



## Regular Meeting Agenda

Diamondhead Education Center  
200 W. Burnsville Pkway  
Burnsville, MN 55337  
August 25, 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 Chair Lesley Chester and Eric Miller

#### I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

#### II. Approval of Agenda

#### III. Information

- A. Report about Summer Projects 3  
**Speaker(s):** Dave Lake, Director of Operations and Transportation
- B. Report about the SMART Goals for the ISD 191 Board of Education for 2022-2023 17  
**Speaker(s):** Lesley Chester, Chair
- C. Report about the Superintendent's Goals for 2022-2023 20  
**Speaker(s):** Dr. Theresa Battle, Superintendent
- D. Committee, Board Appointment and School Assignment Reports 24

#### 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

|   |     |
|---|-----|
| 2. Approve Personnel Recommendations  | 28  |
| 3. Adopt a Resolution to Accept Donations   | 29  |
| 4. Approve Payroll, Receipts, Expenses and Investments  | 31  |
| 5. Accept the Budget Analysis   | 91  |
| 6. Receive a Report about the Listening Session   | 96  |
| 7. Approve, on a Second Reading Basis, Non-Substantive Changes to<br>Policy 204: <i>School Board Meeting Minutes</i>  | 97  |
| 8. Approve, on a Second Reading Basis, Changes to Policies 205: <i>Open<br/>Meetings and Closed Meetings</i> , 208: <i>Development, Adoption, and<br/>Implementation of Policies</i> , 305: <i>Policy Implementation</i> , and<br>533: <i>Wellness</i>  | 102 |
| 9. Approve, on a First Reading Basis, Non-Substantive Changes to<br>Policy 521: <i>Student Disability Nondiscrimination</i>   | 123 |
| B. Unfinished Business  |     |
| 1. Adopt Form of Remedial Action Resolution (Defeasance and<br>Alternative Use of Disposition Proceeds)<br><b>Speaker(s):</b> Sofia Lykke, Kennedy and Graven, Chartered  | 126 |
| C. New Business   | 154 |
| 1. Approve the 2022-23 Athletics and Activities Handbook<br><b>Speaker(s):</b> Guillaume Paek, Director of Athletics  | 156 |
| 2. Approve, on a First Reading Basis, Changes to Policies 427: <i>Workload<br/>Limits for Certain Special Education Teachers</i> , and 615: <i>Testing<br/>Accommodations, Modifications and Exemptions for IEPs, Section 504<br/>Plans and LEP Students</i><br><b>Speaker(s):</b> Amy Piotrowski, Director of Student Support Services | 173 |
| 3. Approve Board Priorities<br><b>Speaker(s):</b> Stacey Sovine, Executive Director of Human Resources  | 182 |
| 4. Approve the Superintendent's Goals for 2022-2023<br><b>Speaker(s):</b> Dr. Theresa Battle, Superintendent  | 184 |
| 5. Approve the SMART Goals for the ISD 191 Board of Education for<br>2022-2023<br><b>Speaker(s):</b> Lesley Chester, Chair  | 191 |
| 6. Approve the 2022-23 Board Planning Document<br><b>Speaker(s):</b> Lesley Chester, Chair  | 194 |
| V. Adjourn  |     |



**Agenda III.A.  
August 25, 2022**

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

**From:** Dave Lake, director of operations and transportation

**Date:** August 18, 2022

**Re:** Report about Summer Projects

Receive a report about Summer Projects from Dave Lake, director of operations and transportation.



## District 191 Summer Projects

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Dave Lake  
Director of Operations and Transportation

August 25, 2022

## Agenda

- Middle School Summer Projects
- Burnsville High School Summer Projects
- Diamondhead Summer Projects
- Elementary School Summer Projects

## Eagle Ridge Middle School

- Bituminous reconstruction at south lot



## Eagle Ridge Middle School

- FACS classroom countertops, sinks and faucets replacement
- Rooftop DX cooling unit replacement



## Nicollet Middle School

- New classroom marker boards
- Mechanical updates to chiller
- Round building exterior brickwork



## Nicollet Middle School

- Relocate paver chessboard from Metcalf to Nicollet



## Burnsville High School

- Replace all carpet in music area
- Chiller mechanical updates



## Diamondhead Education Center

- Exterior sealing and caulking
- Rooftop compressor replacements
- Classroom updates



## Edward Neill Elementary

- Gymnasium and interior repainting
- Casework updates
- Media center hallway carpeting



## Hidden Valley Elementary

- Bituminous reconstruction throughout property
- Exterior stucco updates



## Sky Oaks Elementary

- Main office interior updates
- LED lighting additions
- ADA restroom remodel



## Sky Oaks Elementary

- Cafeteria updates, LED lighting and audio system
- Staff break room remodel



Thank you!



**Agenda III.B.  
August 25, 2022**

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

**From:** Lesley Chester, chair

**Date:** August 18, 2022

**Re:** Report about the SMART Goals for the ISD 191 Board of Education for 2022-2023

Receive a report about the SMART Goals for the ISD 191 Board of Education for 2022-2023 from Lesley Chester, chair.

## **SMART Goals for the ISD 191 School Board 2022 - 2023**

In alignment with the One91 Strategic Road Map and District Values, the ISD191 Board of Education has identified the following three goals:

### **GOAL 1 – Cultural Proficiency**

Before June 2023, all ISD191 Board Members will understand and be able to articulate the district’s work in being a culturally proficient school system (CPSS).

#### **Members of the District 191 Board of Education will:**

- Work to understand how CPSS is reflected in our district and the plan for further implementation.

#### **Measures of progress:**

- Board members will participate in a facilitated retreat to learn more about CPSS, where the district currently fits, and plans for continued implementation.
- Board members will receive information from Cultural Liaisons or other appropriate representatives from the school as part of school reports during the school board meetings.

### **GOAL 2 – Supporting and leveraging new methods and original thinking to improve student outcomes**

All ISD191 Board Members will understand and be able to articulate our Pathways K-12 program and use it to inform setting district priorities.

#### **Members of the District 191 Board of Education will:**

- Have a deeper understanding of how the Pathways K-12 program is reflected in our district, especially within our elementary schools.

#### **Measures of progress:**

- Board members will participate in a dedicated workshop to have a deep dive into the progress of Pathways K-12.
- Board members will receive reflections of Pathways K-12 as part of school reports during the school board meetings.
- Board members will receive dashboard reports which reflect the district’s progress in meeting our Pathways goals.

### **GOAL 3 – Creating space and opportunity for each and every voice to be heard**

As a district, it is the responsibility of the ISD191 Board of Education to be transparent with our community and receive community input to inform decision making.

#### **Members of the District 191 Board of Education will:**

- Seek input from multiple voices (families, staff, community members) that represent the full diversity of our communities, in order to inform decisions.

- Be transparent in its communication with the community.

**Measures of progress:**

- Board members will ensure members of the community have opportunities to provide input regarding district activities (i.e. budgeting, etc.) through community gatherings, surveys, etc.
- Board members will learn how information is getting to our families and staff, identify any gaps, and have staff work to resolve the gaps, leading to improved transparency of communication.
- Board members will understand which voices are represented in survey results, identify voices missing, and learn the plan to reach them.



**Agenda III.C.  
August 25, 2022**

**To:** Board of Education  
**From:** Dr. Theresa Battle, superintendent  
**Date:** August 18, 2022  
**Re:** Report about the Superintendent Goals 2022-2023

Receive a report about the Superintendent Goals for 2022-2023 from Dr. Theresa Battle, superintendent.

## **FY23 Superintendent Evaluation Goals**

The following personal development and district focused goals are provided to the school board as a component of the superintendent evaluation process.

### Professional Development Goal(s)

1. Improve competency in moving toward adaptation in Cultural Competency as described by the Intercultural Development Continuum. The strategy is to link knowledge of my culture and other cultures to increase the skill of “shifting perspectives” and to link my cognitive ability to generate cultural appropriateness in my affect and behavior.

### District Focused Goal(s)

2. By January 2023, ~~develop~~complete action plans for the One91 Roadmap strategic directions, a dashboard for the goal attainment metrics and Profile of a Learner.

3. By September 2022, present a plan with goals and strategies for reducing enrollment loss and retention of students and implement the plan throughout 2022-23 school year

### **Personal Development Goal**

1. Improve competency in moving toward adaptation in Cultural Competency as described by the Intercultural Development Continuum. Linking knowledge of my culture and other cultures to increase skill of “shifting perspectives” and to link my cognitive ability to generate cultural appropriateness in my affect and behavior.

### Evidence of Performance

1. Participate in professional development and community activities to learn about constituents’ cultures through dialogue and planned intercultural experiences.
2. Provide examples of ways I have included multiple perspectives in my planning, decision-making and implementation of plans and review of policies and practices.

## District Focused Goals

2. By January 2023, ~~develop~~complete action plans for the One91 Roadmap strategic directions, a dashboard for the goal attainment metrics, and a Profile of a Learner.

### Evidence of Performance

In pursuit of this goal:

- a. Guiding Change to identify process utilized for development of these plans and artifacts will be developed,
- b. Stakeholder engagement community to develop, review and/or provide input will be embedded,
- c. Action plans for each strategic direction will be ~~developed~~completed and implemented,
- d. Monitoring of and reporting on progress toward meeting Dashboard Metrics will be provided to the school board and constituents, ~~and~~
- e. Reports to members will be based on availability of the data and release of Northstar data by the Minnesota Department of Education, and
- f. A Profile of a Learner will be created.

3. By September 2022, present a plan with goals and strategies for reducing enrollment loss and retention of students, and implement the plan throughout 2022-23 school year.

### Evidence of Performance

- a. Develop an action plan to Reinforce Current & Incoming Families
  - i. Increase outreach to students homeschooling, families with children in transition grades - PreK, K, 6 & 9; inbound content marketing efforts focused on providing useful information to parents of young (birth to PreK) children, working with Community Education/Early Childhood
  - ii. Extended, statewide online advertising for Virtual Academy
  - iii. Plan and support kindergarten enrollment events including Kindergarten Enrollment Mailing, Kindergarten Information Nights at Elementary Schools and host a Spring Districtwide Enrollment Event
  - iv. Conduct enrollment marketing campaigns via social media during late winter (coinciding with enrollment events) and over the summer, targeting families in our geographical areas

- v. Other evidence of success may include increased positive perception of One 91, % of PreK learners enrolling in One91 kindergarten, % of families receiving 1st and 2nd choice for kindergarten and/or % of students remaining enrolled in One91 across transition grades
- b. Increase community and family perceptions of the school district
  - i. Conduct In-person public relations, such as Tea with Dr. T, Realtor engagement
  - ii. Write & publish positive articles about One91 to One91 local news sources and those outside of the local area that may include the Sahan Journal, Pioneer Press, etc.
  - iii. Continue branding campaigns around the district's Pathways mode (e.g. our current "Journeys" campaign), targeting primarily families in our geographic area
- c. Develop an action plan to implement increase Student and Family Satisfaction with their experience in One91
  - i. Strengthen PreK pathways student experiences
  - ii. Utilize the Culturally Proficient School Systems (CPSS) framework across sites and programs to ensure district parents, and students feel heard, valued and respected.
  - iii. Provide consistent engagement opportunities for students, parents and community members to provide feedback on district programs, policies and practices.
  - iv. Continue content marketing campaigns to provide supportive, informative, useful information to current parents
- d. Gather information about why families exit the district during the school year and at transition grades - PreK, K, 6 and 9.



**Agenda III.D.  
August 25, 2022**

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

**From:** Lesley Chester, board chair

**Date:** August 18, 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  
 August 11, 2022

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

Call to Order

Directors Alt, Conner, Hume, Miller, Said, Werb and Chair Chester were present. Superintendent Dr. Battle, administrators, staff and members of the public were also present.

Attendance

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

Welcome and Pledge

Moved by Said, seconded by Miller, to approve the agenda. The motion carried unanimously (7, 0).

Agenda

Conner left the meeting at 6:31 p.m. and returned at 6:32 p.m.

Received a report from Sofia Lykke, Kennedy and Graven, Chartered about the Form of Remedial Action Resolution (Defeasance and Alternative Use of Disposition Proceeds).

Reports

Received a report from Dr. Theresa Battle, superintendent.

Receive a report from Board Member Alt.

Moved by Miller, seconded by Conner, to approve the consent agenda.

-Approve minutes of the June 16, 2022, regular meeting.

-Approve personnel recommendations for Alicia Vonderharr, Anna Milligan, Antanaya Ferguson, Brittney Hoge, Chris Bellmont, Cole Brainard, Emily Ansell, Ibrahim Abdullahi, Jack Bunce, Jennifer Scoville, Jessie Bakeber, Kenadie Pings, Lauren Liberacki, Liza Nicklin, Madeline Kessler, Malorie Binn, Margaret Kubes, Mark Gonnella, Matthew Sticha, Morgan Hazelton, Paul Nesselth, Salma Hussein, Samantha Schwanke, Susan O'Sheaghnessy, William Sommers, Carolyn Potter, David Helke, Frances Becquer, Jay Lepper, Jill Bear, Amanda Exley, Sarah Kersten, Amber Garrison, Katie Kelly, Maria Starkey, Mary Jane Gunderson, Megan Lewandowski, Rachel Heil, Morgan McDowell, Amber Barry, Chris Bellmont, Elizabeth Williams, Emily Baxa, Jada Hoffman, Jennifer Roe, Julia Hood, Linda Sandager, Lindsey Fairchild, Micayla Irmiter, Monica Potter, Patricia Hansmann, Rachel Navarro, Rebecca Bang, Robert Schweim, Tasia Islam, Tessa Nosser, Angelica Carrillo Martinez, Ariel Olson, Julissa Garcia, Kristine Kacmarynski, Kristine Schlander, Mark Hubbard, Naimo Adan, Priscila Wild, Susan Amos, Darla Teal, Dixie True, Ruth Davila, Kaleb Wick, Abigail Katzmarek, Abigail Salm, Aisha Moallin, Amy McCusker, Angela Althoff, Ariel Olson, Emma Gislason, Erik

Consent Agenda  
 Minutes  
 Personnel

Hundevad, Hanaa Hammoud, Hanad Mohamed, Jeffery Winterlin, Jonathan Dent, Julissa Garcia, Katherine Rider, Katherine Rider, Kelly Schmitz, Kristine Kacmarynski, Laurie Young, Marcy Kimball, Ryan Haddorff, Samantha King, Sean Anderson, Sterling Brown, Susan Amos, Jacob Sanchez, Betsy Bond, Catherine Quinn, Lisa Rider, Marcia Erz, Nanette Cecka, and Rhonda Tomoson.

-Adopt a resolution to approve and accept donations as presented  
 -Receive a report about the Listening Session on June 16, 2022.  
 -Approve, on a first reading basis, non-substantive changes to Policy 204: School Board Meeting Minutes.  
 The motion carried unanimously (7, 0).

