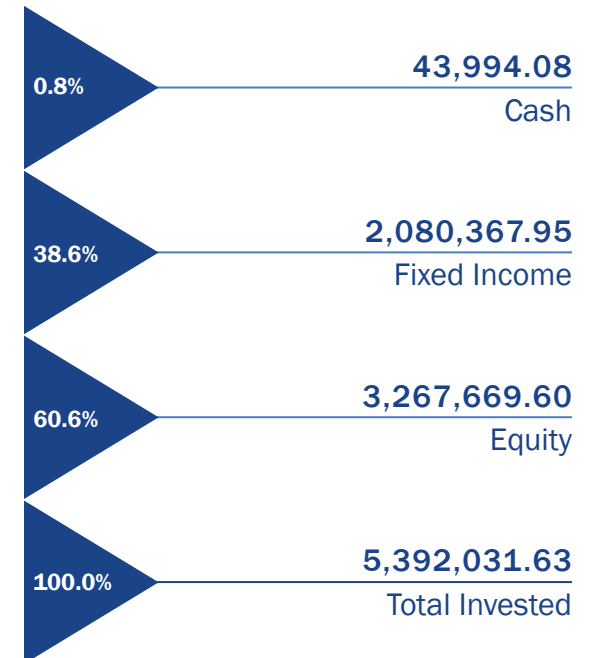
Kendra Shelland
Institutional Portfolio
Manager
(612) 509-2579
kshelland@pmanetwork.
com

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

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	5,806,138.73
Contributions	0.00
Withdrawals	0.00
Net Investment Income	2,998.75
Unrealized Gain/Loss	(417,105.85)
Realized Gain/Loss	0.00
Ending Market Value	5,392,031.63

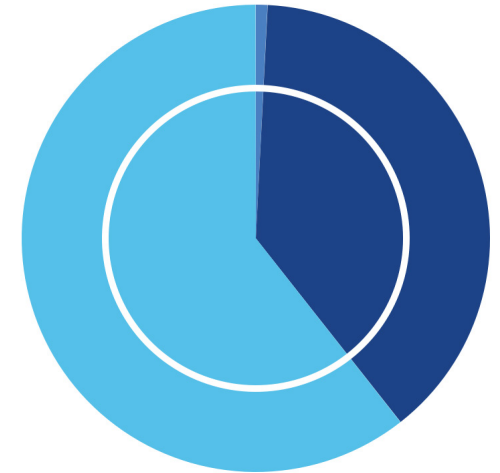
Compliance	Status
As of 04/30/2022	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	43,994.08	0.82%	2,998.75	7.31%
Fixed Income				
TOTAL Credit	2,080,367.95	38.58%	(89,833.45)	(4.14%)
Funds - Corporate	2,080,367.95	38.58%	(89,833.45)	(4.14%)
TOTAL Fixed Income	2,080,367.95	38.58%	(89,833.45)	(4.14%)
Equity				
TOTAL Domestic Equity	3,267,669.60	60.60%	(327,272.40)	(9.10%)
Funds - Large Cap	3,267,669.60	60.60%	(327,272.40)	(9.10%)
TOTAL Equity	3,267,669.60	60.60%	(327,272.40)	(9.10%)
TOTAL Invested	5,392,031.63	100.00%	(414,107.10)	(7.13%)

CURRENT PERIOD ALLOCATION



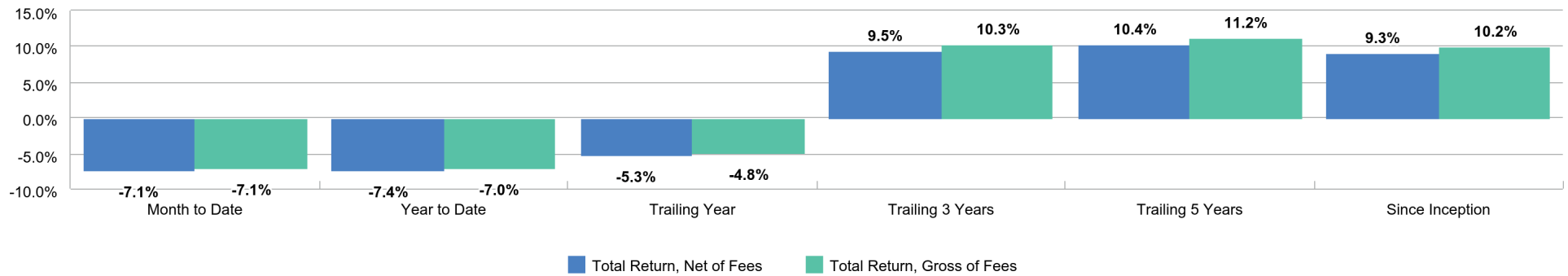
Asset Class

- Cash - 0.8%
- Fixed Income - 38.6%
- Equity - 60.6%

Sector

- Cash - 0.8%
- Credit - 38.6%
- Domestic Equity - 60.6%

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	(7.13%)	(7.37%)	(5.27%)	9.51%	10.36%	9.28%
Total Return, Gross of Fees	(7.09%)	(6.99%)	(4.79%)	10.31%	11.24%	10.18%

Since Inception Date: November 01, 2014

Periods greater than 1 year are annualized. Year to Date returns are presented fiscal year to date.

PERFORMANCE BY ASSET CLASS

Asset Class	Ending Market Value	Weight	Gross Total Return	Contribution
Cash	43,994.08	0.81%	0.02%	0.00%
Fixed Income	2,080,367.95	37.41%	(3.90%)	(1.45%)
Equity	3,267,669.60	61.78%	(9.10%)	(5.64%)
Portfolio Total	5,392,031.63	100.00%	(7.09%)	(7.09%)



Transaction and Interest Summary

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April 1 - April 30, 2022

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
04/20/2022	04/20/2022	(2,419.22)	US DOLLAR	USD	CCYUSD	—	(2,419.22)	0.00
—	—	(2,419.22)	Total Management Fee	—	—	—	(2,419.22)	0.00
<i>Money Market Fund Interest</i>								
04/30/2022	04/30/2022	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	10.54	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	10.54	—
Funds - Corporate								
<i>Equity Dividend</i>								
04/01/2022	04/06/2022	0.00	VANGUARD TOT BD ETF	BND	921937835	—	5,407.43	—
—	—	0.00	Total Equity Dividend	—	—	—	5,407.43	—

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
Cash														
<i>Cash</i>														
FGTXX	38141W273	43,983.54	GOLDMAN:FS GOVT INST	AAA	0.32%	04/30/2022	04/30/2022	43,983.54	1.0000	43,983.54	19.11	—	0.31%	0.31%
USD	CCYUSD	10.54	Receivable	AAA	0.00%	04/30/2022	04/30/2022	10.54	1.0000	10.54	0.00	—	0.00%	0.00%
—	—	43,994.08	—	AAA	0.32%	—	—	43,994.08	—	43,994.08	19.11	—	0.31%	0.31%
Fixed Income														
<i>Credit</i>														
<i>Funds - Corporate</i>														
BND	921937835	27,305.00	VANGUARD TOT BD ETF	—	—	—	—	2,324,556.44	76.1900	2,080,367.95	34,204.07	2.37%	—	—
—	—	27,305.00	—	NA	—	—	—	2,324,556.44	—	2,080,367.95	34,204.07	2.37%	—	—
Equity														
<i>Domestic Equity</i>														
<i>Funds - Large Cap</i>														
VTI	922908769	15,795.00	VANGUARD TSM IDX ETF	—	—	—	—	1,857,820.61	206.8800	3,267,669.60	37,571.80	1.43%	—	—
—	—	15,795.00	—	—	—	—	—	1,857,820.61	—	3,267,669.60	37,571.80	1.43%	—	—
Total Invested		87,094.08	—	AAA	0.32%	—	—	4,226,371.13	—	5,392,031.63	71,794.98	1.80%	0.31%	0.31%

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Please note this report is not intended for clients to use as a replacement for custodial statements, which should be considered the official record for the Account. The custodian bank maintains control of all account assets, executes/settles all investment transactions and is the official record of securities, investments, cash holdings and transactions in the account. The custodian bank will provide you customer statements of your account and you are encouraged to compare PMA's statement to the custodian's statement and reconcile any differences. Many custodian banks use a settlement date basis which may result in the need to reconcile due to a timing difference. The custodian may also provide accounting information for all account assets, which may differ from your records or accounting information provided by PMA. The custodian may use different pricing sources or a different pricing hierarchy than PMA, which also may contribute to differences in the market value of your Account.

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In computing the market value of any asset of the Account, each security listed on any national securities exchange shall be valued at the last quoted sale price on the valuation date on the principal exchange on which such security is traded. The market values of many fixed income securities are provided by pricing services companies which utilize pricing evaluations based on various market and industry inputs. A hierarchy of pricing sources, which may include prices provided by PMA, is used to provide a price for each security on this report. Although PMA believes the price to be reliable, the values of the investments do not always represent the prices at which the investments could have been bought or sold. Performance is calculated for positions managed by PMA only. Market values for Unmanaged Assets are shown based on information provided by you or your custodian.

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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

2135 CityGate Lane, 7th Floor

Naperville, IL 60563

630-657-6400

For more information visit www.pmanetwork.com

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Total Portfolio Report CAR

Report as of 4/30/2022

PMA Financial Network
2135 CityGate Lane
7th Floor
Naperville, IL 60563 26
Phone: 630-657-6400
Fax: 630-718-8701

Burnsville ISD 191 (31134-207 - 2015a Bonds)

Type	Holding ID	Settle Date	Maturity	FDIC #	Instrument	Cost	Par-Val/Mat. Val	Lower of Cost/Par	Rate
IS		04/30/2022			IS Balance	\$306,858.93	\$306,858.93	\$306,858.93	
Sub Totals →						\$306,858.93	\$306,858.93	\$306,858.93	
Totals →						\$306,858.93	\$306,858.93	\$306,858.93	

Time and Dollar Weighted Average Portfolio Yield: 0.00%

Weighted Average Portfolio Maturity: 0.00 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments (excluding SDA investments). 27

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
IS	100.00	\$306,858.93	IS Account

Index

Cost is comprised of the total amount you paid for the investment including any fees and commissions.

Rate is the average monthly rate for liquid investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par is the amount received at maturity for fixed rate investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost".

CD - Certificates of Deposit, **CP** - Commercial Paper, **ISC** - Investment Shares Class, **MMA** - Money Market Account, **SEC** - Government Securities, **TS** - Term Series

April 2022

Wire Transfers

Date	From	To	Amount	For
04/01/2022	MSDLAF	Internal Revenue Service	723,037.32	3/31/22 Payroll - Federal Taxes
04/01/2022	MSDLAF	State of Minnesota	119,319.18	3/31/22 Payroll - State Taxes
04/01/2022	MSDLAF	PERA	115,818.16	3/31/22 Payroll - PERA
04/01/2022	MSDLAF	TRA	375,997.15	3/31/22 Payroll - TRA
04/01/2022	MSDLAF	State of Minnesota	2,775.20	3/31/22 Payroll - Child Support
04/04/2022	MSDLAF	Delta Dental	16,056.09	Dental Insurance
04/04/2022	MSDLAF	People's Bank	205,746.96	3/31/22 Payroll - EBC TSA Wire
04/04/2022	MSDLAF	Preferred One	341,944.26	Health Insurance
04/06/2022	MSDLAF	Further	25,089.36	Medical Claims
04/06/2022	MSDLAF	Further	8,644.30	Flex Claims
04/07/2022	MSDLAF	Healthy Savings	2,666.44	Healthy Savings Program
04/11/2022	MSDLAF	Delta Dental	18,498.60	Dental Insurance
04/11/2022	MSDLAF	Preferred One	380,115.52	Health Insurance
04/13/2022	MSDLAF	Further	21,404.92	Medical Claims
04/13/2022	MSDLAF	Further	11,670.94	Flex Claims
04/13/2022	MSDLAF	Safeguard	930.06	District Deposit Stamps
04/14/2022	MSDLAF	Preferred One	154,883.88	Health Insurance
04/16/2022	MSDLAF	Internal Revenue Service	717,644.53	4/15/22 Payroll - Federal Taxes

April 2022

Wire Transfers

Date	From	To	Amount	For
04/18/2022	MSDLAF	Teacher's Federal Credit Union	33,666.53	4/15/22 Payroll - Teacher's Dues
04/18/2022	MSDLAF	State of Minnesota	118,400.43	4/15/22 Payroll - State Taxes
04/18/2022	MSDLAF	State of Minnesota	2,775.20	4/15/22 Payroll - Child Support
04/18/2022	MSDLAF	PERA	115,140.20	4/15/22 Payroll - PERA
04/18/2022	MSDLAF	TRA	373,808.13	4/15/22 Payroll - TRA
04/18/2022	MSDLAF	Preferred One	335,520.64	Health Insurance
04/19/2022	MSDLAF	MN Department of Revenue	1,602.00	April Sales Tax paid 4/19/22
04/19/2022	MSDLAF	Delta Dental	18,429.76	Dental Insurance
04/19/2022	MSDLAF	People's Bank	206,201.10	4/15/22 Payroll - EBC TSA Wire
04/20/2022	MSDLAF	Further	7,348.82	Flex Claims
04/20/2022	MSDLAF	Further	25,286.63	Medical Claims
04/21/2022	MSDLAF	Delta Dental	4,630.00	Dental Insurance
04/25/2022	MSDLAF	Delta Dental	12,743.96	Dental Insurance
04/25/2022	MSDLAF	Preferred One	461,946.72	Health Insurance
04/27/2022	MSDLAF	Further	24,847.21	Medical Claims
04/27/2022	MSDLAF	Further	11,492.64	Flex Claims
04/29/2022	MSDLAF	Teacher's Federal Credit Union	33,682.23	4/30/22 Payroll - Teacher's Dues

AP Check Register

AP Run: 20220401 AP — Post Date: 2022-04-01 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/01/2022	484271	Check	A.J. Moore Electric Inc	928491	2 AP8845	1,625.39
04/01/2022	484272	Check	Advanced Commercial Kitchens	930100	2 AP8845	2,049.69
04/01/2022	484273	Check	Amplify Education, Inc.	930320	2 AP8845	397.60
04/01/2022	484274	Check	Aramark Refreshment Services	900428	2 AP8845	77.45
04/01/2022	484275	Check	Arrow Lift	926468	2 AP8845	796.00
04/01/2022	484276	Check	Association Of Clerical Employees	904895	2 AP8845	372.00
04/01/2022	484277	Check	Bolnick, Mary	500859	2 AP8845	44.01
04/01/2022	484278	Check	Burnsville Association of Educational Assistants	909991	2 AP8845	1,134.00
04/01/2022	484279	Check	Centerpoint Energy	902519	2 AP8845	5,556.42
04/01/2022	484280	Check	Cummins Sales & Service	929228-1	2 AP8845	2,436.37
04/01/2022	484281	Check	Dalco	904186-1	2 AP8845	3,450.83
04/01/2022	484282	Check	Education Minnesota	928531	2 AP8845	101.00
04/01/2022	484283	Check	Fastenal	923054-1	2 AP8845	17.81
04/01/2022	484284	Check	Fisher, Terrisa	930648	2 AP8845	200.00
04/01/2022	484285	Check	Foundation 191	928202	2 AP8845	141.49
04/01/2022	484286	Check	Frizzell, Andrew	930650	2 AP8845	130.00
04/01/2022	484287	Check	Funtime Funktions, LLC	930645	2 AP8845	385.00
04/01/2022	484288	Check	Global Communications Wiring & Services LLC	927736	2 AP8845	613.70
04/01/2022	484289	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	1,095.54

AP Check Register

AP Run: 20220401 AP — Post Date: 2022-04-01 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/01/2022	484290	Check	Kelly, Kristine	930647	2 AP8845	400.00
04/01/2022	484291	Check	McDowall Comfort Management	930006	2 AP8845	327.00
04/01/2022	484292	Check	Medco Supply Company	904333-1	2 AP8845	305.69
04/01/2022	484293	Check	Mid City Services	930092	2 AP8845	86.75
04/01/2022	484294	Check	Minnesota School Boards Association - MSBA	902540	2 AP8845	420.00
04/01/2022	484295	Check	MTI Distributing Inc	902544	2 AP8845	381.43
04/01/2022	484296	Check	NCPERS Group Life Ins	908769	2 AP8845	32.00
04/01/2022	484297	Check	NCS Pearson Inc	925372	2 AP8845	162.75
04/01/2022	484298	Check	Perez, Melissa M	924879	2 AP8845	660.00
04/01/2022	484299	Check	Pro-Ed Inc	903073	2 AP8845	514.80
04/01/2022	484300	Check	Red Wing Business Advantage Account	905511-1	2 AP8845	250.00
04/01/2022	484301	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	125.00
04/01/2022	484302	Check	Ryan Mechanical Inc	923241	2 AP8845	19,301.50
04/01/2022	484303	Check	Ryder Truck Rental, Inc	930646	2 AP8845	1,357.56
04/01/2022	484304	Check	Schmitt Music	903532	2 AP8845	197.14
04/01/2022	484305	Check	School Services Employees Local 284	907382	2 AP8845	3,026.17
04/01/2022	484306	Check	School Specialty LLC	925097	2 AP8845	214.69
04/01/2022	484307	Check	Siv, Visith	500860	2 AP8845	140.34
04/01/2022	484308	Check	Southwest Metro Intermediate 288	928611	2 AP8845	9,428.76

AP Check Register

AP Run: 20220401 AP --- Post Date: 2022-04-01 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/01/2022	484309	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	5,814.70
04/01/2022	484310	Check	Teachers On Call	929847	2 AP8845	44,756.88
04/01/2022	484311	Check	The Language Banc	924523	2 AP8845	1,102.50
04/01/2022	484312	Check	Tovar, Emily	500225	2 AP8845	30.00
04/01/2022	484313	Check	Unique Software Corporation	905900	2 AP8845	250.00
04/01/2022	484314	Check	Upper Lakes Foods Inc	929826	2 AP8845	32,847.44
04/01/2022	484315	Check	Williams, Renae	930649	2 AP8845	240.00
04/01/2022	484316	Check	Yossuf, Fardousa	930614	2 AP8845	60.00
Total:						\$143,057.40

20220401 AP Summary

Type	Count	Amount
Regular	46	143,057.40
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	46	\$143,057.40

AP Check Register

AP Run: 20220408 AP — Post Date: 2022-04-08 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/08/2022	484317	Check	A and J Party and Event Rental	930644	2 AP8845	820.00
04/08/2022	484318	Check	A.J. Moore Electric Inc	928491	2 AP8845	4,608.60
04/08/2022	484319	Check	Advanced Imaging Solutions	928551-1	2 AP8845	7,397.05
04/08/2022	484320	Check	Agora Supply LLC	930579	2 AP8845	21,600.00
04/08/2022	484321	Check	Albrecht, Victor	923108	2 AP8845	22.00
04/08/2022	484322	Check	All Strings Attached, Inc	930543	2 AP8845	115.07
04/08/2022	484323	Check	Aramark	901365	2 AP8845	600.03
04/08/2022	484324	Check	Arvig	928649	2 AP8845	2,956.95
04/08/2022	484325	Check	Ascend Education	930292	2 AP8845	320.00
04/08/2022	484326	Check	AVM Construction LLC	930459	2 AP8845	7,210.50
04/08/2022	484327	Check	Bix Produce Company	900477	2 AP8845	6,929.37
04/08/2022	484328	Check	Burnsville Ice Center	900435	2 AP8845	9,368.00
04/08/2022	484329	Check	Carlson, Gerri	929243	2 AP8845	938.40
04/08/2022	484330	Check	Centurylink	902781	2 AP8845	266.02
04/08/2022	484331	Check	City of Burnsville - Utilities	904226	2 AP8845	13,798.92
04/08/2022	484332	Check	City of Savage - Utilities	909588	2 AP8845	4,504.01
04/08/2022	484333	Check	CLIA Laboratory Program	906080-1	2 AP8845	180.00
04/08/2022	484334	Check	Cottens NAPA Main Office	929846	2 AP8845	51.34
04/08/2022	484335	Check	CST MN - BIN# 170065	929862	2 AP8845	79,648.70
04/08/2022	484336	Check	Dakota Child and Family Clinic	930564	2 AP8845	6,860.13

AP Check Register

AP Run: 20220408 AP — Post Date: 2022-04-08 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/08/2022	484337	Check	Dakota Outdoors LLC	922059	2 AP8845	10,113.50
04/08/2022	484338	Check	Dewald, Rina C	920524	2 AP8845	240.00
04/08/2022	484339	Check	Doyle Security Products	900605	2 AP8845	1,888.97
04/08/2022	484340	Check	Durand Manufacturing Inc	924933	2 AP8845	170.00
04/08/2022	484341	Check	Ecolab	908846-2	2 AP8845	1,479.10
04/08/2022	484342	Check	ELJ Holdings, LLC	930652	2 AP8845	85.00
04/08/2022	484343	Check	Fastsigns	924696	2 AP8845	1,464.17
04/08/2022	484344	Check	Fedex	901463	2 AP8845	18.59
04/08/2022	484345	Check	Goswami, Alpa	929031	2 AP8845	117.00
04/08/2022	484346	Check	Headway Emotional Health Services	927811	2 AP8845	25,000.00
04/08/2022	484347	Check	High Touch High Tech Of The Twin Cities	929711	2 AP8845	440.00
04/08/2022	484348	Check	Horizon Commercial Pool Supply	904818	2 AP8845	979.12
04/08/2022	484349	Check	Ideal Services Inc	927693	2 AP8845	365.00
04/08/2022	484350	Check	Identisys Inc	923654	2 AP8845	4,302.61
04/08/2022	484351	Check	Instrumentalist Awards LLC	901896	2 AP8845	247.00
04/08/2022	484352	Check	Intelligent Marking USA Inc. dba: Turf Tank	930031	2 AP8845	938.16
04/08/2022	484353	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	3,851.73
04/08/2022	484354	Check	Mackin Educational Resources	902196	2 AP8845	1,608.94
04/08/2022	484355	Check	Mayer Arts Inc	925512	2 AP8845	3,280.00

AP Check Register

AP Run: 20220408 AP — Post Date: 2022-04-08 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/08/2022	484356	Check	Merry, Vanessa	929912	2 AP8845	310.00
04/08/2022	484357	Check	Mid City Services	930092	2 AP8845	257.25
04/08/2022	484358	Check	Minnesota Valley Electric Cooperative	907448	2 AP8845	13,369.78
04/08/2022	484359	Check	MN Dept of Labor and Industry	907914-2	2 AP8845	100.00
04/08/2022	484360	Check	MN Highway Safety & Research Center	926466	2 AP8845	97.00
04/08/2022	484361	Check	Naseema Omer LLC	930381	2 AP8845	175.00
04/08/2022	484362	Check	National Treasure Kung Fu Inc	904476	2 AP8845	1,365.10
04/08/2022	484363	Check	Nuvera	902483	2 AP8845	181.95
04/08/2022	484364	Check	PBBS Equipment Corporation	930000	2 AP8845	2,686.20
04/08/2022	484365	Check	Per Mar Security Services	930354	2 AP8845	1,524.11
04/08/2022	484366	Check	Perez, Melissa M	924879	2 AP8845	1,080.00
04/08/2022	484367	Check	Pineapple Appeal	907904	2 AP8845	567.00
04/08/2022	484368	Check	Pioneer SecureShred	930098	2 AP8845	400.00
04/08/2022	484369	Check	QiVitality LLC	929413	2 AP8845	529.20
04/08/2022	484370	Check	Richert, Andrea	930496	2 AP8845	1,400.00
04/08/2022	484371	Check	Rock Hard Landscape Supply	928528	2 AP8845	28.75
04/08/2022	484372	Check	Ryan Mechanical Inc	923241	2 AP8845	13,109.45
04/08/2022	484373	Check	Sachs, Alice	925562	2 AP8845	290.00
04/08/2022	484374	Check	Sachs, Frank	930154	2 AP8845	177.00

AP Check Register

AP Run: 20220408 AP — Post Date: 2022-04-08 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/08/2022	484375	Check	SFM	923848	2 AP8845	3,028.40
04/08/2022	484376	Check	SiteOne Landscape Supply LLC	930424	2 AP8845	26.09
04/08/2022	484377	Check	Soccerchili	927209	2 AP8845	519.82
04/08/2022	484378	Check	Soliant Health LLC	930344	2 AP8845	3,760.00
04/08/2022	484379	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	2,990.19
04/08/2022	484380	Check	Stamm, Amanda	930020	2 AP8845	117.00
04/08/2022	484381	Check	Sunbelt Staffing LLC	930586	2 AP8845	13,381.77
04/08/2022	484382	Check	The Hartford	924486	2 AP8845	46,904.19
04/08/2022	484383	Check	The Language Banc	924523	2 AP8845	120.00
04/08/2022	484384	Check	Third Party Integrity Inc	930282	2 AP8845	2,500.00
04/08/2022	484385	Check	Transportation Plus, Inc.	906215	2 AP8845	1,281.00
04/08/2022	484386	Check	Upper Lakes Foods Inc	929826	2 AP8845	26,209.82
04/08/2022	484387	Check	Vivacity Tech PBC	930460	2 AP8845	2,097.00
04/08/2022	484388	Check	Xcel Energy	902776	2 AP8845	14,071.48
04/08/2022	484389	Check	Young, Mary	500861	2 AP8845	21.05
Total:						\$379,459.58

AP Check Register

AP Run: 20220408 AP --- Post Date: 2022-04-08 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

<u>Check Date</u>	<u>Check Number</u>	<u>Payment Type</u>	<u>Name</u>	<u>Vendor Number</u>	<u>Bank Account Code</u>	<u>Check Amount</u>
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20220408 AP Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	73	379,459.58
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	73	\$379,459.58

AP Check Register

AP Run: 20220415 AP — Post Date: 2022-04-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/15/2022	484390	Check	Advanced Commercial Kitchens	930100	2 AP8845	290.50
04/15/2022	484391	Check	Algren, Jean	930654	2 AP8845	360.00
04/15/2022	484392	Check	AMI Imaging Systems Inc	922517	2 AP8845	110.00
04/15/2022	484393	Check	Association Of Clerical Employees	904895	2 AP8845	372.00
04/15/2022	484394	Check	Backupify Inc	928803	2 AP8845	1,500.00
04/15/2022	484395	Check	Bhattacharjee, Subhra	500862	2 AP8845	44.50
04/15/2022	484396	Check	Bimbo Bakeries USA	902333-1	2 AP8845	1,899.76
04/15/2022	484397	Check	Bix Produce Company	900477	2 AP8845	3,859.95
04/15/2022	484398	Check	Bovee, Erin	930635	2 AP8845	360.00
04/15/2022	484399	Check	Brown, Rita	930620	2 AP8845	360.00
04/15/2022	484400	Check	Burnsville Association of Educational Assistants	909991	2 AP8845	1,134.00
04/15/2022	484401	Check	California Department of Child Support Services	930653	2 AP8845	132.50
04/15/2022	484402	Check	CESO Communications LLC	930130	2 AP8845	5,195.00
04/15/2022	484403	Check	CESO Transportation LLC	930220	2 AP8845	15,763.61
04/15/2022	484404	Check	Choy, Melissa	930259	2 AP8845	60.00
04/15/2022	484405	Check	City of Eagan - Utilities	901002	2 AP8845	1,549.77
04/15/2022	484406	Check	Community Education Prior Lake-Savage Area Schools	921458-2	2 AP8845	125.00
04/15/2022	484407	Check	Consolidated Communications	906231	2 AP8845	3,886.67
04/15/2022	484408	Check	Cummins Sales & Service	929228-1	2 AP8845	627.43

AP Check Register

AP Run: 20220415 AP — Post Date: 2022-04-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/15/2022	484409	Check	Dakota Electric Association	900809	2 AP8845	64,153.76
04/15/2022	484410	Check	Dalco	904186-1	2 AP8845	7,670.25
04/15/2022	484411	Check	Delegard Tool Company	922970	2 AP8845	13.24
04/15/2022	484412	Check	Devine, Emily	930637	2 AP8845	360.00
04/15/2022	484413	Check	Dialog One LLC	927732	2 AP8845	7,268.75
04/15/2022	484414	Check	Dick's/Lakeville Sanitation Inc	900641	2 AP8845	10,199.65
04/15/2022	484415	Check	Diedrick, Kathleen	930621	2 AP8845	360.00
04/15/2022	484416	Check	ECM Publishers Inc	909272	2 AP8845	326.70
04/15/2022	484417	Check	Education Minnesota	928531	2 AP8845	101.00
04/15/2022	484418	Check	Electro Watchman Inc	901078	2 AP8845	5,317.36
04/15/2022	484419	Check	Emanuel, Thomas	930619	2 AP8845	360.00
04/15/2022	484420	Check	Fedex	901463	2 AP8845	19.28
04/15/2022	484421	Check	Field Environmental Consulting Inc	926109	2 AP8845	14,028.20
04/15/2022	484422	Check	Flinn Scientific Inc	901231-1	2 AP8845	4,095.00
04/15/2022	484423	Check	Floersch, Sarah	930624	2 AP8845	360.00
04/15/2022	484424	Check	Foundation 191	928202	2 AP8845	141.49
04/15/2022	484425	Check	Giles, Kristin	930634	2 AP8845	360.00
04/15/2022	484426	Check	Hauswirth, Anne	930628	2 AP8845	360.00
04/15/2022	484427	Check	Hendrickson, Brett	930618	2 AP8845	360.00
04/15/2022	484428	Check	High Point Networks LLC	929536	2 AP8845	5,068.38

AP Check Register

AP Run: 20220415 AP — Post Date: 2022-04-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/15/2022	484429	Check	Horizon Commercial Pool Supply	904818	2 AP8845	1,112.48
04/15/2022	484430	Check	Hruby, Kelli	930633	2 AP8845	360.00
04/15/2022	484431	Check	Innovative Office Solutions LLC	924274	2 AP8845	21,150.28
04/15/2022	484432	Check	John A Dalsin & Son Inc	905816	2 AP8845	8,349.30
04/15/2022	484433	Check	JTM Provisions Co Inc	928622	2 AP8845	5,776.28
04/15/2022	484434	Check	Kaster, Jennifer	930626	2 AP8845	360.00
04/15/2022	484435	Check	Kennedy and Graven Chartered	908356	2 AP8845	7,207.50
04/15/2022	484436	Check	Kerr, Susan	930622	2 AP8845	360.00
04/15/2022	484437	Check	Lee, Susan	930630	2 AP8845	450.00
04/15/2022	484438	Check	Leonard, Patricia	930641	2 AP8845	1,300.00
04/15/2022	484439	Check	Maxwell, Susan	930632	2 AP8845	360.00
04/15/2022	484440	Check	Minnesota Energy Resources	903029	2 AP8845	16,420.28
04/15/2022	484441	Check	MN Dept of Health-Certified Food Protection Manager	908543-7	2 AP8845	175.00
04/15/2022	484442	Check	Occupational Health of MN, PC	929919	2 AP8845	172.00
04/15/2022	484443	Check	O'Connor, Susan	930629	2 AP8845	360.00
04/15/2022	484444	Check	Office Systems And Design Inc	926881	2 AP8845	2,275.00
04/15/2022	484445	Check	Orkin Commercial Services	926086	2 AP8845	1,243.00
04/15/2022	484446	Check	Parranto, Jennifer	930627	2 AP8845	360.00
04/15/2022	484447	Check	Perez, Melissa M	924879	2 AP8845	780.00

AP Check Register

AP Run: 20220415 AP — Post Date: 2022-04-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/15/2022	484448	Check	Professional Wireless Communications	924681	2 AP8845	2,853.59
04/15/2022	484449	Check	RAK Construction Inc	929749	2 AP8845	18,000.00
04/15/2022	484450	Check	Ryan Mechanical Inc	923241	2 AP8845	51,080.54
04/15/2022	484451	Check	Schmitt Music	903532	2 AP8845	434.59
04/15/2022	484452	Check	Schmitt & Sons - Contract	909331-2	2 AP8845	800,722.52
04/15/2022	484453	Check	Scholastic Inc	903196-15	2 AP8845	309.00
04/15/2022	484454	Check	School Services Employees Local 284	907382	2 AP8845	3,039.11
04/15/2022	484455	Check	Second Harvest Heartland	928183	2 AP8845	1,614.41
04/15/2022	484456	Check	Sherwin-Williams	903745-2	2 AP8845	173.00
04/15/2022	484457	Check	SpEd Forms LLC	928095	2 AP8845	595.00
04/15/2022	484458	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	3,717.46
04/15/2022	484459	Check	Subtext Bookstore	930419	2 AP8845	508.65
04/15/2022	484460	Check	The Food Group	928651	2 AP8845	1,651.71
04/15/2022	484461	Check	The Morris Leatherman Company	928810	2 AP8845	12,000.00
04/15/2022	484462	Check	Top 20 Training	930401	2 AP8845	19,550.00
04/15/2022	484463	Check	Upper Lakes Foods Inc	929826	2 AP8845	38,045.53
04/15/2022	484464	Check	Wolters Kluwer Health, Inc.	930557	2 AP8845	108.93
04/15/2022	484465	Check	Zetah, Jeanine	930636	2 AP8845	360.00
Total:						\$1,181,888.91

AP Check Register

AP Run: 20220415 AP --- Post Date: 2022-04-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

<u>Check Date</u>	<u>Check Number</u>	<u>Payment Type</u>	<u>Name</u>	<u>Vendor Number</u>	<u>Bank Account Code</u>	<u>Check Amount</u>
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20220415 AP Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	76	1,181,888.91
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	76	\$1,181,888.91

AP Check Register

AP Run: 20220422 AP — Post Date: 2022-04-22 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/22/2022	484466	Check	American Time & Signal Co	903503	2 AP8845	1,931.40
04/22/2022	484467	Check	Anchor Solar Investments LLC	929704	2 AP8845	1,970.87
04/22/2022	484468	Check	Automated Logic Contracting Services	925449	2 AP8845	3,926.38
04/22/2022	484469	Check	Backlund, Chad	928808	2 AP8845	75.00
04/22/2022	484470	Check	Beenck, Steve	500865	2 AP8845	85.00
04/22/2022	484471	Check	Bix Produce Company	900477	2 AP8845	6,341.50
04/22/2022	484472	Check	Bravo Protection Products	929344	2 AP8845	1,924.00
04/22/2022	484473	Check	Bro-Tex Inc	900397	2 AP8845	4,825.44
04/22/2022	484474	Check	Brunner, Renae A	917009	2 AP8845	360.00
04/22/2022	484475	Check	Captivate Media + Consulting	929000	2 AP8845	2,682.00
04/22/2022	484476	Check	Centerpoint Energy	902519	2 AP8845	66,159.28
04/22/2022	484477	Check	Chaika, Jennifer	500863	2 AP8845	16.25
04/22/2022	484478	Check	City of Burnsville	900673	2 AP8845	95,430.00
04/22/2022	484479	Check	Comcast	926565-1	2 AP8845	5,457.79
04/22/2022	484480	Check	CST MN - BIN# 170065	929862	2 AP8845	93,840.37
04/22/2022	484481	Check	Dakota Printing Inc	926840	2 AP8845	778.00
04/22/2022	484482	Check	Dalco	904186-1	2 AP8845	3,272.52
04/22/2022	484483	Check	De Leon, Rajjael	930548	2 AP8845	100.00
04/22/2022	484484	Check	Dewald, Rina C	920524	2 AP8845	420.00
04/22/2022	484485	Check	Durand Manufacturing Inc	924933	2 AP8845	100.00

AP Check Register

AP Run: 20220422 AP — Post Date: 2022-04-22 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/22/2022	484486	Check	ECM Publishers Inc	909272	2 AP8845	158.40
04/22/2022	484487	Check	Educators Benefit Consultants LLC	926262-1	2 AP8845	740.03
04/22/2022	484488	Check	Emerson, Kimberly	930623	2 AP8845	360.00
04/22/2022	484489	Check	Fairfield Glass & Window Inc	926949	2 AP8845	1,118.50
04/22/2022	484490	Check	Fedex	901463	2 AP8845	36.53
04/22/2022	484491	Check	Frank, Anthony Lee	930433	2 AP8845	100.00
04/22/2022	484492	Check	GreatAmerica Financial Services	929729	2 AP8845	395.00
04/22/2022	484493	Check	Harris, Dennis	922710	2 AP8845	82.00
04/22/2022	484494	Check	Heinemann Educational Books	901436-2	2 AP8845	255.20
04/22/2022	484495	Check	Hildi Inc	927985	2 AP8845	4,900.00
04/22/2022	484496	Check	Hutsal, Oleksandra	929182	2 AP8845	80.00
04/22/2022	484497	Check	Hyvee	929410	2 AP8845	189.41
04/22/2022	484498	Check	Ideal Services Inc	927693	2 AP8845	1,796.00
04/22/2022	484499	Check	Innovational Water Solutions, Inc.	930169	2 AP8845	3,675.00
04/22/2022	484500	Check	Jama, Osman A	930185	2 AP8845	412.50
04/22/2022	484501	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	1,017.60
04/22/2022	484502	Check	Johnson, Gabriela	930170	2 AP8845	60.00
04/22/2022	484503	Check	Mackin Educational Resources	902196	2 AP8845	631.33
04/22/2022	484504	Check	Metro Transit	922385	2 AP8845	291.00