Donations  
 Listening Session  
 Policy

Moved by Alt, seconded by Werb, to table the RESOLUTION DECLARING THE OFFICIAL INTENT OF THE DISTRICT TO REDEEM OR DEFEASE A PORTION OF CERTAIN OUTSTANDING TAXEXEMPT OBLIGATIONS IN THE EVENT OF DELIBERATE ACTION; AUTHORIZING THE REDEMPTION OR DEFEASANCE OF SUCH OBLIGATIONS; AUTHORIZING THE EXECUTION AND DELIVERY OF ONE OR MORE ESCROW AGREEMENTS; AUTHORIZING ALTERNATIVE USE OF DISPOSITION PROCEEDS; AND APPROVING CERTAIN OTHER ACTIONS WITH RESPECT THERETO.  
 The motion carried unanimously (7, 0).

Form of Remedial  
 Action Resolution  
 (Defeasance and  
 Alternative Use of  
 Disposition  
 Proceeds)

Moved by Hume, seconded by Said, that the Board of Education approves the 2022-23 Student Handbook. The motion carried unanimously (7 0).

2022-23 Student  
 Handbook

Moved by Conner, seconded by Werb, to approve, on a first reading basis, changes to Policies 205: *Open Meetings and Closed Meetings*, 208: *Development, Adoption, and Implementation of Policies*, 305: *Policy Implementation*, and 533: *Wellness*. The motion carried unanimously (7, 0).

Policies

Moved by Alt, seconded by Said, to adjourn to a workshop at 7:31 p.m. The purpose of the workshop was to review the Board Planning Document, the School Board-Superintendent Communication Practices, and School Board Candidate Briefing. The workshop began at 7:43 p.m. and ended at 8:15 p.m. The motion carried unanimously (7, 0).

Adjourn to a  
 workshop

August 25, 2022

Abigail Alt, clerk

Date approved

School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
August 16, 2022

The retreat of the Board of Education was called to order by Chair Chester at 5:00 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

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

Attendance

The purpose of the retreat was board planning and development.

Purpose

The meeting adjourned at 7:30 p.m.

Adjourn

August 25, 2022

Abigail Alt, clerk

Date approved

DRAFT

August 24, 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: August 25, 2022

RE: Recommended Personnel Changes

| CLASSIFICATION | ACTION               | POSITION CONTROL | NAME                | FINAL | LOCATION                           | POSITION                              | EFFECTIVE DATE        |
|----------------|----------------------|------------------|---------------------|-------|------------------------------------|---------------------------------------|-----------------------|
| Certified      | Appointment          |                  | Abigayil Cisek      |       | WM. Byrne Elementary School        | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Alisha Bolfing      |       | Vista View Elementary School       | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Allison Engebretson |       | District-wide                      | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Alyssa Hanson       |       | Hidden Valley Elementary           | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Angela Rimbo        |       | Hidden Valley Elementary           | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Betsy Galles        |       | Burnsville High School             | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Callie Athey        |       | District-wide                      | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Denise Nordeen      |       | Diamondhead Education Center       | Teacher - Speech Language Pathologist | 08/24/2022            |
| Certified      | Appointment          |                  | Dimitri Russell     |       | Burnsville High School             | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Emiley Hoffman      |       | Nicollet Middle School             | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Emily Cherne        |       | Nicollet Middle School             | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Emily Peka          |       | WM. Byrne Elementary School        | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Haley Warren        |       | Vista View Elementary School       | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Heather Guertin     |       | Rahn Elementary School             | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Jason Mode          |       | District-wide                      | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Kaitlyn Shirley     |       | Vista View Elementary School       | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Kaitlynn Krueger    |       | Hidden Valley Elementary           | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Katie Reeson        |       | Rahn Elementary School             | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Kaylin Elfering     |       | Edward Neill Elementary            | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Kelsey Hull         |       | Sky Oaks Elementary School         | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Krista Lesiecki     |       | District-wide                      | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Mark Gonnella       |       | Eagle Ridge Middle School          | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Megan Flom          |       | Sky Oaks Elementary School         | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Megan Glashagel     |       | St. John's                         | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Megan Reissy        |       | Hidden Valley Elementary           | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Rachael Larson      |       | Burnsville High School             | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Samantha Witt       |       | Harriet Bishop Elementary          | Teacher                               | 08/24/2022            |
| Certified      | Appointment          |                  | Timothy Mikkelsen   |       | Eagle Ridge Middle School          | Teacher                               | 08/24/2022            |
| Certified      | Change of Assignment |                  | Emily Peka          |       | WM. Byrne Elementary School        | Teacher                               | 08/29/2022            |
| Certified      | Change of Assignment |                  | Molly Romano        |       | Burnsville Alternative High School | Counselor                             | 08/29/2022            |
| Certified      | Leave of Absence     |                  | Alison Drutowski    |       | Eagle Ridge Middle School          | Teacher                               | 10/15/2022-11/13/2022 |
| Certified      | Resignation          |                  | Alex Buddington     |       | Vista View Elementary School       | Teacher                               | 08/17/2022            |
| Certified      | Resignation          |                  | Caroline Cullison   |       | Hidden Valley Elementary           | Teacher                               | 08/06/2022            |
| Certified      | Resignation          |                  | Jessica Maule       |       | Hidden Valley Elementary           | Teacher                               | 08/15/2022            |
| Certified      | Resignation          |                  | Katherine Kermes    |       | Nicollet Middle School             | Teacher                               | 08/19/2022            |
| Certified      | Resignation          |                  | Lauren Akers        |       | Virtual Academy                    | Teacher                               | 08/10/2022            |
| Classified     | Appointment          |                  | Amanda Carrick      |       | Diamondhead Education Center       | CE Coordinator                        | 08/15/2022            |
| Classified     | Appointment          |                  | Deonta El-Shabazz   |       | Eagle Ridge Middle School          | Dean                                  | 08/29/2022            |
| Classified     | Appointment          |                  | Derek Tano          |       | Burnsville High School             | Speech Team Head Coach                | Winter Season         |
| Classified     | Appointment          |                  | Erin O'Hara Stuart  |       | Nicollet Middle School             | Assistant Musical Director            | Spring Season         |
| Classified     | Appointment          |                  | Krystal Ebel        |       | Burnsville High School             | Clerical                              | 08/15/2022            |
| Classified     | Appointment          |                  | Lisette Alcala      |       | Burnsville High School             | Cultural Liaison                      | 08/29/2022            |
| Classified     | Appointment          |                  | Myra Salinas        |       | Burnsville High School             | Clerical                              | 08/15/2022            |
| Classified     | Appointment          |                  | Shannon Simpson     |       | Burnsville High School             | Food Service Associate                | 08/23/2022            |
| Classified     | Appointment          |                  | Trey Blanchard      |       | Burnsville High School             | Assistant Coach- Football             | Fall Season           |
| Classified     | Resignation          |                  | Hudayfi Barsug      |       | Gideon Pond Elementary             | EA                                    | 08/12/2022            |
| Classified     | Resignation          |                  | Jeremy Nelson       |       | Hidden Valley Elementary           | EA                                    | 08/12/2022            |
| Classified     | Resignation          |                  | Mo Bille            |       | Burnsville High School             | Assistant Coach- Girls Soccer         | 08/19/2022            |
| Classified     | Resignation          |                  | Safiyo Jama         |       | Sky Oaks Elementary School         | EA                                    | 08/15/2022            |
| Classified     | Resignation          |                  | Shannon Haas        |       | Diamondhead Education Center       | CE Program Associate                  | 08/25/2022            |
| Classified     | Retirement           |                  | Donita Luth         |       | District-wide                      | Health Assistant                      | 09/02/2022            |
| Classified     | Retirement           |                  | Scott Wurdeman      |       | District-wide                      | Operations Supervisor                 | 09/30/2022            |



**Agenda V.A.3.  
August 25, 2022**

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

**From:** Tyler Dehne, Director of Accounting

**Date:** August 25, 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 August 25, 2022.

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

| <b>Date</b> | <b>Donor</b>                 | <b>Recipient</b>          | <b>Terms</b>                     | <b>Donation</b>  |
|-------------|------------------------------|---------------------------|----------------------------------|------------------|
| 8/6/2022    | Anonymous                    | Food & Nutrition Services | For Students in need             | \$74.66          |
| 8/11/2022   | Burnsville-Savage Lions Club | Rahn Elementary           | school supplies                  | In Kind Services |
| 8/1/2022    | BHS Swim and Dive Boosters   | Burnsville High School    | Coach stipend<br>Girls Swim 2021 | \$830.00         |

**Total monetary donation received: \$904.66**



**Agenda IV.A.4  
August 25, 2022**

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

**From: Tyler Dehne, director of finance**

**Date: August 11, 2022**

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

**Recommendation:** That the Board approves May payroll checks in the net amount of \$3,936,585.32. May claims to date, wire transfers and adjustments totaling \$7,823,641.86. Also, that the Board accepts May receipts of \$20,555,303.73 and investments for the General Fund, 2015A School Building Bonds, and OPEB of \$71,195,626.88 as of May 31, 2022.

May 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.

TD/mw/nd

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

**Cash Receipts**

|                           |                 |
|---------------------------|-----------------|
| Receipts                  | \$20,555,303.73 |
| Miscellaneous Adjustments |                 |
|                           | _____           |

**TOTAL MAY CASH RECEIVED**\$20,555,303.73**CASH DISBURSEMENTS**

|         |                |
|---------|----------------|
| May     |                |
| Payroll | \$3,936,585.32 |

|            |                                      |                |
|------------|--------------------------------------|----------------|
| A/P        |                                      |                |
| May Claims | Checks 484607-484954                 | \$2,181,757.45 |
|            | Virtual Card 6000000633-6000000646   | \$38,413.88    |
|            | ACH-Vendor&Emp 9000003065-9000003167 | \$30,814.70    |

|                                 |                |
|---------------------------------|----------------|
| May A/P Wires+P-card+Fleet card | \$5,564,550.58 |
| May Bank Fees                   | \$8,105.25     |
|                                 | _____          |

**TOTAL MAY CASH DISBURSED**\$11,760,227.18**TOTAL TO BE APPROVED**\$11,760,227.18

|                                       | <u>Money Market</u> | <u>(Original Cost)</u><br><u>Investments</u> | <u>5/31/2022</u> |
|---------------------------------------|---------------------|--|------------------|
| GENERAL FUND                          | \$19,166,801.67     | \$39,825,005.51                              | \$58,991,807.18  |
| OPEB                                  | \$99,080.38         | \$6,399,334.96                               | \$6,498,415.34   |
| OPEB EQUITY INV THROUGH April 30,2022 | \$45,617.38         | \$5,352,928.05                               | \$5,398,545.43   |
| 2015A SCHOOL BUILDING BONDS           | \$306,858.93        | \$0.00                                       | \$306,858.93     |
|                                       | \$19,618,358.36     | \$51,577,268.52                              | \$71,195,626.88  |

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 5/31/2022

PMA Financial Network  
 2135 CityGate Lane  
 7th Floor  
 Naperville, IL 60563 33  
 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                  |             | 05/31/2022  |            |        | IS Balance   | \$19,166,801.67        | \$19,166,801.67        | \$19,166,801.67        |       |
| LTD                 |             | 05/31/2022  |            |        | LTD Balance  |                        | \$10,057,079.66        | \$10,057,079.66        |       |
| SDA                 | 255377      | 05/31/2022  |            |        | Savings Deposit Account - BELL BANK                        | \$15,271,979.31        | \$15,271,979.31        | \$15,271,979.31        |       |
| SDA                 | 255378      | 05/31/2022  |            |        | Savings Deposit Account - MNTRUST – Full Flex (PenFed XLS) | \$7,004,146.54         | \$7,004,146.54         | \$7,004,146.54         |       |
| 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 |
| <b>Sub Totals →</b> |             |             |            |        |  | <b>\$48,937,478.04</b> | <b>\$59,001,208.19</b> | <b>\$58,991,807.18</b> |       |
| <b>Totals →</b>     |             |             |            |        |  | <b>\$48,937,478.04</b> | <b>\$59,001,208.19</b> | <b>\$58,991,807.18</b> |       |

**Time and Dollar Weighted Average Portfolio Yield:** 0.15%

**Weighted Average Portfolio Maturity:** 224.21 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).

### Portfolio Summary

| Type | Allocation (%) | Allocation (\$) | Description            |
|------|----------------|-----------------|------------------------|
| DTC  | 2.07           | \$1,220,928.68  | Certificate of Deposit |
| SDA  | 37.78          | \$22,276,125.85 | SDA Account            |
| CD   | 2.11           | \$1,246,800.00  | Certificate of Deposit |
| TS   | 8.48           | \$5,000,000.00  | Term Series            |
| IS   | 32.50          | \$19,166,801.67 | IS Account             |
| LTD  | 17.06          | \$10,057,079.66 | LTD 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



# Total Portfolio Report CAR

Report as of 5/31/2022

PMA Financial Network  
 2135 CityGate Lane  
 7th Floor  
 Naperville, IL 60563 35  
 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                  |             | 05/31/2022  |            |        | IS Balance                       | \$102,571.40          | \$102,571.40          | \$102,571.40          |       |
| 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 |
| <b>Sub Totals →</b> |             |             |            |        |                                  | <b>\$6,785,672.21</b> | <b>\$6,525,649.64</b> | <b>\$6,501,906.36</b> |       |
| <b>Totals →</b>     |             |             |            |        |                                  | <b>\$6,785,672.21</b> | <b>\$6,525,649.64</b> | <b>\$6,501,906.36</b> |       |

**Time and Dollar Weighted Average Portfolio Yield:** 0.39%

**Weighted Average Portfolio Maturity:** 478.34 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).

### Portfolio Summary

| Type | Allocation (%) | Allocation (\$) | Description            |
|------|----------------|-----------------|------------------------|
| SEC  | 94.90          | \$6,149,452.45  | Securities             |
| CD   | 3.52           | \$228,200.00    | Certificate of Deposit |
| IS   | 1.58           | \$102,571.40    | 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



**Burnsville ISD 191 OPEB  
Investment Review**

May 1 - May 31, 2022

## CLIENT

Burnsville ISD 191 OPEB

## INCEPTION DATE

11/01/2014

## RELATIONSHIP TEAM

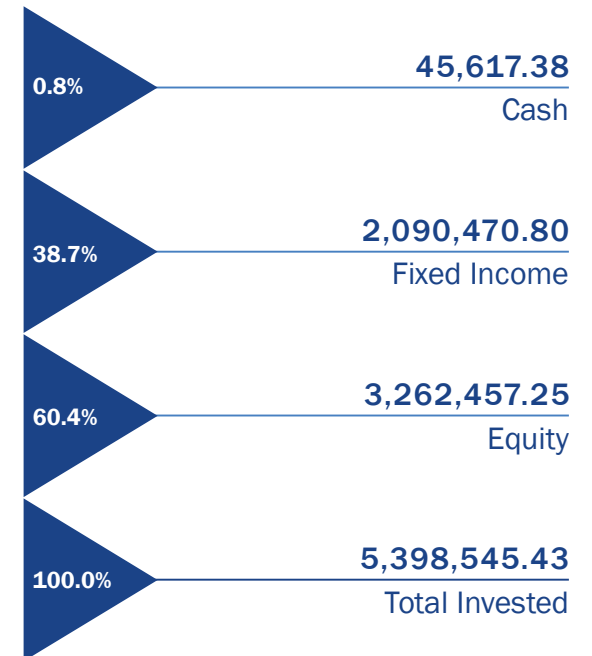
**Kendra Shelland**  
Institutional Portfolio  
Manager  
(612) 509-2579  
kshelland@pmanetwork.  
com

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

## PORTFOLIO OVERVIEW

|                               | Value               |
|-------------------------------|---------------------|
| <b>Beginning Market Value</b> | <b>5,392,031.63</b> |
| Contributions                 | 0.00                |
| Withdrawals                   | 0.00                |
| Net Investment Income         | 1,623.30            |
| Unrealized Gain/Loss          | 4,890.50            |
| Realized Gain/Loss            | 0.00                |
| <b>Ending Market Value</b>    | <b>5,398,545.43</b> |

| Compliance       | Status    |
|------------------|-----------|
| As of 05/31/2022 | Compliant |



## INVESTMENT ALLOCATION

| Sector                       | Amount              | Allocation     | Change            | %              |
|------------------------------|---------------------|----------------|-------------------|----------------|
| <b>Cash</b>                  |                     |                |                   |                |
| <b>TOTAL Cash</b>            | <b>45,617.38</b>    | <b>0.84%</b>   | <b>1,623.30</b>   | <b>3.69%</b>   |
| <b>Fixed Income</b>          |                     |                |                   |                |
| <b>TOTAL Credit</b>          | <b>2,090,470.80</b> | <b>38.72%</b>  | <b>10,102.85</b>  | <b>0.49%</b>   |
| Funds - Corporate            | 2,090,470.80        | 38.72%         | 10,102.85         | 0.49%          |
| <b>TOTAL Fixed Income</b>    | <b>2,090,470.80</b> | <b>38.72%</b>  | <b>10,102.85</b>  | <b>0.49%</b>   |
| <b>Equity</b>                |                     |                |                   |                |
| <b>TOTAL Domestic Equity</b> | <b>3,262,457.25</b> | <b>60.43%</b>  | <b>(5,212.35)</b> | <b>(0.16%)</b> |
| Funds - Large Cap            | 3,262,457.25        | 60.43%         | (5,212.35)        | (0.16%)        |
| <b>TOTAL Equity</b>          | <b>3,262,457.25</b> | <b>60.43%</b>  | <b>(5,212.35)</b> | <b>(0.16%)</b> |
| <b>TOTAL Invested</b>        | <b>5,398,545.43</b> | <b>100.00%</b> | <b>6,513.80</b>   | <b>0.12%</b>   |

## CURRENT PERIOD ALLOCATION



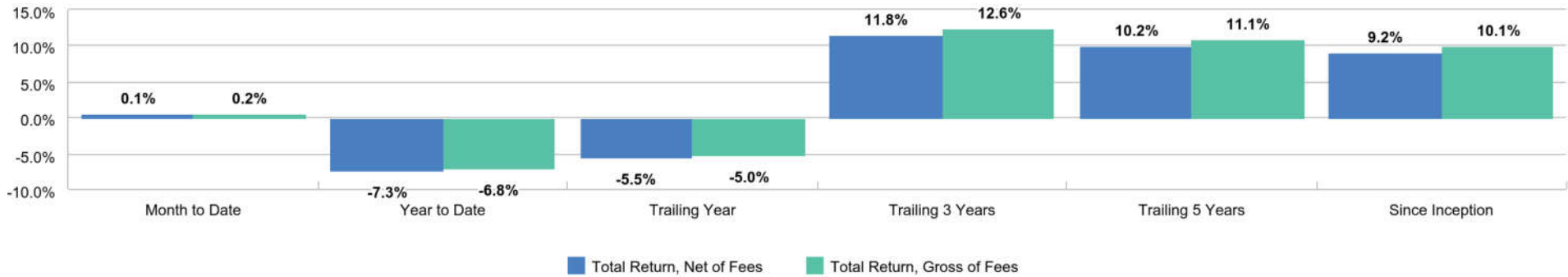
### Asset Class

- Cash - 0.8%
- Fixed Income - 38.7%
- Equity - 60.4%

### Sector

- Cash - 0.8%
- Credit - 38.7%
- Domestic Equity - 60.4%

## 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   | 0.12%         | (7.26%)      | (5.46%)       | 11.78%           | 10.18%           | 9.18%           |
| Total Return, Gross of Fees | 0.16%         | (6.84%)      | (4.99%)       | 12.58%           | 11.05%           | 10.09%          |

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                   | 45,617.38           | 0.88%          | 0.05%              | 0.00%        |
| Fixed Income           | 2,090,470.80        | 39.06%         | 0.67%              | 0.26%        |
| Equity                 | 3,262,457.25        | 60.06%         | (0.16%)            | (0.10%)      |
| <b>Portfolio Total</b> | <b>5,398,545.43</b> | <b>100.00%</b> | <b>0.16%</b>       | <b>0.16%</b> |



# Transaction and Interest Summary

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May 1 - May 31, 2022

| Trade Date                        | Settle Date | Quantity          | Security                                | Ticker | Identifier | Unit Price | Amount            | Gain / Loss |
|-----------------------------------|-------------|-------------------|---|--------|------------|------------|-------------------|-------------|
| <b>Cash</b>                       |             |                   |   |        |            |            |                   |             |
| <i>Management Fee</i>             |             |                   |   |        |            |            |                   |             |
| 05/17/2022                        | 05/17/2022  | (2,246.68)        | US DOLLAR                               | USD    | CCYUSD     | —          | (2,246.68)        | 0.00        |
| —                                 | —           | <b>(2,246.68)</b> | <b>Total Management Fee</b>             | —      | —          | —          | <b>(2,246.68)</b> | <b>0.00</b> |
| <i>Money Market Fund Interest</i> |             |                   |   |        |            |            |                   |             |
| 05/31/2022                        | 05/31/2022  | 0.00              | GOLDMAN:FS GOVT INST                    | FGTXX  | 38141W273  | —          | 24.73             | —           |
| —                                 | —           | <b>0.00</b>       | <b>Total Money Market Fund Interest</b> | —      | —          | —          | <b>24.73</b>      | <b>—</b>    |
| <b>Funds - Corporate</b>          |             |                   |   |        |            |            |                   |             |
| <i>Equity Dividend</i>            |             |                   |   |        |            |            |                   |             |
| 05/02/2022                        | 05/05/2022  | 0.00              | VANGUARD TOT BD ETF                     | BND    | 921937835  | —          | 3,845.25          | —           |
| —                                 | —           | <b>0.00</b>       | <b>Total Equity Dividend</b>            | —      | —          | —          | <b>3,845.25</b>   | <b>—</b>    |

| Ticker                   | Identifier | Current Units    | Description          | Rating     | Coupon Rate  | Effective Maturity | Final Maturity | Original Cost       | Market Price | Market Value + Accrued | Interest / Dividend Income | Dividend Yield | Yield        | Book Yield   |
|--------------------------|------------|------------------|----------------------|------------|--------------|--------------------|----------------|---------------------|--------------|------------------------|----------------------------|----------------|--------------|--------------|
| <b>Cash</b>              |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| <i>Cash</i>              |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| FGTXX                    | 38141W273  | 45,592.65        | GOLDMAN:FS GOVT INST | AAA        | 0.68%        | 05/31/2022         | 05/31/2022     | 45,592.65           | 1.0000       | 45,592.65              | 43.84                      | —              | 0.67%        | 0.67%        |
| USD                      | CCYUSD     | 24.73            | Receivable           | AAA        | 0.00%        | 05/31/2022         | 05/31/2022     | 24.73               | 1.0000       | 24.73                  | 0.00                       | —              | 0.00%        | 0.00%        |
| —                        | —          | <b>45,617.38</b> | —                    | <b>AAA</b> | <b>0.68%</b> | —                  | —              | <b>45,617.38</b>    | —            | <b>45,617.38</b>       | <b>43.84</b>               | —              | <b>0.67%</b> | <b>0.67%</b> |
| <b>Fixed Income</b>      |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| <i>Credit</i>            |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| <i>Funds - Corporate</i> |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| BND                      | 921937835  | 27,305.00        | VANGUARD TOT BD ETF  | —          | —            | —                  | —              | 2,324,556.44        | 76.5600      | 2,090,470.80           | 38,049.32                  | 2.36%          | —            | —            |
| —                        | —          | <b>27,305.00</b> | —                    | <b>NA</b>  | —            | —                  | —              | <b>2,324,556.44</b> | —            | <b>2,090,470.80</b>    | <b>38,049.32</b>           | <b>2.36%</b>   | —            | —            |
| <b>Equity</b>            |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| <i>Domestic Equity</i>   |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| <i>Funds - Large Cap</i> |            |                  |                      |            |              |                    |                |                     |              |                        |                            |                |              |              |
| VTI                      | 922908769  | 15,795.00        | VANGUARD TSM IDX ETF | —          | —            | —                  | —              | 1,857,820.61        | 206.5500     | 3,262,457.25           | 37,571.80                  | 1.44%          | —            | —            |
| —                        | —          | <b>15,795.00</b> | —                    | —          | —            | —                  | —              | <b>1,857,820.61</b> | —            | <b>3,262,457.25</b>    | <b>37,571.80</b>           | <b>1.44%</b>   | —            | —            |
| <b>Total Invested</b>    |            | <b>88,717.38</b> | —                    | <b>AAA</b> | <b>0.68%</b> | —                  | —              | <b>4,227,994.43</b> | —            | <b>5,398,545.43</b>    | <b>75,664.96</b>           | <b>1.80%</b>   | <b>0.67%</b> | <b>0.67%</b> |

**Prudent Man Advisors, LLC doing business as PMA Asset Management, LLC ("PMA") is an investment adviser registered with the U.S. Securities and Exchange Commission.**

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

All expressions of opinion and predictions in this report are subject to change without notice. This report is not intended to be nor should it be relied upon in any way as a forecast or guarantee of future events regarding a particular investment or the markets in general. Certain security characteristics may include assumptions including, but not limited to, expected levels of volatility, prepayment rates, default rates and recovery rates. Future market experience may differ from these assumptions.

**Past performance is not a guarantee of future results. As with all strategies, there is a risk of loss of all or portion of the amount invested.**

#### **Custodian Bank**

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.

#### **Legal or Tax Information**

PMA and its employees do not offer tax or legal advice. You should consult with your tax and/or legal advisors before making any tax or legal related investment decisions. Cost data and realized gains/losses are provided for your informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your transactions. PMA does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported.

#### **Account Assets, Cost, Valuation and Performance**

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.

#### **Ratings**

Information provided for ratings is based upon a good faith inquiry of selected sources, but their accuracy and completeness cannot be guaranteed. Standard & Poor's and Moody's ratings may represent the long-term rating of the issue or issuer as available.

#### **Risk**

The securities in this Account are not guaranteed or otherwise protected by PMA, the FDIC (except for certain bank products) or by any government agency. Investment in securities involves risks, including the possible loss of the amount invested. In addition, past performance is no indication of future performance and the price or value of investments may fluctuate. Asset allocation does not assure or guarantee better performance and cannot eliminate the risk of investment losses.

#### **Account Control**

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

#### **Notification of Changes**

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

#### **ADV Firm Brochure**

PMA provides its Clients with a written disclosure statement of its background and business experience. If you would like to receive another copy of the Firm Brochure, please contact PMA at the contact information below.

#### **Affiliated Entities**

PMA provides investment advisory services to a broad range of clients through PMA Asset Management, LLC. PMA Securities, LLC is a broker-dealer and municipal advisor registered with the SEC and MSRB, and is a member of FINRA and SIPC. Public finance services and institutional brokerage services are offered through PMA Securities, LLC. All other products and services are provided by PMA Financial Network, LLC. PMA, PMA Securities, LLC and PMA Financial Network, LLC are under common ownership.

#### **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  
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# Total Portfolio Report CAR

Report as of 5/31/2022

PMA Financial Network  
2135 CityGate Lane  
7th Floor  
Naperville, IL 60563 45  
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           |            | 05/31/2022  |          |        | IS Balance | \$267,039.89 | \$267,039.89     | \$267,039.89      |      |
| Sub Totals → |            |             |          |        |            | \$267,039.89 | \$267,039.89     | \$267,039.89      |      |
| Totals →     |            |             |          |        |            | \$267,039.89 | \$267,039.89     | \$267,039.89      |      |

**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). 46

### Portfolio Summary

| Type | Allocation (%) | Allocation (\$) | Description |
|------|----------------|-----------------|-------------|
| IS   | 100.00         | \$267,039.89    | 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

## May 2022

### Wire Transfers

| Date       | From   | To                             | Amount     | For                              |
|------------|--------|--------------------------------|------------|----------------------------------|
| 05/02/2022 | MSDLAF | Internal Revenue Service       | 717,300.83 | 4/30/22 Payroll - Federal Taxes  |
| 05/02/2022 | MSDLAF | State of Minnesota             | 118,260.85 | 4/30/22 Payroll - State Taxes    |
| 05/02/2022 | MSDLAF | State of Minnesota             | 2,881.40   | 4/30/22 Payroll - Child Support  |
| 05/02/2022 | MSDLAF | TRA                            | 372,369.86 | 4/30/22 Payroll - TRA            |
| 05/02/2022 | MSDLAF | PERA                           | 114,293.78 | 4/30/22 Payroll - PERA           |
| 05/02/2022 | MSDLAF | Delta Dental                   | 10,711.87  | Dental Insurance                 |
| 05/02/2022 | MSDLAF | Preferred One                  | 400,310.05 | Health Insurance                 |
| 05/03/2022 | MSDLAF | First Bank & Trust             | 206,688.60 | 4/30/22 Payroll - TSA Wire       |
| 05/04/2022 | MSDLAF | Further                        | 18,576.66  | Medical Claims                   |
| 05/04/2022 | MSDLAF | Further                        | 10,443.14  | Flex Claims                      |
| 05/05/2022 | MSDLAF | Capital One Card               | 13,412.45  | Capital One Virtual Card         |
| 05/09/2022 | MSDLAF | Preferred One                  | 363,781.52 | Health Insurance                 |
| 05/10/2022 | MSDLAF | Delta Dental                   | 15,102.36  | Dental Insurance                 |
| 05/11/2022 | MSDLAF | Further                        | 19,816.69  | Flex Claims                      |
| 05/11/2022 | MSDLAF | Further                        | 21,583.42  | Medical Claims                   |
| 05/12/2022 | MSDLAF | Preferred One                  | 159,450.50 | Health Insurance                 |
| 05/12/2022 | MSDLAF | Capital One Card               | 8,811.68   | Capital One Virtual Card         |
| 05/13/2022 | MSDLAF | Healthy Savings                | 2,649.58   | Healthy Savings Program          |
| 05/13/2022 | MSDLAF | Teacher's Federal Credit Union | 33,594.65  | 5/15/22 Payroll - Teacher's Dues |
| 05/16/2022 | MSDLAF | Internal Revenue Service       | 710,139.11 | 5/15/22 Payroll - Federal Taxes  |
| 05/16/2022 | MSDLAF | State of Minnesota             | 116,902.10 | 5/15/22 Payroll - State Taxes    |
| 05/16/2022 | MSDLAF | Preferred One                  | 373,161.13 | Health Insurance                 |
| 05/16/2022 | MSDLAF | Delta Dental                   | 11,344.61  | Dental Insurance                 |
| 05/16/2022 | MSDLAF | PERA                           | 112,801.16 | 5/15/22 Payroll - PERA           |
| 05/16/2022 | MSDLAF | TRA                            | 371,690.80 | 5/15/22 Payroll - TRA            |