AP Check Register

AP Run: 20220422 AP — Post Date: 2022-04-22 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/22/2022	484505	Check	Mid City Services	930092	2 AP8845	320.25
04/22/2022	484506	Check	Minnesota Energy Resources	903029	2 AP8845	424.30
04/22/2022	484507	Check	Minuteman Press - Burnsville	929825	2 AP8845	812.50
04/22/2022	484508	Check	Morrow, Donald	924946	2 AP8845	83.00
04/22/2022	484509	Check	MRI Software LLC	929957	2 AP8845	20.00
04/22/2022	484510	Check	National Academic Quiz Tournaments LLC (NAQT)	926335	2 AP8845	2,145.00
04/22/2022	484511	Check	National Association of School Nurses (NASN)	906265	2 AP8845	450.00
04/22/2022	484512	Check	Nguyen, Thuyen	500866	2 AP8845	85.00
04/22/2022	484513	Check	Norcostco Inc	902765	2 AP8845	398.95
04/22/2022	484514	Check	Office Depot Inc	902489	2 AP8845	216.98
04/22/2022	484515	Check	Olympic Communications Inc	927700	2 AP8845	37,100.00
04/22/2022	484516	Check	Palo, Jason	930441	2 AP8845	75.00
04/22/2022	484517	Check	Per Mar Security Services	930354	2 AP8845	110.25
04/22/2022	484518	Check	Perez, Melissa M	924879	2 AP8845	420.00
04/22/2022	484519	Check	PPG Architectural Finishes	901709	2 AP8845	139.42
04/22/2022	484520	Check	RAK Construction Inc	929749	2 AP8845	7,692.00
04/22/2022	484521	Check	Region 3AA	900488	2 AP8845	170.00
04/22/2022	484522	Check	Rhoda, Lisa	930625	2 AP8845	360.00
04/22/2022	484523	Check	Richert, Andrea	930496	2 AP8845	600.00
04/22/2022	484524	Check	Runing, Kelly	930039	2 AP8845	75.00

AP Check Register

AP Run: 20220422 AP — Post Date: 2022-04-22 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/22/2022	484525	Check	Ryan Mechanical Inc	923241	2 AP8845	11,655.88
04/22/2022	484526	Check	Ryder Truck Rental, Inc	930646	2 AP8845	671.22
04/22/2022	484527	Check	Schmitt Music	903532	2 AP8845	6,027.00
04/22/2022	484528	Check	Schmitt & Sons Inc	909331	2 AP8845	13,235.57
04/22/2022	484529	Check	Second Harvest Heartland	928183	2 AP8845	1,195.56
04/22/2022	484530	Check	Shorts, Cornelius	500864	2 AP8845	30.00
04/22/2022	484531	Check	Soliant Health LLC	930344	2 AP8845	1,880.00
04/22/2022	484532	Check	South Suburban Conference	926921	2 AP8845	676.00
04/22/2022	484533	Check	St John The Baptist Catholic School	909651	2 AP8845	75.00
04/22/2022	484534	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	4,842.32
04/22/2022	484535	Check	Sunbelt Staffing LLC	930586	2 AP8845	1,793.05
04/22/2022	484536	Check	Teachers On Call	929847	2 AP8845	87,636.73
04/22/2022	484537	Check	The Sanneh Foundation	930655	2 AP8845	52,500.00
04/22/2022	484538	Check	The Works	902039	2 AP8845	516.25
04/22/2022	484539	Check	Thunder, Michael	930051	2 AP8845	100.00
04/22/2022	484540	Check	Tobii Dynavox LLC	903317	2 AP8845	55.00
04/22/2022	484541	Check	UCARE	500827	2 AP8845	30.00
04/22/2022	484542	Check	UGAAP LLC	930651	2 AP8845	5,400.00
04/22/2022	484543	Check	Upper Lakes Foods Inc	929826	2 AP8845	5,554.16
04/22/2022	484544	Check	Van Guilder, Bruce	926134	2 AP8845	142.00

AP Check Register

AP Run: 20220422 AP --- Post Date: 2022-04-22 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
Total:						\$551,707.69

20220422 AP Summary

Type	Count	Amount
Regular	79	551,707.69
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	79	\$551,707.69

AP Check Register

AP Run: 20220429 AP — Post Date: 2022-04-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/29/2022	484545	Check	A.J. Moore Electric Inc	928491	2 AP8845	3,627.08
04/29/2022	484546	Check	Acer Service Corporation - Attn: Finance Dept.	929434	2 AP8845	5,648.75
04/29/2022	484547	Check	Appeldoorn, Marit	930657	2 AP8845	1,305.00
04/29/2022	484548	Check	Association Of Clerical Employees	904895	2 AP8845	360.00
04/29/2022	484549	Check	Bix Produce Company	900477	2 AP8845	5,061.08
04/29/2022	484550	Check	Burnsville Association of Educational Assistants	909991	2 AP8845	1,134.00
04/29/2022	484551	Check	California Department of Child Support Services	930653	2 AP8845	132.50
04/29/2022	484552	Check	Carlson, Gerri	929243	2 AP8845	843.00
04/29/2022	484553	Check	Casperson, Julie	928973	2 AP8845	596.50
04/29/2022	484554	Check	Centerpoint Energy	902519	2 AP8845	4,237.94
04/29/2022	484555	Check	Concordia University	902105	2 AP8845	301.92
04/29/2022	484556	Check	Crown Rental Inc	900647	2 AP8845	30.00
04/29/2022	484557	Check	Dakota Child and Family Clinic	930564	2 AP8845	12,312.28
04/29/2022	484558	Check	Dalco	904186-1	2 AP8845	4,340.13
04/29/2022	484559	Check	Decker, Wendy	008305	2 AP8845	6.60
04/29/2022	484560	Check	Doyle Security Products	900605	2 AP8845	1,711.16
04/29/2022	484561	Check	Earl F Andersen	901064-2	2 AP8845	97.80
04/29/2022	484562	Check	Education Minnesota	928531	2 AP8845	101.00
04/29/2022	484563	Check	Ehlers	920802-1	2 AP8845	1,650.00
04/29/2022	484564	Check	Fastenal	923054-1	2 AP8845	35.67

AP Check Register

AP Run: 20220429 AP — Post Date: 2022-04-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/29/2022	484565	Check	Fedex	901463	2 AP8845	88.75
04/29/2022	484566	Check	Foundation 191	928202	2 AP8845	141.49
04/29/2022	484567	Check	Gregory, Loris Sofia	927443	2 AP8845	75.00
04/29/2022	484568	Check	Groth Music Company	900575	2 AP8845	1,157.06
04/29/2022	484569	Check	Heidolph North America LLC	930592	2 AP8845	255.47
04/29/2022	484570	Check	Horwart, Leslie	014318	2 AP8845	6.60
04/29/2022	484571	Check	House of Print	920347	2 AP8845	15,726.08
04/29/2022	484572	Check	HP	921184	2 AP8845	595.00
04/29/2022	484573	Check	Innovative Office Solutions LLC	924274	2 AP8845	964.46
04/29/2022	484574	Check	Intermediate School Dist 917	909327	2 AP8845	17,645.56
04/29/2022	484575	Check	Kennedy and Graven Chartered	908356	2 AP8845	7,033.50
04/29/2022	484576	Check	Link Interpret	929933	2 AP8845	495.68
04/29/2022	484577	Check	Meca Sportswear	924921	2 AP8845	530.75
04/29/2022	484578	Check	Mn High School Weightlifting Organization	928367	2 AP8845	195.00
04/29/2022	484579	Check	MRI Software LLC	929957	2 AP8845	180.00
04/29/2022	484580	Check	Munoz, Maribel	924243	2 AP8845	60.00
04/29/2022	484581	Check	NCPERS Group Life Ins	908769	2 AP8845	32.00
04/29/2022	484582	Check	Nelson, Kristi Kay	930378	2 AP8845	270.00
04/29/2022	484583	Check	Novak, Janice S	902467	2 AP8845	162.00

AP Check Register

AP Run: 20220429 AP — Post Date: 2022-04-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/29/2022	484584	Check	Occupational Health of MN, PC	929919	2 AP8845	172.00
04/29/2022	484585	Check	Perez, Melissa M	924879	2 AP8845	900.00
04/29/2022	484586	Check	Pro-Ed Inc	903073	2 AP8845	129.80
04/29/2022	484587	Check	Professional Wireless Communications	924681	2 AP8845	550.21
04/29/2022	484588	Check	RAK Construction Inc	929749	2 AP8845	8,984.00
04/29/2022	484589	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	500.00
04/29/2022	484590	Check	Ryan Mechanical Inc	923241	2 AP8845	14,020.07
04/29/2022	484591	Check	Sandino, Jeff	926126	2 AP8845	256.00
04/29/2022	484592	Check	School Services Employees Local 284	907382	2 AP8845	3,066.91
04/29/2022	484593	Check	Soliant Health LLC	930344	2 AP8845	1,880.00
04/29/2022	484594	Check	Southwest Metro Intermediate 288	928611	2 AP8845	25,716.09
04/29/2022	484595	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	5,565.34
04/29/2022	484596	Check	Stericycle Inc	924465	2 AP8845	356.50
04/29/2022	484597	Check	Teachers On Call	929847	2 AP8845	45,207.25
04/29/2022	484598	Check	The Food Group	928651	2 AP8845	4,108.98
04/29/2022	484599	Check	The Hartford	924486	2 AP8845	46,787.77
04/29/2022	484600	Check	T-Mobile	929345	2 AP8845	1,993.75
04/29/2022	484601	Check	Tony's Appliance Inc	921785	2 AP8845	475.00
04/29/2022	484602	Check	Tran, Thanhuyen	500867	2 AP8845	13.10

AP Check Register

AP Run: 20220429 AP --- Post Date: 2022-04-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/29/2022	484603	Check	Truelson, Nels W	930350	2 AP8845	132.50
04/29/2022	484604	Check	University of Minnesota- Tuition Third Party Billing	908595	2 AP8845	580.00
04/29/2022	484605	Check	Upper Lakes Foods Inc	929826	2 AP8845	42,262.34
04/29/2022	484606	Check	USPS	931024-1	2 AP8845	1,406.90
Total:						\$294,211.32

20220429 AP Summary

Type	Count	Amount
Regular	62	294,211.32
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	62	\$294,211.32

AP Check Register

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AP Run: 20220531 Voids --- Post Date: 2022-05-31 — AP Run Type: V

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
05/31/2022	484374	Check	Sachs, Frank	930154	2 AP8845	-177.00
Total:						-\$177.00

20220531 Voids Summary

Type	Count	Amount
Regular	1	-177.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	-\$177.00

AP Check Register

<u>Fund</u>	<u>Total</u>
01 - GENERAL	1,182,472.82
02 - FOOD SERVICE	204,912.16
03 - TRANSPORTATION	990,021.66
04 - COMMUNITY SERVICE	48,481.14
16 - FACILITIES RENTAL	83.42
26 - BOND REFERENDUM	123,861.54
50 - STUDENT ACTIVITY FUND	315.16
	\$2,550,147.90

AP Check Register

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AP Run: 20220406 C1 — Post Date: 2022-04-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/06/2022	6000000612		Center For The Collaborative Classroom	924466-1	2 Virtua	2,400.00
04/06/2022	6000000613		Conney Safety Products	900552-1	2 Virtua	150.25
04/06/2022	6000000614		Cornerstone Copy Center	900502	2 Virtua	673.50
04/06/2022	6000000615		Grainger	904387-1	2 Virtua	3,677.06
04/06/2022	6000000616		Trio Supply	903802	2 Virtua	14,949.61
Total:						\$21,850.42

20220406 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	5	21,850.42
Total:	5	\$21,850.42

AP Check Register

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AP Run: 20220414 C1 — Post Date: 2022-04-14 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/14/2022	6000000617		Advanced Imaging Solutions	928551	2 Virtua	5,461.11
04/14/2022	6000000618		Cole Papers Inc	927279-1	2 Virtua	1,466.05
04/14/2022	6000000619		Conney Safety Products	900552-1	2 Virtua	288.30
04/14/2022	6000000620		Grainger	904387-1	2 Virtua	768.82
04/14/2022	6000000621		Tri-Dim Filter Corp	929519	2 Virtua	5,206.13
04/14/2022	6000000622		Trio Supply	903802	2 Virtua	5,498.38
Total:						\$18,688.79

20220414 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	6	18,688.79
Total:	6	\$18,688.79

AP Check Register

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AP Run: 20220421 C1 — Post Date: 2022-04-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/21/2022	6000000623		Center For The Collaborative Classroom	924466-1	2 Virtua	178.20
04/21/2022	6000000624		Cole Papers Inc	927279-1	2 Virtua	1,284.47
04/21/2022	6000000625		Grainger	904387-1	2 Virtua	203.65
04/21/2022	6000000626		MEI Total Elevator Solutions	908999-1	2 Virtua	2,826.52
04/21/2022	6000000627		Tri-Dim Filter Corp	929519	2 Virtua	1,653.16
04/21/2022	6000000628		Trio Supply	903802	2 Virtua	4,150.41
Total:						\$10,296.41

20220421 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	6	10,296.41
Total:	6	\$10,296.41

AP Check Register

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AP Run: 20220427 C1 — Post Date: 2022-04-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/27/2022	6000000629		Center For The Collaborative Classroom	924466-1	2 Virtua	2,192.22
04/27/2022	6000000630		Conney Safety Products	900552-1	2 Virtua	219.36
04/27/2022	6000000631		Grainger	904387-1	2 Virtua	2,312.09
04/27/2022	6000000632		Universal Athletic LLC	928417	2 Virtua	14,276.15
Total:						\$18,999.82

20220427 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	4	18,999.82
Total:	4	\$18,999.82

AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	44,891.49
02 - FOOD SERVICE	24,378.59
04 - COMMUNITY SERVICE	565.36
	\$69,835.44

AP Check Register

AP Run: 20220406 VACH — Post Date: 2022-04-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/06/2022	9000002973	ACH	CDW Government Inc	920289-1	1 AP5800	2,750.30
04/06/2022	9000002974	ACH	Kelleher Helmrich and Associates Inc	908955	1 AP5800	523.75
Total:						\$3,274.05

20220406 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	2	3,274.05
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$3,274.05

AP Check Register

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AP Run: 20220413 EACH — Post Date: 2022-04-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/13/2022	9000002975	ACH	Anderson, Janelle D	018630	1 AP5800	65.29
04/13/2022	9000002976	ACH	Blood, Kelsey Jo	017981	1 AP5800	78.33
04/13/2022	9000002977	ACH	Brandner, Renee	011279	1 AP5800	28.90
04/13/2022	9000002978	ACH	Braun, Catherine A	020019	1 AP5800	128.94
04/13/2022	9000002979	ACH	Christen, Lisa K.	009755	1 AP5800	1.17
04/13/2022	9000002980	ACH	Czapar, Kelly N	017322	1 AP5800	52.24
04/13/2022	9000002981	ACH	Fischer McDonald, Christine	020544	1 AP5800	21.76
04/13/2022	9000002982	ACH	Gehrke, Andrew R	016612	1 AP5800	25.10
04/13/2022	9000002983	ACH	Helke, David M	014077	1 AP5800	90.38
04/13/2022	9000002984	ACH	Holcombe, Sara J	010142	1 AP5800	30.01
04/13/2022	9000002985	ACH	Holewa, Mary A	011153	1 AP5800	52.77
04/13/2022	9000002986	ACH	Johnson, Brian J	018190	1 AP5800	97.11
04/13/2022	9000002987	ACH	Kronabetter, Julie R	016789	1 AP5800	165.79
04/13/2022	9000002988	ACH	Lake, David	017436	1 AP5800	160.88
04/13/2022	9000002989	ACH	Lerfald, Justin	019198	1 AP5800	322.92
04/13/2022	9000002990	ACH	Marshall, Debra L	011875	1 AP5800	125.14
04/13/2022	9000002991	ACH	Mauser, Benjamin	019585	1 AP5800	450.00
04/13/2022	9000002992	ACH	McCroskey, Shari	014130	1 AP5800	100.92
04/13/2022	9000002993	ACH	Nelson, Katie L	015010	1 AP5800	64.06
04/13/2022	9000002994	ACH	Nimchuk, Sarah T	020034	1 AP5800	7.20

AP Check Register

AP Run: 20220413 EACH — Post Date: 2022-04-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/13/2022	9000002995	ACH	Ohlhauser, Connor C	018925	1 AP5800	106.47
04/13/2022	9000002996	ACH	Opatz, Larry	009239	1 AP5800	93.25
04/13/2022	9000002997	ACH	Pettengill, Taylor M	018048	1 AP5800	52.65
04/13/2022	9000002998	ACH	Quinonez, Jessica L	020592	1 AP5800	14.51
04/13/2022	9000002999	ACH	Roeske, Melissa L	014609	1 AP5800	184.58
04/13/2022	9000003000	ACH	Ruiz, Cynthia	020623	1 AP5800	5.62
04/13/2022	9000003001	ACH	Schonewill, Natasha L	020080	1 AP5800	250.00
04/13/2022	9000003002	ACH	Sellers, Jason A	019217	1 AP5800	37.00
04/13/2022	9000003003	ACH	Simmons, Sean D	017795	1 AP5800	65.29
04/13/2022	9000003004	ACH	Spies, Gabrielle	019838	1 AP5800	75.00
04/13/2022	9000003005	ACH	Tarnofsky, John J	020438	1 AP5800	56.63
04/13/2022	9000003006	ACH	Thomas, John S	020221	1 AP5800	58.03
04/13/2022	9000003007	ACH	Voigt, Pamela M	017183	1 AP5800	500.00
04/13/2022	9000003008	ACH	Warmka, Cheri R	007858	1 AP5800	83.32
04/13/2022	9000003009	ACH	Wollersheim, Christian P	017694	1 AP5800	39.00
04/13/2022	9000003010	ACH	Wurdeman, Scott	010543	1 AP5800	190.13
04/13/2022	9000003011	ACH	Zondag-Hamer, Kimberly	014127	1 AP5800	85.66
Total:						\$3,966.05

AP Check Register

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AP Run: 20220413 EACH — Post Date: 2022-04-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

<u>Check Date</u>	<u>Check Number</u>	<u>Payment Type</u>	<u>Name</u>	<u>Vendor Number</u>	<u>Bank Account Code</u>	<u>Check Amount</u>
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20220413 EACH Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	37	3,966.05
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	37	\$3,966.05

AP Check Register

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AP Run: 20220420 VACH — Post Date: 2022-04-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/20/2022	9000003012	ACH	CDW Government Inc	920289-1	1 AP5800	4,150.30
04/20/2022	9000003013	ACH	Kelleher Helmrich and Associates Inc	908955	1 AP5800	523.75
Total:						\$4,674.05

20220420 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	2	4,674.05
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$4,674.05

AP Check Register

AP Run: 20220427 EACH — Post Date: 2022-04-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/27/2022	9000003014	ACH	Albersheim-Carter, Marcina	018646	1 AP5800	40.71
04/27/2022	9000003015	ACH	Anderson, Cheryl L	014312	1 AP5800	50.00
04/27/2022	9000003016	ACH	Battle, Theresa F	019927	1 AP5800	500.00
04/27/2022	9000003017	ACH	Blandin, Melissa	011821	1 AP5800	26.99
04/27/2022	9000003018	ACH	Bortel, Shawn D	020435	1 AP5800	75.00
04/27/2022	9000003019	ACH	Bugenhagen, Erica A	020226	1 AP5800	50.00
04/27/2022	9000003020	ACH	Carlisano, Marta L	020630	1 AP5800	50.00
04/27/2022	9000003021	ACH	Clancy, Carissa	016999	1 AP5800	95.47
04/27/2022	9000003022	ACH	Davidson, Jessica J	018030	1 AP5800	182.26
04/27/2022	9000003023	ACH	Dehne, Tyler	020322	1 AP5800	200.00
04/27/2022	9000003024	ACH	Douglas, Lori	011833	1 AP5800	53.32
04/27/2022	9000003025	ACH	Durand, Kim	012504	1 AP5800	13.20
04/27/2022	9000003026	ACH	Erbes, Sarah L	017283	1 AP5800	66.92
04/27/2022	9000003027	ACH	Erickson, Kayla M	020006	1 AP5800	82.25
04/27/2022	9000003028	ACH	Ewert, Casey B	019158	1 AP5800	62.30
04/27/2022	9000003029	ACH	Funston, Kathy L	017175	1 AP5800	50.00
04/27/2022	9000003030	ACH	Gersich, Brian M	019849	1 AP5800	200.00
04/27/2022	9000003031	ACH	Gorton, Rachel	016735	1 AP5800	200.00
04/27/2022	9000003032	ACH	Herman, Linda R	017618	1 AP5800	50.00
04/27/2022	9000003033	ACH	Johnson, Ashley	017234	1 AP5800	75.00

AP Check Register

AP Run: 20220427 EACH — Post Date: 2022-04-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/27/2022	9000003034	ACH	Jordan, Joanna	014624	1 AP5800	68.45
04/27/2022	9000003035	ACH	Keirstead, Amy	017654	1 AP5800	31.59
04/27/2022	9000003036	ACH	Kessler, Cecilia	014986	1 AP5800	42.18
04/27/2022	9000003037	ACH	Kolstad, Michele M	007847	1 AP5800	30.65
04/27/2022	9000003038	ACH	Lattery, Sharleen M	010482	1 AP5800	125.00
04/27/2022	9000003039	ACH	Lian, Jocelyn M	020194	1 AP5800	40.42
04/27/2022	9000003040	ACH	Mcconnell, Diane	012372	1 AP5800	100.00
04/27/2022	9000003041	ACH	Meuser, Teresa	010805	1 AP5800	50.00
04/27/2022	9000003042	ACH	Meyer, Jessica M	018679	1 AP5800	90.79
04/27/2022	9000003043	ACH	Mosley, Julie G	010976	1 AP5800	75.00
04/27/2022	9000003044	ACH	Navarro, Rachel	019577	1 AP5800	16.20
04/27/2022	9000003045	ACH	Nelson, Kathryn L	020242	1 AP5800	125.00
04/27/2022	9000003046	ACH	Ness, Katie L	018356	1 AP5800	75.00
04/27/2022	9000003047	ACH	Niemiec, Alicia	013692	1 AP5800	19.89
04/27/2022	9000003048	ACH	Niesen, Elizabeth A	015962	1 AP5800	74.76
04/27/2022	9000003049	ACH	Oftedahl, Imina P	020003	1 AP5800	45.10
04/27/2022	9000003050	ACH	Oscarson Wanzek, Kristi R	012479	1 AP5800	75.00
04/27/2022	9000003051	ACH	Pieper, Jill	017753	1 AP5800	100.00
04/27/2022	9000003052	ACH	Rider, Lisa K	016166	1 AP5800	200.00
04/27/2022	9000003053	ACH	Riggs, Mark D	007145	1 AP5800	50.00

AP Check Register

AP Run: 20220427 EACH — Post Date: 2022-04-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
04/27/2022	9000003054	ACH	Robole, Vicki M	009670	1 AP5800	78.98
04/27/2022	9000003055	ACH	Schmidt, Brent G	017019	1 AP5800	75.00
04/27/2022	9000003056	ACH	Smalley, Amy C	013470	1 AP5800	75.00
04/27/2022	9000003057	ACH	Sorensen, Brad	012894	1 AP5800	50.00
04/27/2022	9000003058	ACH	Sovine, Stacey	017487	1 AP5800	200.00
04/27/2022	9000003059	ACH	Spaulding, Sheila J	018536	1 AP5800	31.64
04/27/2022	9000003060	ACH	Stalock, Sharron C	014226	1 AP5800	50.00
04/27/2022	9000003061	ACH	Theis, Nicole I	017745	1 AP5800	150.00
04/27/2022	9000003062	ACH	Tinklenberg, Aaron D	017462	1 AP5800	200.00
04/27/2022	9000003063	ACH	Yost, Molly M	019831	1 AP5800	15.44
04/27/2022	9000003064	ACH	Zimmerman, Kara J	018371	1 AP5800	75.00
Total:						\$4,559.51

20220427 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	51	4,559.51
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	51	\$4,559.51

AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	13,654.60
02 - FOOD SERVICE	231.76
04 - COMMUNITY SERVICE	1,087.30
22 - ISF - HEALTH SELECT 105	1,500.00
	\$16,473.66



Agenda IV.A.5
June 16, 2022

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

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

Date: June 7, 2022

Re: Budget Analysis for the Month Ending April 30, 2022

Recommendation: That the Board accepts the Budget Analysis for the month ending April 30, 2022.

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

	<u>Year-to-Date Revenue</u>	<u>% of Adopted Budget</u>	<u>Year-to-Date Expenditures</u>	<u>% of Adopted Budget</u>
All Funds	\$ 136,202,822	77.03%	\$ 145,412,395	79.89%
General Fund	\$ 87,770,797	67.16%	\$ 97,014,815	71.46%

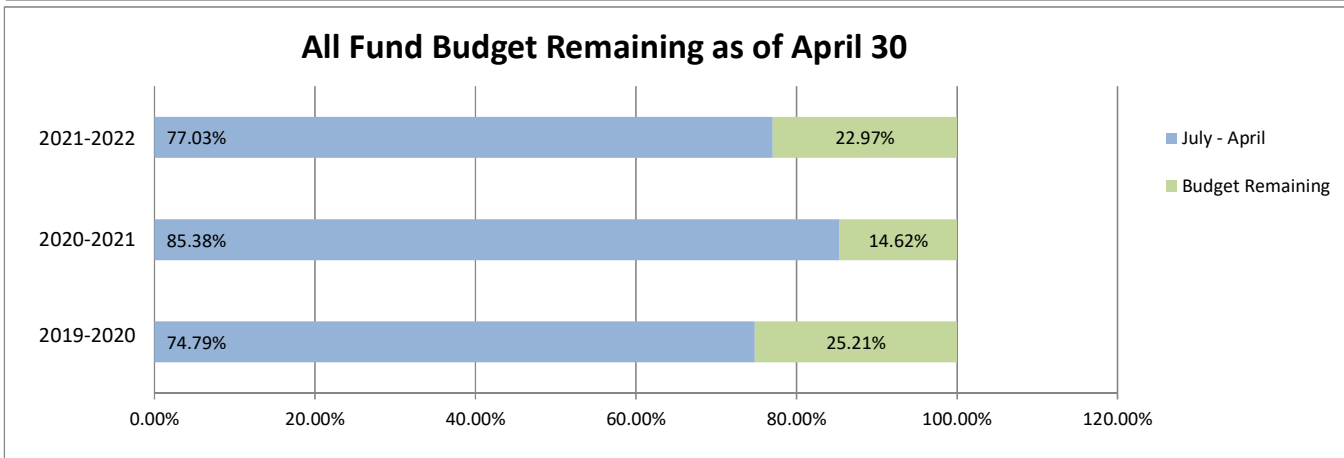
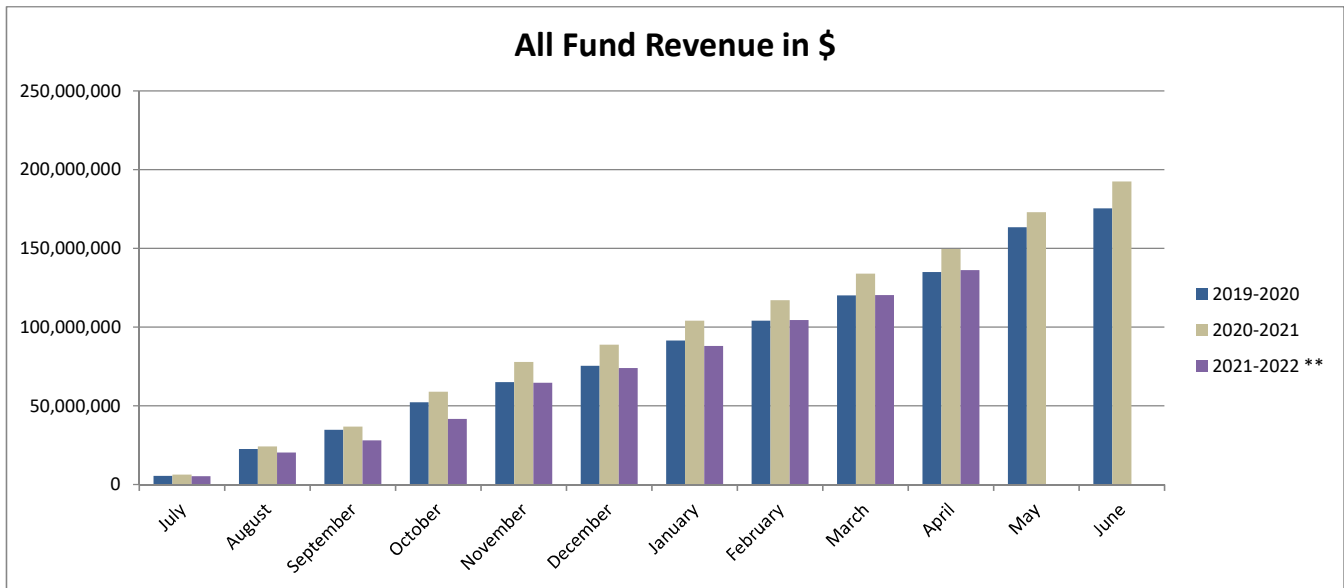
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

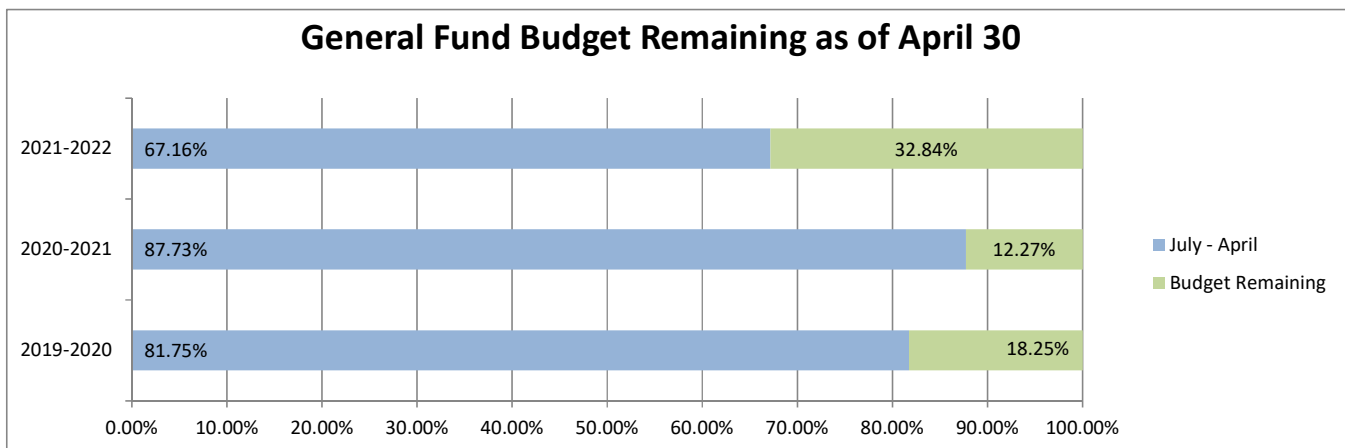
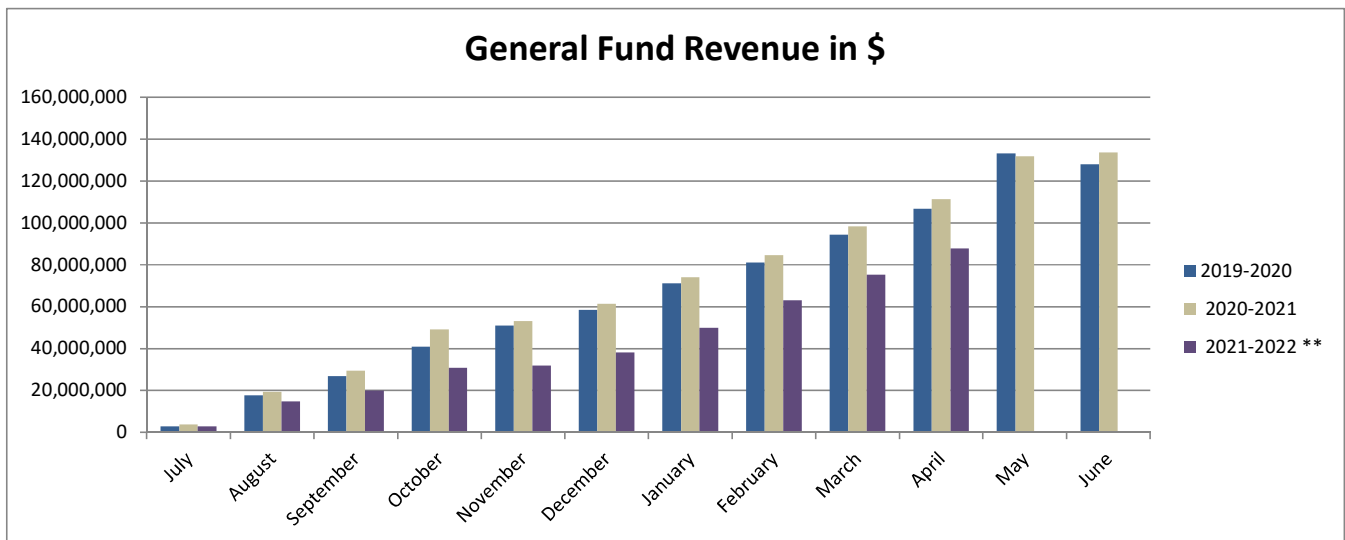
	2019-2020		2020-2021		2021-2022 **	
	\$	%	\$	%	\$	%
July	5,485,241	3.04%	6,287,193	3.59%	5,298,428	3.00%
August	22,594,027	12.53%	24,061,844	13.74%	20,358,554	11.51%
September	34,813,133	19.31%	36,829,976	21.04%	28,136,656	15.91%
October	52,091,920	28.89%	59,014,681	33.71%	41,631,893	23.54%
November	64,950,000	36.02%	77,976,654	44.54%	64,659,908	36.57%
December	75,350,271	41.79%	88,949,514	50.81%	73,979,823	41.84%
January	91,452,688	50.72%	103,921,863	59.36%	88,036,615	49.79%
February	104,037,421	57.70%	117,144,444	66.91%	104,470,173	59.08%
March	120,089,341	66.60%	133,864,754	76.46%	120,312,724	68.04%
April	134,860,140	74.79%	149,466,884	85.38%	136,202,822	77.03%
May	163,402,130	90.62%	173,006,598	98.82%		0.00%
June	175,487,024	97.33%	192,391,251	109.89%		0.00%
BUDGET	180,308,051	100.00%	175,070,662	100.00%	176,825,094	100.00%



** 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

**REVENUE COMPARISON
GENERAL FUND**

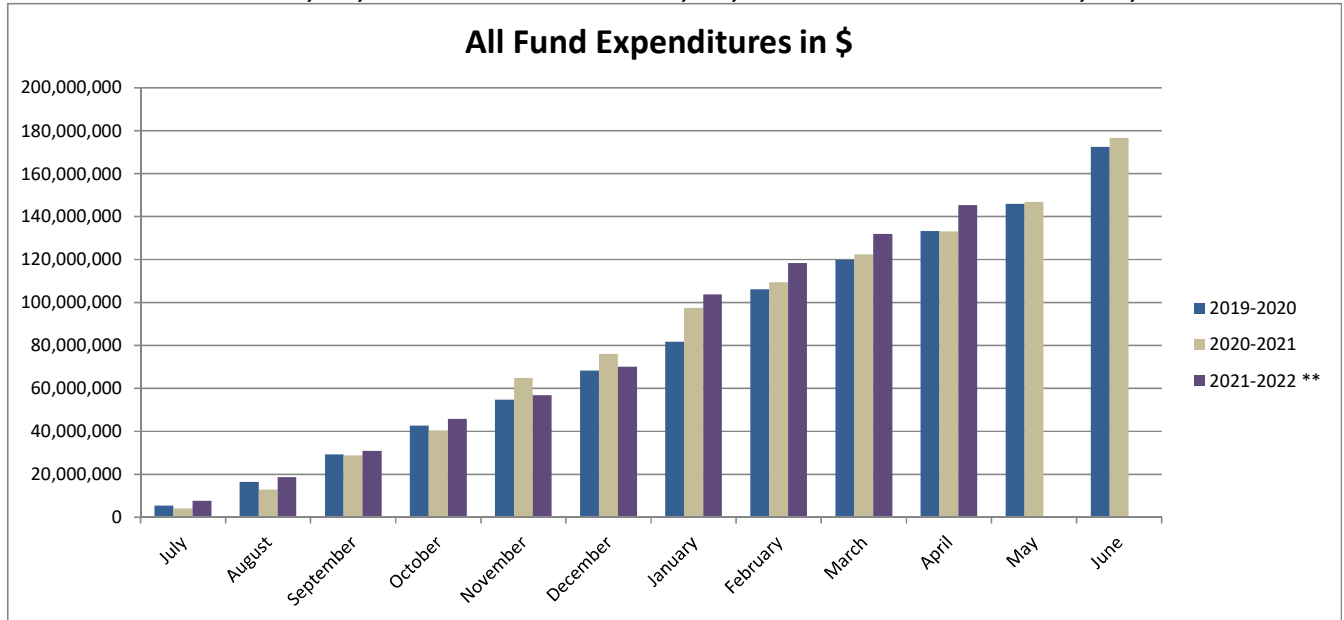
	2019-2020		2020-2021		2021-2022 **	
	\$	%	\$	%	\$	%
July	2,952,734	2.26%	3,817,036	3.01%	2,886,590	2.21%
August	17,728,648	13.58%	19,274,187	15.20%	14,880,829	11.39%
September	26,994,038	20.67%	29,519,205	23.27%	20,103,961	15.38%
October	40,875,100	31.30%	49,179,583	38.77%	30,912,213	23.65%
November	50,901,641	38.98%	53,171,053	41.92%	31,891,696	24.40%
December	58,488,110	44.79%	61,389,953	48.40%	38,120,643	29.17%
January	71,248,272	54.57%	73,970,734	58.32%	50,021,826	38.28%
February	81,110,930	62.12%	84,622,165	66.72%	63,056,288	48.25%
March	94,414,841	72.31%	98,343,919	77.54%	75,344,032	57.65%
April	106,747,578	81.75%	111,273,854	87.73%	87,770,797	67.16%
May	133,202,884	102.02%	131,860,398	103.96%		0.00%
June	127,889,261	97.95%	133,587,632	105.32%		0.00%
BUDGET	130,570,739	100.00%	126,834,491	100.00%	130,685,614	100.00%