## May 2022

### Wire Transfers

| <b>Date</b> | <b>From</b> | <b>To</b>                      | <b>Amount</b> | <b>For</b>  |
|-------------|-------------|--------------------------------|---------------|---|
| 05/16/2022  | MSDLAF      | State of Minnesota             | 2,870.39      | 5/15/22 Payroll - Child Support                       |
| 05/17/2022  | MSDLAF      | First Bank & Trust             | 207,422.55    | 5/15/22 Payroll - TSA Wire                            |
| 05/18/2022  | MSDLAF      | Fairview                       | 4,660.50      | Clearscript/Fairview March Admin. Invoice             |
| 05/18/2022  | MSDLAF      | Neopost                        | 500.00        | Postage   |
| 05/18/2022  | MSDLAF      | Further                        | 18,482.08     | Medical Claims  |
| 05/18/2022  | MSDLAF      | Further                        | 12,443.89     | Flex Claims   |
| 05/19/2022  | MSDLAF      | Capital One Card               | 6,697.49      | Capital One Virtual Card                              |
| 05/20/2022  | MSDLAF      | MN Department of Revenue       | 1,727.00      | May Sales Tax   |
| 05/23/2022  | MSDLAF      | Wells Fargo                    | 42,843.45     | Wells Fargo Improvements to the Athletic Field at BHS |
| 05/23/2022  | MSDLAF      | Delta Dental                   | 13,350.41     | Dental Insurance                                      |
| 05/23/2022  | MSDLAF      | Fairview                       | 6,277.50      | Further Administrative Fees                           |
| 05/23/2022  | MSDLAF      | Preferred One                  | 430,816.95    | Health Insurance                                      |
| 05/25/2022  | MSDLAF      | Further                        | 15,633.73     | Medical Claims  |
| 05/25/2022  | MSDLAF      | Further                        | 4,758.95      | Flex Claims   |
| 05/27/2022  | MSDLAF      | Capital One Card               | 9,492.26      | Capital One Virtual Card                              |
| 05/31/2022  | MSDLAF      | Teacher's Federal Credit Union | 33,594.65     | 5/31/22 Payroll - Teacher's Dues                      |
| 05/31/2022  | MSDLAF      | Preferred One                  | 308,015.34    | Health Insurance                                      |
| 05/31/2022  | MSDLAF      | Delta Dental                   | 12,881.11     | Dental Insurance                                      |

## AP Check Register

AP Run: 20220506 AP — Post Date: 2022-05-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                              | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|-----------------------------------|---------------|-------------------|--------------|
| 05/06/2022 | 484607       | Check        | A.J. Moore Electric Inc           | 928491        | 2 AP8845          | 1,351.92     |
| 05/06/2022 | 484608       | Check        | Advanced Imaging Solutions        | 928551-1      | 2 AP8845          | 7,397.05     |
| 05/06/2022 | 484609       | Check        | Anderson, Bruce                   | 9002125       | 2 AP8845          | 191.00       |
| 05/06/2022 | 484610       | Check        | Annis, Aaron                      | 930660        | 2 AP8845          | 67.00        |
| 05/06/2022 | 484611       | Check        | Aramark Refreshment Services      | 900428        | 2 AP8845          | 150.30       |
| 05/06/2022 | 484612       | Check        | Avant Assessment LLC              | 929756        | 2 AP8845          | 358.20       |
| 05/06/2022 | 484613       | Check        | AVM Construction LLC              | 930459        | 2 AP8845          | 1,176.00     |
| 05/06/2022 | 484614       | Check        | Backpack Yogurt LLC               | 930580        | 2 AP8845          | 2,206.75     |
| 05/06/2022 | 484615       | Check        | Big Frog Custom T-shirts          | 929008        | 2 AP8845          | 212.32       |
| 05/06/2022 | 484616       | Check        | Bix Produce Company               | 900477        | 2 AP8845          | 9,298.63     |
| 05/06/2022 | 484617       | Check        | City of Burnsville - Utilities    | 904226        | 2 AP8845          | 15,534.07    |
| 05/06/2022 | 484618       | Check        | City of Savage - Utilities        | 909588        | 2 AP8845          | 4,746.58     |
| 05/06/2022 | 484619       | Check        | Dalco                             | 904186-1      | 2 AP8845          | 2,961.85     |
| 05/06/2022 | 484620       | Check        | Dotas, Gene                       | 930086        | 2 AP8845          | 75.00        |
| 05/06/2022 | 484621       | Check        | Fairfield Glass & Window Inc      | 926949        | 2 AP8845          | 3,843.00     |
| 05/06/2022 | 484622       | Check        | General Parts LLC                 | 901541-1      | 2 AP8845          | 1,533.89     |
| 05/06/2022 | 484623       | Check        | H&B Specialized Products Inc      | 901641        | 2 AP8845          | 2,900.80     |
| 05/06/2022 | 484624       | Check        | Headway Emotional Health Services | 927811        | 2 AP8845          | 25,000.00    |
| 05/06/2022 | 484625       | Check        | Horizon Equipment LLC             | 901324        | 2 AP8845          | 4,286.94     |

## AP Check Register

AP Run: 20220506 AP — Post Date: 2022-05-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                      | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|---|---------------|-------------------|--------------|
| 05/06/2022 | 484626       | Check        | Innovative Office Solutions LLC           | 924274        | 2 AP8845          | 7,962.54     |
| 05/06/2022 | 484627       | Check        | Intermediate School Dist 917              | 909327        | 2 AP8845          | 206,878.24   |
| 05/06/2022 | 484628       | Check        | John's Sewer And Drain Cleaning Inc       | 928929        | 2 AP8845          | 1,250.00     |
| 05/06/2022 | 484629       | Check        | Kahler, Mike                              | 926694        | 2 AP8845          | 75.00        |
| 05/06/2022 | 484630       | Check        | Kidsdance                                 | 930658        | 2 AP8845          | 300.00       |
| 05/06/2022 | 484631       | Check        | Leonard, Patricia                         | 930641        | 2 AP8845          | 1,300.00     |
| 05/06/2022 | 484632       | Check        | Lewandoski, Eugene                        | 930665        | 2 AP8845          | 217.00       |
| 05/06/2022 | 484633       | Check        | Luhman, Scott                             | 930659        | 2 AP8845          | 75.00        |
| 05/06/2022 | 484634       | Check        | Mansfield Oil Company                     | 928793        | 2 AP8845          | 2,505.75     |
| 05/06/2022 | 484635       | Check        | Master Automotive Tire & Quick Lube       | 928612        | 2 AP8845          | 82.79        |
| 05/06/2022 | 484636       | Check        | McIntosh, John                            | 930664        | 2 AP8845          | 83.00        |
| 05/06/2022 | 484637       | Check        | Metro ECSU                                | 908865-21     | 2 AP8845          | 110.00       |
| 05/06/2022 | 484638       | Check        | Mid City Services                         | 930092        | 2 AP8845          | 204.50       |
| 05/06/2022 | 484639       | Check        | Midwest Sport and Turf Systems LLC        | 930179        | 2 AP8845          | 3,800.00     |
| 05/06/2022 | 484640       | Check        | Minnesota Pollution Control Agency - MPCA | 903770        | 2 AP8845          | 533.87       |
| 05/06/2022 | 484641       | Check        | Minnesota Valley Electric Cooperative     | 907448        | 2 AP8845          | 14,182.37    |
| 05/06/2022 | 484642       | Check        | MN Zoo                                    | 902613        | 2 AP8845          | 662.00       |
| 05/06/2022 | 484643       | Check        | Morrow, Donald                            | 924946        | 2 AP8845          | 83.00        |
| 05/06/2022 | 484644       | Check        | Mountain, Marilyn                         | 930639        | 2 AP8845          | 2,100.00     |

## AP Check Register

AP Run: 20220506 AP — Post Date: 2022-05-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                            | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|---------------------------------|---------------|-------------------|--------------|
| 05/06/2022 | 484645       | Check        | NCS Pearson Inc                 | 925372        | 2 AP8845          | 110.25       |
| 05/06/2022 | 484646       | Check        | Northern Star Council/BSA       | 921021-1      | 2 AP8845          | 900.00       |
| 05/06/2022 | 484647       | Check        | Olympic Communications Inc      | 927700        | 2 AP8845          | 2,400.00     |
| 05/06/2022 | 484648       | Check        | Painters Gear Inc               | 920591        | 2 AP8845          | 66.38        |
| 05/06/2022 | 484649       | Check        | Pederson, Norma                 | 500763        | 2 AP8845          | 49.43        |
| 05/06/2022 | 484650       | Check        | Pekarna, Martin                 | 930488        | 2 AP8845          | 75.00        |
| 05/06/2022 | 484651       | Check        | Perez, Melissa M                | 924879        | 2 AP8845          | 660.00       |
| 05/06/2022 | 484652       | Check        | Perkinson, Patrick              | 928795        | 2 AP8845          | 75.00        |
| 05/06/2022 | 484653       | Check        | Pioneer SecureShred             | 930098        | 2 AP8845          | 400.00       |
| 05/06/2022 | 484654       | Check        | PPG Architectural Finishes      | 901709        | 2 AP8845          | 76.67        |
| 05/06/2022 | 484655       | Check        | Recon Auto Parts                | 929706        | 2 AP8845          | 48.36        |
| 05/06/2022 | 484656       | Check        | Rock Hard Landscape Supply      | 928528        | 2 AP8845          | 1,189.75     |
| 05/06/2022 | 484657       | Check        | Safeway Driving School          | 926796        | 2 AP8845          | 14,820.00    |
| 05/06/2022 | 484658       | Check        | Schmitt Music                   | 903532        | 2 AP8845          | 349.09       |
| 05/06/2022 | 484659       | Check        | SiteOne Landscape Supply LLC    | 930424        | 2 AP8845          | 668.88       |
| 05/06/2022 | 484660       | Check        | SNA Depository                  | 926552        | 2 AP8845          | 1,167.00     |
| 05/06/2022 | 484661       | Check        | Soliant Health LLC              | 930344        | 2 AP8845          | 1,880.00     |
| 05/06/2022 | 484662       | Check        | St Paul Beverage Solutions, LLC | 930156        | 2 AP8845          | 2,194.84     |
| 05/06/2022 | 484663       | Check        | Stengel, Randal                 | 930429        | 2 AP8845          | 75.00        |
| 05/06/2022 | 484664       | Check        | Sunbelt Staffing LLC            | 930586        | 2 AP8845          | 39,541.09    |

## AP Check Register

AP Run: 20220506 AP — Post Date: 2022-05-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                       | Vendor Number | Bank Account Code | Check Amount        |
|---------------|--------------|--------------|----------------------------|---------------|-------------------|---------------------|
| 05/06/2022    | 484665       | Check        | Teachers On Call           | 929847        | 2 AP8845          | 51,628.73           |
| 05/06/2022    | 484666       | Check        | The Language Banc          | 924523        | 2 AP8845          | 241.95              |
| 05/06/2022    | 484667       | Check        | The Retrofit Companies Inc | 927677        | 2 AP8845          | 7,950.99            |
| 05/06/2022    | 484668       | Check        | The Vernon Company         | 920019        | 2 AP8845          | 1,043.96            |
| 05/06/2022    | 484669       | Check        | Thompson, Errol            | 927638        | 2 AP8845          | 67.00               |
| 05/06/2022    | 484670       | Check        | Transportation Plus, Inc.  | 906215        | 2 AP8845          | 768.00              |
| 05/06/2022    | 484671       | Check        | Upper Lakes Foods Inc      | 929826        | 2 AP8845          | 26,084.26           |
| 05/06/2022    | 484672       | Check        | Wright, Abdul              | 930666        | 2 AP8845          | 1,000.00            |
| <b>Total:</b> |              |              |                            |               |                   | <b>\$481,227.99</b> |

| 20220506 AP Summary |           |                     |
|---------------------|-----------|---------------------|
| Type                | Count     | Amount              |
| Regular             | 66        | 481,227.99          |
| ACH Checks:         | 0         | 0.00                |
| Wire Transfers:     | 0         | 0.00                |
| Epayables:          | 0         | 0.00                |
| <b>Total:</b>       | <b>66</b> | <b>\$481,227.99</b> |

## AP Check Register

AP Run: 20220510 FS — Post Date: 2022-05-10 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                                   | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|--|---------------|-------------------|-------------------|
| 05/10/2022    | 484673       | Check        | Planer, Sharon                         | 929748        | 2 AP8845          | 360.00            |
| 05/10/2022    | 484674       | Check        | Venuworks of<br>Burnsville/Ames Center | 926645        | 2 AP8845          | 800.00            |
| <b>Total:</b> |              |              |  |               |                   | <b>\$1,160.00</b> |

### 20220510 FS Summary

| Type            | Count    | Amount            |
|-----------------|----------|-------------------|
| Regular         | 2        | 1,160.00          |
| ACH Checks:     | 0        | 0.00              |
| Wire Transfers: | 0        | 0.00              |
| Epayables:      | 0        | 0.00              |
| <b>Total:</b>   | <b>2</b> | <b>\$1,160.00</b> |