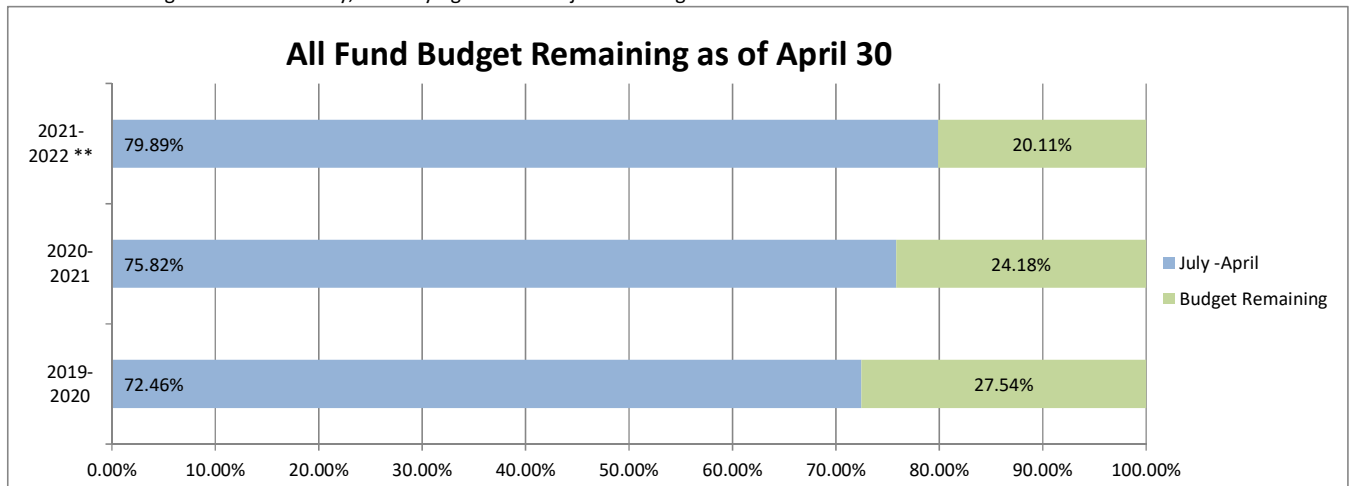
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON
ALL FUNDS**

	2019-2020		2020-2021		2021-2022 **	
	\$	%	\$	%	\$	%
July	5,527,131	3.00%	4,136,021	2.36%	7,576,301	4.16%
August	16,468,457	8.95%	12,806,761	7.30%	18,666,589	10.25%
September	29,323,003	15.94%	28,871,496	16.45%	30,852,672	16.95%
October	42,659,629	23.19%	40,214,431	22.92%	45,790,504	25.16%
November	54,807,687	29.79%	64,868,844	36.96%	56,770,670	31.19%
December	68,333,711	37.14%	76,102,321	43.37%	70,038,540	38.48%
January	81,733,856	44.42%	97,403,339	55.50%	103,678,352	56.96%
February	106,174,331	57.71%	109,396,118	62.34%	118,307,424	65.00%
March	119,896,778	65.16%	122,331,287	69.71%	131,880,947	72.45%
April	133,324,048	72.46%	133,047,037	75.82%	145,412,395	79.89%
May	145,975,143	79.34%	146,818,004	83.66%		0.00%
June	172,410,094	93.71%	176,641,177	100.66%		0.00%
BUDGET	183,989,992	100.00%	175,489,038	100.00%	182,025,112	100.00%

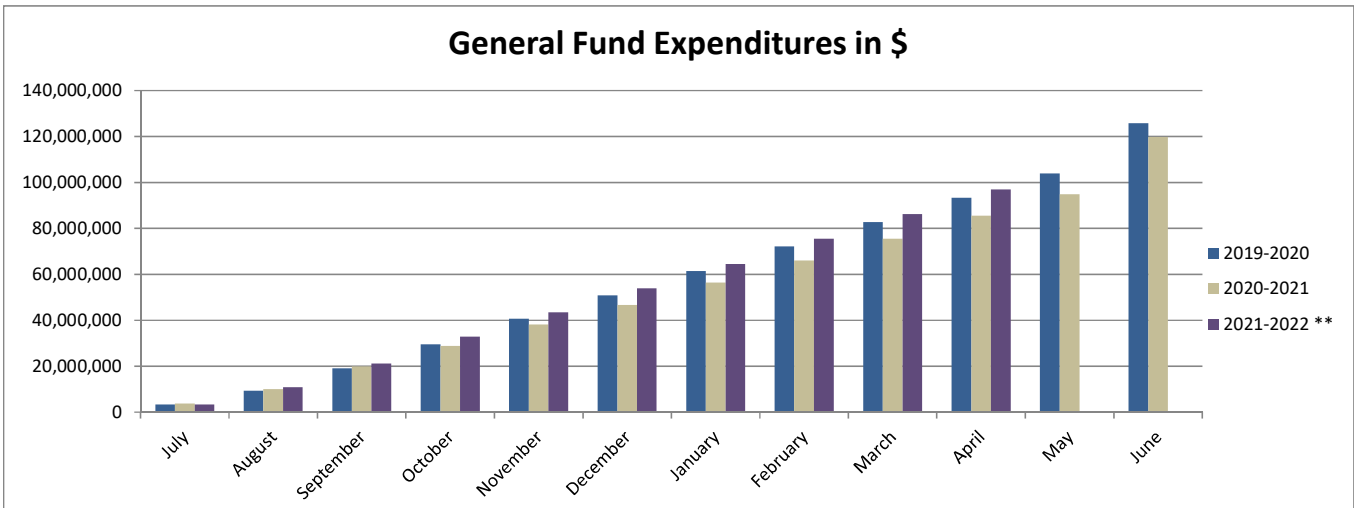


**based on timing of financial activity, monthly figures are subject to change

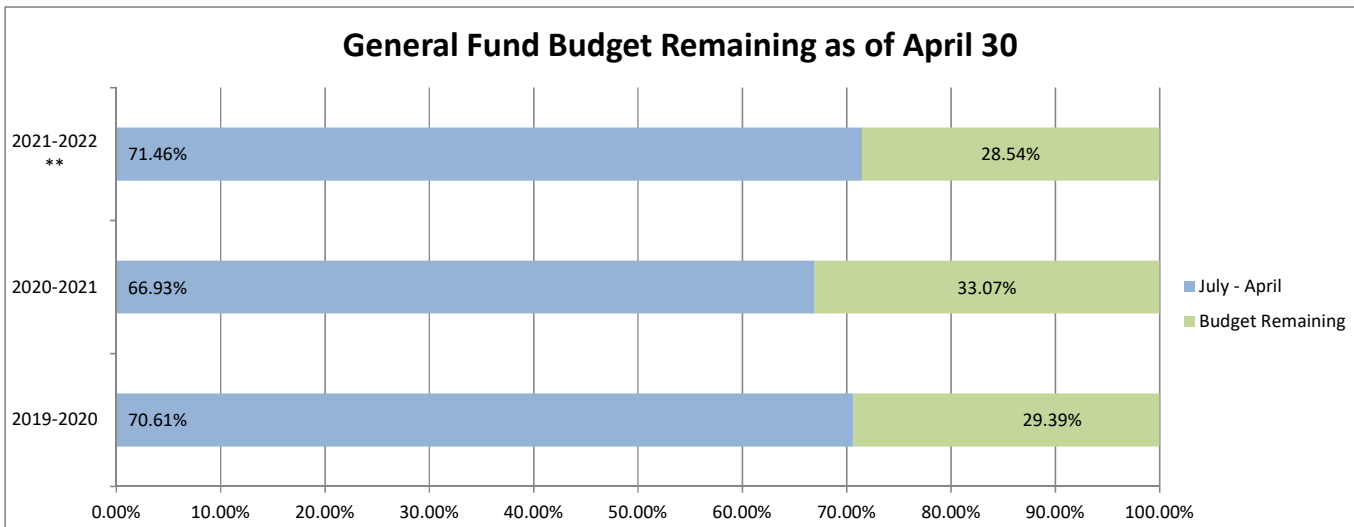


**EXPENDITURE COMPARISON
GENERAL FUND**

	2019-2020		2020-2021		2021-2022 **	
	\$	%	\$	%	\$	%
July	3,278,040	2.48%	3,805,343	2.98%	3,258,178	2.40%
August	9,235,858	6.99%	9,950,010	7.78%	10,886,189	8.02%
September	19,056,078	14.41%	19,860,387	15.54%	21,189,447	15.61%
October	29,431,382	22.26%	28,831,518	22.56%	32,864,644	24.21%
November	40,610,524	30.72%	38,110,749	29.81%	43,449,234	32.00%
December	50,859,427	38.47%	46,736,045	36.56%	53,909,332	39.71%
January	61,440,209	46.47%	56,357,446	44.09%	64,483,325	47.50%
February	72,157,858	54.58%	65,964,586	51.61%	75,609,009	55.69%
March	82,820,131	62.64%	75,602,778	59.15%	86,292,890	63.56%
April	93,356,204	70.61%	85,552,003	66.93%	97,014,815	71.46%
May	103,944,142	78.62%	94,865,356	74.21%		0.00%
June	125,799,767	95.15%	119,796,978	93.72%		0.00%
BUDGET	132,208,436	100.00%	127,825,136	100.00%	135,767,437	100.00%



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





**Agenda IV.A.6.
June 16, 2022**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Brian Gersich, assistant superintendent

Date: June 10, 2022

Re: Receive a Report about the Listening Session

Recommendation: Receive a report about the Listening Session on June 9, 2022.

Here are notes for the Listening Session on June 9, 2022.

No one spoke at the Listening Session.

**Agenda IV.A.7.
June 16, 2022**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Toni Conner, director, and Imina Oftedahl, director of curriculum, instruction and assessment

Date: June 10, 2022

Re: Policies 203.5: *School Board Meeting Agenda*, 546: *Early Admission to Kindergarten*, 611: *Home Schooling*, 613: *Graduation Requirements*, and 614: *School District Testing Plan and Procedure*

Recommendation: Approve, on a second reading basis, non-substantive changes to Policies 203.5: *School Board Meeting Agenda*, 546: *Early Admission to Kindergarten*, 611: *Home Schooling*, 613: *Graduation Requirements*, and 614: *School District Testing Plan and Procedure*.

The Policies were reviewed by the Policy Review Committee on May 24, 2022. The first reading was approved by the board on June 9, 2022.

The changes were recommended by MSBA.

Adopted: 04/23/2015

Burnsville-Eagan-Savage School District Policy 203.5

Reviewed: 6/9/2022

Revised: 6/16/2022

Rescinds:

203.5 SCHOOL BOARD MEETING AGENDA

I. PURPOSE

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

II. GENERAL STATEMENT OF POLICY

The policy of the school board is that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

III. PROCEDURES

- A. While all school board members may provide input, it shall be the responsibility of the school board chair and superintendent to develop, prepare, and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent at least three days prior to the meeting. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired, and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.
- C. The tentative agenda and supporting documents shall be sent to the school board members six (6) days prior to the scheduled regular school board meeting.
- D. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.
- E. At least one copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available in the meeting room for inspection by the public while the school board considers

their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

Legal References: Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)
Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 13-015 (December 23, 2013)

Cross References: Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
Burnsville-Eagan-Savage School District Policy 203.2 (Order of the Regular School Board Meeting)
Burnsville-Eagan-Savage School District Policy 203.6 (Consent Agendas)
Burnsville-Eagan-Savage School District Policy 204 (School Board Meeting Minutes)
Burnsville-Eagan-Savage School District Policy 207 (Public Hearings)

Adopted: 5/11/2017
Reviewed: 6/9/2022
Revised: 6/16/2022
Rescinds:

Burnsville-Eagan-Savage School District Policy 546

546 EARLY ADMISSION TO KINDERGARTEN

I. PURPOSE

The purpose of this policy is to provide guidance to professional staff, parents, and students regarding early admission to kindergarten. Minnesota state law provides for children to begin kindergarten if they reach the age of five on or before September 1 of the school year. This policy is in compliance with Minn. Stat. §§ 124D.02 and 120B.15.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that every Minnesota child is entitled to an appropriate and challenging education. Minn. Stat. § 124D.02 subdivision 1 permits early admission to kindergarten if a board-adopted early admissions policy describes the process and procedures for comprehensive evaluation in cognitive, social, and emotional developmental domains to help the child's ability to meet kindergarten grade expectations and progress to first grade the subsequent year. The comprehensive evaluation must be a valid and reliable instrument, be aligned with the state kindergarten expectations, and include a parent report and teacher observations of the child's knowledge, skills, and abilities.

III. DEFINITION

Early Admission to Kindergarten: Early entrance is the practice of admitting a student to kindergarten who has not yet reached 5 years old by September 1. The purpose is to provide access to appropriately challenging learning opportunities.

IV. EARLY ADMISSION PROCESS

- A. Early entrance to kindergarten should be based upon the premise that each student shall be challenged and supported in the most appropriate placement for learning. To be eligible for kindergarten, a child must be five (5) years old on or before midnight of September 1st of the current school year. There is an exception to this regulation for children born during the month of September and in extremely rare cases, October. The school has a special testing and interview program to determine exceptions to this regulation. Review and/or revision of the testing program will occur at the discretion of district administration. Parents who are interested are advised to contact the principal in their attendance area or the ISD 191 enrollment office. Residents will not be assessed fees for this service.
- B. Students who enroll for 1st grade in Independent School District 191, after

completing kindergarten outside of Independent School District 191, prior to their legal eligibility, may be subject to the Independent School District 191 early entrance procedure and qualifying criteria to determine placement.

- C. The process, timeline and application form is available at www.isd191.org or contact the ISD 191 enrollment office.

V. DECISIONS FINAL

A parent or legal guardian of the referred child may appeal in writing the decision of District team to the Superintendent within fifteen (15) days after being notified of the committee's decision. The Superintendent shall review the appeal and notify the parent or legal guardian who filed the appeal of the final decision within fifteen (15) days of receiving the appeal. The Superintendent's decision shall be final.

Legal References: Minn. Stat. § 124D.02 School Board Powers; Enrollment
Minn. Stat. § 120B.15 Gifted and Talented Students Programs

Cross References: Form 546

Adopted: 12/17/2015
Reviewed: 6/9/2022
Revised: 6/16/2022
Rescinds:

Burnsville-Eagan-Savage School District Policy 611

611 HOME SCHOOLING

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minnesota Statutes section 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship.

III. CONDITIONS FOR HOME SCHOOLING

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

IV. IMMUNIZATION

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

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request as required by law, the school district will provide textbooks, (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany pupil materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided under state law. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to state law for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided under state law. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to state law.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students.

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

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

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

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

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

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
- b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
- c. The home school is responsible for any and all costs associated with

its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.

2. Non-Minnesota State High School League activities where six or more students receive instruction in the home school.

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

B. Transportation Services

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

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
 Minn. Stat. § 120A.24 (Reporting)
 Minn. Stat. § 120A.26 (Enforcement and Prosecution)
 Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
 Minn. Stat. § 123B.36 (Authorized Fees) Minn. Stat. § 123B.41 (Definitions)
 Minn. Stat. § 123B.42 (Textbooks, Individual Instruction or Cooperative Learning Material, Standard Tests)
 Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
 Minn. Stat. § 123B.49 (Extracurricular Activities Insurance)
 Minn. Stat. § 123B.86 (Equal Treatment - Transportation)
 Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
 Minn. Stat. § 124D.03 (Enrollment Options Program)
 Minn. Rules Ch. 3540 (Nonpublic Schools)

Cross References: Burnsville-Eagan-Savage School District Policy 509 (Enrollment of Nonresident Students)
 Burnsville-Eagan-Savage School District Policy 510 (School Activities)

Adopted: 4/1997
Reviewed: 6/9/2022
Revised: 6/16/2022
Rescinds: IKF

Burnsville-Eagan-Savage School District Policy 613

613 GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students entering grade 8 in the 2011-2012 school year and earlier must satisfactorily complete, as determined by the school district, all credit requirements, all state academic standards, or local standards where state standards do not apply, and successfully pass graduation examinations, as required, in order to graduate. For students entering grade 8 in the 2012-2013 school year and later, the school district's policy is that students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

III. DEFINITIONS

- A. "Academic standard" means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, or the arts, or (2) a locally adopted expectation for student learning in health, the arts, career and technical education, or world languages.
- B. "Credit" means a student's successful completion of a semester of study or a student's mastery of the applicable subject matter, as determined by the school district, and sufficient to satisfy applicable academic standards
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "EL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.

- F. “GRAD” means the graduation-required assessment for diploma that measures the reading, writing, and mathematics proficiency of high school students.

IV. DISTRICT ASSESSMENT ADMINISTRATOR

The Assessment, Data and Research Coordinator shall serve as the school district assessment administrator. Said person shall be in charge of all test procedures.

V. GRADUATION ASSESSMENT REQUIREMENTS

- A. Graduation assessment requirements for students first enrolled in grade 8 in 2011 12 or earlier are:
1. Meet or have met graduation assessment requirements through routes related to the Graduation-Required Assessments for Diploma (GRAD)*; OR
 2. Take or have taken The ACT + Writing, the WorkKeys, the Compass, or the Armed Services Vocational Aptitude Battery (ASVAB); OR
 3. Meet or have met district alternative, equivalent assessment to satisfy the graduation assessment requirements.
- B. Students first enrolled in grade 8 in 2012-13 or later are not required to take any graduation assessments. However, all students must:
1. Be provided the opportunity to participate in a district-provided college entrance exam in grade 11 or grade 12; AND
 2. Be provided assistance, no later than grade 9, in exploration and planning activities for career interests or post-secondary education.

VI. GRADUATION CREDIT REQUIREMENTS

- A. Students who first enrolled in grade 9 in the 2015-16 school year must successfully complete, as determined by the school district, 32 high school level credits for graduation. Requirements for graduation are as follows:
1. Successfully complete the following courses: Geography 9, English9, Math 9, Earth/Physical Science 9;
 2. Successfully complete 32 high school level credits in grades 10-12.
 - a. Six credits of social studies, including world history, American history, government, and economics;
 - b. Four credits of mathematics, including geometry and algebra II;

- c. Four credits of science, including biology and chemistry;
 - d. Two credits in the arts;
 - e. One credit of health;
 - f. One credit of physical education; and
 - g. Eight credits of electives.
- B. Students who first enrolled in grade 9 in the 2016-2017 school year or later must successfully complete 46 high school level credits for graduation.
- 1. Eight credits of language arts;
 - 2. Six credits of mathematics, including two credits of geometry, two credits of Algebra II, and two credits of statistics and probability;
 - 3. Six credits of science, including two credits of physical science, two credits of biology and two credits of chemistry;
 - 4. Seven credits of social studies, including one credit of geography, two credits of world history, two credits of American history, one credit of government and one credit of economics
 - 5. Two credits in the arts;
 - 6. One credit of health;
 - 7. One credit of physical education;
 - 8. Incoming freshman must complete one credit of College and Career Planning, required during freshman year. This requirement may be met by:
 - a. Success 191, AVID Elective 9, college and career planning content-based English language development course, or coursework aligned to IEP transition goals.
 - b. Students enrolling in subsequent years will be required to complete an additional elective credit to meet the number required.
 - 9. Fourteen credits of electives.

VII. GRADUATION STANDARDS REQUIREMENTS

- A. All students must demonstrate their understanding of the following academic standards:

1. District determined standards, Health (K-12)
 2. District determined standards, Career and Technical Education (K-12) and
 3. District adopted standards developed by the American Council on the Teaching of Foreign Languages, World Language (K-12)
- B. All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):
1. Minnesota Academic Standards, English Language Arts K-12;
 2. Minnesota Academic Standards, Mathematics K-12;
 3. Minnesota Academic Standards, Science K-12;
 4. Minnesota Academic Standards, Social Studies K-12;
 5. Minnesota Academic Standards, Physical Education K-12; and
 6. Minnesota Academic Standards, Arts K-12.
- C. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

VIII. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minnesota Statutes section 120B.07, upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

Legal References: Minn. Stat. § 120B.018 (Definitions)
 Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)

Minn. Stat. § 120B.021 (Required Academic Standards)
 Minn. Stat. § 120B.023 (Benchmarks)
 Minn. Stat. § 120B.024 (for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World’s Best Workforce Credits)
 Minn. Stat. § 120B.07 (Early Graduation)
 Minn. Stat. § 120B.11 (School District Process)
 Minn. Stat. § 120B.125 (Planning for Students’ Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
 Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
 Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
 Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: Burnsville-Eagan-Savage School District Policy 104 (School District Mission Statement)
 Burnsville-Eagan-Savage School District Policy 601 (School District Curriculum and Instruction Goals)
 Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)
 Burnsville-Eagan-Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
 Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)

Adopted: 9/29/2016
Reviewed: 6/9/2022
Revised: 6/16/2022
Rescinds:

Burnsville-Eagan-Savage School District Policy 614

614 SCHOOL DISTRICT ASSESSMENT PROGRAM

I. PURPOSE

The purpose of this policy is to authorize student assessment.

II. GENERAL STATEMENT OF POLICY

It shall be the policy of the School Board that a comprehensive standardized assessment program be established and maintained: for internal and external accountability; that meets federal and state requirements; to evaluate the total program of the school district; to measure progress of students; and for student program placement in core instruction, enrichment and intervention.

III. RESPONSIBILITIES

A. Superintendent

1. Designate appropriate personnel to oversee the district assessment program.
2. Authorize necessary staff for assessment programs' secure systems.
3. Establish a culture of academic integrity.
4. Ensure all security provisions are met for assessment security and confidentiality before, during and after testing events.
5. Comply with all state and federal guidelines and requests specific to the assessment program.

B. District Staff

1. Ensure the assessment program is implemented with fidelity.
2. Review annually and present recommendations to the Superintendent.
3. Communicate expectations and ensure training is provided for secure assessment tools (i.e. Minnesota Comprehensive Assessments, College Board assessments) according to testing company requirements.

4. Comply with all state and federal guidelines and requests specific to the assessment program.
5. Bring to the attention of the superintendent or designee, any breach in requirements, or conflicting information regarding the administration or security requirements of an assessment, or any knowledge of a confirmed or potential breach.

C. Principals

1. Establish building-level systems and plans for administration of assessments.
2. Ensure all administration and security requirements are followed.
3. Enact required action for breaches in administration and/or security requirements.
4. Comply with all state and federal guidelines and requests specific to the assessment program.

D. Students

1. Know the importance of test security.
2. Keep test content secure.
3. Act with honesty and integrity during assessment administration.
4. Comply with all state and federal guidelines and requests specific to the assessment program.

E. School/Department Staff

1. Attend all required training for the administration of assessments. Sign the Testing Non-Disclosure/Security Form annually.
2. Seek information and clarity on the administration and security requirements, especially when proctoring or monitoring an assessment.
3. Bring to the attention of the testing coordinator, school associate principal or principal, any breach in requirements, or conflicting information regarding the administration or security requirements of an assessment, or any knowledge of a confirmed or potential breach.
4. Comply with all administration and security requirements of assessments.

- F. Persons who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies. Violation of this policy may also result in civil or criminal liability.

Legal References: Minn. Stat. § 13.34 (Examination Data)
 Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum Instruction, and Student Achievement; Striving for the World’s Best Workforce)
 Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
 Minn. Stat. § 120B.36, Subd. 2 ((School Accountability)
 Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
 Minn. Rules Parts 3501.082(Academic Standards for the Arts)
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: Burnsville-Eagan-Savage School District Policy 601 (School District Curriculum and Instruction Goals)
 Burnsville-Eagan-Savage School District Policy 613 (Graduation Requirements)
 Burnsville-Eagan-Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
 Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)
 Minnesota Pearson Access Next Resources and Forms:
<http://minnesota.pearsonaccessnext.com/policies-and-procedures/>



**Agenda IV.A.8.
June 16, 2022**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Imina Oftedahl, Director of Curriculum, Instruction and Assessment

Date: June 10, 2022

Re: Policy 616: *School District System Accountability*

Recommendation: Approve, on a second reading basis, changes to Policy 616: *School District System Accountability*.

MSBA updated text and references. The Policy Review Committee added Policy 105 to the cross references. Annual review of this policy is required. The first reading was approved with non-substantive changes by the board on June 9, 2022. The changes are noted in red.

Adopted: 05/1986
Reviewed: 6/9/2022
Revised: 6/16/2022
Rescinds: IE

Burnsville-Eagan-Savage School District Policy 616

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process that promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota K-12 Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota K-12 Academic Standards and federal law requires accountability for the school district. The school district established a system to transition to the graduation requirements of the K-12 Minnesota Academic Standards. The school district also established a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A. “Credit” means a student’s successful completion of one semester of study or a student’s mastery of the applicable subject matter, as determined by the school district.
- B. “Graduation Standards” means the credit requirements and Minnesota K-12 Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.
- C. “World’s best workforce” means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students, between students living in poverty and students not living in poverty, between English language learners and non-English language learners, between students who receive or do not receive special education; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. School District Goals

1. The school board has established school district-wide goals that provide broad direction for the school district. Incorporated in these goals K-12 are the graduation and education standards contained in the Minnesota Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the school district's SASIAC-Advisory Committee (Student Achievement and Systems Improvement Advisory Committee – SASIAC).
2. The SASIAC-Advisory Committee (SASIAC) is established by the school board to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
3. The improvement goals should address recommendations identified through the district continuous improvement process. The school district's goal setting process will include consideration of individual site goals. School district goals will be developed through the district's continuous improvement process.
4. The district's continuous improvement process will ensure:
 - a. The evaluation of students' progress and the identification of the strengths and weaknesses of instruction and curriculum affecting students' progress;
 - b. A plan for improving instruction and curriculum; and
 - c. An instruction plan that includes educational effectiveness processes integrating instruction, curriculum, assessment, and technology.

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

C. Advisory Committee (Student Achievement and Systems Improvement Advisory Committee - SASIAC)

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

2. The Student Achievement and Systems Improvement Advisory Committee (SASIAC), working in cooperation with other committees of the school district, will provide active community participation in:
 - a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota K-12 Academic Standards;
 - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c. Making recommendations that will be used to measure school district progress toward its goals; and
 - d. Advising the school board about development of the annual budget.
 - e.
3. The committee shall meet the following criteria:
 - a. SASIAC shall ensure active community participation in planning for instruction and curriculum affecting achievement.
 - b. SASIAC shall give input to the school board on school district-wide standards, assessments, and program evaluation.
4. The committee shall, when possible, be comprised of two-thirds community representatives and shall reflect the diversity of the community. Included in its membership should be:
 - a. Director of Curriculum, Instruction, and Assessment
 - b. School Improvement and Student Achievement Coordinator
 - c. School Board Member
 - d. Student Representative
 - e. Teacher representative from elementary and secondary
 - f. One parent from each building or a minimum of one parent from each instructional level
5. The committee shall meet four times annually.
6. Committee members will be nominated by their building principal in consultation with the PTO (Parent Teacher Organization) or other

equivalent parent organization.

7. Term of Office

- a. Committee representatives will serve up to two years.
- b. Members may be reappointed to serve no more than one additional two-year term if there is difficulty recruiting a representative.

D. Reporting.

1. Consistent with Minnesota Statutes section 120B.36, Subd. 1, the school board shall publish the World's Best Workforce report on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the world's best workforce. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its summary report to the Commissioner.

Legal References:

Minn. Stat. § 120B.018 (Definitions)

Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)

Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)

Minn. Stat. § 120B.35 (Student Academic Achievement and Growth)

Minn. Stat. § 120B.36 (School Accountability;) Minn. Stat. § 122A.40 (Employment; Contracts; Termination)

Minn. Stat. § 122A.41 (Teacher Tenure Act; Cities of the FirstClass; Definitions)

Minn. Stat. § 123B.04 (Site Decision Making, Individualized Learning Agreement; Other Agreements)

Minn. Stat. § 123B.147 (Principals)

Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)

Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.0820 (Academic Standards for the Arts) Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science) Minn. Rules

Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: Burnsville-Eagan-Savage School District Policy 104 (School District Mission Statement)
 Burnsville-Eagan-Savage School District Policy 105 (Equity, Access and Excellence in Education)
 Burnsville-Eagan-Savage School District Policy 601 (School District Curriculum and Instruction Goals)
 Burnsville-Eagan-Savage School District Policy 613 (Graduation Requirements)
 Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)
 Burnsville-Eagan-Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
 Burnsville-Eagan-Savage School District Policy 617 (School District Ensurance of Preparatory and High School Standards)
 Burnsville-Eagan-Savage School District Policy 618 (Assessment of Student Achievement)
 Burnsville-Eagan-Savage School District Policy 619 (Staff Development for Standards)
 Burnsville-Eagan-Savage School District Policy 620 (Credit for Learning)

June 16, 2022 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(Open Facilities Next Steps)

Board Member Question	Staff Response
<p>On Slide 9, please add a column which details unused square footage by Program. If there is unused space which isn't included in Program-level detail, please include that as a separate line item.</p> <p>Slide 10: Please share the cost and date on which the new sidewalk area for loading/unloading students was added.</p>	<p>We don't believe we have unused space. Campus Cup may be considered as unused space, but it is used by BEST occasionally and is used as lunch and break space is available for all staff at DEC. The lower atrium is used for various events, the upper atrium is used by ABE students daily and by various events as necessary.</p> <p>The sidewalk was added between doors 2 and 3 in order to provide a safe bus drop/pickup for students with the addition of the BEST program along with ECSE. The work was completed August 2021 at a cost of \$19,868.</p>
<p>Page 2 Draft Guiding Change: Was there a reason that the timeline for Open Facilities is left blank? I would prefer to at least have an educated estimate of what we are looking at, in terms of timing. As a first draft, of course, it wouldn't be surprising if the timeline has been tweaked slightly the next time we see this document.</p>	<p>The timeline is dependent upon board action to sell any outlots at DEC and the expansion of 917 that would prompt a move for BAHS. So the start date for implementing the process is not set.</p>

<p>It will be helpful to have a discussion about statutory guidance around one school district operating within the district boundaries of another district (See Guiding Change>Current Reality>ISD196 has purchased MAC...). Does the law allow this to happen? If it does, what limitations exist, if any?</p>	<p>When we first learned about 196's intent to buy a building within our district and use it for ALC programming I consulted with Kennedy-Graven. State statute does not prohibit a school district from operating a school within another district's boundaries. We did reach out to MSBA to determine if there are additional limitations. Their response is that in August 2021 that the Minnesota Department of Education approved the out-of-district location: The Silver Bell Learning Center is not located within the district's boundaries, but it is confirmed with the Minnesota Department of Education that the district could own and operate a building outside of its boundaries. MSBA did not share that there are any limitations.</p>
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(FY23 Budget Approval)

Board Member Question	Staff Response
<p>Budget approval Page 5 - LTFM Revenue First sentence refers to "Revenue of \$2.4 that rolls..." I assume that should say \$2.4 million.</p>	<p>Thank you for pointing that out, this has been updated.</p>

(CSTMN Contract)

Board Member Question	Staff Response
<p>CSTMN Transportation Contract</p> <p>What specific services do they provide to our district that our different from what Schmitty & Sons provides? For how many students? Why is Schmitty unable to provide these services?</p>	<p>CSTMN provides transportation for students that are homeless, special needs and highly mobile.</p> <p>Numbers of students using the service fluctuate depending on the need.</p> <p>CSTMN has the van resources to drive within the metro area to transport these students to and from our district schools.</p> <p>Schmittty and Sons transports primarily using school buses within a closer proximity.</p>

(Workshop New School Board Information)

Board Member Question	Staff Response
<p>New school board info sheet</p> <p>I clicked the link in the draft document to MSBA's info page for prospective school board members and the link did not work. After searching on the MSBA website a bit, I found this page:</p> <p>https://mnmsba.org/membership/becoming-a-school-board-member/</p> <p>It's a similar link, but they have added dashes between each word after membership/. Would someone be able to fix the link before Thursday</p>	<p>Thanks for pointing that out and sharing the new link. The link in the document has been updated.</p>

Agenda IV.B.1.
June 16, 2022

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

From: Amy Piotrowski, director of student support services

Date: June 9, 2022

Re: Approve agreement for co-located mental health services with Headway Emotional Health Services, Inc. for 2022-23

RECOMMENDATION: that the Board of Education approve the agreement for mental health services with Headway Emotional Health for 2022-23 for a total of \$300,000 and authorize the Executive Director of Business Services to execute the agreement.

As a result of an agreement with Headway Emotional Health Services, Inc. for the past several years, mental health services have been made available within our schools.

The agreement for 2022-23 calls for 10 therapists to be co-located in schools to support the mental health needs of students in 1 high school, 2 middle schools, and 8 elementary schools. Assignments will be:

- Two therapists will provide services in Burnsville High School
- One therapist will provide services in each of the two Middle Schools.
- Six therapists will provide services in the Elementary Schools, including two split positions which will be determined prior to the beginning of the school year and will take into account enrollment numbers, current caseload size, and referral history.

Mental health services continue to be one of the greater needs of our student population and this agreement allows the district to better serve our students. I am pleased to recommend this agreement for your approval.

**CONTRACT TO PROVIDE SERVICES
BY AND BETWEEN
INDEPENDENT SCHOOL DISTRICT 191, BURNSVILLE-EAGAN-SAVAGE (ISD191)
And
HEADWAY EMOTIONAL HEALTH**

This contract is entered into by the Burnsville-Eagan-Savage Public Schools, District 191, 200 West Burnsville Parkway, Burnsville, Minnesota 55337 (“District 191”) and Headway Emotional Health (“Headway”), 6425 Nicollet Avenue South, Richfield, Minnesota 55423. District 191 and Headway will be collectively referred to in this contract as “the Parties”.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. Services Provided

A. Services to Be Provided at District Expense

Headway agrees to provide mental health specialists to provide assessment and therapeutic treatment for students and families of students attending District 191 who may be experiencing mental health, personal and family problems that may be interfering with their education and daily functioning. This does not include IEP related mental health services. With the co-located model, Headway’s mental health specialists may also provide limited, short-term coordination and consultation with school staff as needed and as indicated by best practices for client care, and to the extent that it does not impact billable session time or capacity.

Headway will provide 10 therapists to support the mental health needs of students in 1 high school, 2 middle schools, and 8 elementary schools. Assignments will be:

- Two therapists will provide services in Burnsville High School
- One therapist will provide services in each of the two Middle Schools.
- Six therapists will provide services in the Elementary Schools, including two split positions which will be determined prior to the beginning of the school year and will take into account enrollment numbers, current caseload size, and referral history.

B. Emotional Health Services to Be Provided at Family/Student or Third Party Expense

Headway mental health specialists will provide assessment and therapeutic treatment for students and families of students attending District 191 who may be experiencing mental health, personal and family problems that may be interfering with their education and daily functioning. These services will be charged to the student or family or a third party.

C. Limitations

Sites not covered under the terms of this contract are: Burnsville Alternative High School. Headway may on occasion provide limited, short-term services to uninsured students within the parameters of Headway’s charitable care cap. If referring uninsured students, District 191 staff will assist families in accessing coverage for which they may be eligible, prior to the referral.

II. Headway Employee Training, Background and Employment Status

A. Training

Headway will ensure that its employees providing service to District 191 students will be appropriately trained for the services they render and appropriately supervised by Headway. Headway has determined that its employees should have a master's degree in a mental health discipline.

B. Criminal Background Check

Headway hereby warrants that each Headway employee providing service to District 191 has been subjected to a criminal background check pursuant to Minnesota Statute Section 299C.60 *et. seq.* Statute Section 123B.03 (as an independent contractor employed by the District) Headway warrants that no prohibited sexual contacts were discovered pursuant to such background inquiries for any employee assigned to work at a District 191 site. A copy of each staff member's criminal background study will be provided to District 191 upon request.

C. Employment

Headway employees shall be hired and employed by Headway. Headway will be solely responsible for hiring, training, development, discipline, discharge, and assignment of employees. Headway will assign service providers in the District for ten months.

Changes in personnel will be made by Headway. Headway agrees to seek consultation with District 191 regarding assignment of service providers to District 191 sites. District 191 shall have absolute authority to prohibit a Headway staff member from providing service under this Agreement. If this occurs, Headway will have thirty business days to replace the provider without disruption of the contract.