## AP Check Register

AP Run: 20220513 AP — Post Date: 2022-05-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name   | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|--|---------------|-------------------|--------------|
| 05/13/2022 | 484675       | Check        | Aramark  | 901365        | 2 AP8845          | 639.78       |
| 05/13/2022 | 484676       | Check        | Armstrong, Maureen                               | 900778        | 2 AP8845          | 165.00       |
| 05/13/2022 | 484677       | Check        | Arvig  | 928649        | 2 AP8845          | 2,956.95     |
| 05/13/2022 | 484678       | Check        | Association Of Clerical Employees                | 904895        | 2 AP8845          | 360.00       |
| 05/13/2022 | 484679       | Check        | AVM Construction LLC                             | 930459        | 2 AP8845          | 38,839.60    |
| 05/13/2022 | 484680       | Check        | Backupify Inc                                    | 928803        | 2 AP8845          | 1,500.00     |
| 05/13/2022 | 484681       | Check        | Bimbo Bakeries USA                               | 902333-1      | 2 AP8845          | 2,135.32     |
| 05/13/2022 | 484682       | Check        | Bix Produce Company                              | 900477        | 2 AP8845          | 5,641.72     |
| 05/13/2022 | 484683       | Check        | Briggs, Amy                                      | 926159        | 2 AP8845          | 75.00        |
| 05/13/2022 | 484684       | Check        | Burgeson, Nancy                                  | 905368        | 2 AP8845          | 175.00       |
| 05/13/2022 | 484685       | Check        | Burnsville Association of Educational Assistants | 909991        | 2 AP8845          | 1,134.00     |
| 05/13/2022 | 484686       | Check        | California Department of Child Support Services  | 930653        | 2 AP8845          | 132.50       |
| 05/13/2022 | 484687       | Check        | Callister, Curt                                  | 903956        | 2 AP8845          | 83.00        |
| 05/13/2022 | 484688       | Check        | Carlson, Jack                                    | 929796        | 2 AP8845          | 127.50       |
| 05/13/2022 | 484689       | Check        | Centurylink                                      | 902781        | 2 AP8845          | 266.02       |
| 05/13/2022 | 484690       | Check        | CESO Communications LLC                          | 930130        | 2 AP8845          | 5,195.00     |
| 05/13/2022 | 484691       | Check        | Children's Theatre Company                       | 908621-1      | 2 AP8845          | 336.00       |
| 05/13/2022 | 484692       | Check        | Consolidated Communications                      | 906231        | 2 AP8845          | 3,908.40     |
| 05/13/2022 | 484693       | Check        | Crown Rental Inc                                 | 900647        | 2 AP8845          | 1,554.30     |

## AP Check Register

AP Run: 20220513 AP — Post Date: 2022-05-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                             | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|----------------------------------|---------------|-------------------|--------------|
| 05/13/2022 | 484694       | Check        | CST MN - BIN# 170065             | 929862        | 2 AP8845          | 101,600.42   |
| 05/13/2022 | 484695       | Check        | Cub Foods                        | 900645        | 2 AP8845          | 211.46       |
| 05/13/2022 | 484696       | Check        | Dalco                            | 904186-1      | 2 AP8845          | 5,793.97     |
| 05/13/2022 | 484697       | Check        | Dewald, Rina C                   | 920524        | 2 AP8845          | 600.00       |
| 05/13/2022 | 484698       | Check        | Dicks Sanitation Service Inc     | 900641        | 2 AP8845          | 9,907.14     |
| 05/13/2022 | 484699       | Check        | Dodge Nature Center              | 900905        | 2 AP8845          | 150.00       |
| 05/13/2022 | 484700       | Check        | Dodge Of Burnsville Inc          | 900827        | 2 AP8845          | 139.65       |
| 05/13/2022 | 484701       | Check        | Education Minnesota              | 928531        | 2 AP8845          | 101.00       |
| 05/13/2022 | 484702       | Check        | Eidenschink, Renita              | 500870        | 2 AP8845          | 25.00        |
| 05/13/2022 | 484703       | Check        | Electro Watchman Inc             | 901078        | 2 AP8845          | 855.00       |
| 05/13/2022 | 484704       | Check        | Face, Timothy                    | 929784        | 2 AP8845          | 83.00        |
| 05/13/2022 | 484705       | Check        | Foundation 191                   | 928202        | 2 AP8845          | 141.49       |
| 05/13/2022 | 484706       | Check        | Frontline Technologies Group LLC | 928988-1      | 2 AP8845          | 2,045.21     |
| 05/13/2022 | 484707       | Check        | Grider, Richard                  | 928716        | 2 AP8845          | 83.00        |
| 05/13/2022 | 484708       | Check        | Guetter, Lindsey                 | 927616        | 2 AP8845          | 90.00        |
| 05/13/2022 | 484709       | Check        | Gustafson, Kathryn               | 500871        | 2 AP8845          | 15.00        |
| 05/13/2022 | 484710       | Check        | Hastings Bus Company             | 907139        | 2 AP8845          | 2,347.71     |
| 05/13/2022 | 484711       | Check        | Health Counseling Services LLC   | 924154-1      | 2 AP8845          | 12.00        |
| 05/13/2022 | 484712       | Check        | Horizon Commercial Pool Supply   | 904818        | 2 AP8845          | 14,427.38    |
| 05/13/2022 | 484713       | Check        | Huebner, David                   | 930054        | 2 AP8845          | 120.00       |

## AP Check Register

AP Run: 20220513 AP — Post Date: 2022-05-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                   | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|--|---------------|-------------------|--------------|
| 05/13/2022 | 484714       | Check        | Intermediate District 287              | 901390        | 2 AP8845          | 12,715.47    |
| 05/13/2022 | 484715       | Check        | Intermediate School Dist<br>917        | 909327        | 2 AP8845          | 17,618.56    |
| 05/13/2022 | 484716       | Check        | J Grammond Photography                 | 930360        | 2 AP8845          | 15.00        |
| 05/13/2022 | 484717       | Check        | Johnson Controls Fire<br>Protection LP | 903587        | 2 AP8845          | 4,432.95     |
| 05/13/2022 | 484718       | Check        | Kamiri, Anne                           | 930578        | 2 AP8845          | 202.50       |
| 05/13/2022 | 484719       | Check        | Kirb Apparel LLC                       | 928098        | 2 AP8845          | 5,344.00     |
| 05/13/2022 | 484720       | Check        | Kona Ice Twin Cities                   | 930671        | 2 AP8845          | 1,487.70     |
| 05/13/2022 | 484721       | Check        | Lakes Country Service<br>Cooperative   | 901718        | 2 AP8845          | 1,000.00     |
| 05/13/2022 | 484722       | Check        | Lewandoski, Eugene                     | 930665        | 2 AP8845          | 142.00       |
| 05/13/2022 | 484723       | Check        | Luhman, Scott                          | 930659        | 2 AP8845          | 75.00        |
| 05/13/2022 | 484724       | Check        | MASA Jobsite                           | 909181-2      | 2 AP8845          | 1,173.00     |
| 05/13/2022 | 484725       | Check        | Master Automotive Tire &<br>Quick Lube | 928612        | 2 AP8845          | 58.49        |
| 05/13/2022 | 484726       | Check        | Merry, Vanessa                         | 929912        | 2 AP8845          | 420.00       |
| 05/13/2022 | 484727       | Check        | Metro Transit                          | 922385        | 2 AP8845          | 97.00        |
| 05/13/2022 | 484728       | Check        | Mid City Services                      | 930092        | 2 AP8845          | 268.50       |
| 05/13/2022 | 484729       | Check        | Minnesota Children's<br>Museum         | 909215        | 2 AP8845          | 269.50       |
| 05/13/2022 | 484730       | Check        | Minnesota Energy<br>Resources          | 903029        | 2 AP8845          | 12,935.15    |
| 05/13/2022 | 484731       | Check        | MN Highway Safety &<br>Research Center | 926466        | 2 AP8845          | 632.00       |
| 05/13/2022 | 484732       | Check        | Monita, Mike                           | 928845        | 2 AP8845          | 83.00        |

## AP Check Register

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AP Run: 20220513 AP — Post Date: 2022-05-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                   | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|--|---------------|-------------------|--------------|
| 05/13/2022 | 484733       | Check        | MTI Distributing Inc                   | 902544        | 2 AP8845          | 83.78        |
| 05/13/2022 | 484734       | Check        | Multilingual Word Inc                  | 922324        | 2 AP8845          | 280.00       |
| 05/13/2022 | 484735       | Check        | Naseema Omer LLC                       | 930381        | 2 AP8845          | 402.50       |
| 05/13/2022 | 484736       | Check        | Novak, Janice S                        | 902467        | 2 AP8845          | 108.00       |
| 05/13/2022 | 484737       | Check        | Occupational Health of MN, PC          | 929919        | 2 AP8845          | 860.00       |
| 05/13/2022 | 484738       | Check        | Olson Madaus, Kirsten                  | 930631        | 2 AP8845          | 16.00        |
| 05/13/2022 | 484739       | Check        | Overhead Door Company Of The Northland | 903695        | 2 AP8845          | 203.90       |
| 05/13/2022 | 484740       | Check        | Palo, Jason                            | 930441        | 2 AP8845          | 75.00        |
| 05/13/2022 | 484741       | Check        | PAR Inc                                | 903058        | 2 AP8845          | 273.00       |
| 05/13/2022 | 484742       | Check        | Pekarna, Martin                        | 930488        | 2 AP8845          | 75.00        |
| 05/13/2022 | 484743       | Check        | Perez, Melissa M                       | 924879        | 2 AP8845          | 1,380.00     |
| 05/13/2022 | 484744       | Check        | Project Lead The Way                   | 925725        | 2 AP8845          | 1,200.00     |
| 05/13/2022 | 484745       | Check        | QiVitality LLC                         | 929413        | 2 AP8845          | 205.80       |
| 05/13/2022 | 484746       | Check        | RAK Construction Inc                   | 929749        | 2 AP8845          | 13,754.30    |
| 05/13/2022 | 484747       | Check        | Regents of The University of Minnesota | 908798-12     | 2 AP8845          | 2,515.00     |
| 05/13/2022 | 484748       | Check        | Richert, Andrea                        | 930496        | 2 AP8845          | 1,225.00     |
| 05/13/2022 | 484749       | Check        | Ruler, Taj                             | 930362        | 2 AP8845          | 180.00       |
| 05/13/2022 | 484750       | Check        | Sachs, Alice                           | 925562        | 2 AP8845          | 145.00       |
| 05/13/2022 | 484751       | Check        | Sachs, Frank                           | 930154        | 2 AP8845          | 177.00       |
| 05/13/2022 | 484752       | Check        | Sandino, Jeff                          | 926126        | 2 AP8845          | 576.00       |

## AP Check Register

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AP Run: 20220513 AP — Post Date: 2022-05-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                   | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|--|---------------|-------------------|--------------|
| 05/13/2022 | 484753       | Check        | School Services<br>Employees Local 284 | 907382        | 2 AP8845          | 2,958.53     |
| 05/13/2022 | 484754       | Check        | Science Museum of<br>Minnesota         | 903609        | 2 AP8845          | 572.00       |
| 05/13/2022 | 484755       | Check        | Second Harvest Heartland               | 928183        | 2 AP8845          | 2,082.75     |
| 05/13/2022 | 484756       | Check        | Sharma, Pradeepkumar                   | 500868        | 2 AP8845          | 14.10        |
| 05/13/2022 | 484757       | Check        | Shiffler Equipment Sales<br>Inc        | 903472        | 2 AP8845          | 305.49       |
| 05/13/2022 | 484758       | Check        | ShirtFarmer.com                        | 930699        | 2 AP8845          | 1,322.20     |
| 05/13/2022 | 484759       | Check        | Smith, Michael W                       | 921548        | 2 AP8845          | 83.00        |
| 05/13/2022 | 484760       | Check        | Sodexo Inc & Affiliates                | 928053        | 2 AP8845          | 342.64       |
| 05/13/2022 | 484761       | Check        | Sodexo Inc & Affiliates                | 928053-1      | 2 AP8845          | 503.75       |
| 05/13/2022 | 484762       | Check        | Solarte Health Inc.                    | 930099        | 2 AP8845          | 6,028.80     |
| 05/13/2022 | 484763       | Check        | Soliant Health LLC                     | 930344        | 2 AP8845          | 1,880.00     |
| 05/13/2022 | 484764       | Check        | Sorenson, Matthew                      | 926102        | 2 AP8845          | 83.00        |
| 05/13/2022 | 484765       | Check        | Southwest Metro<br>Intermediate 288    | 928611        | 2 AP8845          | 8,666.84     |
| 05/13/2022 | 484766       | Check        | Sperr, Michael                         | 929510        | 2 AP8845          | 67.00        |
| 05/13/2022 | 484767       | Check        | Successful Practices<br>Network, Inc.  | 930663        | 2 AP8845          | 6,265.00     |
| 05/13/2022 | 484768       | Check        | Sunbelt Staffing LLC                   | 930586        | 2 AP8845          | 4,578.00     |
| 05/13/2022 | 484769       | Check        | Svoboda, Rose                          | 500869        | 2 AP8845          | 50.00        |
| 05/13/2022 | 484770       | Check        | The Sanneh Foundation                  | 930655        | 2 AP8845          | 7,500.00     |
| 05/13/2022 | 484771       | Check        | Third Party Integrity Inc              | 930282        | 2 AP8845          | 2,500.00     |
| 05/13/2022 | 484772       | Check        | Thompson, Errol                        | 927638        | 2 AP8845          | 75.00        |

## AP Check Register

AP Run: 20220513 AP — Post Date: 2022-05-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                                   | Vendor Number | Bank Account Code | Check Amount        |
|---------------|--------------|--------------|--|---------------|-------------------|---------------------|
| 05/13/2022    | 484773       | Check        | Thurrow, Josh                          | 903545        | 2 AP8845          | 83.00               |
| 05/13/2022    | 484774       | Check        | T-Mobile                               | 929345        | 2 AP8845          | 22,249.56           |
| 05/13/2022    | 484775       | Check        | Upper Lakes Foods Inc                  | 929826        | 2 AP8845          | 28,504.51           |
| 05/13/2022    | 484776       | Check        | Van Guilder, Bruce                     | 926134        | 2 AP8845          | 75.00               |
| 05/13/2022    | 484777       | Check        | Venuworks of<br>Burnsville/Ames Center | 926645        | 2 AP8845          | 177.40              |
| 05/13/2022    | 484778       | Check        | Wiese USA, Inc.                        | 930549        | 2 AP8845          | 65.00               |
| 05/13/2022    | 484779       | Check        | Xcel Energy                            | 902776        | 2 AP8845          | 13,754.04           |
| <b>Total:</b> |              |              |  |               |                   | <b>\$397,465.23</b> |

| 20220513 AP Summary |            |                     |
|---------------------|------------|---------------------|
| Type                | Count      | Amount              |
| Regular             | 105        | 397,465.23          |
| ACH Checks:         | 0          | 0.00                |
| Wire Transfers:     | 0          | 0.00                |
| Epayables:          | 0          | 0.00                |
| <b>Total:</b>       | <b>105</b> | <b>\$397,465.23</b> |

## AP Check Register

AP Run: 20220517 FS — Post Date: 2022-05-17 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name          | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|---------------|---------------|-------------------|-------------------|
| 05/17/2022    | 484780       | Check        | TropicalSnoMN | 930672        | 2 AP8845          | 1,750.00          |
| <b>Total:</b> |              |              |               |               |                   | <b>\$1,750.00</b> |