Headway employees will not be responsible to provide administrative support to the school and should not be assigned to duties by school staff or administration.

Student, family, and staff support that is related to mental health needs of the student will be provided by the service provider as they and/or Headway deem necessary and appropriate. Headway and its employees will have exclusive control and the exclusive right to determine the types, amount, and extent of services, if any, that are provided. Headway will have the exclusive right to provide services, refuse to provide services, or terminate any client relationship.

The mental health specialists will work as assigned by Headway for an 8.5 hour day (including a lunch period and breaks as required by applicable law and set by Headway) providing services before, during, and after school day hours during the 2022-23 school year. Specific hours will depend on the start time for each school and will be determined by Headway. A total of 10 FTE's will be assigned to provide services to 11 school sites. The assignments may change during the school year in order to meet the needs of the schools and/or its students. A copy of the current assignments can be requested from Headway's ISD 191 School-Based Supervisor or the ISD 191 Director of Student Services.

Headway employees will receive pay and benefits from Headway and will receive paid leave and holidays and any other benefits in accordance with Headway's personnel policies. Nothing in this contract shall be construed to make a Headway employee and employee of District 191. Service providers and Headway specialists agree that they are not eligible for any benefits provided to District employees or volunteers, including but not limited to insurance, severance, employee benefits, workers compensation, discounts, tenure, or any other District employee benefits.

III. Independent Contractor Status

Headway is an independent contractor under this contract, and will provide all necessary training to its employees and will provide all tools, equipment, supplies, and materials other than the following: ISD

191 will provide a private space with an internet connection and a locking file cabinet for Headway staff to provide therapy sessions.

The mental health specialists will keep records of the various services rendered and in a manner that complies with the applicable privacy laws, so the Parties may evaluate the effectiveness of the services performed. Headway personnel shall regularly submit information to the Headway supervisor regarding services rendered. Headway supervisor will provide a monthly summary report to the District, in addition to a year-end summary report at the completion of the 2022-23 school year.

Headway will determine how to provide services, the types and amounts of services, and which of its employees will provide the services based on their expertise and professional standards.

IV. Data Practices and Confidentiality/Informed Consent

Headway certifies that its staff members have been instructed on the private nature of information related to students of District 191. Headway will ensure that each service provider will review District 191's Data Privacy Policy in full before the provider begins work in the District.

Each Party will be responsible for any data that it creates or maintains and will comply with the state and federal law requiring the acquisition of data, the storage of data, the release of data, and the destruction of data. Headway will obtain a release of information from each parent/guardian or adult student to share and obtain information from District 191. As members of school collaborative education teams, Headway will provide general recommendations to building staff that will enhance and improve education. District 191 will share information with Headway only as specified under district policy.

Headway will require that students under age 18 years of age will have the written, informed consent of their parent(s) or guardian(s) before Headway provides any services. Students ages 18 years of age and older will sign a written informed consent before services are rendered. Headway will provide initial crisis assessment and support without parental consent.

V. District Obligations under Special Education or Other Law

Headway has no authority to designate its services as "special education", "Section 504" or "related services" under the Individuals with Disabilities Education Improvement Act (IDEIA); Minnesota Statute Section 125A.; Section 504 of the Rehabilitation Act, or any other state or federal disability law.

District 191 has certain obligations under the above laws and is solely responsible for providing the services, if any, required by the state and federal laws.

Headway employees may not engage in restraint or seclusion (restrictive procedures) or corporal punishment upon students of District 191 while working as independent contractors for the District.

VI. Term

This Agreement shall be effective for the regular 2022-23 school year.

VII. Termination

Either party may elect to terminate this Agreement by providing 60 days written notice to the contract person identified in Section XVI of this Agreement.

VIII. Contract Payments

In consideration for the services described herein that are to be at District expense, the total cost to the district will be \$300,000. The payment schedule will be 12 equal monthly payments of \$25,000 due on or before the last day of each month beginning July 1st, 2022 and concluding June 30th, 2023.

In the event that the program is terminated as provided in section VII, the remaining amount due for the terminated program will be paid by District 191 at a prorated rate based upon the services rendered at the time of termination. Headway will not seek payment beyond the amount specified above in the 2022-23 school year. Headway agrees that if students, families, or third parties do not pay for the services rendered, it will not seek payment from the District.

IX. Insurance and Indemnity

Headway shall maintain insurance coverage to cover any claims arising out of the services provided under this contract and naming District 191 as an additional insured for purposes of claims arising out of services provided under this contract. A certificate evidencing insurance obtained by Headway shall be furnished to District 191 upon request. Headway shall carry the following minimum insurance coverage in a form acceptable to District 191 at Headway's expense during the term of this contract.

- General Liability Insurance, \$1,500,000 per occurrence, minimum.
- Professional Liability Insurance, \$500,000 per occurrence, minimum.
- District 191 will be listed as an additional insured on Headway's insurance policies with respect to claims related to the services provided under this Agreement.

Headway agrees to defend, indemnify and hold harmless District 191 from any and all liability, claims, causes of action, damages, costs including attorneys' fees and expenses for injuries or damage to person or property arising from or in connection with any intentional or negligent act or omission of Headway, its officers, agents and employees; however, this provision has no effect if the sole proximate cause of injuries or damage is the intentional or reckless conduct of District 191.

X. Compliance with Applicable Laws

The Parties warrant that they will comply with all applicable federal, state and local laws.

XI. Non-Discrimination

Neither Headway nor District 191 shall discriminate on the basis of race, religion, creed, color, sex, national origin, disability, age, marital status, parental status, public assistance status, membership or activity in a local human rights commission, veteran status, sexual orientation, or gender identity and expression.

XII. Successors

All covenants, stipulations and promises in this Agreement will be binding upon and insure to the benefit of the parties hereto and their respective successors, assigns and legal representatives. Headway does not have the right to assign or otherwise transfer its rights or obligations under this Agreement except with the written consent of District 191. Any prohibited assignment will be null and void.

XIII. Governing Law

This Agreement will be governed by and construed pursuant to the laws of the state of Minnesota.

XIV. Waivers

No failure on the part of either party to exercise and no delay in exercising any right or remedy hereunder shall operate as a waiver thereof.

IX. Amendments

This Agreement may not be modified, amended, rescinded, canceled or waived in whole or in part, except by a written instrument signed by both parties or as provided in Section VII, Termination.

XV. Entire Agreement

This Agreement constitutes and expresses the entire agreement and understanding between the Parties relative to the service provided by Headway. This Agreement supersedes all other prior agreements between the Parties.

XVI. Notices

Any notices required by this Agreement shall be sent to the following contact persons for the respective parties. By their signatures below, the signor acknowledges that he/she has authority to contract on behalf of the Party and that the Party agrees to all of the provisions contained in this contract.

Headway Emotional Health

Independent School District 191

Regina Brown
Chief Services Officer
6425 Nicollet Ave S
Richfield, MN 55423
(612) 746-0900

Burnsville-Eagan-Savage
Lisa Rider, Business Manager
200 West Burnsville Parkway
Burnsville, MN 55337
(952) 707-2050



**Agenda IV.B.2.
June 16, 2022**

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

From: Lisa Rider, executive director of business services

Date: June 10, 2022

Re: Approval of Pupil Transportation Services Agreement with Collaborative Student Transportation Minnesota (CSTMN)

Proposed Recommendation: that the Board of Education approves the pupil transportation services agreement with CSTMN for the period of July 1, 2022 through June 30, 2024.

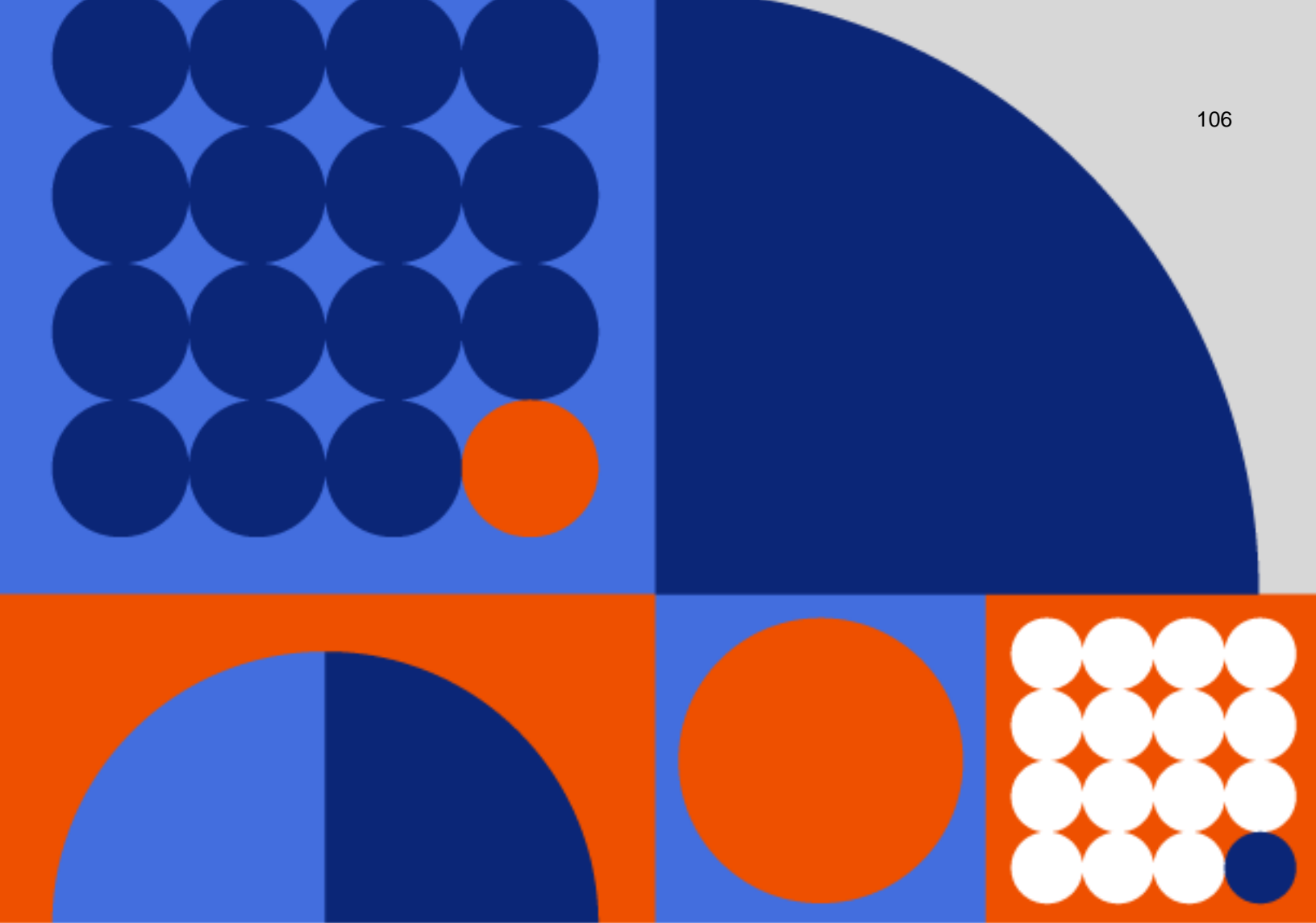
CSTMN operates the largest transportation network to support charter schools, private schools and school districts. Currently CSTMN serves over 70 school districts and charter schools across the Minnesota metro area by managing 30+ contractors to transport over 2000 trips a day. Through this unique collaborative model, they provide schools access to transportation resources that could not be achieved alone. For us specifically, many of our special education and homeless students are served through CSTMN.

We have been functioning off an agreement signed in June of 2018 which currently includes an annual auto renewal. This new agreement does address the following:

- Continued payment of at least 85% per regular route should we move to distance learning.
- Term of the agreement is for two years
- 10% of the total cost of the contracted services
- No separate fuel clause

I recommend this agreement for approval.

Attached
CSTMN Agreement



CSTMN Partnership
Burnsville-Eagan-Savage School District

Contract Proposal for
General Education Transportation Services
July 1, 2022-June 30, 2024

1.0

Terms of Agreement

This agreement between Burnsville-Eagan-Savage School District and CSTMN for collaborative transportation services would be effective July 1st, 2022 and would end June 30th, 2024. In the event that there is a violation of the terms within this contract, either party may request a meeting to address the violation. This meeting must be held within fourteen (14) business days of the meeting request where the party out of compliance is extended thirty (30) days to remedy the violation of terms. If terms are still not met after these thirty (30) days, the contract may be terminated sixty (60) days after that date.

This agreement is not contingent upon the number of routes awarded to CSTMN.

2.0

Scope of Work

CSTMN operates the largest transportation network to support charter schools, private schools and school districts. Currently CSTMN serves over 70 school districts and charter schools across the Minnesota metro area by managing 30+ contractors to transport over 2000 trips a day. Through our unique collaborative model, we provide schools access to transportation resources that could not be achieved alone.

Service Package

Our base service package includes the following services:

a. Transportation Department Leadership

- i. Provide Director level communication to Member District staff, contractors, and parents, as needed.
- ii. Access to CSTMN's vendor network featuring over 30 vendors located across Minnesota.
 1. Includes the continued recruiting, selection, evaluation, negotiation, and assignment of appropriate contractors for transportation services.

b. Routing & Logistics Management

- i. Create and maintain routing for all students eligible for transportation to ensure maximum efficiency and safety for all students.
 1. Routing requests will be processed within 3-5 business days.
 2. Route times will vary depending on the student's geographic location, school location, student totals, and vehicle availability & capacity.
 3. Route times will not exceed 60 minutes without prior approval from CSTMN & ISD 191 leadership.
 4. Utilization of the routing software for student data management, route creation, and district visibility of student information.

c. Customer Experience

- i. Daily phone and email support with school officials, families, and vendors.
 1. Transportation staff will be available at all times while vehicles are live with students on board.
 2. Mass messaging capability to promptly notify families of new bus information, time changes, weather delays, and emergency communication.
 3. Web-based phone system to quickly manage calls from anywhere.

d. Safety & Compliance Management & Service

- i. Annual on-site review and inspection for each contractor
 1. Review & audit vehicles, facility, equipment, and employees files.
- ii. Insurance verification with all selected contractors.
 1. Certificates of Insurance will be provided for all selected contractors upon request
- iii. Management of all student conduct reports and accident reports. (Electronic historical files are kept for reference as needed)
- iv. Weather reporting and evaluation to support all contractors.
- v. Ensure all contractors are compliant with state and federal regulations

e. Transportation Finance Services

- i. Complete monthly billing summary
- ii. Contractor invoice verification for accuracy, remedy, and processing.
- iii. Detailed Invoice report for school admin featuring individual student mileage and program codes.
- iv. Daily billing audits and evaluation to ensure monthly billing is accurate and on time.
- v. Prepare the annual transportation report information for students transported.

3.0

Pricing

Collaborative Transportation Services

2022-24 School Year Rates

- o Management Fee: 10.0% of total cost of the contracted services

4.0

Billing Terms:

The total cost of monthly transportation services will be invoiced by CSTMN for every two week period that work is performed. An invoice for the previous two weeks of service will be invoiced by CSTMN no more than 5 business days after the 15th and final days of each month. Payment will then be due upon receipt of the invoice with Net 35 terms.

In the event that school sessions are moved to distance learning, ISD 191 agrees to follow Governor and MDE guidance in the funding of CSTMN and their vendor network. This percentage will be at a minimum rate of 85% of scheduled transportation services utilizing transportation data for the week prior to the move to distance learning. In this scenario, CSTMN agrees to retain the required vendors to service SPCS's contract immediately upon the return to in-person learning.

5.0

Contractor Insurance Requirements

CSTMN shall ensure that every contractor agrees to the following:

Type A&C School Bus Coverage:

a.	General Liability:		
	i.	General Aggregate Limit -	
		1. Other than Products - Completed Operations	\$2,000,000
		2. Products-Completed Operations Aggregate	\$2,000,000
		3. Each Occurrence	\$1,000,000
		4. Personal and Advertising Injury	\$1,000,000
		5. Damage to Premises Rented to You	\$200,000
		6. Medical Expense	\$10,000
b.	Commercial Automobile-Combined Single Limit		\$1,000,000
c.	Workers Compensation:		Statutory
	i.	Employers Liability - Each Accident	\$1,000,000
	ii.	Employers Liability - Policy Limit	\$1,000,000
	iii.	Employers Liability - Each Employee	\$1,000,000
d.	Excess/Umbrella Coverage (over primary coverage listed above) -		
	i.	Limits -	
		1. Each Occurrence	\$5,000,000
		2. Aggregate	\$5,000,000

Type III Vehicle Coverage:

e.	General Liability:		
	i.	General Aggregate Limit -	
		1. Other than Products - Completed Operations	\$2,000,000
		2. Products-Completed Operations Aggregate	\$2,000,000
		3. Each Occurrence	\$1,000,000
		4. Personal and Advertising Injury	\$1,000,000
		5. Damage to Premises Rented to You	\$200,000
		6. Medical Expense	\$10,000
f.	Commercial Automobile-Combined Single Limit		\$1,000,000
g.	Workers Compensation:		Statutory
	i.	Employers Liability - Each Accident	\$1,000,000
	ii.	Employers Liability - Policy Limit	\$1,000,000
	iii.	Employers Liability - Each Employee	\$1,000,000
h.	Excess Coverage (over primary coverage listed above) -		
	i.	Limits -	
		1. Each Occurrence	\$3,000,000
		2. Aggregate	\$3,000,000

No liability resulting from a vehicular accident or any driver or operational negligence will be assumed by Burnsville-Eagan-Savage School District, or its officers, employees, or authorized representatives. All certificates of insurance coverage shall show the Burnsville-Eagan-Savage School District as an additional insured under the policy, and such certificates shall be in force at all times under the contract.

6.0

Burnsville-Eagan-Savage School District Rights

The entire operation contemplated in this agreement shall comply with applicable rules and regulations adopted by the Commissioner of Education, the Minnesota Department of Transportation, any other state agency, and any Burnsville-Eagan-Savage School District policy presently in effect or hereafter adopted and required. All bus operators will be bound by all rules and regulations, local ordinances, or state laws relating to road conditions and road restrictions of any other subdivisions of government and any other regulations relating to the operation contemplated herein.

7.0

Indemnification

CSTMN shall hold Burnsville-Eagan-Savage School District, its governing board, officers and employees harmless and does hereby indemnify Burnsville-Eagan-Savage School District, its governing board, officers and employees from and against every claim or demand which may be made by any person, firm or corporation, or other entity arising from or caused by any act of neglect, default or omission of CSTMN, its officers, employees, and agents in the performance of this Agreement, except to the extent that such claim or demand arises from or is caused by the negligence or willful misconduct of Burnsville-Eagan-Savage School District, its agents or employees. CSTMN also agrees to indemnify and save Burnsville-Eagan-Savage School District harmless from any claims involving personal injury or property damage arising out of, or in the course of, CSTMN's acts in providing or coordinating the transportation of pupils.

8.0

Relationship

Each party is an independent entity under the terms of this Agreement. Neither party, by virtue of this Agreement, will have any right, power, nor authority to act or create any obligation, expressed or implied, on behalf of the other party. Except as otherwise provided, or as may hereafter be established by a written agreement executed by authorized representatives of the parties, all operational expenses incurred by either party will be borne by the party incurring the expense.

9.0

Government Law and Jurisdiction

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Minnesota. Any dispute arising out of this Agreement shall be adjudicated in Dakota County, Minnesota.

This Agreement shall not be deemed or construed to be modified, amended, rescinded, canceled or waived, in whole or in part, other than by written amendment signed by both parties.

In the event that any of the terms of this Agreement are in conflict with any rule, law, statutory provision or are otherwise unenforceable under the laws or regulations of any government or subdivision thereof, such terms shall be deemed stricken from this Agreement, but such invalidity or unenforceability of any such provisions hereof does substantial harm to or where the invalid or unenforceable provisions compromise an integral part of, or are otherwise inseparable from the remainder of this Agreement.

10.0

Authorization

As authorization to proceed under the Contract, please sign below, keep a copy for your records, and return a fully executed version to Collaborative Student Transportation of Minnesota, LLC.

I have carefully reviewed the above proposal and authorize CSTMN to proceed.

Customer:

Lisa Rider
Executive Director of Business Services
Burnsville-Eagan-Savage School District
200 W Burnsville Pkwy
Burnsville, MN 55337

Professional:

Dillon LaHaye
CEO | Owner
CSTMN
615 1st Ave NE, Suite 115
Minneapolis, MN 55413

Authorized Signature	Date	Authorized Signature	Date
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Authorized Printed	Authorized Printed
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**Agenda IV.B.3.
June 16, 2022**

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

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

Date: June 9, 2022

Re: Establish Fiscal Year 2022 Committed and Assigned Fund Balance

RECOMMENDATION: that the Board of Education approves the commitment of fund balance for Fiscal Year 2022 to include fund balance resulting from carryover funds, facility rental funds and Pro Pay funds; and to assign fund balance to eliminate the projected budgetary deficit in FY23 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.

Facility Rental Funds: Calculated with revenues generated by Facility Rental 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, 2022 year end.

**Agenda IV.B.4.
June 16, 2022**

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

FROM: Lisa Rider, executive director of business services

DATE: June 9, 2022

RE: Approve FY 2022-2023 Adopted Budget

RECOMMENDATION: That the Board of Education approves the 2022-23 Adopted Budget providing all funds’ revenues of \$182,328,209 and all funds’ expenditures of \$183,385,992.

Below is a summary of the proposed 2022-2023 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 16, 2022.

FUND	REVENUE BUDGET	EXPENDITURE BUDGET	INCR (DECR) TO FUND BALANCE
GENERAL	\$ 135,328,560	\$ 137,139,540	\$ (1,810,980)
FOOD SERVICE	5,164,842	5,190,762	(25,920)
COMMUNITY SERVICE	6,464,450	5,740,690	723,760
CAPITAL PROJECTS	-	-	-
DEBT SERVICE	10,875,000	9,970,000	905,000
INTERNAL SERVICE FUND	24,495,357	25,345,000	(849,643)
TOTAL ALL FUNDS	\$ 182,328,209	\$ 183,385,992	\$ (1,057,783)

The 2022-2023 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 increased to \$6,863 per adjusted pupil unit.
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 28 students per teacher general allocation with these numbers decreasing when school within a school, special education, multilingual learners, compensatory and base positions such as counselors, deans, nurses and social workers are included.

3. In addition, ESSER III funds have been used to add teachers and support staff which reduce the ratio of students to teachers even more.
4. Enrollment decreased with estimates based on projected end of year Early Childhood through grade 12 average daily membership of 7,681 for 2021-2022 Revised Budget and 7,453 for 2022-2023, a decrease of 228 average daily memberships.
5. An estimated \$529,083 reduction in Health Insurance costs across the operating funds is included as a result of the OPEB Trust implicit rate contributions.
6. There is a 6.5% increase in 2022-2023 health insurance premium costs for self-insured employee health benefits, and a 0.5% increase in 2022-2023 dental insurance premium costs.
7. The projected Unassigned Fund Balance for the General Fund is 12.67% and includes restricted and committed fund balances in the areas of: Area Learning Center, Student Activities, Capital, program carryover, Facilities Rental, and ProPay. This projected Unassigned Fund Balance is above the defined minimum unassigned general fund balance of 8% of general fund expenditures as outlined in board policy 714. The FY23 projected Unassigned Fund Balance reflects a reduction in fund balance due to expenditures exceeding revenues by \$1,810,980. It is anticipated a portion of the FY22 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 2022-2023 year to adjust for actual data relating to Federal Relief Funds for FY22 and FY23 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 \$6,863 per pupil unit.

Federal Relief Funds

This General Fund budget reflects the inclusion of ESSER III funds in the amount of \$6,345,813 for activities within the school year and school day. ESSER III funds in the amount of \$1,614,153 for activities outside of the school day and school year. \$1,545,163 for summer programming. \$35,000 for tutoring, and \$130,470 from the Pandemic Relief Funds. Adjustment to the amount of federal funds to be used in FY22 will be made in revisions to the budget planned for January 2023.

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 2022-2023 is a combined \$1,881 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 2022-2023 year is approximately \$20 million, or roughly 14.84% of the total General Fund revenues.

Alternative Teacher Compensation

Alternative Teacher Compensation revenue of approximately \$1.985 million is included in the 2022-2023 budget per the ProPay plan between the Board of Education and Burnsville Education Association.

Compensatory and English Learners

Compensatory and English Learner revenue has decreased just over \$1 million as a result of the Fall 2021 enrollment demographics. FY23 adopted budget includes \$8.6 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 2022-2023 Adopted Budget. The 2022-2023 adopted budget assumes a decline in estimated EC-12 enrollment from an estimated 7,681 students (Average Daily Membership) in 2021-2022 to 7,453 in 2022-2023. 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, 2022, enrollment is known and the retention factor for 2022-2023 is determined. With each student generating approximately \$12,189 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 2022-2023:

Basic Skills (Compensatory, English Learners)	Operating Capital
Learning & Development	Area Learning Center
Gifted & Talented	Alternative Teacher Compensation
Achievement and Integration	Long-Term Facility Maintenance
Staff Development	All Federal Relief Funds

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 \$2.3 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 of \$2.4 million 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 \$3.6 million annually for the purpose of technology within our district. These funds have allowed our technology budget to increase to just over \$5.6 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 6% rate increase in 2022-2023 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 FY23 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 (\$25,920) for the 2022-2023 year. The Summer Food Service Program will end prior to the start of next school year. We will return to the National School Breakfast and Lunch Program for the 2022-2023 school year. Meals will be served and charged to families based upon eligibility. It is extremely important for our families to apply for the Educational Application Benefits to ensure their eligibility is considered when charging meals. Student Meal prices will be \$0.50 for milk; Elementary lunch \$2.80 and breakfast \$1.60; Secondary lunch \$2.90 and breakfast \$1.60 with Adult meal prices being lunch \$4.15 and breakfast \$2.40. Additional Student second meals are charged at the Adult meal prices.

COMMUNITY EDUCATION

The Community Service Fund shows an increase to the fund balance of \$723,760. 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 programs during FY 2022-2023 are eligible for the use of federal relief funds for expenditures and this is anticipated to contribute to the increased fund balance as presented.

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 that had held funds from the Vision One91 referendum building project are expected to be fully spent. These projects utilized the bond proceeds received in May, 2015 as a result of the Vision One91 referendum approval in February, 2015.

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 2022-2023 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.



2022-23 Adopted Budget

Prepared by the District 191 Business Office
200 W. Burnsville Pkwy.
Burnsville, MN 55337
952-707-2050

**Agenda IV.B.4.
June 16, 2022**

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

FROM: Lisa Rider, executive director of business services

DATE: June 9, 2022

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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 6% rate increase in 2022-2023 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 FY23 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 (\$25,920) for the 2022-2023 year. The Summer Food Service Program will end prior to the start of next school year. We will return to the National School Breakfast and Lunch Program for the 2022-2023 school year. Meals will be served and charged to families based upon eligibility. It is extremely important for our families to apply for the Educational Application Benefits to ensure their eligibility is considered when charging meals. Student Meal prices will be \$0.50 for milk; Elementary lunch \$2.80 and breakfast \$1.60; Secondary lunch \$2.90 and breakfast \$1.60 with Adult meal prices being lunch \$4.15 and breakfast \$2.40. Additional Student second meals are charged at the Adult meal prices.

COMMUNITY EDUCATION

The Community Service Fund shows an increase to the fund balance of \$723,760. 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 programs during FY 2022-2023 are eligible for the use of federal relief funds for expenditures and this is anticipated to contribute to the increased fund balance as presented.

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 that had held funds from the Vision One91 referendum building project are expected to be fully spent. These projects utilized the bond proceeds received in May, 2015 as a result of the Vision One91 referendum approval in February, 2015.

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 2022-2023 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.



Proposed FY23 Adopted Budget¹²⁴

Theresa Battle, superintendent
Lisa Rider, executive director of
business services
June 9, 2022



- » Provide Recommendation of Fiscal Year (FY) 2023 Proposed Adopted Budget to the Board



Agenda

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- Recap of Board Values, Budget Development Goals, Strategies and Engagement Opportunities.
- Revised Budget: Revenues, Expenditures, Restrictions, People and Program.
- Gap in District Funding and Cross Subsidy.
- Federal Relief Funds Summary Update.
- Proposed FY23 Budget (Current Fund Balance):
 - General Fund, Food Service, Community Service Fund, and Debt Service.
- Next Steps

Board of Education Guiding Values

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- Creating a school system that values diversity and serves the unique needs of our students, families and staff.
- Valuing the professionalism of our staff and their roles in serving our students and families.
- Working within our budget to ensure programs and services are sustainable.

Note: Established by board for negotiations with employee groups based on the district's mission of Each Student. Future Ready. Community Strong.

Budget Development Goals

Goals

- Be good stewards of taxpayer dollars.
- Align budget to strategic priorities.
- Include constituents' perspectives throughout the process.
- Be transparent about district processes and finances.
- Increase cross departmental collaboration.
- Present a structurally balanced budget.



Budget Development Strategies

Strategies

- Prioritize investment for instructional priorities, including PK-12 Pathways.
- Application of rightsizing.
- Preliminary adjustments - Identify opportunities to reduce spending.
- Strategic use of federal relief funding to equitably address the impact of the pandemic.
- (Board direction: FY23 50%, FY24 50%)
- Fund balance usage (Board direction)
 - Use no more than \$1.845 million of fund balance or Unassigned Fund Balance no lower than 14.11%.



Prioritizing our Instructional Priorities

Prioritize Instructional Priorities

- Federal Title Funding (I,II,III,IV,VI)
- Achievement & Integration
- Curriculum Capital
- General Funds
 - Professional Development
 - Curriculum
 - Assessment



Supporting our Priorities: External Grants

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Total Grants

- Bosch Community Fund grant (rain/pollinator gardens at NMS/ERMS): \$17,000
 - Additional funding from Dakota and Scott County Soil & Water Conservation Districts: Up to \$30,000
- Dept of Labor and Industry grant (automotive internships): \$95,000
- MDE Universal Plus grant (elementary computer science): \$78,000
- Comprehensive Arts Planning Program (Perpich Center): \$10,000
- MDE Grow Your Own Student Grant (Education Pathway): \$441,708
- MDE Education Pathway Concurrent Enrollment Grant (Education Pathway): \$35,000
- MDE Expansion of Rigorous Course Opportunities (Early College/AA Degree Pathway): \$170,360
- MDE Minnesota Multi-tiered System of Supports: \$220,591



Engagement Opportunities

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- February: Online survey summary, Somali parent meeting summary, Hispanic parent meeting summary.
- March: Staff virtual meetings, video presentation shared with families, multiple opportunities to provide feedback, online feedback survey open, community in-person meeting offered to all families and public.

2022-2023 Proposed Adopted Budget - All Funds

ISD 191 BURNSVILLE - EAGAN - SAVAGE 2022-2023 ADOPTED BUDGET CHANGES IN FUND BALANCE				
FUND	PROJECTED FUND BALANCE 6/30/22	REVENUE BUDGET	EXPENDITURE BUDGET	PROJECTED FUND BALANCE 6/30/23
GENERAL	\$ 29,371,898	\$ 135,328,560	\$ 137,139,540	\$ 27,560,918
FOOD SERVICE	2,021,710	5,164,842	5,190,762	1,995,790
COMMUNITY SERVICE	3,053,124	6,464,450	5,740,690	3,776,884
CAPITAL PROJECTS	-	-	-	-
DEBT SERVICE	5,838,714	10,875,000	9,970,000	6,743,714
INTERNAL SERVICE FUND	22,950,113	24,495,357	25,345,000	22,100,470
TOTAL ALL FUNDS	\$ 63,235,559	\$ 182,328,209	\$ 183,385,992	\$ 62,177,776

What restrictions are there?

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General Fund Capital: Annual allocation that can only be used for approved personnel and equipment per state statute.

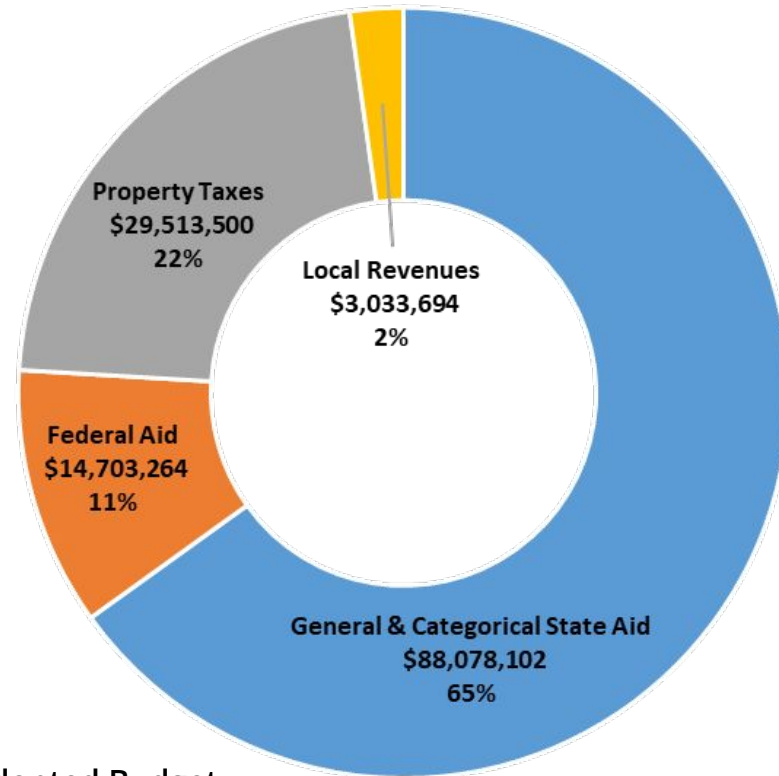
Title Funds: Federal money designated for specific purposes, such as needs associated with high poverty rates.

Technology Levy: Specifically for technology, personnel and equipment.

Food & Nutrition Services - Community Education - Debt Service

General Fund Revenue - \$135,328,560

Revenue:
Where does it
come from?

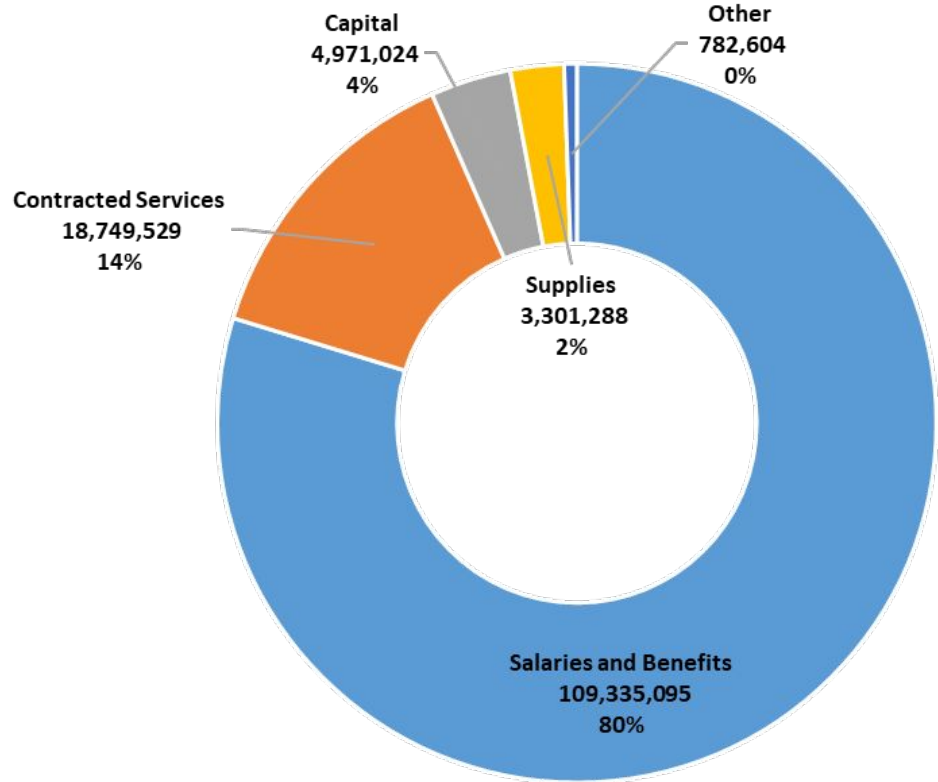


General Fund Expenditures by Object - \$137,139,540

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Spending: By Type of Expense

- 80% on people
- 20% on supplies, facilities, contracted services, etc.