### 20220517 FS Summary

| Type            | Count    | Amount            |
|-----------------|----------|-------------------|
| Regular         | 1        | 1,750.00          |
| ACH Checks:     | 0        | 0.00              |
| Wire Transfers: | 0        | 0.00              |
| Epayables:      | 0        | 0.00              |
| <b>Total:</b>   | <b>1</b> | <b>\$1,750.00</b> |

## AP Check Register

AP Run: 20220519 PW — Post Date: 2022-05-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name               | Vendor Number | Bank Account Code | Check Amount       |
|---------------|--------------|--------------|--------------------|---------------|-------------------|--------------------|
| 05/19/2022    | 484781       | Check        | Cable, Kelly       | 930675        | 2 AP8845          | 1,500.00           |
| 05/19/2022    | 484782       | Check        | Campbell, Calvin   | 930436        | 2 AP8845          | 1,000.00           |
| 05/19/2022    | 484783       | Check        | Dearly, Jerry M    | 929482        | 2 AP8845          | 1,000.00           |
| 05/19/2022    | 484784       | Check        | DeMain, Michael    | 930673        | 2 AP8845          | 1,500.00           |
| 05/19/2022    | 484785       | Check        | Francis, Elizabeth | 930677        | 2 AP8845          | 400.00             |
| 05/19/2022    | 484786       | Check        | Frank, Anthony Lee | 930433        | 2 AP8845          | 1,500.00           |
| 05/19/2022    | 484787       | Check        | LaBlanc, Chaske    | 929481        | 2 AP8845          | 500.00             |
| 05/19/2022    | 484788       | Check        | Luvequay LLC       | 930676        | 2 AP8845          | 6,100.00           |
| 05/19/2022    | 484789       | Check        | Menard, Sheyenne   | 930670        | 2 AP8845          | 400.00             |
| 05/19/2022    | 484790       | Check        | Mireau, Darrell    | 930674        | 2 AP8845          | 1,900.00           |
| 05/19/2022    | 484791       | Check        | Mitchell, Shane    | 930667        | 2 AP8845          | 400.00             |
| 05/19/2022    | 484792       | Check        | Mousseau, Joseph   | 930435        | 2 AP8845          | 3,000.00           |
| 05/19/2022    | 484793       | Check        | Mousseau, Makpiah  | 930668        | 2 AP8845          | 400.00             |
| 05/19/2022    | 484794       | Check        | Valleyfair         | 908340        | 2 AP8845          | 2,262.00           |
| <b>Total:</b> |              |              |                    |               |                   | <b>\$21,862.00</b> |

### 20220519 PW Summary

| Type            | Count     | Amount             |
|-----------------|-----------|--------------------|
| Regular         | 14        | 21,862.00          |
| ACH Checks:     | 0         | 0.00               |
| Wire Transfers: | 0         | 0.00               |
| Epayables:      | 0         | 0.00               |
| <b>Total:</b>   | <b>14</b> | <b>\$21,862.00</b> |

## AP Check Register

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AP Run: 20220520 AP — Post Date: 2022-05-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                 | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|--------------------------------------|---------------|-------------------|--------------|
| 05/20/2022 | 484795       | Check        | Anthologie LLC                       | 927800        | 2 AP8845          | 1,155.00     |
| 05/20/2022 | 484796       | Check        | Automated Logic Contracting Services | 925449        | 2 AP8845          | 4,704.57     |
| 05/20/2022 | 484797       | Check        | Barnes & Noble Inc                   | 900386        | 2 AP8845          | 433.39       |
| 05/20/2022 | 484798       | Check        | Birdie Marketing Inc                 | 928060        | 2 AP8845          | 365.00       |
| 05/20/2022 | 484799       | Check        | Bix Produce Company                  | 900477        | 2 AP8845          | 6,279.71     |
| 05/20/2022 | 484800       | Check        | Bunker Hills Golf Club               | 930482        | 2 AP8845          | 156.82       |
| 05/20/2022 | 484801       | Check        | Captivate Media + Consulting         | 929000        | 2 AP8845          | 2,682.00     |
| 05/20/2022 | 484802       | Check        | CESO Transportation LLC              | 930220        | 2 AP8845          | 15,763.61    |
| 05/20/2022 | 484803       | Check        | Cherry Enterprises Inc               | 928061        | 2 AP8845          | 4,455.00     |
| 05/20/2022 | 484804       | Check        | Choy, Keren                          | 928401        | 2 AP8845          | 60.00        |
| 05/20/2022 | 484805       | Check        | Continental Clay Company             | 903866        | 2 AP8845          | 249.60       |
| 05/20/2022 | 484806       | Check        | Crystal Lake Golf Club Inc           | 922701        | 2 AP8845          | 1,200.00     |
| 05/20/2022 | 484807       | Check        | Dialog One LLC                       | 927732        | 2 AP8845          | 1,350.00     |
| 05/20/2022 | 484808       | Check        | Dore, Abdiwali Hashi                 | 929581        | 2 AP8845          | 120.00       |
| 05/20/2022 | 484809       | Check        | Eagan Rotary Club                    | 925222        | 2 AP8845          | 144.00       |
| 05/20/2022 | 484810       | Check        | Earl F Andersen                      | 901064-2      | 2 AP8845          | 61.78        |
| 05/20/2022 | 484811       | Check        | ECM Publishers Inc                   | 909272        | 2 AP8845          | 89.10        |
| 05/20/2022 | 484812       | Check        | Ecolab                               | 908846-2      | 2 AP8845          | 348.30       |
| 05/20/2022 | 484813       | Check        | Educators Benefit Consultants LLC    | 926262-1      | 2 AP8845          | 740.03       |
| 05/20/2022 | 484814       | Check        | Fagerness, Joyce                     | 924275        | 2 AP8845          | 514.86       |

## AP Check Register

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AP Run: 20220520 AP — Post Date: 2022-05-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                    | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|---|---------------|-------------------|--------------|
| 05/20/2022 | 484815       | Check        | FP Mailing Solutions                    | 929857        | 2 AP8845          | 225.00       |
| 05/20/2022 | 484816       | Check        | Fulton, Steve                           | 924296        | 2 AP8845          | 83.00        |
| 05/20/2022 | 484817       | Check        | Fun & Friendship Club                   | 905604        | 2 AP8845          | 749.25       |
| 05/20/2022 | 484818       | Check        | Garrett, Scott                          | 929054        | 2 AP8845          | 75.00        |
| 05/20/2022 | 484819       | Check        | General Parts LLC                       | 901541-1      | 2 AP8845          | 615.54       |
| 05/20/2022 | 484820       | Check        | Gomez, Theresa                          | 921339        | 2 AP8845          | 60.00        |
| 05/20/2022 | 484821       | Check        | Gopher Stage Lighting                   | 901642        | 2 AP8845          | 12,828.30    |
| 05/20/2022 | 484822       | Check        | Hagberg, Edward, Jr                     | 926167        | 2 AP8845          | 83.00        |
| 05/20/2022 | 484823       | Check        | Heartland Signs & Vehicle Graphics      | 928107        | 2 AP8845          | 290.00       |
| 05/20/2022 | 484824       | Check        | Heartland Tire, Inc.                    | 930160        | 2 AP8845          | 37.99        |
| 05/20/2022 | 484825       | Check        | Hildi Inc                               | 927985        | 2 AP8845          | 8,640.00     |
| 05/20/2022 | 484826       | Check        | Hiller Commercial Floors                | 905805        | 2 AP8845          | 435.20       |
| 05/20/2022 | 484827       | Check        | Hutsal, Oleksandra                      | 929182        | 2 AP8845          | 160.00       |
| 05/20/2022 | 484828       | Check        | Hyvee                                   | 929410        | 2 AP8845          | 665.89       |
| 05/20/2022 | 484829       | Check        | Ideal Services Inc                      | 927693        | 2 AP8845          | 920.00       |
| 05/20/2022 | 484830       | Check        | Ind School Dist 196-Community Education | 930679        | 2 AP8845          | 60.00        |
| 05/20/2022 | 484831       | Check        | Innovational Water Solutions, Inc.      | 930169        | 2 AP8845          | 3,182.00     |
| 05/20/2022 | 484832       | Check        | Jensen, Randy                           | 907850        | 2 AP8845          | 67.00        |
| 05/20/2022 | 484833       | Check        | Kastens, Joseph                         | 929811        | 2 AP8845          | 150.00       |
| 05/20/2022 | 484834       | Check        | Kelly, Kristine                         | 930647        | 2 AP8845          | 400.00       |

## AP Check Register

AP Run: 20220520 AP — Post Date: 2022-05-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name  | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|---|---------------|-------------------|--------------|
| 05/20/2022 | 484835       | Check        | Konrath, Karen                                | 500872        | 2 AP8845          | 19.05        |
| 05/20/2022 | 484836       | Check        | Kotek, Mark                                   | 930685        | 2 AP8845          | 75.00        |
| 05/20/2022 | 484837       | Check        | Lavan Floor Covering Co                       | 902319        | 2 AP8845          | 335.00       |
| 05/20/2022 | 484838       | Check        | Leidall, Chad                                 | 930684        | 2 AP8845          | 75.00        |
| 05/20/2022 | 484839       | Check        | Lifetime Fitness -<br>Bloomington South       | 921553-4      | 2 AP8845          | 289.00       |
| 05/20/2022 | 484840       | Check        | Link Interpret                                | 929933        | 2 AP8845          | 506.32       |
| 05/20/2022 | 484841       | Check        | Mackin Educational<br>Resources               | 902196        | 2 AP8845          | 370.07       |
| 05/20/2022 | 484842       | Check        | McDowall Comfort<br>Management                | 930006        | 2 AP8845          | 12,104.77    |
| 05/20/2022 | 484843       | Check        | Meca Sportswear                               | 924921        | 2 AP8845          | 255.50       |
| 05/20/2022 | 484844       | Check        | Medco Supply Company                          | 904333-1      | 2 AP8845          | 742.95       |
| 05/20/2022 | 484845       | Check        | Midwest Playground<br>Contractors Inc         | 925369        | 2 AP8845          | 150.00       |
| 05/20/2022 | 484846       | Check        | Midwest Playscapes Inc                        | 922012        | 2 AP8845          | 492.12       |
| 05/20/2022 | 484847       | Check        | Minnesota School Boards<br>Association - MSBA | 902540        | 2 AP8845          | 210.00       |
| 05/20/2022 | 484848       | Check        | MRI Software LLC                              | 929957        | 2 AP8845          | 100.00       |
| 05/20/2022 | 484849       | Check        | Mros, Richard                                 | 903216        | 2 AP8845          | 2,435.00     |
| 05/20/2022 | 484850       | Check        | Multilingual Word Inc                         | 922324        | 2 AP8845          | 700.00       |
| 05/20/2022 | 484851       | Check        | Nourished Through Nature<br>LLC               | 930681        | 2 AP8845          | 120.00       |
| 05/20/2022 | 484852       | Check        | Novak, Janice S                               | 902467        | 2 AP8845          | 72.00        |
| 05/20/2022 | 484853       | Check        | Olympic Communications<br>Inc                 | 927700        | 2 AP8845          | 165.00       |

## AP Check Register

AP Run: 20220520 AP — Post Date: 2022-05-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                            | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|---------------------------------|---------------|-------------------|--------------|
| 05/20/2022 | 484854       | Check        | Pekarna, Martin                 | 930488        | 2 AP8845          | 150.00       |
| 05/20/2022 | 484855       | Check        | Perez, Melissa M                | 924879        | 2 AP8845          | 1,200.00     |
| 05/20/2022 | 484856       | Check        | RAK Construction Inc            | 929749        | 2 AP8845          | 1,052.18     |
| 05/20/2022 | 484857       | Check        | Ryan Mechanical Inc             | 923241        | 2 AP8845          | 15,078.84    |
| 05/20/2022 | 484858       | Check        | Safeway Driving School          | 926796        | 2 AP8845          | 6,390.00     |
| 05/20/2022 | 484859       | Check        | Schmitt & Sons - Contract       | 909331-2      | 2 AP8845          | 719,033.11   |
| 05/20/2022 | 484860       | Check        | Schmitt & Sons Inc              | 909331        | 2 AP8845          | 19,542.85    |
| 05/20/2022 | 484861       | Check        | School Health Supply Co Inc     | 903537        | 2 AP8845          | 49.95        |
| 05/20/2022 | 484862       | Check        | SFM                             | 923848        | 2 AP8845          | 41,721.73    |
| 05/20/2022 | 484863       | Check        | Shoemaker, David                | 930683        | 2 AP8845          | 83.00        |
| 05/20/2022 | 484864       | Check        | Skateville                      | 903660        | 2 AP8845          | 1,254.00     |
| 05/20/2022 | 484865       | Check        | Soliant Health LLC              | 930344        | 2 AP8845          | 1,880.00     |
| 05/20/2022 | 484866       | Check        | Soto, Nestor David              | 926857        | 2 AP8845          | 480.00       |
| 05/20/2022 | 484867       | Check        | Souers, Randy                   | 929049        | 2 AP8845          | 83.00        |
| 05/20/2022 | 484868       | Check        | South Suburban Conference       | 926921        | 2 AP8845          | 81.00        |
| 05/20/2022 | 484869       | Check        | St Paul Beverage Solutions, LLC | 930156        | 2 AP8845          | 5,924.61     |
| 05/20/2022 | 484870       | Check        | Subtext Bookstore               | 930419        | 2 AP8845          | 409.85       |
| 05/20/2022 | 484871       | Check        | Sunbelt Staffing LLC            | 930586        | 2 AP8845          | 3,891.04     |
| 05/20/2022 | 484872       | Check        | Synced Up Designs               | 930680        | 2 AP8845          | 4,903.80     |
| 05/20/2022 | 484873       | Check        | Taylor, Brandon                 | 930682        | 2 AP8845          | 83.00        |

## AP Check Register

AP Run: 20220520 AP — Post Date: 2022-05-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                  | Vendor Number | Bank Account Code | Check Amount          |
|---------------|--------------|--------------|-----------------------|---------------|-------------------|-----------------------|
| 05/20/2022    | 484874       | Check        | Teachers On Call      | 929847        | 2 AP8845          | 53,101.88             |
| 05/20/2022    | 484875       | Check        | The Language Banc     | 924523        | 2 AP8845          | 270.00                |
| 05/20/2022    | 484876       | Check        | Upper Lakes Foods Inc | 929826        | 2 AP8845          | 46,695.71             |
| 05/20/2022    | 484877       | Check        | Van Guilder, Bruce    | 926134        | 2 AP8845          | 67.00                 |
| <b>Total:</b> |              |              |                       |               |                   | <b>\$1,013,243.27</b> |

### 20220520 AP Summary

| Type            | Count     | Amount                |
|-----------------|-----------|-----------------------|
| Regular         | 83        | 1,013,243.27          |
| ACH Checks:     | 0         | 0.00                  |
| Wire Transfers: | 0         | 0.00                  |
| Epayables:      | 0         | 0.00                  |
| <b>Total:</b>   | <b>83</b> | <b>\$1,013,243.27</b> |

## AP Check Register

AP Run: 20220527 AP — Post Date: 2022-05-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                               | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|------------------------------------|---------------|-------------------|--------------|
| 05/27/2022 | 484878       | Check        | Armstrong High School              | 900163        | 2 AP8845          | 100.00       |
| 05/27/2022 | 484879       | Check        | Armstrong, Maureen                 | 900778        | 2 AP8845          | 2,000.00     |
| 05/27/2022 | 484880       | Check        | Barnes & Noble Inc                 | 900386        | 2 AP8845          | 383.40       |
| 05/27/2022 | 484881       | Check        | Bix Produce Company                | 900477        | 2 AP8845          | 10,450.85    |
| 05/27/2022 | 484882       | Check        | Bloomington Friends of Forensics   | 900722-4      | 2 AP8845          | 216.00       |
| 05/27/2022 | 484883       | Check        | Booksource                         | 920206-1      | 2 AP8845          | 154.07       |
| 05/27/2022 | 484884       | Check        | Centerpoint Energy                 | 902519        | 2 AP8845          | 50,608.19    |
| 05/27/2022 | 484885       | Check        | Cochnauer, Jackie                  | 930692        | 2 AP8845          | 33.50        |
| 05/27/2022 | 484886       | Check        | Crazy Aaron Enterprises, Inc.      | 930656        | 2 AP8845          | 40.80        |
| 05/27/2022 | 484887       | Check        | Cromie, Alison                     | 500874        | 2 AP8845          | 375.83       |
| 05/27/2022 | 484888       | Check        | Dakota Electric Association        | 900809        | 2 AP8845          | 60,294.41    |
| 05/27/2022 | 484889       | Check        | Eagan High School                  | 904069        | 2 AP8845          | 100.00       |
| 05/27/2022 | 484890       | Check        | Eider, Jake                        | 924084        | 2 AP8845          | 94.00        |
| 05/27/2022 | 484891       | Check        | Farmington High School             | 902495-1      | 2 AP8845          | 350.00       |
| 05/27/2022 | 484892       | Check        | Field Environmental Consulting Inc | 926109        | 2 AP8845          | 5,439.80     |
| 05/27/2022 | 484893       | Check        | Fisler Data LLC                    | 929235        | 2 AP8845          | 359.00       |
| 05/27/2022 | 484894       | Check        | GreatAmerica Financial Services    | 929729        | 2 AP8845          | 395.00       |
| 05/27/2022 | 484895       | Check        | H&B Specialized Products Inc       | 901641        | 2 AP8845          | 2,583.00     |
| 05/27/2022 | 484896       | Check        | Harkrader, Alan D                  | 901317        | 2 AP8845          | 138.00       |
| 05/27/2022 | 484897       | Check        | Hussein, Hamdi                     | 930467        | 2 AP8845          | 60.00        |

## AP Check Register

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AP Run: 20220527 AP — Post Date: 2022-05-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|-------------------------------------|---------------|-------------------|--------------|
| 05/27/2022 | 484898       | Check        | Illuminate Education Inc            | 930283        | 2 AP8845          | 1,495.00     |
| 05/27/2022 | 484899       | Check        | Innovative Office Solutions LLC     | 924274        | 2 AP8845          | 359.80       |
| 05/27/2022 | 484900       | Check        | Kona Ice Twin Cities                | 930671        | 2 AP8845          | 920.70       |
| 05/27/2022 | 484901       | Check        | Lakes Country Service Cooperative   | 901718        | 2 AP8845          | 3,250.00     |
| 05/27/2022 | 484902       | Check        | Lalani, Angel                       | 500873        | 2 AP8845          | 29.45        |
| 05/27/2022 | 484903       | Check        | Lamprecht, John                     | 928748        | 2 AP8845          | 30.00        |
| 05/27/2022 | 484904       | Check        | Leonard, Patricia                   | 930641        | 2 AP8845          | 1,300.00     |
| 05/27/2022 | 484905       | Check        | Martin, Emma                        | 930688        | 2 AP8845          | 300.00       |
| 05/27/2022 | 484906       | Check        | Master Automotive Tire & Quick Lube | 928612        | 2 AP8845          | 81.48        |
| 05/27/2022 | 484907       | Check        | McDevitt, Jane                      | 500761        | 2 AP8845          | 42.00        |
| 05/27/2022 | 484908       | Check        | Merry, Vanessa                      | 929912        | 2 AP8845          | 300.00       |
| 05/27/2022 | 484909       | Check        | Mid City Services                   | 930092        | 2 AP8845          | 256.00       |
| 05/27/2022 | 484910       | Check        | Midwest Volleyball Warehouse        | 905670        | 2 AP8845          | 519.00       |
| 05/27/2022 | 484911       | Check        | Minnesota Energy Resources          | 903029        | 2 AP8845          | 438.62       |
| 05/27/2022 | 484912       | Check        | NCS Pearson Inc                     | 925372        | 2 AP8845          | 204.75       |
| 05/27/2022 | 484913       | Check        | Nelson, Kristi Kay                  | 930378        | 2 AP8845          | 300.00       |
| 05/27/2022 | 484914       | Check        | Nieman, Brittany                    | 500699        | 2 AP8845          | 232.36       |
| 05/27/2022 | 484915       | Check        | Nop, Vicheara                       | 500711        | 2 AP8845          | 6.80         |
| 05/27/2022 | 484916       | Check        | Norcostco Inc                       | 902765        | 2 AP8845          | 299.40       |

## AP Check Register

AP Run: 20220527 AP — Post Date: 2022-05-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                                   | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|--|---------------|-------------------|--------------|
| 05/27/2022 | 484917       | Check        | Occupational Health of MN, PC          | 929919        | 2 AP8845          | 344.00       |
| 05/27/2022 | 484918       | Check        | ODP Business Solutions LLC             | 902489        | 2 AP8845          | 73.37        |
| 05/27/2022 | 484919       | Check        | Office Systems And Design Inc          | 926881        | 2 AP8845          | 3,789.00     |
| 05/27/2022 | 484920       | Check        | Orkin Commercial Services              | 926086        | 2 AP8845          | 1,243.00     |
| 05/27/2022 | 484921       | Check        | Perez, Melissa M                       | 924879        | 2 AP8845          | 120.00       |
| 05/27/2022 | 484922       | Check        | Prior Lake High School                 | 921458        | 2 AP8845          | 133.00       |
| 05/27/2022 | 484923       | Check        | Professional Wireless Communications   | 924681        | 2 AP8845          | 1,955.00     |
| 05/27/2022 | 484924       | Check        | Red Wing Business Advantage Account    | 921851-1      | 2 AP8845          | 250.00       |
| 05/27/2022 | 484925       | Check        | Regents of The University of Minnesota | 908798-12     | 2 AP8845          | 395.00       |
| 05/27/2022 | 484926       | Check        | Richert, Andrea                        | 930496        | 2 AP8845          | 1,050.00     |
| 05/27/2022 | 484927       | Check        | Rifton Equipment                       | 909053        | 2 AP8845          | 1,586.25     |
| 05/27/2022 | 484928       | Check        | Rock Hard Landscape Supply             | 928528        | 2 AP8845          | 1,935.50     |
| 05/27/2022 | 484929       | Check        | Roseville Speech                       | 930009        | 2 AP8845          | 112.00       |
| 05/27/2022 | 484930       | Check        | Ryan, William                          | 930691        | 2 AP8845          | 83.00        |
| 05/27/2022 | 484931       | Check        | Schmitt Music                          | 903532        | 2 AP8845          | 361.83       |
| 05/27/2022 | 484932       | Check        | Scholastic Inc                         | 903196-15     | 2 AP8845          | 705.25       |
| 05/27/2022 | 484933       | Check        | School Specialty LLC                   | 925097        | 2 AP8845          | 656.54       |
| 05/27/2022 | 484934       | Check        | Second Harvest Heartland               | 928183        | 2 AP8845          | 1,459.26     |
| 05/27/2022 | 484935       | Check        | Shirt Werks & Promotionals Inc         | 907092        | 2 AP8845          | 1,065.73     |

## AP Check Register

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AP Run: 20220527 AP — Post Date: 2022-05-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                            | Vendor Number | Bank Account Code | Check Amount        |
|---------------|--------------|--------------|---------------------------------|---------------|-------------------|---------------------|
| 05/27/2022    | 484936       | Check        | Sigl, Kevin                     | 500522        | 2 AP8845          | 56.95               |
| 05/27/2022    | 484937       | Check        | Soliant Health LLC              | 930344        | 2 AP8845          | 1,880.00            |
| 05/27/2022    | 484938       | Check        | Springer, Nathan                | 930690        | 2 AP8845          | 83.00               |
| 05/27/2022    | 484939       | Check        | St Paul Beverage Solutions, LLC | 930156        | 2 AP8845          | 2,813.85            |
| 05/27/2022    | 484940       | Check        | Stamm, Amanda                   | 930020        | 2 AP8845          | 136.50              |
| 05/27/2022    | 484941       | Check        | Suleiman, Nasra                 | 500675        | 2 AP8845          | 75.00               |
| 05/27/2022    | 484942       | Check        | Tano, Jaclyn                    | 930347        | 2 AP8845          | 375.00              |
| 05/27/2022    | 484943       | Check        | Tano, Tina                      | 930371        | 2 AP8845          | 150.00              |
| 05/27/2022    | 484944       | Check        | Teachers On Call                | 929847        | 2 AP8845          | 38,867.56           |
| 05/27/2022    | 484945       | Check        | Tree Protection Services        | 929807        | 2 AP8845          | 14,645.00           |
| 05/27/2022    | 484946       | Check        | TriMark Marlinn LLC             | 925854        | 2 AP8845          | 715.00              |
| 05/27/2022    | 484947       | Check        | Truelson, Nels W                | 930350        | 2 AP8845          | 19.88               |
| 05/27/2022    | 484948       | Check        | UCARE                           | 500827        | 2 AP8845          | 15.00               |
| 05/27/2022    | 484949       | Check        | Upper Lakes Foods Inc           | 929826        | 2 AP8845          | 30,776.20           |
| 05/27/2022    | 484950       | Check        | Washington Technology Magnet    | 920992        | 2 AP8845          | 175.00              |
| 05/27/2022    | 484951       | Check        | West Music Company              | 904435        | 2 AP8845          | 348.29              |
| 05/27/2022    | 484952       | Check        | Wood Lake Nature Center         | 930689        | 2 AP8845          | 200.00              |
| 05/27/2022    | 484953       | Check        | Zelkind, Eduard                 | 930687        | 2 AP8845          | 6,400.00            |
| <b>Total:</b> |              |              |                                 |               |                   | <b>\$259,591.17</b> |

# AP Check Register

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AP Run: 20220527 AP — Post Date: 2022-05-27 — 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> |
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|

### 20220527 AP Summary

| <u>Type</u>     | <u>Count</u> | <u>Amount</u>       |
|-----------------|--------------|---------------------|
| Regular         | 76           | 259,591.17          |
| ACH Checks:     | 0            | 0.00                |
| Wire Transfers: | 0            | 0.00                |
| Epayables:      | 0            | 0.00                |
| <b>Total:</b>   | <b>76</b>    | <b>\$259,591.17</b> |

## AP Check Register

AP Run: 20220527 AP2 --- Post Date: 2022-05-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name    | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|---------|---------------|-------------------|-------------------|
| 05/27/2022    | 484954       | Check        | Comcast | 926565-1      | 2 AP8845          | 5,457.79          |
| <b>Total:</b> |              |              |         |               |                   | <b>\$5,457.79</b> |

### 20220527 AP2 Summary

| Type            | Count    | Amount            |
|-----------------|----------|-------------------|
| Regular         | 1        | 5,457.79          |
| ACH Checks:     | 0        | 0.00              |
| Wire Transfers: | 0        | 0.00              |
| Epayables:      | 0        | 0.00              |
| <b>Total:</b>   | <b>1</b> | <b>\$5,457.79</b> |

## AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

| <u>Fund</u>                  | <u>Total</u>          |
|------------------------------|-----------------------|
| 01 - GENERAL                 | 1,051,698.11          |
| 02 - FOOD SERVICE            | 189,303.07            |
| 03 - TRANSPORTATION          | 838,982.03            |
| 04 - COMMUNITY SERVICE       | 48,661.82             |
| 16 - FACILITIES RENTAL       | 63.66                 |
| 22 - ISF - HEALTH SELECT 105 | 6,028.80              |
| 26 - BOND REFERENDUM         | 27,471.84             |
| 50 - STUDENT ACTIVITY FUND   | 19,548.12             |
|                              | <b>\$2,181,757.45</b> |

## AP Check Register

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AP Run: 20220504 C1 — Post Date: 2022-05-04 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                | Vendor Number | Bank Account Code | Check Amount       |
|---------------|--------------|--------------|---------------------|---------------|-------------------|--------------------|
| 05/04/2022    | 6000000633   |              | Cole Papers Inc     | 927279-1      | 2 Virtua          | 1,708.49           |
| 05/04/2022    | 6000000634   |              | Grainger            | 904387-1      | 2 Virtua          | 543.70             |
| 05/04/2022    | 6000000635   |              | Tri-Dim Filter Corp | 929519        | 2 Virtua          | 5,448.06           |
| 05/04/2022    | 6000000636   |              | Trio Supply         | 903802        | 2 Virtua          | 5,712.20           |
| <b>Total:</b> |              |              |                     |               |                   | <b>\$13,412.45</b> |

### 20220504 C1 Summary

| Type            | Count    | Amount             |
|-----------------|----------|--------------------|
| Regular         | 0        | 0.00               |
| ACH Checks:     | 0        | 0.00               |
| Wire Transfers: | 0        | 0.00               |
| Epayables:      | 4        | 13,412.45          |
| <b>Total:</b>   | <b>4</b> | <b>\$13,412.45</b> |

## AP Check Register

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AP Run: 20220511 C1 — Post Date: 2022-05-11 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                       | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|----------------------------|---------------|-------------------|-------------------|
| 05/11/2022    | 6000000637   |              | Advanced Imaging Solutions | 928551        | 2 Virtua          | 5,043.42          |
| 05/11/2022    | 6000000638   |              | Grainger                   | 904387-1      | 2 Virtua          | 118.55            |
| 05/11/2022    | 6000000639   |              | Trio Supply                | 903802        | 2 Virtua          | 3,649.71          |
| <b>Total:</b> |              |              |                            |               |                   | <b>\$8,811.68</b> |