People: By Bargaining Group General Fund

Projected salary and benefits FY23

General Fund Bargaining Group	Sum of FTE (Full-Time Equivalent)	Sum of Salary	Sum of Benefits	Total Salary + Benefits	% of Total
Clerical	43.00	\$ 2,191,546	\$ 976,699	\$ 3,168,246	3.11%
Confidential	6.00	\$ 440,800	\$ 179,219	\$ 620,019	0.61%
Custodial	72.00	\$ 3,896,529	\$ 1,575,280	\$ 5,471,809	5.37%
District Wide	8.65	\$ 1,123,628	\$ 394,232	\$ 1,517,860	1.49%
Educational Asst	161.56	\$ 5,059,205	\$ 3,184,887	\$ 8,244,092	8.09%
Info Tech Specialists	13.00	\$ 781,455	\$ 322,686	\$ 1,104,141	1.08%
Operations	3.00	\$ 233,640	\$ 75,599	\$ 309,239	0.30%
Principals	18.00	\$ 2,620,750	\$ 890,034	\$ 3,510,784	3.45%
Superintendent	1.00	\$ 195,760	\$ 59,933	\$ 255,693	0.25%
Teachers	602.28	\$ 49,481,315	\$ 21,416,127	\$ 70,897,442	69.58%
Unaffiliated	50.30	\$ 3,648,622	\$ 1,601,296	\$ 5,249,918	5.15%
VPK / CE	25.21	\$ 1,169,990	\$ 378,742	\$ 1,548,732	1.52%
Grand Total	1,004.00	\$ 70,843,239	\$ 31,054,734	\$ 101,897,973	100%

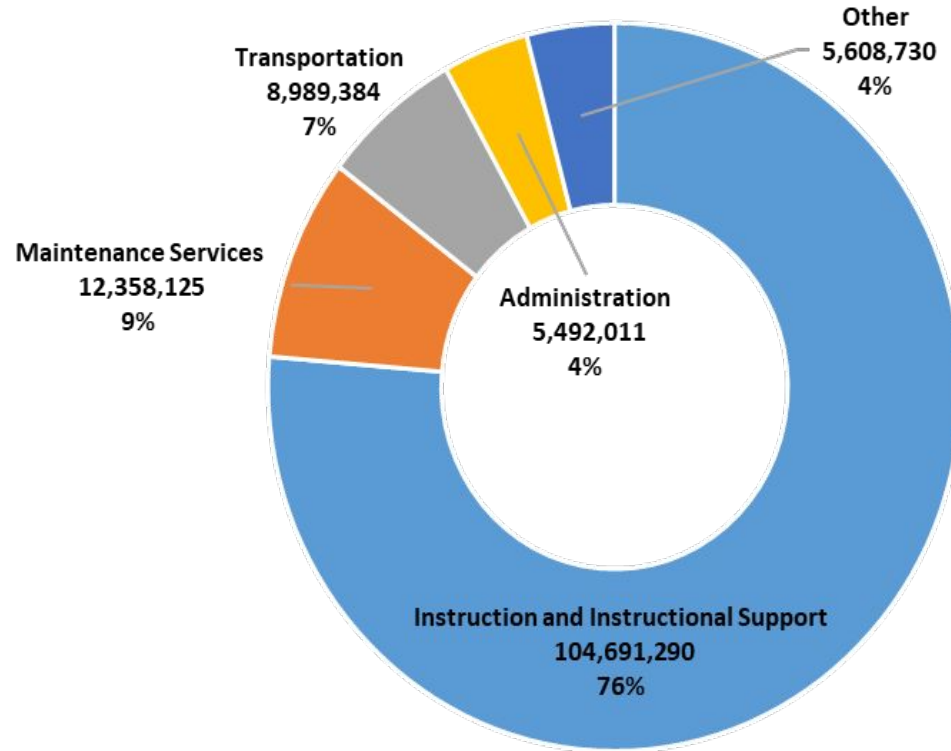
[Burnsville-Eagan-Savage District #191 Bargaining Unit Descriptions](#)

General Fund Expenditures by Program - \$137,139,540

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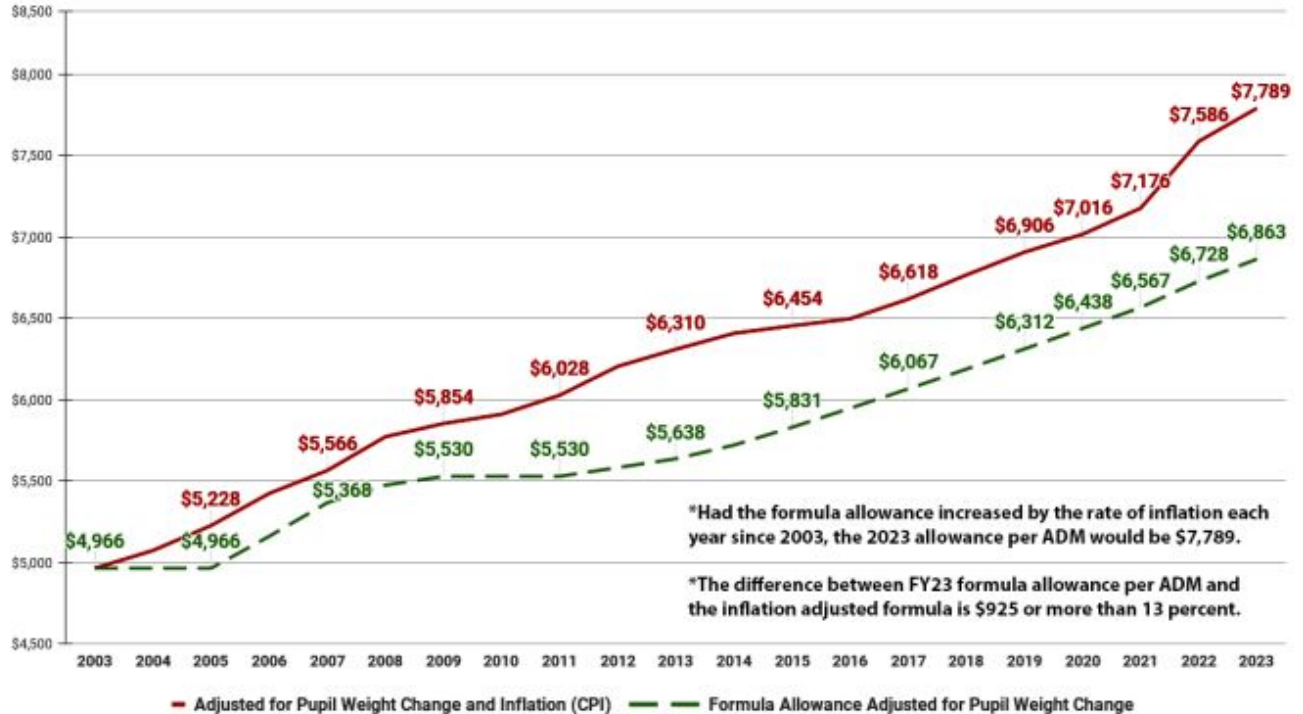
Spending: By Purpose

- 76% on instruction & instructional support
- 4% on admin



General Education Formula - State Aid is lagging inflation

General Education Formula Allowance, 2003-2023
Adjusted for pupil weight change and inflation (CPI)



*Had the formula allowance increased by the rate of inflation each year since 2003, the 2023 allowance per ADM would be \$7,789.

*The difference between FY23 formula allowance per ADM and the inflation adjusted formula is \$925 or more than 13 percent.

Source: MDE General Fund State Aid and Levy Revenues, 2006 to 2025: 2022 February Forecast



General Education Formula - State Aid Numbers

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- The General Education Formula generates for us 41.3% of our total General Fund Revenue in our Adopted FY23 Budget.
- General Education Formula increase of 2.0% increased the formula from \$6,728 to \$6,863 per pupil.
- Applying this increase with no change in enrollment from the prior year = \$1,134,270.
- \$1,134,270 is equal to 0.83% increase in all expenditures from FY 2022.
- Each year we must apply the increase with adjustments for our projected end of year enrollment.
- For ISD 191, due to our change in enrollment, our increase in revenue is \$663,836 of additional income which is equal to 0.49% increase in all expenditures from FY 2022.

Federal Relief Funds Included

General Fund 01

- Finance 160 \$ 6,345,813
- Finance 161 \$ 1,614,153
- Finance 163 \$ 1,545,163
- Finance 169 \$ 35,000
- Finance 171 \$ 130,470

- Total \$ 9,670,499

Federal Relief Funds ESSER III

Community Education Fund 04

- Finance 165 \$ 148,000

General Fund Budget Comparative Summary

General Fund Budget Comparative Summary

	Actual Results 2020-21	Adopted Budget 2021-22	Revised Budget 2021-22	Adopted Budget 2022-23
Total Beginning Fund Balance	\$ 20,326,027	\$ 21,483,321	\$ 29,521,880	\$ 29,371,898
Revenues	129,973,192	123,498,369	126,417,450	125,658,061
Federal Relief Revenues for current costs	4,673,195	7,187,245	9,468,267	3,400,000
Federal Relief Revenues for new costs				6,270,499
Expenditures	120,777,339	132,480,192	130,875,664	127,469,041
Federal Relief Expenditures for new costs	4,673,195	3,287,245	5,160,035	9,670,499
Variance (Revenues - Expenditures)	9,195,853	(5,081,823)	(149,982)	(1,810,980)
Total Ending Fund Balance	\$ 29,521,880	\$ 16,401,498	\$ 29,371,898	\$ 27,560,918
Breakdown of Fund Balance Categories				
Nonspendable	\$ 382,338	\$ 367,587	\$ 382,338	\$ 382,338
Restricted	9,020,782	5,476,553	8,261,908	8,637,897
Committed	1,849,491	1,784,069	1,538,385	1,168,634
Assigned	5,081,823	-	1,810,980	-
Unassigned	13,187,446	8,773,289	17,378,287	17,372,049
Total Ending Fund Balance	\$ 29,521,880	\$ 16,401,498	\$ 29,371,898	\$ 27,560,918
Unassigned Fund Balance %	10.51%	6.46%	12.77%	12.67%
Unassigned Fund Balance % if no Assigned			14.11%	

Reasons for decrease in unassigned fund balance

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March 24, 2022 Board direction was to develop a budget with not more than a deficit of \$1,845,000 or to be at the 14.11% unassigned fund balance (Scenario 2).

We did show fund balance use of less than the \$1,845,000; however, the adjustments to the budget reflected savings in restricted fund balances more than anticipated and therefore our unassigned fund balance is less than the 14.11%.

An example of this is the adjustment for the capital funds within special education that were reduced and this increased the restricted capital funds instead of the unassigned fund balance.

- [FY23 Adopted Budget - Budget Unit Summary Report](#)
- [FY23 Adopted Budget - Staffing by Budget Unit](#)

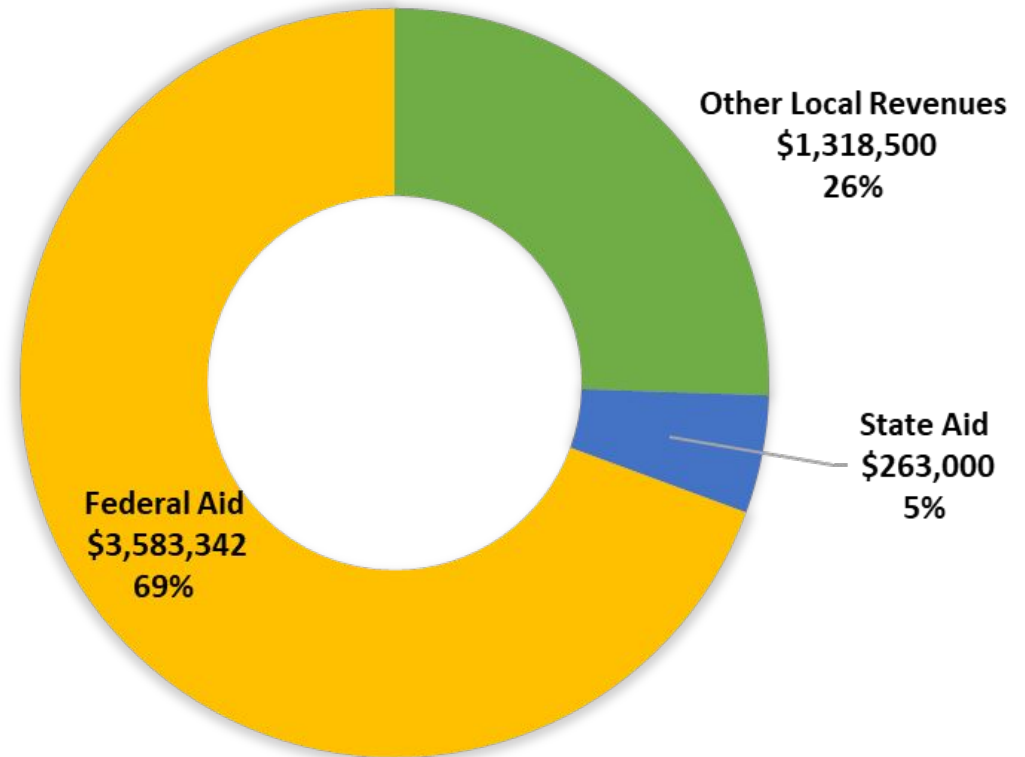
Food Service Fund

Projected Beginning Fund Balance 6/30/22	\$ 2,021,710
Revenues	\$ 5,164,842
Expenses	\$ 5,190,762
<hr/>	
Net Change in Fund Balance	\$ (25,920)
Projected Ending Fund Balance 6/30/23	\$ 1,995,790

Food Service Fund Revenue - \$5,164,842

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Revenue:
Where does
it come
from?

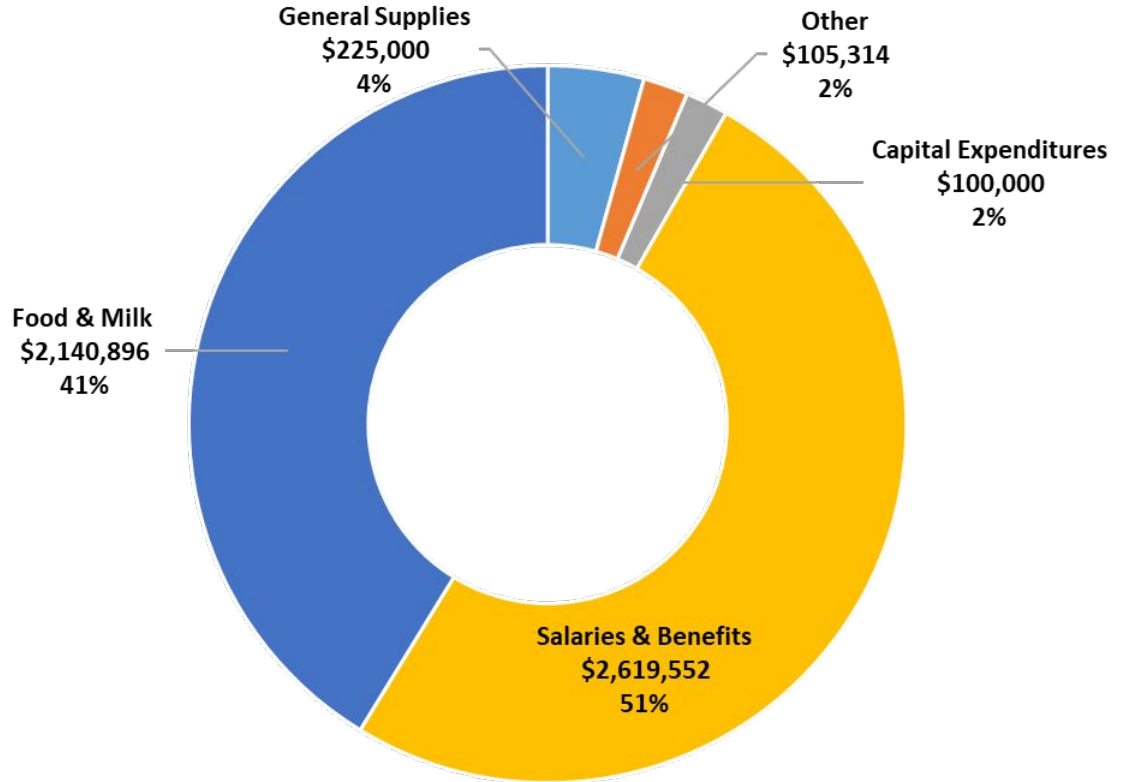


Food Service Fund Expenditures by Object - \$5,190,762

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Spending: By Type of Expense

- 51% on people
- 49% on food, supplies, contracted services, etc.



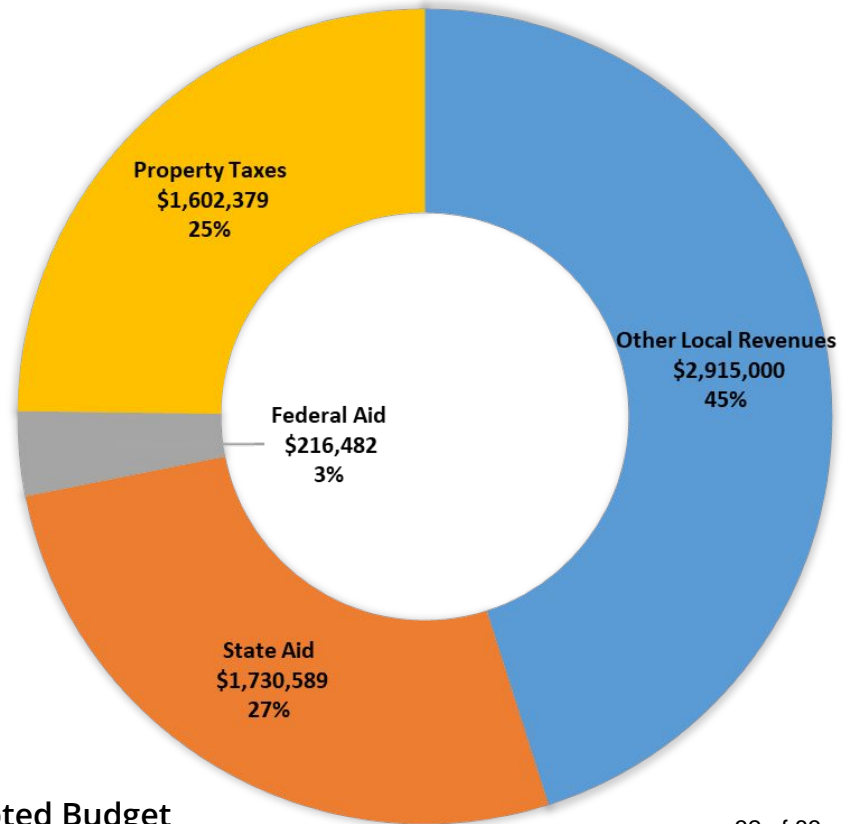
Community Service Fund

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Projected Beginning Fund Balance 6/30/22	\$ 3,053,124
Revenues	\$ 6,464,450
Expenses	\$ 5,740,690
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Net Change in Fund Balance	\$ 723,760
Projected Ending Fund Balance 6/30/23	\$ 3,776,884

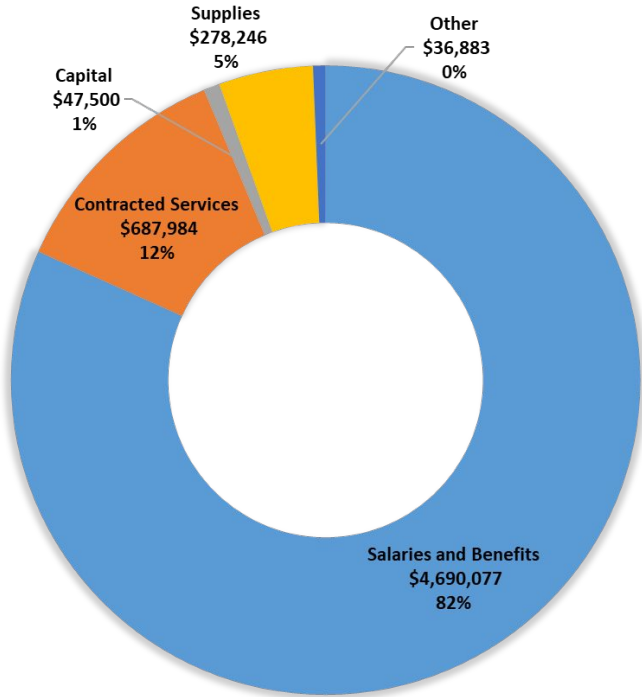
Community Service Revenue - \$6,464,450

Revenue:
Where does
it come
from?

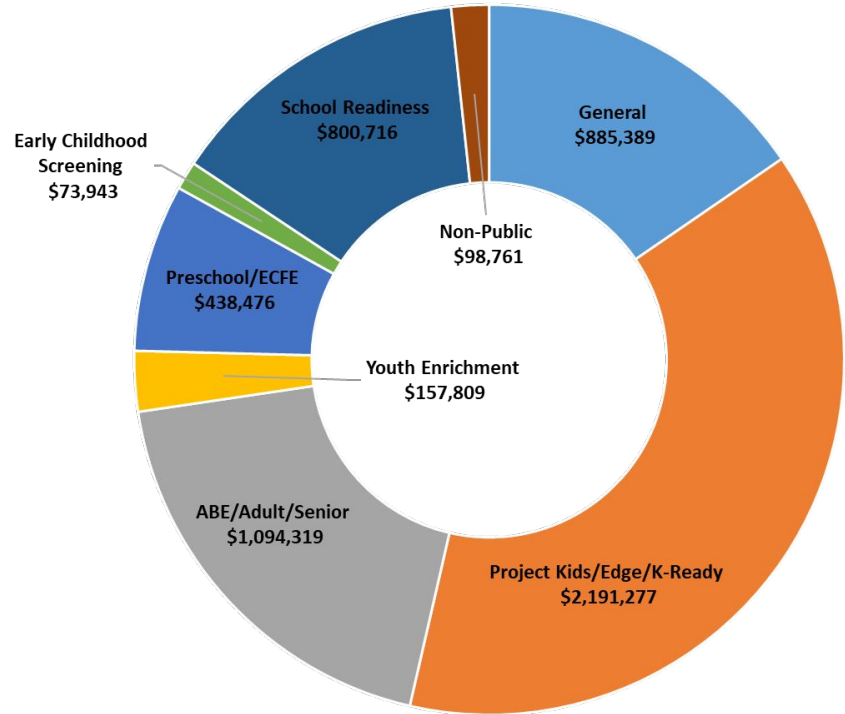


Community Service Expenditures - \$5,740,690

Spending: By Type of Expense



Spending: By Program



Debt Service Fund

Projected Beginning Fund Balance 6/30/22 \$ 5,838,714

Revenues \$ 10,875,000

Expenses \$ 9,970,000

Net Change in Fund Balance \$ 905,000

Projected Ending Fund Balance 6/30/23 \$ 6,743,714

Next Steps

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June 16, 2022

Board Consideration of Recommendation to approve the FY 2023 Budget, as presented.

*Thank
you*

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
01010	General Elementary Instruction Personnel	16,838,597	0	16,838,597	141.50
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.					
01030	General Elementary Instruction Subs	0	475,000	475,000	0.00
Provides the funding necessary for elementary substitutes.					
02010	General Middle School Instruction Personnel	4,969,893	0	4,969,893	37.90
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.					
02020	General Middle School Instruction Subs	51,500	150,000	201,500	0.00
Provides the funding necessary for middle school substitutes.					
03010	General High School Instruction Personnel	6,618,113	0	6,618,113	54.27
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.					
03020	General High School Instruction Subs	30,900	120,000	150,900	0.00
Provides the funding necessary for high school substitutes.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
04010	PhyEd, Health, Art, Music Personnel	4,761,871	0	4,761,871	41.78
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.					
05010	Long Term Subs	144,200	0	144,200	0.00
Provides the funding necessary for payment of Long Term Subs K-12.					
06000	Health Care Teacher	93,909	0	93,909	1.00
Provides the funding to operate the instructional program of health care.					
06010	Family and Consumer Science Instruction	719,716	0	719,716	7.16
Provides the funding to operate the instructional program of family and consumer science.					
06020	Trade and Industrial Education	461,304	0	461,304	3.82
Provides the funding to operate the instructional program of trade and industrial education.					
06030	Career and Tech General Education	116,571	0	116,571	0.90
Provides the funding for general career and tech education in a variety of career objectives.					
06040	Business and Office Education	419,982	0	419,982	4.00
Provides the funding to operate the instructional program of business and office education.					
06050	Partnerships	200,216	0	200,216	1.00
Provides the funding for Strategic Partnerships and Pathways and related efforts in connecting our students with community opportunities.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
06060	PostSecondary Tuition Career Tech	0	530,450	530,450	0.00
Provides the budget for secondary students to attend Career & Technical classes.					
06070	PostSecondary CIS PSEO	0	745,720	745,720	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).					
07010	K12 Media Services	750,135	0	750,135	7.75
Provides the funding to provide K-12 media services- media specialists and media educational assistants.					
07020	K12 Gifted and Talented	95,840	0	95,840	1.00
Provides the funding to provide for a gifted and talented instructor at each elementary school.					
07030	612 Guidance Services	1,081,025	0	1,081,025	11.00
Provides the funding to provide 6-12 guidance services.					
07040	912 Deans	735,610	0	735,610	7.00
Provides the funding to provide 6-12 Dean support.					
07060	English Second Language Learner	4,739,111	70,000	4,809,111	42.00
Provides funding for the district's K-12 English Second Language Learner program and includes salaries, benefits, and other instructional expenses.					

2023 Adopted Budget by Budget Unit					
(Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
08010	Site Allocation of Instructional/Operational Resources	15,107	446,595	461,702	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.					
08020	Building Level Copier Leases	0	65,000	65,000	0.00
Provides the funding for the monthly lease costs of the main multi-functional device within each school.					
09010	Special Ed Salaries/Benefits	26,163,784	0	26,163,784	300.17
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.					
09030	Special Ed Purchased Services	0	1,864,806	1,864,806	0.00
Provides funding for Student Support Services purchased services, supplies and equipment.					
09040	Special Ed Transportation	0	4,448,180	4,448,180	0.00
Required transportation, purchased services, supplies and equipment for students served by Student Support Services.					
10010	Alternative Learning Center	2,106,577	217,445	2,324,022	31.53
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.					

2023 Adopted Budget by Budget Unit					
(Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
10030	K12 Nursing/Health Services	1,066,461	19,900	1,086,361	12.83
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.					
11010	Co-Curricular Activities (Non-Athletic)	258,640	0	258,640	0.00
Provides the funding to support co-curricular activities. These funds are supplemented through ticket sales, fund raising, donations, etc.					
11011	Student Activities	0	200,000	200,000	0.00
Provides funding to provide Student Activities. These funds are supplemented through fundraising and donations.					
11020	High School Interscholastic Athletics	891,709	415,682	1,307,391	2.00
Provides the funding to provide high school athletics. These funds are supplemented through ticket sales, fund raising, donations, etc.					
11021	Middle School Interscholastic Athletics	243,000	-	243,000.00	0.00
Provides the funding to provide middle school athletics. These funds are supplemented through ticket sales, fund raising, donations, etc. This budget unit consists of salaries and benefits for no FTEs					
12010	Title I, Part A Regular Improving Basic Programs	1,733,486	252,313	1,985,799	19.92
Provides funding to help ensure all children meet challenging state academic standards. Includes staffing, instructional, Supplemental Education Services and staff development expenses.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
12020	Title II, Part A Regular Teacher/Principal Training & Recruiting	454,125	34,939	489,064	3.20
Funding pays a portion of teacher and administrative salaries of highly qualified professionals working to improve student achievement.					
12030	Title III Regular Limited English Proficient Students	138,628	72,565	211,193	0.75
Funding supports ESL personnel, their professional development, and for interpretation needs of our LEP families.					
12040	Title IV Regular Limited English Proficient Students	143,191	32,688	175,879	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.					
12050	Carl Perkins Grant	7,863	89,385	97,248	0.00
Funding pays for professional development and supplies to teachers of Family and Consumer Science, Business, and Technology Education at Burnsville High School.					
13010	QComp/ProPay	2,156,651	3,200	2,159,851	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.					
13020	Integration and Achievement	1,950,359	76,458	2,026,817	21.52
Provides for expenditures related to the achievement and integration program including salaries and benefits, professional development and other operating expenses.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
13030	Compensatory Education	3,862,562	0	3,862,562	11.10
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.					
14010	Technology	711,108	928,916	1,640,024	6.25
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.					
14020	Technology: Capital Levy	1,482,409	2,137,956	3,620,365	15.00
Provides funding of technical staff, 1:1 initiative, and technical training of instructional staff.					
14030	Technology: ERP and SIS Systems	0	409,564	409,564	0.00
Provides funding to manage the business management software for HR/Business, Finance, Budgeting, Archival (ERP) and Student Information Systems (SIS)					
15010	Instructional Development	74,388	148,950	223,338	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.					
15020	Curriculum Development	396,640	208,700	605,340	1.75
Provides the funding for the ongoing development of a comprehensive written curriculum. Also includes operational resources, purchased services, equipment and supplies.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
15030	Curriculum Adoptions	0	702,000	702,000	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.					
15040	Assessment Program	0	156,300	156,300	0.00
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.					
16010	Board of Education	43,885	89,309	133,194	7.00
Provides the funding for the School Board. Includes School Board stipends, District elections, legal fees and other expenses related to Board initiatives.					
16020	Superintendent	395,793	35,400	431,193	2.00
Provides the funding to operate the office of Superintendent of Schools to support the District's mission, vision, and instructional goals.					
16030	Assistant Superintendent	265,025	41,800	306,825	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.					
16040	Human Resources	615,401	123,090	738,491	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.					

2023 Adopted Budget by Budget Unit					
(Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
16041	Workers Comp, Unemployment, & Premiums for Property Casualty Liability Insurance	595,000	452,350	1,047,350	0.00
Provides the funding to support the District's workers comp, unemployment, and property, casualty liability insurance and contingencies for deductibles.					
16042	Flexible Savings Accounts/FSA	800,000	0	800,000	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.					
16050	Business	270,401	146,388	416,789	1.50
Provides the funding to manage the school district's business services- including operations, finance, and mandatory state and federal reporting.					
16051	Accounting & Finance	737,932	23,000	760,932	7.00
Provides the funding to operate the school district's accounting & finance- including payroll, accounts payable, accounts receivable, and compliance with mandatory state and federal reporting.					
16054	Business OPEB Implicit Chargeback	(529,083)	412,363	(116,720)	0.00
Represents allowable medical, dental, and life insurance costs reimbursable 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					
16060	Communications and Marketing	357,416	184,000	541,416	3.00
Provides the funding to the District's communications and marketing initiatives, maintenance of District websites, social networks, publications, etc.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
16070	Student Registration and Census	349,600	9,786	359,386	4.00
Provides the funding to operate the school district's student registration, enrollment, and reporting services.					
17010	Voluntary PreKindergarten	1,138,234	30,700	1,168,934	23.72
Provides the funding to operate the Voluntary Pre-Kindergarten Program.					
17011	Elementary Administrators	1,601,306	0	1,601,306	8.00
Provides the funding to operate the elementary principals' offices at each school.					
17012	Elementary Building Clerical	663,177	0	663,177	9.00
Provides the funding to operate the elementary principals' offices at each school.					
17013	Elementary EAs	406,196	0	406,196	14.13
Provides the funding various administrative and educational roles at each school.					
17021	Secondary Administrators	1,760,939	0	1,760,939	9.25
Provides the funding to operate the secondary principals' offices at each school.					
17022	Secondary Building Clerical	1,060,947	0	1,060,947	15.00
Provides the funding to operate the secondary principals' offices at each school.					
17025	Miscellaneous Stipends	102,433	0	102,433	0.00
Provides the funding for miscellaneous stipends and extra hours that are currently not attached to another budget unit.					
17027	DEC CLERICAL	70,323	0	70,323	1.00
Provides the funding to operate the Administrative Services at Diamondhead.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
18010	Student Transportation	55,000	3,989,996	4,044,996	0.00
Provides the funding to transport eligible students to and from school including during regular and extended year/day terms.					
19010	Custodial	5,134,803	678,536	5,813,339	69.40
Provides the funding to operate the District's custodial services. Includes supplies, equipment and contracted services.					
19020	Building, Grounds and Maintenance	285,981	1,058,560	1,344,541	3.50
Provides the funding to operate the District's building, grounds and maintenance departments. Includes supplies, equipment and contracted services.					
19030	Environmental Health and Safety/ADA Compliance	296,510	2,255,906	2,552,416	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.					
19040	Facility Leases	0	427,787	427,787	0.00
Provides the funding for the District's facility leases for Pates Stadium, Ice Arena and Diamondhead leasehold improvements.					
19041	Facility Rental	152,000	23,000	175,000	1.00
Provides the funding for the expenditures related to rental of the District's facilities.					
19050	Warehouse and Purchasing	119,649	0	119,649	1.50
Provides the funding to operate the school district's warehouse and purchasing departments.					
19060	Utilities	0	1,961,000	1,961,000	0.00
Provides the funding for the District's utilities.					

2023 Adopted Budget by Budget Unit (Staffing and budgeted Full-time Equivalent (FTE) as of May 23, 2022)					
		Payroll Expenses	Non-Payroll Expenses	Adopted Budget	Adopted FTE's
20010	School Resource Officers	0	111,540	111,540	0.00
Provides the primary funding for school police resource officers for the district's secondary schools.					
20030	Safe Schools	147,853	138,750	286,603	0.00
Provides the primary funding for additional Deans at Middle Schools.					
21000	Miscellaneous State and Local Grants	22,766	48,400	71,166	0.00
Provides the primary funding for various grants received outside of Federal and Special Education funding.					
21100	Emergency Relief Aid	5,730,427	540,072	6,270,499	28.47
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.					
Total General Fund Expenditure Budget		109,335,095	27,804,445	137,139,540	
Total General Fund Period FTEs					1,012.77

	Location Description	Full Name	FTE	
01010 - Elem Core Instr Person				
1st Grade Tcr	District-wide	Bueno, Holly A	1.00	
		Cantolla, Kaitlin M	1.00	
		Davis, Mikayla G	1.00	
		Maule, Jessica L	1.00	
		OPEN	2.00	
	Edward Neill Elementary	Pederson, Rebecca A	1.00	
		Olsen, Laura	1.00	
	Gideon Pond Elementary	Webster, Susan M	1.00	
		Odegard, Elisa	1.00	
	Harriet Bishop Elementary	Rollie, Alexis K	1.00	
		Trekell, Terese	1.00	
		Anderson, Megan	1.00	
	Hidden Valley Elementary	Marshall, Debra L	1.00	
		Strowbridge, Staci	1.00	
		Hiebert, Tracy	1.00	
	Rahn Elementary	Ibrahim, Hodan	1.00	
		Langreck, Lori	1.00	
	Sky Oaks Elementary	Nelson, Kathryn L	1.00	
		Gambucci, Ann Marie	1.00	
	Virtual Academy - Elementary	Peterson, Keri	1.00	
		Kachman, Angela	1.00	
		Preston, Angela	1.00	
	Vista View Elementary	Sands, Anne	1.00	
		Putman, Tanja	0.50	
		Wilson, Elizabeth J	0.50	
	Wm Byrne Elementary	Gaylord, Samuel M	1.00	
		Kohn, Grace	1.00	
		Steeg, Kimberly Kaye	1.00	
	2nd Grade Tcr	Edward Neill Elementary	Risteau, Jill A	1.00
			Simpson, Lisa	1.00
			Smith, Melissa	1.00
		Gideon Pond Elementary	Engdahl, Ann Mary	1.00
			Lenton, Tiffany	1.00
Ambuehl, Jennifer A			1.00	
Harriet Bishop Elementary		Kleven, Mark A	1.00	
		Stoneking, Stacy	1.00	
		Jarzyna-ingles, Anne W	1.00	
Hidden Valley Elementary		Meyer, Tanya L	1.00	
		Omodt, Jane	1.00	
		Andrews, Donna	1.00	
Rahn Elementary		Briggs, Lori A	1.00	
		Tollerud, Teresa Jo	1.00	
Sky Oaks Elementary		Mathys, Sandra	1.00	
		Plucinak, Jody L	1.00	
Virtual Academy - Elementary		OPEN	1.00	
		Plaschko, Mary Beth	1.00	
		Prugh Ploehn, Kathryn A	1.00	
Virtual Academy - Elementary		Cooper, Kirenza I	0.50	
		Gravink, Ashley	0.50	

	Location Description	Full Name	FTE
2nd Grade Tcr	Vista View Elementary	Buddington, Alex B	1.00
		Gandrud, Jennifer L	1.00
	Wm Byrne Elementary	Hansmann, Patricia I	1.00
		Krzewki, Catherine D	1.00
		Mulder, Lindsey	1.00
	Tompach, Tracy J	1.00	
3rd GradeTcr	District-wide	Schwingle, Cassie L	1.00
	Edward Neill Elementary	Wagner-smith, Sherry	1.00
		Zak, Gloria	1.00
	Gideon Pond Elementary	Bartling, Meghan	1.00
		Traetow, Andrea	1.00
		Zucollo, Susan R	1.00
	Harriet Bishop Elementary	Anderson, Melissa	1.00
		Engen, Amy	1.00
		Holden, Nichole L	1.00
		Jensen, Leta	1.00
	Hidden Valley Elementary	Dwire, Melinda	1.00
		Ertl, Abby	1.00
	Rahn Elementary	Hill, Gary S	1.00
	Sky Oaks Elementary	Naef, Nathan A	1.00
		Jermeland, Meghan M	1.00
		Schneider, Marisa Lynn	1.00
	Virtual Academy - Elementary	Stoltz, Lisa A	1.00
		Cooper, Kirenza I	0.50
		Gravink, Ashley	0.50
	Vista View Elementary	Houtman, Jennifer L	1.00
Ivory, Courtney		1.00	
Wm Byrne Elementary	Boche, Sonia R	1.00	
	Hanson, Debra A	1.00	
	Wurdeman, Deb Sue	1.00	
4th Grade Tcr	Edward Neill Elementary	Condon, James F	1.00
		Gilray, Rebecca J	1.00
	Gideon Pond Elementary	Gallus, Jeffrey	1.00
		King, Dan Austin	1.00
	Harriet Bishop Elementary	Coronis, Stacy S	1.00
		Soruco, Maria R	1.00
		Warmka, Cheri R	1.00
	Hidden Valley Elementary	Batterman, Jessica M	1.00
		Lecompte, Emilie	1.00
	Rahn Elementary	Hill, Kari L	1.00
		Tofte, Alissa G	1.00
	Sky Oaks Elementary	Bryant, Melanie A	1.00
		Cunniën, Laurie A	1.00
		Teien, Joan K	1.00
	Virtual Academy - Elementary	Davidson, Jessica J	0.50
	Vista View Elementary	Dempsey, Jodi Jean	1.00
		Kramer, Krista	1.00
Wm Byrne Elementary	Bragg, Kaitlin J	1.00	
	Happe, Nicole	1.00	
	Walgenbach, Rachel C	1.00	

	Location Description	Full Name	FTE	
5th Grade Tcr	Edward Neill Elementary	Perez, Teresa G	1.00	
	Gideon Pond Elementary	Rau, Jessica	1.00	
		Selby, Hannah	1.00	
		Voris, Quincy B	1.00	
		Dahl, Sabrina Lynn	1.00	
	Harriet Bishop Elementary	Morlock, Katie R	1.00	
		Wallenta, Paul S	1.00	
		Peltier, Brad W	1.00	
	Hidden Valley Elementary	Schwenn, Jeffrey A	1.00	
		Hartl, Aran J	1.00	
	Rahn Elementary	Slattery, Cara	1.00	
		Berg, Matthew T	1.00	
	Sky Oaks Elementary	Berg, Matthew T	1.00	
	Virtual Academy - Elementary	Davidson, Jessica J	0.50	
	Vista View Elementary	Orlenko, Corbin D	1.00	
		West, Julie	1.00	
	Wm Byrne Elementary	Gierada, Barbara L	1.00	
		Kersten, Sarah M	1.00	
		Zupke, Samuel	1.00	
Lamont, Heidi O		1.00		
Kindergarten Tcr	District-wide	OPEN	1.00	
	Edward Neill Elementary	Allman, Kellie R	1.00	
		Lippka, Jonalyn	1.00	
	Gideon Pond Elementary	Anderson, Brittney	1.00	
	Harriet Bishop Elementary	Berryman, Ashley A	1.00	
		Harrold, Stacey L	1.00	
		Pavek, Brooke C	1.00	
	Hidden Valley Elementary	Finch, Christine M	1.00	
		McCroskey, Shari	1.00	
		Walby, Molly E	1.00	
	Rahn Elementary	Elliott, Rachel R	1.00	
		McCarthy, Jennifer	1.00	
		Richardson, Sarah	1.00	
	Sky Oaks Elementary	Nicholson, Marcia L	1.00	
		Ritchie, Jacki Rae	1.00	
		Strahota, Sara J	1.00	
	Virtual Academy - Elementary	Putman, Tanja	0.50	
		Wilson, Elizabeth J	0.50	
	Vista View Elementary	Downey, Samantha R	1.00	
		Tucci, Amy J	1.00	
	Wm Byrne Elementary	Calnon, Jennifer	1.00	
		Meisner, Brionna	1.00	
	Learning Specialist	Edward Neill Elementary	Herkenhoff, Patty Ann	0.75
			Kugler, Julie	0.25
		Gideon Pond Elementary	Macnaughton, Laura	0.50
			Mirs, Laurel	0.50
		Hidden Valley Elementary	Nurmela, Crystal	0.50
		Sky Oaks Elementary	Harves, Nicole R	0.30
			Lindell, Michelle M	1.00
Virtual Academy - Elementary		Ruhland, Maria	0.20	
	Wening, Alesha	1.00		

	Location Description	Full Name	FTE	
Psychologist	Hidden Valley Elementary	Komar, Karen K	0.50	
02010 - MS Core Instr Personnel				
6th Grade Tcr	Eagle Ridge MS	Barton, Duane	1.00	
		Flynn, Catherine T	1.00	
		Kraft, Stephen	1.00	
		Lewandowski, Megan J	0.33	
		Lundahl, Timothy	0.32	
		Mikelson, Teresa	0.67	
		Mosey, Pat	0.66	
	Nicollet MS	Cin, Stephanie P	0.67	
		Coronis, Anthony L	0.56	
		Glas, John M	0.50	
		Kelly, Katie J	0.33	
		Khamratthanome, Bounthavy	0.83	
		Kohner, Joseph E	0.50	
		Nemetz, Scott	1.00	
		Peterson, Christine K	0.17	
		Ring, Katlin	0.67	
		Smalley, Amy C	0.34	
	Virtual Academy Secondary	Coronis, Anthony L	0.33	
		Mosey, Pat	0.34	
		Smalley, Amy C	0.33	
Lang Arts Tcr	Eagle Ridge MS	Anderson, Kristen L	0.50	
		Blair, Michael E.	0.50	
		Elward, Lucius P	0.50	
		Moran, Molly K	1.00	
		Parkinson, Jacquelyn R	0.50	
		Thomas, Jessica	0.34	
		Nicollet MS	Armajani, Jonathan C	0.67
	Hansen, William C		0.67	
	Islam, Tasia		0.34	
	Mohr, Sydney M		0.33	
	Orth, Steven D.		0.33	
	Salad, Hawa D		0.50	
	Schmidt, Jennifer R		1.00	
	Smolke, Angela S		0.33	
	Sorensen, Brad		0.50	
	Math Tcr		Eagle Ridge MS	Czapar, Ryan J
		Drutowski, Alison		0.50
Grueneich, Janelle		0.50		
Isaacson, Melissa J		0.50		
Nelson, Michelle L		0.50		
Nicollet MS		Benson, Ross S	0.50	
		Funches, Monique Roy	0.34	
		Geddes, Richard W	0.67	
		Goff, Tara P	0.33	
		McNeil, Madeline P	0.50	
		Philipsek, Megan K	0.50	
Van Hoorn, Kirsten	0.50			

	Location Description	Full Name	FTE
PLTW	Eagle Ridge MS	Beckmann, Emily C	1.00
Science Tcr	Eagle Ridge MS	Hammer, Jeffrey	1.00
		Lundahl, Timothy	0.17
		Meyer, Chad	1.00
		Pieper, Jill	0.17
	Nicollet MS	Challgren, Peg Ten	1.00
		Pettinelli, Stephen M	1.00
		Pieper, Jill	0.66
		Wynia, Giselle	0.50
Soc Stu Tcr	Eagle Ridge MS	Klubberud, Michael	1.00
		Lundahl, Timothy	0.17
		Simmons, Sean D	0.17
		Yager, Amy	1.00
	Nicollet MS	Elfering, Jean	0.83
		Iverson, Adam	1.00
		Khamratthanome, Bounthavy	0.17
		Schweim, Robert W	1.00
World Lang Tcr	Eagle Ridge MS	Barry, Amber Leigh	0.33
	Nicollet MS	Blazquez, Javier	0.33
03010 - HS Core Instr Personnel			
Avid Tcr	Burnsville HS	Harrod, Kim	0.20
BEA President	District-wide	Wuensch, Wendy Drugge	1.00
Dance Tcr	Burnsville HS	Waller, Jennifer	0.20
Lang Arts Tcr	Burnsville HS	Bell, Layne E	0.80
		Burke, Katie J	1.00
		Burnham, Charles F	0.80
		Christy, Danielle H	0.20
		Connell, Paul J	0.60
		Dyrhaug, Michelle	1.00
		Eggers, Sheana	0.80
		Hansen, Marie C	0.80
		Millea, Allison B	0.80
		Parkin, Landen A	1.00
		Rudolph, Roxanne J	1.00
		Staum, Anne C	1.00
		Waller, Jennifer	0.60
		Webber, Gloria M	1.00
	Virtual Academy Secondary	Bell, Layne E	0.20
		Burnham, Charles F	0.20
		Eggers, Sheana	0.20
		Millea, Allison B	0.20
		Mohr, Sydney M	0.20
		Orth, Steven D.	0.17
		Thomas, Jessica	0.33
Math Tcr	Burnsville HS	Banitt, Justin	0.70
		Christian, David	0.80
		Croatt, Charles C	1.00
		Delmont, Brooke	1.00
		Harrod, Kim	0.40

	Location Description	Full Name	FTE	
Math Tcr	Burnsville HS	Kuziej, Janet L	0.80	
		Meuser, Teresa	1.00	
		Nelson, Amy	1.00	
		Noss, Jean	1.00	
		Quamme, David R	1.00	
		Virtual Academy Secondary	Vogt, Kendra M	0.80
			Banitt, Justin	0.20
			Christian, David	0.20
			Goff, Tara P	0.67
			Harrod, Kim	0.20
		Kuziej, Janet L	0.20	
PLTW	Virtual Academy Secondary	Haupt, Jonathan R	0.18	
Science Tcr	Burnsville HS	Blandin, Melissa	1.00	
		Davidson, Elizabeth A	0.80	
		Douglas, Lori	1.00	
		Hoeschen, Kerry	1.00	
		Holt, Clayton B	0.67	
		Huber, Jon Alan	1.00	
		Huemoeller, Michael T	0.60	
		Johnson, Cory Charles	0.60	
		Morgan, William E	1.00	
		OPEN	1.00	
		Virtual Academy Secondary	Pranschke, Stephanie T	0.80
			Weightman, Elizabeth C	1.00
			Holt, Clayton B	0.20
			Huemoeller, Michael T	0.20
			Johnson, Cory Charles	0.20
			Lundahl, Timothy	0.17
			Pieper, Jill	0.17
	Soc Stu Tcr	Burnsville HS	Aars, Kristina	1.00
			Bousu, Mollie J	0.80
			Engelhardt, William T	1.00
Eppen, Matthew W			0.90	
Graff, Jenn			1.00	
Jensen, Jennifer			1.00	
McDevitt, Paul David			0.80	
Milovich, Chris M			1.00	
Moffitt, Leslie Allan			0.80	
Silberman, Kevin			1.00	
Simmons, Sean D		0.30		
		Virtual Academy Secondary	Strand, Nate R	1.00
			VanSchoonhoven, Katherine	0.80
			Wendling, Kathryn	0.90
			Bousu, Mollie J	0.20
		Elfering, Jean	0.17	
		Eppen, Matthew W	0.10	
		Lundahl, Timothy	0.17	
		Moffitt, Leslie Allan	0.20	
		VanSchoonhoven, Katherine	0.20	
		Wendling, Kathryn	0.10	

	Location Description	Full Name	FTE
World Lang Tcr	Burnsville HS	Barry, Amber Leigh	0.50
		Blazquez, Javier	0.47
		Dundon, Mary Lou	1.00
		Holcombe, Sara J	0.80
		Lehner, Timothy	1.00
	Virtual Academy Secondary	Blazquez, Javier	0.20
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04010 - K12 PhyEd/Art/Math/Music			
Art Tcr	Burnsville HS	Buckrey, Susan E	1.00
		Kegley, Robyn E	1.00
		OPEN	0.70
		Soley, Nicole D	1.00
	Eagle Ridge MS	Weilandgruber, Elizabeth	0.83
	Edward Neill Elementary	Heckmann, Danae J	0.50
	Gideon Pond Elementary	Schrifer, Mara C	0.75
	Harriet Bishop Elementary	Nazareus, Taylor R	1.00
	Hidden Valley Elementary	Merkel, Sara A	0.75
	Nicollet MS	Wilson, Kacie L	0.83
	Rahn Elementary	Irmiter, Micayla M	0.25
		Schrifer, Mara C	0.25
	Sky Oaks Elementary	Irmiter, Micayla M	0.75
	Virtual Academy - Elementary	OPEN	0.25
	Virtual Academy Secondary	Weilandgruber, Elizabeth	0.17
		Wilson, Kacie L	0.17
	Vista View Elementary	Heckmann, Danae J	0.50
		Merkel, Sara A	0.25
	Wm Byrne Elementary	Vo, Kelly Rae	1.00
	Band Tcr	Burnsville HS	French, Keith J
Holmes, Molly			1.00
Eagle Ridge MS		Armstrong, Nicholas G	0.75
Nicollet MS		Bakken, Ann	0.67
		Kosloski, Scott	0.20
Music Tcr		Eagle Ridge MS	Armstrong, Nicholas G
		OPEN	0.50
	Edward Neill Elementary	Tranby, Bonnie K.	0.50
	Gideon Pond Elementary	Buck, Rebecca L	0.75
	Harriet Bishop Elementary	Geesman, Garrett D	1.00
	Hidden Valley Elementary	Wood, Kimberly R	0.75
	Rahn Elementary	Buck, Rebecca L	0.25
		Wagner, Kristen A	0.25
	Sky Oaks Elementary	Wagner, Kristen A	0.75
	Virtual Academy - Elementary	OPEN	0.25
	Virtual Academy Secondary	Leyva, Ana M	0.10
		OPEN	0.08
	Vista View Elementary	Tranby, Bonnie K.	0.50
		Wood, Kimberly R	0.25
	Wm Byrne Elementary	Langsjoen, Sonja	1.00
	Phy Ed Tcr	Burnsville HS	Fritz, Kimberly A
Johnson, Ronna E			1.00
Reuss, Eric			1.00

	Location Description	Full Name	FTE	
Phy Ed Tcr	Burnsville HS	Riggs, Mark D	1.00	
		Stachowski, Susan C	0.80	
		Varpness, Vincent C	1.00	
	Eagle Ridge MS	Hermes, Shelley	1.00	
		Holden, Matt J	0.34	
		Pearson, Chad W	1.00	
		Edward Neill Elementary	Moorlach, Brian	0.50
		Gideon Pond Elementary	Dungey, Nate	0.75
	Harriet Bishop Elementary	Loesch, Jake	1.00	
	Hidden Valley Elementary	Shelden, Jon	0.75	
	Nicollet MS	Brown, Christopher M	0.66	
		Fritz, Kimberly A	0.17	
		OPEN	1.50	
	Rahn Elementary	Moorlach, Brian	0.50	
	Sky Oaks Elementary	Ceola, Mike	0.75	
	Virtual Academy - Elementary	OPEN	0.25	
	Virtual Academy Secondary	Fritz, Kimberly A	0.33	
		Stachowski, Susan C	0.20	
	Vista View Elementary	Ceola, Mike	0.25	
		Dungey, Nate	0.25	
Shelden, Jon		0.25		
Wm Byrne Elementary	Mckane, Michelle M	1.00		
	Burnsville HS	Kosloski, Scott	0.40	
	Eagle Ridge MS	Armstrong, Nicholas G	0.17	
Strings Tcr	Nicollet MS	Nimchuk, Sarah T	0.25	
		Kosloski, Scott	0.40	
	Burnsville HS	Leyva, Ana M	0.90	
Vocal Tcr	Nicollet MS	Bakken, Ann	0.33	
	06000 - Medical Careers Personnel			
Health Care Tcr	Burnsville HS	Werner-Dempsey, Anne	1.00	
06010 - FACS Instr Personnel				
Facs Tcr	Burnsville HS	Deutsch, Matt R	0.80	
		Eichten, Heidi J	1.00	
		Holman, Sandra L	1.00	
		OPEN	0.20	
		Spies, Gabrielle	1.00	
	Eagle Ridge MS	Borden, Paige M	1.00	
	Nicollet MS	OPEN	0.33	
		Ruzichka, Laurie	1.00	
	Virtual Academy Secondary	OPEN	0.83	
	06020 - Trade Instr Ed Personnel			
Ind Tech Tcr	Burnsville HS	Haupt, Jonathan R	0.82	
		Patrie, Orion D	1.00	
		Tesmer, Russell	1.00	
PLTW	Nicollet MS	Paetzold, Robert James	0.84	
	Virtual Academy Secondary	Paetzold, Robert James	0.16	

	Location Description	Full Name	FTE
06030 - Career & Technical Personnel			
Work Exp Tcr	Burnsville Alternative HS	Bates, Daniel W	0.90
06040 - Business Ed Personnel			
Business Tcr	Burnsville HS	Carroll, Michele	1.00
		Lunde, Christopher R	1.00
		OPEN	1.00
	Virtual Academy Secondary	OPEN	1.00
06050 - Partnership Burnsville Pro			
Dir Strategic Partnerships	Diamondhead	Funston, Kathy L	1.00
07010 - K12 Media Serv Support			
EA Media Support	Edward Neill Elementary	Scheuneman, Kristen Joy	0.59
	Gideon Pond Elementary	Butorac, Melanie A	0.59
	Harriet Bishop Elementary	Becker, Sarah J	0.59
	Hidden Valley Elementary	Schatzlein, Rachel	0.59
	Rahn Elementary	Christman, Amber S	0.59
	Sky Oaks Elementary	Berge, Kristy K	0.59
	Vista View Elementary	Cermak, Barbara L	0.59
	Wm Byrne Elementary	Engberg, Denise G	0.59
Media Specialist	Burnsville HS	Oie, Roger	1.00
	Eagle Ridge MS	Galland, John	1.00
	Nicollet MS	Meyer, Nancy L	1.00
07020 - K12 Gifted Talented Support			
Advanced Learning	Edward Neill Elementary	Petrella, Sara M	0.50
	Sky Oaks Elementary	Petrella, Sara M	0.50
07030 - K12 Guidance Serv Support			
College & Career Specialist	Burnsville HS	Sexton, Marcia	1.00
Counselor	Burnsville HS	Akerson, Rebecca D	1.00
		Harrison, Phillip Scott	1.00
		Henderson, Michelle A	1.00
		Markham, Angela L	1.00
		Marshall, Veronica Jean	1.00
		Soderholm, John	1.00
	Eagle Ridge MS	Russell, Desha S	1.00
		Thornton, Madison M	1.00
	Nicollet MS	Hemmah, Katy M	1.00
		Waterman, Molly K	1.00
07040 - DEANS			
Dean	Burnsville HS	Meyer, Joseph	1.00
		OPEN	1.00
		Shaw, David W	1.00
	Eagle Ridge MS	Bohr, Jennifer L	1.00
		Brown, Sterling D	1.00
	Nicollet MS	Bang, Rebecca K	1.00
		Conwell, Peirre D	1.00

	Location Description	Full Name	FTE
07060 - ESL			
ESL Tcr	Burnsville Alternative HS	Friendt, Andrea Lynn	1.00
	Burnsville HS	Lorincz, Kristen L	1.00
		Moren, Kimberly J	1.00
		Moukrim, Mina	1.00
		OPEN	2.00
		Parent, Andrea J	1.00
		Winterlin, Jeffrey	1.00
	District-wide	Quinonez, Jessica L	1.00
	Eagle Ridge MS	Gregory, Amanda	1.00
		Limberg, Mindi L	1.00
		OPEN	1.00
	Edward Neill Elementary	Moran, Ryan W	1.00
		Musa-agboneni, Kari	1.00
		Rhinevault, Lynn	1.00
	Gideon Pond Elementary	Beeninga, Jane	1.00
		King, Kristen	1.00
	Harriet Bishop Elementary	Blom, Anne E	1.00
		Christenson, Rachel A	1.00
		Kessler, Cecilia	1.00
		McKinney, Margo	1.00
		Mikunda, Ryanne R	1.00
	Hidden Valley Elementary	Cadwell, Ann M	1.00
		Cullison, Caroline E	1.00
		Michels, Christine	1.00
		O'brien, Brianna	1.00
	Nicollet MS	Kermes, Katherine M	1.00
		Olson, Amy	1.00
		Proctor, Beth	1.00
	Rahn Elementary	Arias, Angela Joy	1.00
		Olson, Kimberly Lenora	1.00
	Sky Oaks Elementary	Jones, Noelle	1.00
		King, Hannah	1.00
		Rippenburg, Wendy A	1.00
	Virtual Academy - Elementary	Thompson, Saloua	1.00
	Virtual Academy Secondary	Blair, Frances M.	1.00
	Vista View Elementary	Carlson, Lisa M	1.00
		Zimmerman, Kara J	1.00
	Wm Byrne Elementary	Benson, Briana M	1.00
		Johnson, Ashley	1.00
		OPEN	1.00
ESL Tcr, ESL Tcr	Sky Oaks Elementary	OPEN	1.00
09010 - Spec Ed Salaries/Bene			
Ace L3 Secretary	BES Transition Services	Tanberg, Teri L	1.00
Ace L4 Admin Asst/Specialist	Diamondhead	Gries, Brenda J	1.00
		OPEN	1.00
	ECSE	Mcbride, Kristen	1.00
Assistive Tech Tcr	District-wide	Nelson, Katie L	1.00

	Location Description	Full Name	FTE
Behavior Analyst	District-wide	Czapar, Kelly N	0.90
		Ewert, Casey B	0.90
Cultural Liaison	ECSE	Hassan, Rahma	1.00
		Riveros, Anna-maria	1.00
Dape	District-wide	Holden, Matt J	0.66
		Opatz, Larry	1.00
	Eagle Ridge MS	Brown, Christopher M	0.34
		Sweeney, Michael J	1.00
Dir Special Ed	Diamondhead	Piotrowski, Amy	1.00
		Wakal, Kimberly B	1.00
ECSE Coordinator	ECSE	Albersheim-Carter, Marcina	1.00
ECSE Tcr	ECSE	Barcus, Christine J	1.00
		Blomquist, Stephanie	1.00
		Blood, Kelsey Jo	1.00
		Bresina, Autumn R	1.00
		Clancy, Carissa	1.00
		Ebenhoh, Teegan M	1.00
		Erbes, Sarah L	1.00
		Mauroy, Renee D	1.00
		Misfeldt, Eiley K	1.00
		Nelson, Katherine	1.00
		Ness, Karen M	1.00
		Niemiec, Alicia	1.00
		Nolte, Nicole L	1.00
		OPEN	0.60
		Spaulding, Sheila J	1.00
		Yost, Molly M	1.00
		Learning Specialist	Edward Neill Elementary
Kugler, Julie	0.75		
Gideon Pond Elementary	Macnaughton, Laura		0.50
	Mirs, Laurel		0.50
Harriet Bishop Elementary	Campen, Kim A.		1.00
	Schafer, Kristy J		0.50
Hidden Valley Elementary	Collins, Leanne		1.00
	Nurmela, Crystal		0.50
Rahn Elementary	Keuler, Lori J		0.25
Sky Oaks Elementary	Harves, Nicole R		0.70
	Ruhland, Maria		0.80
Vista View Elementary	Crawford, Cynthia Y		1.00
Wm Byrne Elementary	Hanson, Lisa	1.00	
Nurse - LPN	ECSE	Wolke, Sara C	0.60
Nurse - LSN	Edward Neill Elementary	Wittenkeller, Jane E	0.07
	Burnsville HS	Beaulieu, Kourtney A	0.36
	District-wide	Bien, Bernadette L	0.40
	Eagle Ridge MS	Eilertson, Jane Ann	0.21
	Gideon Pond Elementary	Cozad, Patricia M	0.19
	Nicollet MS	Mjelleli, Emily L	0.21
	Rahn Elementary	Stinson, Katrina L	0.04
	Sky Oaks Elementary	Cozad, Patricia M	0.27
	Wm Byrne Elementary	Stinson, Katrina L	0.72

	Location Description	Full Name	FTE
Nurse - LSN, Nurse - LSN	Edward Neill Elementary	OPEN	1.00
Nurse - RN	Burnsville HS	Robison, Kim A	0.16
	Hidden Valley Elementary	Exley, Amanda	0.18
Occ Therapist	District-wide	Cesaro-Moxley, Rachel L	0.50
		Kolstad, Michele M	1.00
		Navarro, Rachel	1.00
		Roeske, Melissa L	1.00
	ECSE	Erickson, Kayla M	1.00
		Robole, Vicki M	1.00
Physical Therapist	District-wide	Lian, Jocelyn M	1.00
Psychologist	BES Transition Services	Nierengarten, Brianna L	0.10
	Burnsville Alternative HS	Gunderson, Mary Jane N	0.10
	Burnsville HS	Gunderson, Mary Jane N	0.90
		Nierengarten, Brianna L	0.90
	Eagle Ridge MS	Kral, Melissa M	1.00
	ECSE	Kennedy, Jennifer K	0.60
		Petersen, Holly M	0.80
	Edward Neill Elementary	Otto, Caron	0.50
	Gideon Pond Elementary	Otto, Caron	0.50
	Harriet Bishop Elementary	Lautigar-beutz, Julie	0.50
	Hidden Valley Elementary	Komar, Karen K	0.50
	Nicollet MS	Krylova, Anna V	1.00
	Rahn Elementary	Lautigar-beutz, Julie	0.50
	Sky Oaks Elementary	Arthur, Paula J	0.50
	Vista View Elementary	Roehl, Peter A	0.50
	Wm Byrne Elementary	Roehl, Peter A	0.50
Social Worker	Burnsville HS	Hewett, Thomas	0.35
		Morrissey, Michelle M	0.35
	Eagle Ridge MS	Poliquin, Anne E	0.35
	ECSE	Reichert, Kristen K	1.00
	Edward Neill Elementary	OPEN	1.00
	Gideon Pond Elementary	Khalif, Abdullahi M	0.35
	Harriet Bishop Elementary	Koch, Rebecca M	0.35
	Hidden Valley Elementary	Gauer-Kloos, Megan	0.35
	Nicollet MS	Fahey, Kara J	0.35
		Mains, Kristin E	0.35
	Rahn Elementary	Keller, Katie	0.35
	Sky Oaks Elementary	Bruns, Brittany G	0.35
	Vista View Elementary	Lemke, Emily A	0.35
	Wm Byrne Elementary	McDowell, Morgan	0.28
Sped Ea	BES Transition Services	Anderson, Cheryl L	0.88
		Engstrom, Heather L	0.88
		Finch, Jeanne	0.88
		Frank, Sharon M	0.88
		Goodling, Beverly	0.88
		OPEN	0.88
		Tousignant, Kare-kathleen K	0.88
	Burnsville HS	Ahmed, Amina	0.88
		Andreasen, Arnold	0.88
		Bocklund, Timothy	0.88

	Location Description	Full Name	FTE
Sped Ea	Burnsville HS	Chroust, Vicki	0.88
		Dixon, Dave T	0.88
		Garvis, Angela N	0.88
		Gibbs Holtan, Helen	0.88
		Grahn, Anders AD	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
		Meyman, Whitney	0.88
		Nelson, Mark W	0.88
		Nowlan, Travis M	0.88
		OPEN	1.88
		Ray, Stephen	0.88
		Robles, Michelle R	0.88
		Smidt, Holly B	0.88
		Wolff, Denise	0.88
	Eagle Ridge MS	Ashley, James M	0.91
		Bringgold, Debbie	0.91
		Gillis, Cindy M	0.91
		Mccray, Sharon	0.91
		Murray, Cathleen H	0.91
		Nassar, Thanaa R	0.91
		Ruiz, Winston V	0.91
		Schwarz, Darcie N	0.91
		Thomason, Michal R	0.91
		ECSE	Artiga-rosa, Patricia
	Bachmeier, Michelle M		0.81
	Behme, Beth K		1.00
	Johnson, Karen A		0.81
	Kantor, Nancy M		0.81
Kimball, Marcy L	0.81		
OPEN	0.81		
Painter, Terri Lynn	0.81		
Rupp, Kalene J	0.81		
Schroeder, Gina M	0.81		
Smith, Brittney	0.81		
Walterson, Kristen A	0.81		
Edward Neill Elementary	Abdallah, Hibo Saad	0.91	
	Gronseth, Allyssa M	0.91	
	Hammoud, Hanaa	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	

	Location Description	Full Name	FTE	
Sped Ea	Gideon Pond Elementary	Moalim, Shamso A	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	
		Albrecht, Lauren E	0.91	
		Carney, Catherine	0.91	
		Chhen, Kuoy L	0.91	
		Hickerson, Karen A	0.91	
		Keirstead, Amy	0.91	
		Mathews, Heather L	0.91	
		Mcguire, Rebecca L	0.91	
		Mohamed Ahmed, Malaz K	1.00	
		Spott, Anne B	0.91	
		Weber, Robert D	0.91	
		Hidden Valley Elementary	Daoud, Ayan M	0.91
			Datres, Susan	0.91
	Davila, Ruth E		0.91	
	Jones, Jean		0.91	
	Kienitz, Darlys		0.91	
	Leake, Roxanne		0.91	
	Ochoa Herrera, Lisbet		0.91	
	Peterson, Kim L		0.91	
	Sanz, Margaret M		0.91	
	Twardoski, Ruthann		0.91	
	Nicollet MS		Bourdon, Carl R	0.91
			Brown, Patricia L	0.91
			Daniels, Floyd L	1.00
		Graves, Diana L	0.91	
		Miskiewicz, Kelly A	0.91	
		Needham, Diane M	0.91	
		Neptuno-temozan, Julio	0.91	
		Olson, Pamela S	0.91	
		OPEN	0.91	
		Payne, Debra Kay	0.91	
		Queen, LeVar A	0.91	
		Reeves, Jonathan K	0.91	
		Soucek, Mary L	0.91	
	Thompson, Robert L	0.91		
	Rahn Elementary	Brown, Wilhelmina G	0.81	
		Busing, Marlene L	0.91	
		Droege, Sheryl L	0.91	
		Nordeen, Denise M	0.91	
		Raichert, Sarah	0.91	
		Reuter, Lisa L	0.91	
		Sarhan, Sabah	0.91	
		Torres-Busch, Michaeline E	0.91	
Sky Oaks Elementary	Wegner, Lisa L	0.91		
	Boldt, Julie A	0.91		
	Dent, Jonathan M	0.91		

	Location Description	Full Name	FTE	
Sped Ea	Sky Oaks Elementary	Jungers, Gail	0.91	
		Kegley, Renee C	0.91	
		King, Samantha F	0.91	
		Mohamed, Yurub M	0.91	
		Mohamud, Fauzia T	0.91	
		OPEN	0.91	
		Ruiz, Jessica	0.91	
		Santos, Laura	0.91	
		Schiller, Lori L	0.91	
		Spaulding, Kristie	0.91	
	Virtual Academy - Elementary	Ulrich, Kimberly A	0.94	
	Vista View Elementary	Auge, Elizabeth	0.91	
		Boekhoff, Melissa M.	0.91	
		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	
		Scott, Angela J	0.91	
	Wm Byrne Elementary	Adam, Sile Y	0.91	
		Ahmed, Faiza A	0.91	
		Freeman, Tammy S	0.91	
		Godfrey, Cintra L	0.91	
		Ho, Linda S	0.91	
		Koechlein, Laurie Leeanne	0.91	
		Kowalski, Shelly	0.91	
		O'donnell, Joseph J	0.91	
		Stubbs, Victoria E	1.00	
Theyson, Brenda		0.91		
Sped Supervisor	Diamondhead	Cherry, Carolyn J	0.50	
		Middendorf, Jennifer L	1.00	
		Thompson, Dana K	1.00	
Sped Tcr	District-wide	Oscarson Wanzek, Kristi R	1.00	
	BES Transition Services	Anderson, Kasey D	1.00	
		Chrissis, Erik R	1.00	
		Schmidtke, Angila R	1.00	
	Burnsville Alternative HS	Morris, Angela J	1.00	
		Burnsville HS	Bortel, Shawn D	1.00
			Brammer, Olivia A	1.00
			Bunkers, Kathleen K	1.00
			Cox, Kelly J	1.00
			Eiler, Elizabeth P	1.00
			Ganion, Emma C	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

	Location Description	Full Name	FTE	
Sped Tcr	Burnsville HS	Knox, Jacob M	1.00	
		McCool, Molly	1.00	
		Nelson, Emily A	1.00	
		Neuer, Michelle E	1.00	
		OPEN	2.00	
		Pawley, Meg A	1.00	
		Roark, Kim J	1.00	
		Seamen, Michelle A	1.00	
		Smith, Ashley	1.00	
		Walker, Ryan M	1.00	
		Webber, Jeffrey	1.00	
		Eagle Ridge MS	Baxa, Emily E	1.00
			Byrne, Edward	1.00
	Chouanard, Mary E		1.00	
	Fairchild, Lindsey		1.00	
	Fredricks, Joel J		1.00	
	Hermansen, Laura J		1.00	
	Nash, Derek B		1.00	
	Williams, Elizabeth		1.00	
	Zondag-Hamer, Kimberly		0.50	
	Edward Neill Elementary		Bing, Dena M	1.00
		Discher, Tracy L	1.00	
		Okerstrom, Michelle K	1.00	
	Gideon Pond Elementary	Sullivan, Jodi L	0.50	
		Lynch, Molly	1.00	
		Tucker, Emily A	1.00	
	Harriet Bishop Elementary	Tushie, Patricia	1.00	
		Classen, Jodie L	1.00	
		Hassler, Hannah E	1.00	
	Hidden Valley Elementary	Logan, Kari M	0.50	
		Mickelson, Ashly D	1.00	
		Pred, Renee R	1.00	
		Biagi, Louis	1.00	
		OPEN	3.00	
	Nicollet MS	Pettes, Julie A	1.00	
		Sullivan, Jodi L	0.50	
		Bell, Angela	1.00	
		Blons, Lliane M	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		
Rahn Elementary	Tillman, Megan	1.00		
	Branch, Nancy C	1.00		
	Fechner, Susan	0.50		
	Hoffman, Jada L	1.00		
	Lauer, Lisa N	1.00		
	Zwicke, Kayla M	1.00		

	Location Description	Full Name	FTE	
Sped Tcr	Sky Oaks Elementary	Crespin, Jason C	1.00	
		Hansen, Amy	1.00	
		Hanson, Amy E	1.00	
		Logan, Kari M	0.50	
		Sowieja, Olivia	1.00	
		Tangney, Amy K	1.00	
	St. John's	OPEN	0.40	
	Virtual Academy - Elementary	Hill, Madeline E	1.00	
	Virtual Academy Secondary	Ferguson, Antanaya S	1.00	
		Miller, Jill Elizabeth	0.75	
	Vista View Elementary	Fechner, Susan	0.50	
		Peterson, Julie A	1.00	
		Santele, Layne A	1.00	
		Trisko, Mary	1.00	
		Woods, Megan M	1.00	
	Wm Byrne Elementary	Bugenhagen, Erica A	1.00	
		Heller, Mary R	1.00	
		Henrich, Sarah L	1.00	
		Smith, Jennifer S	1.00	
		Stegbauer, Amethyst R	1.00	
Zondag-Hamer, Kimberly		0.50		
Speech Tcr	Burnsville HS	Barnes, Cherise C	1.00	
	Eagle Ridge MS	Oscarson Wanzek, Kristi R	1.00	
		ECSE	Jordan, Joanna	1.00
		Melquist, Michelle	1.00	
		Niesen, Elizabeth A	1.00	
		Vodnick, Sarah A	1.00	
		Woodcock, Sue M	0.80	
	Edward Neill Elementary	Jamison, Darcie L	1.00	
	Gideon Pond Elementary	Hjermstad, Heather	1.00	
	Harriet Bishop Elementary	Neal, Bryeny B	1.00	
	Hidden Valley Elementary	Spoden, Annemarie	1.00	
	Nicollet MS	Brinkman, Carole I	0.50	
		Schlichting, Catherine	0.50	
	Rahn Elementary	Klinnert, Elizabeth	1.00	
	Sky Oaks Elementary	Faust, Danielle M	1.00	
	Virtual Academy - Elementary	Meulebroeck, Susanne	1.00	
	Vista View Elementary	Goldsmith, Emily R	1.00	
	Wm Byrne Elementary	Kibler, Jeanne	1.00	
	Work Exp Tcr	BES Transition Services	Erickson, Shelly L	1.00
		Burnsville HS	OPEN	1.00
Pope, Kristina			1.00	
10010 - ALC/At Risk Programming				
6th Grade Tcr	Eagle Ridge MS	Lewandowski, Megan J	0.17	
		Mikelson, Teresa	0.33	
	Nicollet MS	Cin, Stephanie P	0.33	
		Coronis, Anthony L	0.11	
		Glas, John M	0.50	
		Kohner, Joseph E	0.50	

	Location Description	Full Name	FTE
6th Grade Tcr	Nicollet MS	Ring, Katlin	0.33
Abe Tcr	Community Ed	Jordan, Allison A	1.00
Ace L3 Secretary	Burnsville Alternative HS	Ho-Buttleman, Staci	1.00
Ace L4 Admin Asst/Specialist	Diamondhead	Odowa, Huda Y	1.00
Art Tcr	Burnsville Alternative HS	Braun, Catherine A	1.00
CE Coordinator 3	Hidden Valley Elementary	Dudley, Martha Viczian	0.20
	Sky Oaks Elementary	Konopa, Stacey	0.20
	Wm Byrne Elementary	Kristjanson, Jeanine	0.20
CE Coordinator I	Rahn Elementary	Berge, Sara K	0.18
Community Connections Coord	Community Ed	Daoud, Hamde	0.33
		Ontiveros, Eddieca	0.33
Counselor	Burnsville Alternative HS	Romano, Molly E	0.50
EA Level 3	Burnsville Alternative HS	White, Ruthann	0.88
Lang Arts Tcr	Burnsville Alternative HS	Bergman, Anna T	0.50
		Meilleur, Stephanie J	1.00
		OPEN	0.75
		Sloneker, Angela	1.00
	Eagle Ridge MS	Anderson, Kristen L	0.50
		Blair, Michael E.	0.50
		Elward, Lucius P	0.50
		Parkinson, Jacquelyn R	0.50
	Nicollet MS	Armajani, Jonathan C	0.33
		Hansen, William C	0.33
		Mohr, Sydney M	0.33
		Orth, Steven D.	0.33
		Salad, Hawa D	0.50
		Sorensen, Brad	0.50
Math Tcr	Burnsville Alternative HS	Lotze, Timothy	1.00
		Mueller, Sarah K	1.00
	Eagle Ridge MS	Czapar, Ryan J	0.50
		Drutowski, Alison	0.50
		Grueneich, Janelle	0.50
		Isaacson, Melissa J	0.50
		Nelson, Michelle L	0.50
	Nicollet MS	Benson, Ross S	0.50
		Funches, Monique Roy	0.66
		Geddes, Richard W	0.33
		McNeil, Madeline P	0.50
		Philipsek, Megan K	0.50
		Van Hoorn, Kirsten	0.50
Phy Ed Tcr	Burnsville Alternative HS	Morrissey, Kevin P	1.00
Principal	Burnsville Alternative HS	Ronn, Kelly J	0.75
Science Tcr	Burnsville Alternative HS	Engelhardt, Angela C	1.00
		Pranschke, Stephanie T	0.20
		Soderholm, William Eric	1.00
Soc Stu Tcr	Burnsville Alternative HS	Bates, Daniel W	0.10
		Bergman, Anna T	0.50
		Hill, Amy	0.90
		Kirchner, Amy	1.00
		Simmons, Sean D	0.20

	Location Description	Full Name	FTE
Soc Stu Tcr	Virtual Academy Secondary	Simmons, Sean D	0.13
Youth Development/ALC Coord	Community Ed	Floback, Courtnee L	0.60
10030 - K-12 Nursing Hlth Serv			
EA Health	Gideon Pond Elementary	Stene, Barbara	0.91
	Harriet Bishop Elementary	Hansen, Sarah J	0.91
	Rahn Elementary	Gaddy, Keshia	0.91
	Sky Oaks Elementary	Luth, Donita	0.45
	Vista View Elementary	Luth, Donita	0.45
Nurse - LPN	Burnsville Alternative HS	Carlisano, Marta L	1.00
	Edward Neill Elementary	Wittenkeller, Jane E	0.93
Nurse - LSN	Burnsville HS	Beaulieu, Kourtney A	0.64
	District-wide	Bien, Bernadette L	0.60
	Eagle Ridge MS	Eilertson, Jane Ann	0.79
	Gideon Pond Elementary	Cozad, Patricia M	0.21
	Nicollet MS	Mjelleli, Emily L	0.80
		OPEN	1.00
	Rahn Elementary	Stinson, Katrina L	0.16
	Sky Oaks Elementary	Cozad, Patricia M	0.33
	Wm Byrne Elementary	Stinson, Katrina L	0.08
	Nurse - RN	Burnsville HS	Robison, Kim A
Hidden Valley Elementary		Dillon, Riley N	1.00
		Exley, Amanda	0.82
11020 - 9-12 Athletics			
Ace L4 Admin Asst/Specialist	Burnsville HS	Riggs, Jeanine L	1.00
Dir Activities	Burnsville HS	Paek, Guillaume J	1.00
12010 - F401 Fed Title I			
3rd GradeTcr	Hidden Valley Elementary	Taack, Gina	1.00
4th Grade Tcr	Hidden Valley Elementary	Grundstrom, Katie M	1.00
5th Grade Tcr	Virtual Academy - Elementary	Viktora, Gabrielle E	0.50
	Edward Neill Elementary	Jensen, Jason C	1.00
	Sky Oaks Elementary	Richards, Jesse	1.00
	Virtual Academy - Elementary	Viktora, Gabrielle E	0.50
	Diamondhead	Chamberland, Tausha	1.00
Ace L3 Secretary	Diamondhead	De Leon, Angel M	0.50
Band Tcr	District-wide	OPEN	1.00
Counselor	Hidden Valley Elementary	Vendel, Kristin M	1.00
EA L2 Support	Sky Oaks Elementary	Solomon, Cassidy E	0.13
	Vista View Elementary	Cermak, Barbara L	0.16
	Wm Byrne Elementary	Engberg, Denise G	0.25
EA Level 3	Edward Neill Elementary	Kruger, Tara N	0.94
	Gideon Pond Elementary	Abdi, Rahima A	0.50
		Waters, Stacie	0.63
	Rahn Elementary	Gutierrez Beltran, Maria L	0.06
	Vista View Elementary	Tillman, Jack R	1.00
Family Liaison	Harriet Bishop Elementary	Wild, Priscila C	1.00
Kindergarten Tcr	Gideon Pond Elementary	Brace, Roxanna N	1.00
Learning Specialist	Harriet Bishop Elementary	Schafer, Kristy J	0.50

	Location Description	Full Name	FTE
Learning Specialist	Harriet Bishop Elementary	Schwalbe, Heather	1.00
	Rahn Elementary	Keuler, Lori J	0.75
	Vista View Elementary	Green, Kerianne Loran	0.63
	Wm Byrne Elementary	Knutson, Christine	1.00
Sisa Coordinator	Diamondhead	Fischer McDonald, Christine	0.49
		Howe, Jaimie K	0.80
Title 1 Tcr	St. John's	Pfeiffer, Donna M	0.40
TOSA	Diamondhead	Gehrke, Andrew R	0.20
12020 - F414 Fed Title II Part A			
Avid Coordinator	Burnsville HS	Christy, Danielle H	0.20
	Eagle Ridge MS	Thomas, Jessica	0.13
	Nicollet MS	Smalley, Amy C	0.13
ESL Coordinator	Diamondhead	Kreie Arago, Maria	0.25
Lang Arts Tcr	Burnsville HS	Connell, Paul J	0.20
Sisa Coordinator	Diamondhead	Fischer McDonald, Christine	0.49
		Lowe, Brandon L	1.00
TOSA	Diamondhead	Gehrke, Andrew R	0.80
12030 - F417 Fed Title III			
ESL Coordinator	Diamondhead	Kreie Arago, Maria	0.75
12040 - F433 Fed Title IV-A			
Behavior Analyst	District-wide	Czapar, Kelly N	0.10
		Ewert, Casey B	0.10
Lang Arts Tcr	Burnsville HS	Connell, Paul J	0.20
Sisa Coordinator	Diamondhead	Howe, Jaimie K	0.20
13010 - F335 Pro Pay (QComp)			
Continuous Improvement Coach	District-wide	Bane, Deanna S	1.00
		Coleman, Colleen M	1.00
		Hagen, Aimee E	1.00
		Nemeth, Heather	1.00
		Ness, Katie L	1.00
		Niffenegger, Kamala N	1.00
13020 - Integration Program			
Advanced Learning	Gideon Pond Elementary	Stalock, Sharron C	0.50
	Wm Byrne Elementary	Stalock, Sharron C	0.50
Avid Coordinator	Burnsville Alternative HS	Hill, Amy	0.10
	Burnsville HS	Christy, Danielle H	0.10
	Eagle Ridge MS	Thomas, Jessica	0.20
	Nicollet MS	Smalley, Amy C	0.20
Cultural Liaison	District-wide	Ali, Maryan H	1.00
		Bauer, Andrea C	1.00
		Gaston, Tommie	1.00
		Grant, Heidi A	1.00
		Kaahiye, Axmad	1.00
		Lopez, Mary T	1.00
		Omar, Abdulahi	1.00

	Location Description	Full Name	FTE		
Cultural Liaison	District-wide	Osman, Amal M	1.00		
		Quintana Nunez, Mariana	1.00		
		Torres, Hector R	1.00		
		Yasin, Muna I	1.00		
Dir Curriculum & Instruction	Diamondhead	Oftedahl, Imina P	0.25		
Social Worker	Burnsville HS	Hewett, Thomas	0.65		
		Morrissey, Michelle M	0.65		
		Eagle Ridge MS	Poliquin, Anne E	0.65	
		Gideon Pond Elementary	Khalif, Abdullahi M	0.65	
		Harriet Bishop Elementary	Koch, Rebecca M	0.65	
		Hidden Valley Elementary	Gauer-Kloos, Megan	0.65	
		Nicollet MS	Fahey, Kara J	0.65	
			Mains, Kristin E	0.65	
		Rahn Elementary	Keller, Katie	0.65	
		Sky Oaks Elementary	Bruns, Brittany G	0.65	
		Vista View Elementary	Lemke, Emily A	0.65	
		Wm Byrne Elementary	McDowell, Morgan	0.52	
		Specialist of American Indian	District-wide	Mousseau, Rebecca J	1.00
13030 - Compensatory Ed					
6th Grade Tcr	Eagle Ridge MS	Lewandowski, Megan J	0.50		
	Nicollet MS	Peterson, Christine K	0.83		
Advanced Learning	Harriet Bishop Elementary	Huber, Erin	0.50		
	Hidden Valley Elementary	Huber, Erin	0.50		
	Rahn Elementary	Podratz, Anne Marie	0.50		
	Vista View Elementary	Podratz, Anne Marie	0.50		
Avid Tcr	Burnsville HS	Christy, Danielle H	0.50		
		Davidson, Elizabeth A	0.20		
		Deutsch, Matt R	0.20		
		Hansen, Marie C	0.20		
		Johnson, Cory Charles	0.20		
		McDevitt, Paul David	0.20		
		Simmons, Sean D	0.20		
		Waller, Jennifer	0.20		
		Continuous Improvement Coach	District-wide	Barnes, Monet M	1.00
				Skoglund, Allison L	1.00
Counselor	Burnsville Alternative HS	Maidment, Lori	0.20		
Interventionist	Burnsville Alternative HS	Maidment, Lori	0.80		
	Eagle Ridge MS	Day, Marlys L	1.00		
Lang Arts Tcr	Nicollet MS	Smolke, Angela S	0.67		
	Virtual Academy Secondary	Orth, Steven D.	0.17		
Math Tcr	Burnsville HS	Banitt, Justin	0.10		
		Harrod, Kim	0.20		
		Vogt, Kendra M	0.20		
Reading Tcr	Burnsville HS	Holcombe, Sara J	0.20		
Science Tcr	Burnsville HS	Holt, Clayton B	0.13		
		Huemoeller, Michael T	0.20		
14010 - Tech General					
Digital Learning Specialist	Edward Neill Elementary	Anderson, Bjorn Rs	0.50		

	Location Description	Full Name	FTE
Digital Learning Specialist	Gideon Pond Elementary	Knudsen, Julie A	0.75
	Harriet Bishop Elementary	Risteau, Joseph S	1.00
	Hidden Valley Elementary	Miller, Kaycie R	0.75
	Rahn Elementary	Christen, Lisa K.	0.25
		Knudsen, Julie A	0.25
	Sky Oaks Elementary	Christen, Lisa K.	0.75
	Virtual Academy - Elementary	OPEN	0.25
	Vista View Elementary	Anderson, Bjorn Rs	0.50
	Miller, Kaycie R	0.25	
	Wm Byrne Elementary	Abrahamson, Jonathan	1.00
14020 - Tech Capital Projects			
Ace L4 Admin Asst/Specialist	Diamondhead	Lallier, Britney	1.00
Digital Learning Specialist	District-wide	Salmela, Kathryn	1.00
Dir Technology	Diamondhead	Gorton, Rachel	1.00
Tech Spec 1	Diamondhead	Abdiwahab, Mohamed S	1.00
		Meyer, Jessica M	1.00
		Stalock, Andrew R	1.00
		Mohamed, Hanad Y	1.00
Tech Spec 2	Diamondhead	Lund, Elliott J	1.00
		Rethlake-homolka, Pam	1.00
		Thomas, John S	1.00
		Webster, James A	1.00
Tech Spec 3	Diamondhead	Kopp, Elizabeth A	1.00
		Lund, Tim J	1.00
Tech Spec 4	Diamondhead	Weiler, Bob M	1.00
		Wolke, Drew D	1.00
15010 - Prog Development			
Ace L4 Admin Asst/Specialist	Diamondhead	De Leon, Angel M	0.50
15020 - Curriculum			
Dir Curriculum & Instruction	Diamondhead	Oftedahl, Imina P	0.75
Sisa Coordinator	Diamondhead	Lucius, Rachel H	1.00
16010 - Board of Education			
School Board	District-wide	Conner, Antoinette	1.00
		Said, Suad A	1.00
		Werb, Anna J	1.00
School Board - Chair	District-wide	Miller, Eric Charles	1.00
School Board - Clerk	District-wide	Hume, Michael S	1.00
School Board - Treasurer	District-wide	Alt, Abigail	1.00
School Board - Vice Chair	District-wide	Chester, Lesley A	1.00
16020 - Superintendent			
Exec Admin Assistant	Diamondhead	Kenney, Jami M	1.00
Superintendent	Diamondhead	Battle, Theresa F	1.00
16030 - Assist Superintendent			
Ace L4 Admin Asst/Specialist	Diamondhead	Kacmarynski, Kristine	0.50

	Location Description	Full Name	FTE
Asst Superintendent	Diamondhead	Gersich, Brian M	1.00
16040 - Human Resources			
Dir Human Resources	Diamondhead	Sovine, Stacey	1.00
Hr Benefits Specialist	Diamondhead	Kalash, Kelly J	1.00
Hr Coord	Diamondhead	Busker, Hailey M	1.00
Hr Employment Specialist	Diamondhead	Olson, Ariel R	1.00
Hr Labor Relations Mgr	Diamondhead	Demuth, Joy S	1.00
16050 - Business Services			
Ace L4 Admin Asst/Specialist	Diamondhead	Kacmarynski, Kristine	0.50
Dir Business	Diamondhead	Rider, Lisa K	1.00
16051 - Accounting & Finance			
Ace L4 Admin Asst/Specialist	Diamondhead	Kaisershot, Stacy L	1.00
		Wilson, Michele L	1.00
		Zellmer, Julie A	1.00
Compliance Coordinator	Diamondhead	Leake, Jarrod S	1.00
Dir Finance	Diamondhead	Dehne, Tyler	1.00
Fiscal Services Coordinator	Diamondhead	Ditter, Natalie L	1.00
Pyrl Supervisor	Diamondhead	Robasse, Christine M	1.00
16060 - Marketing Communications			
Communications Coordinator	Diamondhead	Steichen, Matthew J	1.00
Communications Specialist	Diamondhead	Lake, Lisa L	1.00
Dir Communications	Diamondhead	Tinklenberg, Aaron D	1.00
16070 - Student Registration			
Ace L3 Secretary	Diamondhead	Hardt, Annette	1.00
		Kaiser, Tanya J	1.00
Ace L4 Admin Asst/Specialist	Diamondhead	Petroskey, Kellie A	1.00
Student Systems Coordinator	Diamondhead	OPEN	1.00
17010 - VOLUNTARY PRE-SCHOOL			
CE Coordinator 2	Diamondhead	Cherne, Lori M	1.00
		Milinovich, Tracy	1.00
	Edward Neill Elementary	Hirani, Misbah M	1.00
	Gideon Pond Elementary	Schiffman, Suzanne	1.00
		Smith-Lossiah, Sharon Kay	1.00
	Harriet Bishop Elementary	Derusha, Jessalynn	0.50
		Fandrich, Kari M	1.00
	Hidden Valley Elementary	Rivers, Jessica L	1.00
		Tusa, Angela M	1.00
	Rahn Elementary	Pettengill, Taylor M	1.00
		Watson, Melissa A	1.00
	Sky Oaks Elementary	Dedomines, Jennifer L	1.00
		Santos, Miya D	1.00
	Vista View Elementary	Rottjakob, Ronda K	1.00
	Wm Byrne Elementary	Hanson, Virginia A	1.00
CE Program Associate	Community Ed	Abraha, Wubet A	0.75

	Location Description	Full Name	FTE		
CE Program Associate	Community Ed	Amos, Susan K	1.00		
		Monnens, Selena	0.88		
		Sampers, Karen M	0.75		
	Gideon Pond Elementary	Yusuf, Ubah	0.88		
		Harriet Bishop Elementary	Sexton, Tracy M	0.45	
		Hidden Valley Elementary	Rush, Diane	1.00	
		Rahn Elementary	Burkart, Paula J	0.88	
		Sky Oaks Elementary	Davis, Isaiah	1.00	
		CE Program Supervisor	Community Ed	Coulter, Elizabeth E	1.00
			Harriet Bishop Elementary	Sanborn, Nicholas	0.19
Early Learning Coordinator	Community Ed	Sampers, Cynthia	0.30		
Sped Supervisor	Diamondhead	Cherry, Carolyn J	0.15		
17011 - Elem Bldg Administrators					
Principal	Edward Neill Elementary	Bomsta, Lyle J	1.00		
	Gideon Pond Elementary	Buchanan, Isis L	1.00		
	Harriet Bishop Elementary	Essay, Kenneth P	1.00		
	Hidden Valley Elementary	Black, Kristine C	1.00		
	Rahn Elementary	Robb, Brad E	1.00		
	Sky Oaks Elementary	Brandner, Renee	1.00		
	Virtual Academy - Elementary	Pohl, Angie J	0.25		
	Vista View Elementary	Pohl, Angie J	0.75		
	Wm Byrne Elementary	Bonneville, Jon G	1.00		
17012 - Elem Bldg Clerical					
Ace L3 Secretary	Hidden Valley Elementary	Najera Vazquez, Martha E	1.00		
Ace L4 Admin Asst/Specialist	Edward Neill Elementary	Stickle, Carolyn E	1.00		
	Gideon Pond Elementary	Olsen-Dickhausen, Sarah J	1.00		
	Harriet Bishop Elementary	Hinman, Jennifer J	1.00		
	Hidden Valley Elementary	Hreha, Kyle J	1.00		
	Rahn Elementary	Crosbie, Cindy	1.00		
	Sky Oaks Elementary	Halvorson Peralta, Nancy E	1.00		
	Vista View Elementary	Berra, Angie Marie	1.00		
	Wm Byrne Elementary	Mcclellan, Melissa E	1.00		
17013 - Elem Bldg Ed Assistants					
EA L2 Support	Edward Neill Elementary	OPEN	0.41		
		Polding, Molly A	0.47		
		Rosenberger, Rose M	0.88		
	Gideon Pond Elementary	Abdi, Rahima A	0.50		
		Butorac, Melanie A	0.25		
		Kump, Jolene	1.00		
	Harriet Bishop Elementary	Becker, Sarah J	0.19		
		Liyanage, Melanie	0.69		
		Mcconnell, Diane	0.50		
		Siddorn, Angela G	0.63		
	Hidden Valley Elementary	Nelson, Jeremy Tk	0.25		
		OPEN	0.63		
		Somerville, Raha A	0.38		
	Rahn Elementary	Christman, Amber S	0.31		

	Location Description	Full Name	FTE
EA L2 Support	Rahn Elementary	Mosley, Julie G	1.00
		Sky Oaks Elementary	Berge, Kristy K
		Haroon, Hajir S	0.63
		Jama, Safiyo N	0.31
		Solomon, Cassidy E	0.19
		Yusuf, Kali M	1.00
	Vista View Elementary	Cermak, Barbara L	0.25
		Gilbertson, Sherry A	0.69
		Schonewill, Jamie	0.69
	Wm Byrne Elementary	Ahmed, Sahra G	0.31
		Cull, Margaret R	0.91
		Duran, Lindsey M	0.38
OPEN		0.09	
Vervais, Elizabeth		0.31	
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17021 - Sec Bldg Administrators			
POSA	Nicollet MS	Bellmont, Chris	1.00
Principal	Burnsville HS	Helke, David M	1.00
	Eagle Ridge MS	Selim, Mohamed A	1.00
	Virtual Academy Secondary	Ronn, Kelly J	0.25
Principal Asst	Burnsville HS	Becquer, Frances	1.00
		Braspenick, Cherie	1.00
		Lepper, Jay C	1.00
		Noble, Sarah J	1.00
		Eagle Ridge MS	Heim, Bill V
	Nicollet MS	Blaylark, Eddie D	1.00
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17022 - Sec Bldg Clerical			
Ace L3 Secretary	Burnsville HS	Cecka, Nanette	1.00
		Funk, Ann E	1.00
		Moberg, Carlene	1.00
		Plomski, Marci	1.00
		Scherer, Deb M	1.00
		Thornton, Jenifer A	1.00
	Eagle Ridge MS	Evans-Vorhies, Maryann C	1.00
		Felton, Michelle M.	1.00
	Nicollet MS	Olson, Diane B	1.00
		Paul, Tara	1.00
Ace L4 Admin Asst/Specialist	Burnsville HS	Cenci, Barbara	1.00
		Katzmarek, Abigail S	1.00
	Eagle Ridge MS	Scalzo, Kristin	1.00
Registrar	Nicollet MS	O'Hara Stuart, Erin	1.00
	Burnsville HS	Westerlund, Danette R	1.00
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17027 - DEC Clerical			
Ace L2 Clerk	Diamondhead	Lau, Guek Yong	1.00
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19010 - OP Custodial			
Custodian - Level 1	Burnsville HS	Jacobson, Michael J	1.00
		Jimenez, David M	1.00

	Location Description	Full Name	FTE
Custodian - Level 1	Burnsville HS	Linder, Anthony J	1.00
		Martinez, Annette	1.00
		Mcdonald, David	1.00
		Molina, Luis A	1.00
		OPEN	1.00
		Orellana, Laura I	1.00
		Schwanke, Craig A	1.00
		Toeller, John F.	1.00
		Wick, Darryl	1.00
		Diamondhead	Abbott, Mark M
	Alvarado Robles, Luis		1.00
	Dotzler, Brenda L		1.00
	Graupmann, David A		1.00
	District-wide	Anderson, Sean M	1.00
		Davila, Guillermo D	1.00
		OPEN	1.00
		Vertein, James	1.00
	Eagle Ridge MS	Wick, Kaleb	1.00
		Arreola, Bertha A	1.00
		Leon, Steven F	1.00
		Ly, Ty V	1.00
	ECSE	Sahli, Teresea	1.00
		James, Marcus C	0.50
	Edward Neill Elementary	Lopez, Joseph D	1.00
		Alvarado, Mary	1.00
	Gideon Pond Elementary	Molina, Angel	0.50
		Fitzgerald, Elizabeth	1.00
	Harriet Bishop Elementary	Ohlhauser, Connor C	0.50
		Robasse, Charles W	1.00
	Hidden Valley Elementary	Spencer, Tandelyn T	1.00
		Alvarado, Ernesto	1.00
	Nicollet MS	Sullivan, Geraldine E	1.00
		Kiehn, Jean M	1.00
		Mathys, Frederic G	1.00
	Rahn Elementary	O'leary, Daniel L	1.00
		Needham, Timothy	1.00
		Ohlhauser, Connor C	0.50
	Sky Oaks Elementary	Kinyon, Terry R	1.00
	Vista View Elementary	Molina, Angel	0.50
		Morales, Manuela	1.00
Wm Byrne Elementary	James, Marcus C	0.50	
	OPEN	1.00	
Custodian - Level 2	Burnsville HS	Alvarado, Angel	1.00
		Gibbons, Patrick M	1.00
		Lundberg-Schmidt, Pamela M	1.00
		Mauser, Benjamin	1.00
		Wendorf, Eric S	1.00
	District-wide	Johnson, Mark E	1.00
		Johnson, Michael A	1.00
		Wollersheim, Christian P	1.00

	Location Description	Full Name	FTE
Custodian - Level 2	Eagle Ridge MS	Johnson, Nicholas A	1.00
	Nicollet MS	Teske, Jeffrey J	1.00
Custodian - Level 3	Burnsville HS	Morgan, Julie C	1.00
		Sahli, Jonathan C	1.00
	Diamondhead	Glende, Mark	1.00
		Thurber, Laurie	1.00
	Eagle Ridge MS	Johnson, Glenn A.	1.00
	ECSE	Dykstra, Bryan G.	1.00
	Edward Neill Elementary	Reimers, James F	1.00
	Gideon Pond Elementary	Gorzycki, Mark	1.00
	Harriet Bishop Elementary	Martinez, Robert V	1.00
	Hidden Valley Elementary	Nelson, Kirk A	1.00
	Metcalf MS	Johnson, Brian J	1.00
	Nicollet MS	Schmidt, Brent G	1.00
	Rahn Elementary	Jensen, Bryan J	1.00
	Sky Oaks Elementary	Kaisershot, Troy M	1.00
	Gomez, Oscar A	1.00	
	Sather, Derek D	1.00	
Dir Operations	Diamondhead	Lake, David	0.40
Ops Supervisor	District-wide	Wolfram, Michael	1.00
		Wurdeman, Scott	1.00
19020 - OP Bldg Main & Grounds			
Custodian - Level 2	District-wide	Anderson, John Charles	1.00
		Chantara, Thomas Khamsing	0.50
Custodian - Level 4	District-wide	Gilbertson, Dale	1.00
		Henderson, Sean M	1.00
19030 - H & S/ADA Compliance			
Ace L4 Admin Asst/Specialist	Diamondhead	Maro, Julie A	1.00
Dir Operations	Diamondhead	Lake, David	0.60
Ops Supervisor	District-wide	Powers, Scott D	1.00
19041 - Facilities Rental			
Facilities Coordinator	Diamondhead	Hinrichsen, Kyle	1.00
19050 - Purchasing/Warehouse			
Custodian - Level 2	District-wide	Chantara, Thomas Khamsing	0.50
Custodian - Level 4	District-wide	Hadac, William	1.00
21100 - Emergency Relief Aid			
1st Grade Tcr	District-wide	Akers, Lauren A	1.00
2nd Grade Tcr	District-wide	Lobben, Angela	1.00
3rd GradeTcr	Virtual Academy - Elementary	Tomala, Crystal M	1.00
4th Grade Tcr	District-wide	Katchmark, Laura E	1.00
5th Grade Tcr	District-wide	VanHorn, Alexander W	1.00
Ace L4 Admin Asst/Specialist	District-wide	OPEN	1.00
Behavior Analyst	District-wide	OPEN	1.00
Cultural Liaison	District-wide	Abdullahi, Sahro	1.00
		Ruiz, Cynthia	1.00

Staffing Detail by Budget Unit as of May 23, 2022

	Location Description	Full Name	FTE
EA Level 3	District-wide	OPEN	2.81
	Gideon Pond Elementary	Barsug, Hudayfi M	0.94
	Harriet Bishop Elementary	Oshiro, Karen M	0.94
	Rahn Elementary	Gutierrez Beltran, Maria L	0.94
	Sky Oaks Elementary	Abtow, Anab A	0.94
	Wm Byrne Elementary	Johnson, Megann M	0.91
Interventionist	District-wide	OPEN	5.00
Math Tcr	Burnsville HS	Brevik, Lori A	1.00
	Eagle Ridge MS	Schmidt-boyles, Dawn	1.00
	Nicollet MS	Notch, Samantha J	1.00
Soc Stu Tcr	Burnsville HS	Amegbleame, Coudjo	1.00
Social Worker	District-wide	OPEN	1.00
Tech Spec 1	Diamondhead	Tarnofsky, John J	1.00
SpEd & Federal Funds Coord	District-wide	OPEN	1.00

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Staff Salary and Benefits by Bargaining Group

General Fund Bargaining Group	Sum of FTE (Full-Time Equivalent)	Sum of Salary	Sum of Benefits	Total Salary + Benefits	% of Total
Clerical	43.00	\$ 2,191,546	\$ 976,699	\$ 3,168,246	3.11%
Confidential	6.00	\$ 440,800	\$ 179,219	\$ 620,019	0.61%
Custodial	72.00	\$ 3,896,529	\$ 1,575,280	\$ 5,471,809	5.37%
District Wide	8.65	\$ 1,123,628	\$ 394,232	\$ 1,517,860	1.49%
Educational Asst	161.56	\$ 5,059,205	\$ 3,184,887	\$ 8,244,092	8.09%
Info Tech Specialists	13.00	\$ 781,455	\$ 322,686	\$ 1,104,141	1.08%
Operations	3.00	\$ 233,640	\$ 75,599	\$ 309,239	0.30%
Principals	18.00	\$ 2,620,750	\$ 890,034	\$ 3,510,784	3.45%
Superintendent	1.00	\$ 195,760	\$ 59,933	\$ 255,693	0.25%
Teachers	602.28	\$ 49,481,315	\$ 21,416,127	\$ 70,897,442	69.58%
Unaffiliated	50.30	\$ 3,648,622	\$ 1,601,296	\$ 5,249,918	5.15%
VPK / CE	25.21	\$ 1,169,990	\$ 378,742	\$ 1,548,732	1.52%
Grand Total	1,004.00	\$ 70,843,239	\$ 31,054,734	\$ 101,897,973	100%

Burnsville-Eagan-Savage District #191 Bargaining Unit Descriptions

Below are definitions of the categories from which all of our Human Resource Assignments within the General Fund are derived. Close to 80% of the total general fund budget is made up of Salary and Benefits, including hourly assignments, from these groups within the General Fund.

Clerical refer to positions that fall under the **Association of Clerical Employees** collective bargaining agreement which are expected to complete clerical tasks as assigned.

"Confidential employee" means an employee who as part of the employee's job duties: (1) is required to access and use labor relations information as that term is defined in section [13.37, subdivision 1](#), paragraph (c) *"Labor relations information" means management positions on economic and noneconomic items that have not been presented during the collective bargaining process or interest arbitration, including information specifically collected or created to prepare the management position.*"; or
 (2) actively participates in the meeting and negotiating on behalf of the public employer.

Custodial refer to positions that fall under the **Service Employees International Union Local 284 - Custodial Employees** which are expected to complete custodial tasks as assigned.

District Wide - Districtwide Administrators Association includes the following positions whose roles vary depending upon their job description (note some of these positions are funded outside of the General Fund yet are included within this category) :

- Director of Curriculum, Instruction, and Student Support Services
- Director of Individualized Student Services
- Director of Operations, Properties, and Transportation
- Director of Community Education (funded by Fund 04)
- Director of Strategic Partnerships and Pathways
- Director of Activities and Athletics
- Director of Food Services (funded by Fund 02)
- Special Education Supervisor(s)
- Adult Basic Education Coordinator (funded by Fund 04)

Educational Asst - refer to positions that fall under the **Burnsville Association of Educational Assistants** collective bargaining agreement which are expected to complete tasks as assigned in the areas of support, health, media and special education.

Info Tech Specialists - refer to positions that fall under the **Information Technology Specialists** collective bargaining agreement which are expected to complete tasks as assigned to either level of Tech Spec 1, 2, 3, or 4.

Operations Supervisors - refer to positions that fall under the **Operations and Maintenance Supervisors** collective bargaining agreement which are expected to complete tasks as assigned for Operations Supervisors.

Principals - refer to positions that fall under the **Burnsville Principals Association** collective bargaining agreement which are expected to complete tasks as assigned for their assigned level of either Associate or Principal at Elementary, Middle or Senior High levels.

School Board - elected officials comprising the **ISD 191 School Board of Directors**.

Superintendent - Individual who leads ISD 191 as per job description and contract with School Board.

Teachers - refer to positions that fall under the **Burnsville Education Association** collective bargaining agreement which are expected to complete tasks as assigned for their position as a licensed teaching personnel as defined in the Public Employment Labor Relations Act (PELRA).

Unaffiliated Employees are positions that do not have a "Community of Interest" with established bargaining units within the district. These positions are At-Will and fall under Terms and Conditions of Employment verses a negotiated agreement.

Revised 3/5/2021

General Fund Budget Comparative Summary

	Actual Results 2020-21	Adopted Budget 2021-22	Revised Budget 2021-22	Adopted Budget 2022-23
Total Beginning Fund Balance	\$ 20,326,027	\$ 21,483,321	\$ 29,521,880	\$ 29,371,898
Revenues	129,973,192	123,498,369	126,417,450	125,658,061
Federal Relief Revenues for current costs	4,673,195	7,187,245	9,468,267	3,400,000
Federal Relief Revenues for new costs				6,270,499
Expenditures	120,777,339	132,480,192	130,875,664	127,469,041
Federal Relief Expenditures for new costs	4,673,195	3,287,245	5,160,035	9,670,499
Variance (Revenues - Expenditures)	9,195,853	(5,081,823)	(149,982)	(1,810,980)
Total Ending Fund Balance	\$ 29,521,880	\$ 16,401,498	\$ 29,371,898	\$ 27,560,918
Breakdown of Fund Balance Categories				
Nonspendable	\$ 382,338	\$ 367,587	\$ 382,338	\$ 382,338
Restricted	9,020,782	5,476,553	8,261,908	8,637,897
Committed	1,849,491	1,784,069	1,538,385	1,168,634
Assigned	5,081,823	-	1,810,980	-
Unassigned	13,187,446	8,773,289	17,378,287	17,372,049
Total Ending Fund Balance	\$ 29,521,880	\$ 16,401,498	\$ 29,371,898	\$ 27,560,918
Unassigned Fund Balance %	10.51%	6.46%	12.77%	12.67%
Unassigned Fund Balance % if no Assigned			14.11%	

ISD 191 Federal Relief Funds Summary

As of May 16, 2022

American Rescue Plan (ARP ESSER III) Finance Code 160

<p>ISD 191 Allocations: \$ 12,913,225.06 Remaining: \$ 12,913,225.06 Spending Timeline: 7/1/2020-9/30/2024</p> <p>FY23:\$6,345,813 FY24:\$6,567,412.06</p>	<p>Spending Parameters: One plan 2 finance codes</p> <ul style="list-style-type: none"> ❖ Help meet a wide range of needs arising from the COVID-19 pandemic, including reopening schools safely, sustaining their safe operation, and addressing students' social emotional, mental health and academic needs resulting from the pandemic ❖ Meaningful Stakeholder Engagement <ul style="list-style-type: none"> ❖ State Education Priorities: Full Service Community Schools, Community Partnerships, Neighborhood Programs, Expand Access to Tutoring, multi-tiered system of supports (MTSS), Student Support Personnel, Expand or Add Vocational or Life Skills programming for students receiving Special Education Services, Expand access to School Readiness, Kindergarten Entry Profile, Grow Your Own Expansion/Teacher Mentoring Program/Educator Career Pathways, Family Engagement Model, Expand Language Access, Expand Rigorous Coursework by demographics and geography, Staffing for smaller class sizes and/or staff for interventions or enrichment, Ethnic Studies and Indigenous Education, Hands-on Learning Opportunities/Field Trips, Out of School Time Learning Opportunities <p>ISD 191 Expenditures:</p> <ul style="list-style-type: none"> ❖ Expand tutoring and mentorship ❖ Sustain voluntary Prekindergarten programming ❖ Translation Cultural Liaisons ❖ Additional teaching staff for specific grades including virtual academy ❖ Credit recovery instructors at BHS ❖ Math interventionists at middle level ❖ Field trips, when and as possible, particularly for those historically underserved ❖ Professional development on Kindergarten readiness and transition ❖ Health needs: physical, mental, social and emotional ❖ Cleaning supplies and operational equipment ❖ Chemical health counseling services ❖ Transportation ❖ Repair and purchase of student devices
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American Rescue Plan (ARP ESSER III) Finance Code 161

<p>ISD 191 Allocations: \$ 3,228,306.26 Remaining: \$ 3,228,306.26 Spending Timeline: 7/1/2020-9/30/2024</p> <p>FY23:\$1,614,153 FY24:\$1,614,153.26</p>	<p>Spending Parameters: One plan 2 finance codes</p> <ul style="list-style-type: none"> ❖ Must reserve at least 20% of funds to address learning loss through the implementation of evidence-based interventions ❖ Summer learning or enrichment, comprehensive after school programs, extended day programs and/or extended year programs <p>ISD 191 Expenditures:</p> <ul style="list-style-type: none"> ❖ Out of school time; After school; Extended Day; and Extend Year <ul style="list-style-type: none"> ➢ Hands on learning opportunities, including field trips ➢ Community Partnerships ➢ Expand Language Access
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Expanded Summer Learning Program Finance Code 163

<p>ISD 191 Allocations: \$ 825,200 sent \$ 206,300</p> <p>Remaining: \$ 89,244 until final MARSS allocation</p> <p>Spending Timeline: 5/19/2021-9/30/2022</p> <p>FY23 = \$1,545,163.40</p>	<p>Spending Parameters:</p> <ul style="list-style-type: none"> ❖ Extended School Year (ESY) services, Community Education offerings and child care services will not qualify to generate these funds. ❖ Can only be spent on Summer Programs with state-approved alternative programs (SAAP) student attendance and membership hours reported in the Fall Minnesota Automated Reporting Student System (MARSS) file. ❖ Additional staff (teachers, support staff, parent liaisons, etc.) ❖ Increased transportation ❖ Longer day or increased number of days <p>ISD 191 Expenditures</p> <ul style="list-style-type: none"> ❖ In person Summer School programming generating seat time ❖ Three week preschool summer programming, else ESSER III 20% ❖ All summer 2022 programming
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Summer Preschool Funding Finance Code 165

<p>ISD 191 Allocations: \$ 76,800</p> <p>Remaining: \$ 76,800</p> <p>Spending Timeline: 5/19/2021-9/30/2022</p> <p>FY23 = \$148,000</p>	<p>Spending Parameters:</p> <ul style="list-style-type: none"> ❖ For children age 4 or 5 on 9/1/2020 who have not yet attended kindergarten. ❖ For every \$ 4,800 allocated in funding, programs must serve at least one child. ❖ Support tuition, teachers and staff, transportation, food service, interpreter or multilingual support costs, mental health consultants and inclusion specialists, materials/consumables, and field trip expenses. ❖ Priority to children: <ul style="list-style-type: none"> ➤ In foster care, under child protection, experiencing homelessness, tribally enrolled or of teenage parents. ➤ At risk for or currently receiving support and services such as Early Childhood Special Education (ECSE) or English Learners. ➤ Children qualify for free or reduced-priced lunch or other public assistance programs that demonstrate a household income of 185 percent or less of the federal poverty guidelines. ❖ Program must offer a minimum of 100 instructional hours between 6/15/21 and the first day of kindergarten programming. ❖ Must submit final report by 10/1/2021 with enrollment details. <p>ISD 191 Expenditures</p> <ul style="list-style-type: none"> ❖ Six week preschool summer 2021 and 2022 programming <ul style="list-style-type: none"> ➤ Teachers and Assistants ➤ Materials and Supplies ➤ Transportation ➤ Transportation ➤ Custodial and Food and Nutrition support
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ESSER III 5% Learning Recovery Applications Finance Code 169

<p>ISD 191 Allocations: \$ 82,661</p> <p>Remaining: \$ 82,661</p> <p>Spending Timeline: FY22:\$47,661 FY23:\$35,000</p>	<p>Spending Parameters:</p> <ul style="list-style-type: none"> ❖ Address learning recovery in response to the impact of lost instructional time by implementing supplemental interventions focused on supporting historically underserved students ❖ Priority will be given to those receiving special education services, those who have missed the most in-person instruction during the 2019-20 and 2020-21 school years, and those who did not consistently participate in remote instruction when offered during school building closures <p>ISD 191 Expenditures</p> <ul style="list-style-type: none"> ❖ Social emotional learning support ❖ Tutoring contracted services
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Pandemic Enrollment Loss Funding Finance Code 171

<p>ISD 191 Allocations: \$ 621,846</p> <p>Remaining: \$ 621,846</p> <p>Spending Timeline: FY22:\$491,376 FY23:\$130,470</p>	<p>Spending Parameters:</p> <ul style="list-style-type: none"> ❖ Revenue to offset the financial impact due to the loss of enrollment from fall of 2020 to fall of 2021 <p>ISD 191 Expenditures</p> <ul style="list-style-type: none"> ❖ To be determined based on needs met by ESSER II funds and lesser Compensatory
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Agenda Item IV.B.5.
June 16, 2022

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

FROM: Lisa Rider, executive director of business services

DATE: June 9, 2022

RE: Approve Contract with Normandale Community College for Post-Secondary Education Options (PCON) services for 2022-2027 school years.

Recommendation: That the Board of Education approve the income contract with the State of Minnesota acting through its Board of Trustees of the Minnesota State, on behalf of Normandale Community College for PCON for the 2022-2027 School Years and authorize the Executive Director of Business Services to execute the agreement.

The five-year agreement will continue to require us to pay invoices directly billed by Normandale Community College at the rate of the MDE PSEO reimbursement rate plus \$15 per credit hour per student.

MDE has communicated their rates FY23 to be \$226.62; therefore, our rates will be increasing from the \$225 we have paid to \$241.62 in FY23. This is a 7.4% increase for FY23 and it will increase each year as it is now attached to the general education formula increases approved by legislation. For future years our rate will be \$15 + [Formula used by MDE is $.88 * (\text{general education formula less } \$425) * 1.2/30$].

I recommend approval of this five year agreement with Normandale Community College.

Attachment: State of Minnesota Normandale Community College
Minnesota State Colleges and Universities Income Contract proposed

F.Y.	Cost Center	Obj. Code	Amount	Vendor #	P.O. #
2023-2027					

STATE OF MINNESOTA

Normandale Community College

MINNESOTA STATE COLLEGES AND UNIVERSITIES

INCOME CONTRACT

This contract is by and between Independent School District 191 (Burnsville Public Schools) (hereinafter "SCHOOL DISTRICT") and the State of Minnesota acting through its Board of Trustees of Minnesota State on behalf of Normandale Community College (hereinafter "COLLEGE").

WHEREAS, the SCHOOL DISTRICT has a need for a specific service; and

WHEREAS, COLLEGE, is empowered to enter into income contracts pursuant to Minnesota Statutes, Chapter 136F;

NOW, THEREFORE, it is agreed to provide Post-Secondary Education Option (PCON):

1. DUTIES OF COLLEGE. The COLLEGE agrees to provide the following:

Enter into this agreement for services to be provided under contract with the SCHOOL DISTRICT.

- a. Communicate eligibility requirements.
- b. Provide courses and other services at the same level as provided to general COLLEGE students.
- c. Provide required textbooks and other required course materials.
- d. Award COLLEGE credit to students upon successful completion of courses.
- e. Provide course grades/transcripts to the SCHOOL DISTRICT at the conclusion of each semester.
- f. Dis-enroll students who have not submitted a completed MDE Postsecondary Enrollment Options Program Notice of Student Registration Form for the current semester prior to the 15th school day (including Saturdays) of the semester.
- g. Create invoices for the SCHOOL DISTRICT for COLLEGE credits enrolled by SCHOOL DISTRICT students enrolled on the 15th school day (including Saturdays) of the semester.

2. DUTIES OF SCHOOL DISTRICT. The SCHOOL DISTRICT agrees to provide the following:

Enter into this agreement for Post-Secondary Enrollment Option (PCON) services to be directly contracted with the COLLEGE.

- a. Assume travel reimbursement costs for eligible low-income students.
- b. Complete and forward to the COLLEGE the current MDE Postsecondary Enrollment Options Program Notice of Student Registration Form for each student participating in this program each semester.
- c. Authorize enrollment/course selection for eligible high school students at the COLLEGE. Eligible students are the same students defined as eligible for the Post-Secondary Enrollment Options program in the following three authorities: (a) Minnesota Statutes 124D.09, (b) Normandale policy, and (c) Minnesota State College and University policy.

In addition:

- a. Communicate application deadlines with students. Students need to apply by July 1 for fall semester and December 1 for spring semester.
- b. Communicate with students that they will be dis-enrolled by the COLLEGE if they have not submitted a completed MDE Postsecondary Enrollment Options Program Notice of Student Registration Form for the current semester prior to the 15th school day (including Saturdays) of the semester.
- c. Students are not eligible to take courses with course fees greater than or equal to \$85.
- d. Students are not eligible to take developmental courses.
- e. Students are not eligible to repeat courses unless the original course grade was an F (Fail) or W (Withdraw).
- f. Communicate with students that if they change schools or school districts, the student will need to notify the COLLEGE and submit a MDE Postsecondary Enrollment Options Program Notice of Student Registration Form from the new school or school district.
- g. Communicate how to arrange educational accommodations. The COLLEGE retains authority to determine whether a request for an educational accommodation is appropriate for classes taken for COLLEGE credit.
- h. Pay the COLLEGE for all registered credits as of midnight the 15th school day (including Saturdays) of each semester. The COLLEGE cannot control/limit the number of credits a student registers for and thus the total amount is the district's responsibility.
- i. The terms of this agreement encompass all schools, buildings and alternate locations within the SCHOOL DISTRICT as documented by MDE (including ALCs, inter-school agreements, cooperatives, etc.). Any school, building, or alternate location that the SCHOOL DISTRICT desires to exclude for an academic year will be identified in a signed amendment to this contract no later than July 15th prior to the start of the academic year.
- j. Pay the COLLEGE for students that were enrolled in the SCHOOL DISTRICT as of the 15th school day (including Saturdays) of the semester. Student transfers between school districts should be resolved by the school districts.
- k. Communicate to students that textbooks are the property of the COLLEGE and must be returned at the end of each semester. Textbooks not returned will result in a hold preventing the student from registering in future terms and the COLLEGE will bill the student for the replacement cost of the books.
- l. Communicate with students that if textbooks are obtained and the student drops or withdraws from a class, the textbooks must be returned to the COLLEGE immediately.
- m. Communicate that optional books and non-consumable materials are not covered by the Postsecondary Enrollment Options Program. If the student receives optional materials, they

must return them to the COLLEGE bookstore immediately or the COLLEGE will bill them for the materials.

3. CONSIDERATION AND TERMS OF PAYMENT.

- a. Consideration for all services performed and goods or materials supplied by the COLLEGE pursuant to this contract shall be paid by the SCHOOL DISTRICT as follows:

The school district will be billed by COLLEGE as follows:

MDE PSEO reimbursement rate plus fifteen dollars (\$15.00) per credit hour per student.

Terms of Payment. Payment shall be made by the SCHOOL DISTRICT as follows

Invoices will be sent to the SCHOOL DISTRICT on:

- October 15th for fall semester enrollment
- March 15th for spring semester enrollment

Payments to the COLLEGE for tuition/fees/textbook charges will be made by the SCHOOL DISTRICT by:

- November 15th for fall semester
- April 15th for spring semester

4. TERM OF CONTRACT. This contract shall be effective on July 1, 2022 **or upon the date that the final required signature is obtained by COLLEGE**, whichever occurs later, and shall remain in effect until June 30, 2027, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.
5. CANCELLATION. This contract may be canceled by the SCHOOL DISTRICT or COLLEGE at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the COLLEGE shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
6. AUTHORIZED REPRESENTATIVES.

- a. The SCHOOL DISTRICT'S Authorized Representative for the purposes of administration of this contract is:

Name: Lisa Rider

Title: Executive Director of Business

Address: 200 W. Burnsville Parkway, Burnsville, MN 55337

Telephone: (952) 707-2050

E-Mail: Lrider@isd191.org

- b. COLLEGE 'S Authorized Representative for the purposes of administration of this contract is:

Name: Crystal Svoboda
Title: Director of K-12 and University Partnerships
Address: 9700 France Avenue South, Bloomington, MN 55431
Telephone: (952) 358-9152
E-Mail: crystal.svoboda@normandale.edu

Each authorized representative shall have final authority for acceptance of services of the other party and shall have responsibility to ensure that all payments due to the other party are paid pursuant to the terms of this contract.

7. ASSIGNMENT. Neither the SCHOOL DISTRICT nor COLLEGE shall assign or transfer any rights or obligations under this contract without the prior written approval of the other party.
8. LIABILITY. The SCHOOL DISTRICT shall indemnify, save, and hold COLLEGE, its agents and employees harmless from any and all claims or causes of action arising from the performance of this contract by the SCHOOL DISTRICT or SCHOOL DISTRICT'S agents or employees. This clause shall not be construed to bar any legal remedies the SCHOOL DISTRICT may have for COLLEGE 'S failure to fulfill its obligations pursuant to this contract.
9. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). The SCHOOL DISTRICT is responsible for complying with the Americans with Disabilities Act, 42 U. S. C. 12101, et. seq. and regulations promulgated pursuant to it. COLLEGE IS NOT responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.
10. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.
11. GOVERNMENT DATA PRACTICES ACT. The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this contract. The SCHOOL DISTRICT and COLLEGE must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by COLLEGE in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the SCHOOL DISTRICT in accordance with this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the SCHOOL DISTRICT or COLLEGE.

In the event the SCHOOL DISTRICT receives a request to release the data referred to in this clause, the SCHOOL DISTRICT must immediately notify COLLEGE. COLLEGE will give the SCHOOL DISTRICT instructions concerning the release of the data to the requesting party before the data is released.

12. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be located only in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. STATE AUDITS. The books, records, documents, and accounting procedures and practices of the SCHOOL DISTRICT relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor.

14. OTHER PROVISIONS. (Attach additional page(s) if necessary): None

The rest of this page intentionally left blank. Signature page to follow.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. MINNESOTA STATE COLLEGES AND UNIVERSITIES

Normandale Community College

By (authorized signature) <small>DocuSigned by:</small> <i>Jill Boldenow</i>
<small>D446AA48B5274F...</small> Title Vice President of Administration
Date 5/3/2022 1:25:18 PM CDT

2. SCHOOL DISTRICT: Independent School District 191

SCHOOL DISTRICT certifies that the appropriate person(s) have executed the contract on behalf of SCHOOL DISTRICT as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title Exec. Dir. Business Services ISD 191
Date

By (authorized signature)
Title
Date

3. AS TO FORM AND EXECUTION:

By (authorized college/university/system office initiating agreement)
Title
Date



Future Ready. Community Strong.

**Agenda IV.B.6.
June 16, 2022**

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

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

Date: June 9, 2022

Re: Approve the coverage for Property, Casualty and Liability Insurance for 2022-2023

RECOMMENDATION: That the Board of Education approves the coverage for property, casualty and liability insurance for the 2022-2023 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 Palomar Excess and Surplus Ins. Co.

	<u>Amount</u>	<u>Insurer</u>
Package Policy	\$259,422	Affiliated FM Ins. Co.
Real, Personal Property & Extra Expense, Inland Marine Property Deductible \$25,000		
General Liability - \$1,000,000	79,373	American Altern. Ins. Co.
Automobile - \$1,000,000	18,804	American Altern. Ins. Co.
Umbrella - \$4,000,000	23,549	American Altern. Ins. Co.
Crime	6,826	National Union Fire Ins. Co.
School Leaders Legal Liability	41,000	American Altern. Ins. Co.
Environmental Impairment	6,759	Admiral Ins.
Flood	1,921	Auto Owners
Cyber Risk	36,120	Palomar Excess and Surplus Ins. Co.
<hr/>		
Total	\$473,774	

The agent of record remains Kraus-Anderson Insurance. The premiums listed above are approximately \$47,889 higher than the 2021-2022 school year. This increase equates to 11.25% increase in premiums as compared to 2021-2022.

I recommend approval of the contracts for property, casualty and liability insurance for the 2022-2023 year.



**Agenda Item IV.B.7.
June 16, 2022**

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

From: Lisa Rider, executive director of business services

Date: June 9, 2022

Re: Establishing dates for filing Affidavits of Candidacy

Recommendation: That the Board of Education adopts the attached formal resolution establishing dates for filing Affidavits of Candidacy.

Filing begins on August 2, 2022, and closes on August 16, 2022. An Affidavit of Candidacy must be filed in the office of the School District Clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 16, 2022.

Attachment: Resolution
Forms

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 191
(BURNSVILLE-EAGAN-SAVAGE)
STATE OF MINNESOTA

HELD: JUNE 16, 2022

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), State of Minnesota, was held in said school district on June 16, 2022, at 6:30 o'clock p.m., for the purpose, in part, of establishing dates for filing affidavits of candidacy for the 2022 school district general election.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Independent School District No. 191, State of Minnesota, as follows:

1. The period for filing Affidavits of Candidacy for the office of school board member of Independent School District No. 191 shall begin on August 2, 2022, and shall close on August 16, 2022. An Affidavit of Candidacy must be filed in the office of the School District Clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 16, 2022.

2. The Clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the School District at least two (2) weeks prior to the first

day to file Affidavits of Candidacy. Publication of said notice prior to the date of adoption of this resolution is hereby ratified and approved in all respects.

3. The Clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the School District at least ten (10) days prior to the first day to file Affidavits of Candidacy.

4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 191
(BURNSVILLE-EAGAN-SAVAGE)
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing Affidavits of Candidacy for the office of School Board member of Independent School District No. 191 shall begin on August 2, 2022, and shall close at 5:00 o'clock p.m. on August 16, 2022.

The general election shall be held on Tuesday, November 8, 2022. At that election, four (4) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the School District Clerk, Independent School District No. 191, 200 W. Burnsville Parkway, Burnsville, MN 55337. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the School District from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or general election.

The Affidavits of Candidacy must be filed in the office of the School District Clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 16, 2022.

Dated: _____, 2022

BY ORDER OF THE SCHOOL BOARD

/s/ _____

School District Clerk
Independent School District No. 191
(Burnsville-Eagan-Savage)
State of Minnesota

The motion for the adoption of the foregoing resolution was duly seconded by _____ . On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191 (Burnsville-Eagan-Savage), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the School board of said school district duly called and held on the date therein indicated, so far as such minutes relate to establishing dates for filing affidavits of candidacy, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this ____ day of _____, 2022.

School District Clerk



Office of the Minnesota Secretary of State
AFFIDAVIT OF CANDIDACY

Filing #	_____
Cash/Check #	_____
Amount \$	_____

Instructions

All information on this form is available to the public. Information provided will be published on the [Secretary of State's website](#). If filing for partisan office and not a major party candidate, you must file both an affidavit of candidacy and a nominating petition. (Minn. Stat. 204B.03)

Candidate Information

Name and Office

Candidate Name (as it will appear on the ballot) _____

Office Sought _____ District # _____

For Partisan Office, Provide Political Party or Principle _____

For Judicial Office, Provide Name of Incumbent _____

Residence Address

Do not complete if residence address is to be private and checkbox below is marked. All address and contact information is optional for federal, judicial, county attorney, and county sheriff office candidates.

Street Address _____

City _____ State _____ Zip Code _____

My residence address is to be classified as private data. I certify a police report has been submitted or I have an order for protection for my (or my family's) safety, or my address is otherwise private by Minnesota law. I have attached a separate form listing my residence address.

Campaign Address and Contact

Candidate Phone Number (Required) _____

Campaign Contact Address (Required for those who have checked the box above):

Street Address _____

City _____ State _____ Zip Code _____

Website _____ Email _____

Affirmation

For all offices, I swear (or affirm) that this is my true name or the name by which I am generally known in the community.

If filing for a state or local office, I also swear (or affirm) that:

- I am eligible to vote in Minnesota;
- I have not filed for the same or any other office at the upcoming primary or general election (except as provided in M.S. 204B.06, subd. 1 (2));
- I am, or will be on assuming office, 21 years of age or more;
- I will have maintained residence in this district for at least 30 days before the general election; and
- If a major political party candidate, I either participated in the party's most recent precinct caucuses or intend to vote for a majority of that party's candidates at the next general election.

If filing for one of the following offices, I also swear (or affirm) that I meet the requirements listed below:

- **United States Senator** – I will be an inhabitant of this state when elected and I will be at least 30 years old and a citizen of the United States for not less than nine years on the next January 3rd, or if filled at special election, within 21 days after the election.
- **United States Representative** – I will be an inhabitant of this state when elected and I will be at least 25 years old and a citizen of the United States for not less than seven years on the next January 3rd, or if filled at special election, within 21 days after the election.
- **Governor or Lieutenant Governor** – I will be at least 25 years old on the first Monday of the next January and a resident of Minnesota for not less than one year on election day. I am filing jointly with _____
- **Supreme Court Justice, Court of Appeals Judge, District Court Judge, or County Attorney** – I am learned in the law and licensed to practice law in Minnesota. My Minnesota attorney license number is _____ and a copy of my license is attached.
- **State Senator or State Representative** – I will be a resident of Minnesota not less than one year and of this district for six months on the day of the general or special election.
- **County Sheriff** – I am a licensed peace officer in Minnesota. My Board of Peace Officer Standards and Training license number is _____ and a copy of my license is attached.
- **School Board Member** – I have not been convicted of an offense for which registration is required under Minn. Stat. 243.166.
- **County, Municipal, School District, or Special District Office** – I meet any other qualifications for that office prescribed by law.

Candidate Signature _____ Date _____

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary public or other officer empowered to take and certify acknowledgement (Notary stamp)

Office of the Minnesota Secretary of State

ADDRESS OF RESIDENCE FORM

Instructions

This form is to be attached to the Affidavit of Candidacy when a candidate has checked the Private Data box.

The address of residence is classified as private data at the request of the candidate. The address of residence is used by the filing officer who received the affidavit of candidacy, upon written request of a registered voter, to determine whether the address of residence listed by the candidate is actually located in the area represented by the office sought, pursuant to Minnesota Statutes, section 204B.06, subd. 1b (b). While the candidate is not required to provide the address of residence, failure to provide the address of residence will result in an incomplete affidavit of candidacy and the rejection of the affidavit of candidacy, which will result in the omission of the candidate's name from any ballot in the election for which the candidate attempts to file the affidavit of candidacy and pay the filing fee. This information will be available to the filing officer to whom the written request is delivered, to employees of that filing officer and to other elections officials with whom that filing officer consults in order to obtain information necessary to make the determination whether the address of residence listed by the candidate is actually located in the area represented by the office sought.

Candidate and Address of Residence

Candidate Name []
Office Sought []
Street Address []
City [] MN ZIP Code []

Statement

Pursuant to Minnesota Statutes 204B.06, subd. 1b (c), I have requested that my address of residence be classified as private data. I certify that a police report has been submitted, or I have an order for protection regarding my safety or my family's safety, or my address is otherwise private by Minnesota law.

Signature of candidate [] Date []



**Agenda Item IV.B.8.
June 16, 2022**

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

From: Lisa Rider, executive director of business services

Date: June 9, 2022

Re: Adopt a Resolution Relating to Election of School Board Members and Calling the School District Election

Recommendation: That the Board of Education adopts the resolution relating to Election of School Board members and Calling the School District Election.

The School District will hold its general election for the purpose of electing four (4) school board members for terms of four (4) years each. The general election will be held in conjunction with the State General Election on Tuesday, November 8, 2022.

Attachments:
Resolution Calling School Board Election

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 191
(BURNSVILLE-EAGAN-SAVAGE)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), State of Minnesota, was held in said School District on June 16, 2022, at 6:30 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD
MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL
ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 191, State of Minnesota, as follows:

1. It is necessary for the School District to hold its general election for the purpose of electing four (4) school board members for terms of four (4) years each.
2. The general election is hereby called and directed to be held in conjunction with the State General Election on Tuesday, November 8, 2022.
3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the School District and which have been established by the cities or towns located in whole or in part within the School District. The voting hours at those polling places shall be the same as those for the State General Election.
4. The Clerk is hereby authorized and directed to cause written notice of said general election to be provided to the County Auditor of each county in which the School District is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall specify the date of said election and the office or offices to be voted on at said general election. Any notice given prior to the adoption of this resolution is ratified and confirmed in all respects.

5. The Clerk is hereby authorized and directed to cause notice of said general election to be posted for public inspection at the administrative offices of the School District at least ten (10) days before the date of said election.

6. The Clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the School District at least four (4) days before the date of said election and to cause two sample ballots to be posted in polling places located within the School District on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

7. The Clerk is hereby authorized and directed to cause notice of said election to be published in the official newspaper of the School District, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election. The notice of election so posted and published shall state the offices to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

8. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this general election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.

9. The Clerk is further authorized and directed to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system:

[Form of Ballot on the Following Page]

General Election Ballot

Independent School District No. 191 (Burnsville-Eagan-Savage)

November 8, 2022

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this: ●.

School Board Member

Vote for Up to Four

Name

Name

Name

Name

Name

Name

Name

Name

write-in, if any

write-in, if any

write-in, if any

write-in, if any

SAMPLE

10. Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

11. The name of each candidate for office at each election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

12. If the School District will be contracting to print the ballots for this election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

13. The individuals designated as judges for the State General Election shall act as election judges for this general election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the School Board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

14. The School District Clerk shall make all Campaign Financial Reports required to be filed with the School District under Minnesota Statutes, Section 211A.02 available on the School District's website. The Clerk must post the report on the School District's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The School District must make a report available on the School District's website for four years from the date the report was posted to the website. The Clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

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

thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191 (Burnsville-Eagan-Savage), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of the general election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this _____ day of _____, 2022.

School District Clerk



**Agenda V.A.
June 16, 2022**

To: Board of Education

From: Dr. Theresa Battle, superintendent, and Lisa Rider, executive director of business services

Date: June 9, 2022

Re: Open Facilities Update

Open Facilities ²²⁵ Next Phase

Theresa Battle,
superintendent

Lisa Rider, executive director
of business services

June 16,2022

one91
Burnsville · Eagan · Savage

Purpose and Commitment

226

Purpose

- Maximize use of Open Facilities
 - What are our district needs?
 - What are our opportunities for community partnerships?
- Leverage our resources as efficiently and effectively as possible

ISD 191 is Committed to:

- Students, student learning, and offering the best possible learning environments and opportunities;
- Engaging our community in this process and hearing from many voices;
- An open and transparent communication and decision making process;
- A cost effective use of our facilities and resources;
- Avoiding the creation of inequities or racially and socioeconomically identifiable schools.

Open Facilities Resolution

227

Board of Education(BOE) Open Facilities resolution- approving the next steps of District No. 191's Open Facilities action plan and authorizing the administration to proceed with next steps for possible sale/lease of facilities.

Remaining properties and under consideration

- Sioux Trail
- M.W. Savage
- Possible sale of outlots at DEC- From April 2021 Ehlers estimate sale proceeds of \$1,200,000 and would be available for General fund use
- Cedar School (BAHS and District #917)

- Per Open Facilities Action Plan:
 - **a) Marion W. Savage Elementary (MWS) and Sioux Trail Elementary (ST) will continue to be used as ISD 191 childcare facilities as long as COVID impacts our ability to group and transport ISD 191 students. Once COVID is no longer a consideration, we will actively work to find noncompetitive partners for a lease arrangement of these facilities.**

During FY 2022

- Currently no active interest; however we continue to explore opportunities for leasing of the space with one or more groups, it may require a zoning change with the City of Burnsville

Marion W. Savage Elementary

229

- Per Open Facilities Action Plan:
 - a) **Marion W. Savage Elementary (MWS) and Sioux Trail Elementary (ST) will continue to be used as ISD 191 childcare facilities as long as COVID impacts our ability to group and transport ISD 191 students. Once COVID is no longer a consideration, we will actively work to find noncompetitive partners for a lease arrangement of these facilities.**

During FY 2022

- Currently no active interest externally
- BAHS possible move if additional Cedar space released to District 917
- Establish necessary budget for move and renovation

Next Steps

- Per Open Facilities Action Plan:
 - **d) Up to 4 acres of land at DEC may be sold after special legislation has been adopted as discussed in paragraph 1 above.**
- Implications of 2-4 acres of parking lot sold for redevelopment
 - Profits from sale
 - Given the addition of BEST at DEC there are implications for
 - access by families, students, seniors, and staff
 - parking spaces
 - safety: bus lanes, parent drop off and overall traffic flow
 - our visibility and access by the public.

Sell 2 acre lot



Inputs - Zoning

DEC - 1 to 2 out lots (2 to 4 acres)

Zoned Mixed Use

- Apartments, retail, office and hotels allowable uses
- Partial sale of DEC assumes any concerns and/or parking needs can be met with developer plan or with remaining existing parking or parking in public ramp on Pillsbury Avenue
 - Currently 551-577 stalls
 - Capacity of approximately 100+ stalls in public ramp on Pillsbury Avenue
- Most interest from multi-family developers, but no formal offers at this time
- No debt retirement required



DEC Uses, Square Feet

233

Program	Building Sq.Ft.
ABE	8,011
Admin	14,763
Clinic	1,299
Community Ed	11,811
Early Childhood	18,779
Enrollment	1,759
ECSE	16,929
BEST	5,322
Professional Development	5,379
Senior Center	4,450
Storage, Mechanical & Common space SF	<u>51,498</u>
Total	140,000

Highlighted areas are non educational space

Open Facilities

DEC Parking Flow

DEC Parking Stalls	Non School Day	School Day
Lower East	135	135
Upper East	104	104
Upper Southeast	140	114
South	87	87
Upper West	25	25
Lower West	86	86
Total	577	551

BEST/Diamondhead Parking Changes



Cedar School - 917 Interest

235

Cedar School is currently leased by 917 for 21,629 square feet

- Lease expires June 30, 2024
- Additional 31,658 square feet
- BAHS possible move to MWS
- 917 interested and exploring
- Staffing shortage may play into the equation

Other Options

- 917 toured Sioux Trail

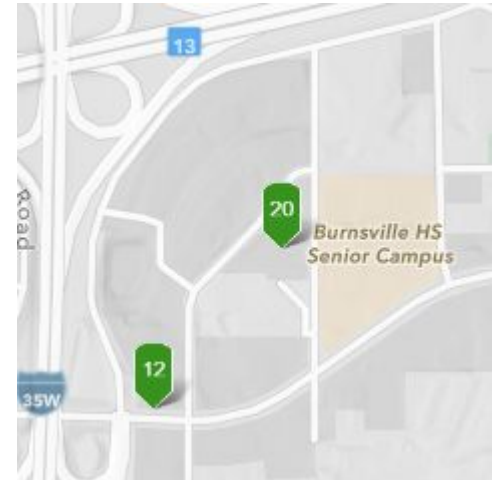
Rental Income

- Debt portion paid after February 2025 or 2026

City of Burnsville

APPROVED

- MWF Properties, LLC has an approved project to be known as Gateway Housing across Pleasant Avenue near Diamondhead for a 135 unit senior affordable apartment building and a 162 unit market rate apartment building (20)
- Cedarwood Burnsville, LLC has an approved application for a Planned Unit Development Amendment to allow a religious institution (12)



PROPOSED

- MWF Properties, LLC has a project proposed to be known as Parkway Housing located one block west of DEC on the south side of Burnsville Parkway. This is planned to be before the Planning Commission 6/27/2022 and before the City Council 7/5/2022 (9)



Next Step from August 2021 BOE presentation

238

- Actively pursue partnerships with community organizations for rental of Marion W Savage, Sioux Trail, Metcalf Middle School as available

Items for continued discussion

239

Storage needs continue to grow at Diamondhead

- Storage needs continue, consider cabinets that may be moved from closed schools
- Equipment and material management of closed buildings is still in process

Draft Long Term Facility Plan is necessary with Open Facilities

- Guiding Change and process is under development: [Draft Guiding Change Open Facilities](#)

Next Steps

- Board discussion and direction to Superintendent
- Based on BOE direction, staff implement Guiding Change Open Facilities Process
- Legislative action regarding exemption
- Follow Metcalf developer process with City of Eagan

Thank You!



**Agenda V.B.
June 16, 2022**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Scott Hume, vice chair

Date: June 9, 2022

Re: Review Revisions to Information for Prospective Members of the Burnsville-Eagan-Savage Board of Education



Information for Prospective Members of the Burnsville-Eagan Savage Board of Education

Thank you for your interest in running for the Board of Education of Burnsville-Eagan-Savage School District 191 (District 191). This document is designed to answer some common questions and ensure prospective candidates understand more about the role.

Additional information from The MN School Board Association:

<https://mnmsba.org/membership/becoming-a-school-board-member/http://www.mnmsba.org/BecomingASchoolBoardMember>

Meetings

The following is a list of the meetings that occur during the year. A Board member's attendance at any meeting or event for which they are assigned is critical and respectful, as resources have gone into the preparing and planning of the meeting. [A Board Planning Document has been created to provide an overview of key board meeting agenda topics and board activities that occur throughout the year.](#) By Minnesota Open Meeting law, all meetings below are open to the public, except for a Closed Meeting.

Regular

The Board meets twice a month on Thursdays every month, except for one meeting in November and December and no meetings in July. These meetings are recorded and broadcast live. Robert's Rules of Order on parliamentary procedures are used as the structural foundation of the meetings, and the meetings are run by the Board Chair. Regular meetings usually last 2-3 hours, but sometimes can run as long as 5-6 hours.

Committees

Every Board member is assigned to one or more primary Board Committee, such as Policy or Negotiations. Those meetings occur monthly, except for Negotiations which has a variable meeting schedule depending on the year. Additionally, each Board member is assigned to one or more outside committees, such as Chamber of Commerce or Foundation 191. These additional meetings generally occur monthly and typically last 1 hour.

Listening Sessions

Board members take turns covering the 30-minute Listening Session that occurs prior to the Regular Board meeting. Two board members attend each session and fulfill this role approximately every six weeks. Board members are expected to listen and observe at these meetings; they should only engage the audience for clarification and acknowledgement (coming and speaking at these can be intimidating

for some people, so it is important that we are receptive and welcoming). The Superintendent (or representative) will also be in attendance to document the event, provide clarification and note takeaway actions, and is then responsible for submitting a high-level summary report in the consent agenda at the next regular Board meeting.

Superintendent

Every Board member meets 1-on-1 monthly with the Superintendent to discuss any issues or learn about upcoming initiatives. Scheduling of these meetings is the responsibility of the Board member and Superintendent.

Workshops

Workshops/work sessions are held immediately following regular Board meetings and are recorded, broadcast live, and posted online for public viewing. Occasionally workshops may be held on a separate day than a Board meeting depending on the expected length of discussion. These meetings generally last 2-4 hours.

Retreats

Retreats are scheduled by the Board Chair independently from regular Board meetings. The typical schedule for retreats is on a quarterly basis, although retreats may also be scheduled more frequently, as needed. The purpose of retreats is board development, planning and/or a specific topic. These meetings generally last 4-8 hours.

Closed Meetings

Per Minnesota statute, closed meetings may be called by the Board Chair for limited and specific purposes: labor negotiations strategy; employee evaluations or discipline; limited attorney-client privilege; student expulsion hearings; discussions of security issues; and land sale and/or acquisitions.

Meeting Materials and Prep

Board members receive meeting materials the week before the scheduled meeting and are expected to read and familiarize themselves with the material prior to the meeting, as well as prepare questions for staff and for general discussion.

Attending Events

Board members are expected to attend official district events such as State of the District, State of the City, One91 Community of Excellence Awards Ceremony and graduations, including for the BEST Transition program, Burnsville Alternative High School, and Burnsville High School. In addition, Board members are encouraged to attend other events at schools such as Read-A-Thons, Honor Society inductions, AVID events, and other celebrations.

Communications from the Public and Social Media

You will receive emails, phone calls and mail in your role as a Board of Education member. These communications will usually be in advocacy of something and/or critical of some decision the Board has taken. These communications are often harsh and will be directed at you even if you were not on the

Board when the issue at hand was decided. Your personal perspective won't matter to the people who are communicating to you. You are now one of seven on the Board of Education and therefore represent the leadership and decision-making that happens in the district. Regardless of who you were and what you did before you were on the Board, as far as the public is concerned, and in keeping with our code of conduct, you are now responsible for past decisions, as well as future ones. Being on the board means you take on this responsibility of leading the district, and it can be difficult at times.

Similarly, there will be social media posts that are critical of the Board, and perhaps even of individual members, and they can be harsh. Often the communications and social media posts are based on incomplete or inaccurate information, and it can be tempting to defend decisions or correct information. It is critical that Board members forward these items to the Superintendent and Board Chair who will work with the Communications Department to address them. For those of us on social media platforms, understand that your Board member "hat" never comes off. We can try, but people will always put it back on for you, or will filter your posts through the Board lens. It may be helpful to create Board-specific accounts (completely open to the public) and a private account (in which there can be no discussion of Board or district matters).

Your personal cell phone/texts and district email become part of the public record and are therefore subject to collection through the Freedom of Information Act as they relate to school district business.

Governance vs. Management

This Board of Education is a governance board, which means it has overall fiscal and fiduciary responsibility for the district. We ask questions, we ask the Superintendent to check into issues we might hear about, we work to ensure the district's money is spent in a responsible way, we set policy, and we make decisions that allow the district to move forward. As our ex officio Board member and sole employee, we work with and through the superintendent, not around, above, or below him/her.

We are not a management board, which means we do not weigh in on personnel decisions, we do not decide what lunches are served, how to stop a bullying problem, or make local decisions on curriculum. We hire a superintendent whose job it is to provide a great staff to oversee the details of running the district. Parents and community members are much more effective when they communicate directly with their building administration to ask for changes, instead of communicating with us in the intention of implementing change. Board members regularly refer parents and community members to speak with the appropriate staff member(s) for further discussion.

While the public should not be bringing their individual concerns to us with the assumption of direct action, it is our job to listen to and understand peoples' concerns and ideas and work with the superintendent to address those concerns and implement great ideas.

Those of us with children in our schools and activities are obligated to rise above individual and/or family-based concerns while at the board table. When you have concerns that you witness as a result of being a parent, share these with the superintendent (and chair if you wish). These topics are 1-on-1 conversations, not Board-level considerations.

We represent the entire District 191 community, including all stakeholders. We must be respectful of the past, present, and future in our decision making. As a Board and as individual members, it is our

responsibility to remember that we are expected to be nonpartisan in our representation and that we put the entire district and the students first in all of our considerations and actions.

Confidentiality

In the course of our work together, this Board is exposed to a variety of private data, including staff, student, and family information, and this data must remain confidential even from our immediate family.

Training and Support

The Director role on the Board of Education is both challenging and rewarding. The excitement and joy of formal celebrations and everyday activities of our students learning is an incomparable feeling.

Formal training is provided from the Minnesota School Board Association (MSBA), and New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA. School board members are expected to complete all four phases of training (MSBA Phases I-IV), ideally within their first two years on the school board (Policy 212).

Experienced District 191 Board members provide onboarding training mentoring and ongoing support and training for new board members during their first year of service on the school board. We are all here because we believe in the District and in the work we do for our students and we work hard to make the best decisions possible as a team.

Board members will receive training on the tools of Culturally Proficient School System framework (CPSS) which ensures learning disparities amongst student groups are eliminated resulting in each student being Future Ready, Community Strong at graduation.

Legislative Platform

The Legislative Platform supports all students and addressing inequity in education on behalf of the students, educators, families and community members of Burnsville-Eagan-Savage School District 191, the District 191 Legislative Committee asks the Minnesota State Legislature and U.S. Congress to take the actions described in this platform in 2022. Click [HERE](#) to view the Legislative Platform.

If you have any questions about this information or have additional questions, please don't hesitate to reach out to any currently serving board members whose contact information can be found [here](#).