### 20220511 C1 Summary

| Type            | Count    | Amount            |
|-----------------|----------|-------------------|
| Regular         | 0        | 0.00              |
| ACH Checks:     | 0        | 0.00              |
| Wire Transfers: | 0        | 0.00              |
| Epayables:      | 3        | 8,811.68          |
| <b>Total:</b>   | <b>3</b> | <b>\$8,811.68</b> |

## AP Check Register

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AP Run: 20220518 C1 — Post Date: 2022-05-18 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name        | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|-------------|---------------|-------------------|-------------------|
| 05/18/2022    | 6000000640   |              | Grainger    | 904387-1      | 2 Virtua          | 2,158.99          |
| 05/18/2022    | 6000000641   |              | Trio Supply | 903802        | 2 Virtua          | 4,538.50          |
| <b>Total:</b> |              |              |             |               |                   | <b>\$6,697.49</b> |

### 20220518 C1 Summary

| Type            | Count    | Amount            |
|-----------------|----------|-------------------|
| Regular         | 0        | 0.00              |
| ACH Checks:     | 0        | 0.00              |
| Wire Transfers: | 0        | 0.00              |
| Epayables:      | 2        | 6,697.49          |
| <b>Total:</b>   | <b>2</b> | <b>\$6,697.49</b> |

## AP Check Register

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AP Run: 20220526 C1 — Post Date: 2022-05-26 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                    | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|-------------------------|---------------|-------------------|-------------------|
| 05/26/2022    | 6000000642   |              | Cornerstone Copy Center | 900502        | 2 Virtua          | 588.23            |
| 05/26/2022    | 6000000643   |              | Grainger                | 904387-1      | 2 Virtua          | 781.48            |
| 05/26/2022    | 6000000644   |              | Tri-Dim Filter Corp     | 929519        | 2 Virtua          | 2,107.88          |
| 05/26/2022    | 6000000645   |              | Trio Supply             | 903802        | 2 Virtua          | 4,186.74          |
| 05/26/2022    | 6000000646   |              | Universal Athletic LLC  | 928417        | 2 Virtua          | 1,827.93          |
| <b>Total:</b> |              |              |                         |               |                   | <b>\$9,492.26</b> |

### 20220526 C1 Summary

| Type            | Count    | Amount            |
|-----------------|----------|-------------------|
| Regular         | 0        | 0.00              |
| ACH Checks:     | 0        | 0.00              |
| Wire Transfers: | 0        | 0.00              |
| Epayables:      | 5        | 9,492.26          |
| <b>Total:</b>   | <b>5</b> | <b>\$9,492.26</b> |

## AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

| <u>Fund</u>            | <u>Total</u>       |
|------------------------|--------------------|
| 01 - GENERAL           | 19,910.89          |
| 02 - FOOD SERVICE      | 17,764.04          |
| 04 - COMMUNITY SERVICE | 738.95             |
|                        | <b>\$38,413.88</b> |

## AP Check Register

AP Run: 20220503 VACH — Post Date: 2022-05-03 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                   | Vendor Number | Bank Account Code | Check Amount       |
|---------------|--------------|--------------|------------------------|---------------|-------------------|--------------------|
| 05/03/2022    | 9000003065   | ACH          | CDW Government Inc     | 920289-1      | 1 AP5800          | 1,798.30           |
| 05/03/2022    | 9000003066   | ACH          | Safeway Driving School | 926796        | 1 AP5800          | 14,820.00          |
| <b>Total:</b> |              |              |                        |               |                   | <b>\$16,618.30</b> |

### 20220503 VACH Summary

| Type            | Count    | Amount             |
|-----------------|----------|--------------------|
| Regular         | 0        | 0.00               |
| ACH Checks:     | 2        | 16,618.30          |
| Wire Transfers: | 0        | 0.00               |
| Epayables:      | 0        | 0.00               |
| <b>Total:</b>   | <b>2</b> | <b>\$16,618.30</b> |

## AP Check Register

AP Run: 20220504 EACH — Post Date: 2022-05-04 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                           | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|--------------------------------|---------------|-------------------|--------------|
| 05/04/2022 | 9000003067   | ACH          | Albersheim-Carter,<br>Marcina  | 018646        | 1 AP5800          | 50.95        |
| 05/04/2022 | 9000003068   | ACH          | Asfeld, Beth M                 | 009374        | 1 AP5800          | 85.45        |
| 05/04/2022 | 9000003069   | ACH          | Blood, Kelsey Jo               | 017981        | 1 AP5800          | 80.96        |
| 05/04/2022 | 9000003070   | ACH          | Brandner, Renee                | 011279        | 1 AP5800          | 73.46        |
| 05/04/2022 | 9000003071   | ACH          | Challgren, Peg Ten             | 006842        | 1 AP5800          | 113.95       |
| 05/04/2022 | 9000003072   | ACH          | Cherep, Nancy M                | 007805        | 1 AP5800          | 29.58        |
| 05/04/2022 | 9000003073   | ACH          | Christenson, Rachel A          | 020330        | 1 AP5800          | 64.02        |
| 05/04/2022 | 9000003074   | ACH          | Coronis, Stacy S               | 010346        | 1 AP5800          | 96.94        |
| 05/04/2022 | 9000003075   | ACH          | Deutsch, Matt R                | 014970        | 1 AP5800          | 60.00        |
| 05/04/2022 | 9000003076   | ACH          | Fischer McDonald,<br>Christine | 020544        | 1 AP5800          | 19.31        |
| 05/04/2022 | 9000003077   | ACH          | Gillies, Heidi D               | 020528        | 1 AP5800          | 85.00        |
| 05/04/2022 | 9000003078   | ACH          | Gonzalez, Briseida             | 020509        | 1 AP5800          | 85.00        |
| 05/04/2022 | 9000003079   | ACH          | Holden, Matt J                 | 009267        | 1 AP5800          | 275.65       |
| 05/04/2022 | 9000003080   | ACH          | Johnson, Brian J               | 018190        | 1 AP5800          | 94.19        |
| 05/04/2022 | 9000003081   | ACH          | Jordan, Allison A              | 016428        | 1 AP5800          | 38.15        |
| 05/04/2022 | 9000003082   | ACH          | Kacmarynski, Kristine          | 017804        | 1 AP5800          | 39.22        |
| 05/04/2022 | 9000003083   | ACH          | Meyer, Jessica M               | 018679        | 1 AP5800          | 112.03       |
| 05/04/2022 | 9000003084   | ACH          | Mousseau, Rebecca J            | 020278        | 1 AP5800          | 87.81        |
| 05/04/2022 | 9000003085   | ACH          | Nelson, Katie L                | 015010        | 1 AP5800          | 52.59        |
| 05/04/2022 | 9000003086   | ACH          | Nordeen, Denise M              | 020415        | 1 AP5800          | 42.59        |

## AP Check Register

AP Run: 20220504 EACH — Post Date: 2022-05-04 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                       | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|----------------------------|---------------|-------------------|-------------------|
| 05/04/2022    | 9000003087   | ACH          | Opatz, Larry               | 009239        | 1 AP5800          | 114.37            |
| 05/04/2022    | 9000003088   | ACH          | Pieper, Jill               | 017753        | 1 AP5800          | 19.19             |
| 05/04/2022    | 9000003089   | ACH          | Sampers, Cynthia           | 008937        | 1 AP5800          | 20.38             |
| 05/04/2022    | 9000003090   | ACH          | Sanchez, Jacob A           | 020545        | 1 AP5800          | 85.00             |
| 05/04/2022    | 9000003091   | ACH          | Seamen, Michelle A         | 018634        | 1 AP5800          | 43.00             |
| 05/04/2022    | 9000003092   | ACH          | Spaulding, Sheila J        | 018536        | 1 AP5800          | 47.68             |
| 05/04/2022    | 9000003093   | ACH          | Tadevich Saunders, Naomi S | 020533        | 1 AP5800          | 85.00             |
| 05/04/2022    | 9000003094   | ACH          | Tarnofsky, John J          | 020438        | 1 AP5800          | 27.79             |
| 05/04/2022    | 9000003095   | ACH          | Thomas, John S             | 020221        | 1 AP5800          | 19.42             |
| 05/04/2022    | 9000003096   | ACH          | Wood, Kimberly R           | 017247        | 1 AP5800          | 42.74             |
| 05/04/2022    | 9000003097   | ACH          | Yost, Molly M              | 019831        | 1 AP5800          | 11.58             |
| <b>Total:</b> |              |              |                            |               |                   | <b>\$2,103.00</b> |

### 20220504 EACH Summary

| Type            | Count     | Amount            |
|-----------------|-----------|-------------------|
| Regular         | 0         | 0.00              |
| ACH Checks:     | 31        | 2,103.00          |
| Wire Transfers: | 0         | 0.00              |
| Epayables:      | 0         | 0.00              |
| <b>Total:</b>   | <b>31</b> | <b>\$2,103.00</b> |

## AP Check Register

AP Run: 20220512 EACH — Post Date: 2022-05-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date | Check Number | Payment Type | Name                 | Vendor Number | Bank Account Code | Check Amount |
|------------|--------------|--------------|----------------------|---------------|-------------------|--------------|
| 05/12/2022 | 9000003098   | ACH          | Anderson, Janelle D  | 018630        | 1 AP5800          | 68.91        |
| 05/12/2022 | 9000003099   | ACH          | Blandin, Melissa     | 011821        | 1 AP5800          | 67.24        |
| 05/12/2022 | 9000003100   | ACH          | Braun, Catherine A   | 020019        | 1 AP5800          | 42.24        |
| 05/12/2022 | 9000003101   | ACH          | Campen, Kim A.       | 009752        | 1 AP5800          | 75.00        |
| 05/12/2022 | 9000003102   | ACH          | Czapar, Kelly N      | 017322        | 1 AP5800          | 46.04        |
| 05/12/2022 | 9000003103   | ACH          | DeGroot, Elizabeth M | 019918        | 1 AP5800          | 50.00        |
| 05/12/2022 | 9000003104   | ACH          | Drutowski, Alison    | 018311        | 1 AP5800          | 614.46       |
| 05/12/2022 | 9000003105   | ACH          | Fechner, Susan       | 009959        | 1 AP5800          | 50.00        |
| 05/12/2022 | 9000003106   | ACH          | French, Keith J      | 015996        | 1 AP5800          | 220.83       |
| 05/12/2022 | 9000003107   | ACH          | Geditz, Randall J    | 009409        | 1 AP5800          | 75.00        |
| 05/12/2022 | 9000003108   | ACH          | Harrod, Kim          | 014622        | 1 AP5800          | 50.00        |
| 05/12/2022 | 9000003109   | ACH          | Holden, Nichole L    | 012521        | 1 AP5800          | 50.00        |
| 05/12/2022 | 9000003110   | ACH          | Holman, Sandra L     | 020020        | 1 AP5800          | 12.98        |
| 05/12/2022 | 9000003111   | ACH          | Hubbard, Mark R      | 013921        | 1 AP5800          | 124.68       |
| 05/12/2022 | 9000003112   | ACH          | Johnson, Glenn A.    | 003670        | 1 AP5800          | 50.00        |
| 05/12/2022 | 9000003113   | ACH          | Jordan, Allison A    | 016428        | 1 AP5800          | 72.72        |
| 05/12/2022 | 9000003114   | ACH          | Kessler, Cecilia     | 014986        | 1 AP5800          | 9.75         |
| 05/12/2022 | 9000003115   | ACH          | Lake, David          | 017436        | 1 AP5800          | 152.69       |
| 05/12/2022 | 9000003116   | ACH          | Maidment, Lori       | 010819        | 1 AP5800          | 75.00        |
| 05/12/2022 | 9000003117   | ACH          | McNeil, Madeline P   | 020200        | 1 AP5800          | 100.00       |

## AP Check Register

AP Run: 20220512 EACH — Post Date: 2022-05-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                   | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|------------------------|---------------|-------------------|-------------------|
| 05/12/2022    | 9000003118   | ACH          | Meulebroeck, Susanne   | 015693        | 1 AP5800          | 150.00            |
| 05/12/2022    | 9000003119   | ACH          | Meyer, Tanya L         | 012306        | 1 AP5800          | 155.52            |
| 05/12/2022    | 9000003120   | ACH          | Mulder, Lindsey        | 015696        | 1 AP5800          | 50.00             |
| 05/12/2022    | 9000003121   | ACH          | Pettengill, Taylor M   | 018048        | 1 AP5800          | 38.61             |
| 05/12/2022    | 9000003122   | ACH          | Plomski, Marci         | 020101        | 1 AP5800          | 50.00             |
| 05/12/2022    | 9000003123   | ACH          | Schlichting, Catherine | 012335        | 1 AP5800          | 50.00             |
| 05/12/2022    | 9000003124   | ACH          | Sellars, Jason A       | 019217        | 1 AP5800          | 1,000.00          |
| 05/12/2022    | 9000003125   | ACH          | Sexton, Marcia         | 013651        | 1 AP5800          | 135.50            |
| 05/12/2022    | 9000003126   | ACH          | Simmons, Sean D        | 017795        | 1 AP5800          | 68.91             |
| 05/12/2022    | 9000003127   | ACH          | Soruco, Maria R        | 015404        | 1 AP5800          | 15.68             |
| 05/12/2022    | 9000003128   | ACH          | Swanson, Todd          | 019467        | 1 AP5800          | 50.00             |
| 05/12/2022    | 9000003129   | ACH          | Thompson, Dana K       | 018310        | 1 AP5800          | 125.00            |
| 05/12/2022    | 9000003130   | ACH          | Tousignant, Holly      | 015856        | 1 AP5800          | 75.00             |
| 05/12/2022    | 9000003131   | ACH          | Voigt, Pamela M        | 017183        | 1 AP5800          | 945.05            |
| 05/12/2022    | 9000003132   | ACH          | Waller, Jennifer       | 012647        | 1 AP5800          | 73.59             |
| 05/12/2022    | 9000003133   | ACH          | Waters, Stacie         | 018472        | 1 AP5800          | 75.00             |
| 05/12/2022    | 9000003134   | ACH          | Williams, Elizabeth    | 018729        | 1 AP5800          | 50.00             |
| 05/12/2022    | 9000003135   | ACH          | Wurdeman, Scott        | 010543        | 1 AP5800          | 149.76            |
| <b>Total:</b> |              |              |                        |               |                   | <b>\$5,265.16</b> |

# AP Check Register

AP Run: 20220512 EACH — Post Date: 2022-05-12 — 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> |
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|

### 20220512 EACH Summary

| <u>Type</u>     | <u>Count</u> | <u>Amount</u>     |
|-----------------|--------------|-------------------|
| Regular         | 0            | 0.00              |
| ACH Checks:     | 38           | 5,265.16          |
| Wire Transfers: | 0            | 0.00              |
| Epayables:      | 0            | 0.00              |
| <b>Total:</b>   | <b>38</b>    | <b>\$5,265.16</b> |

## AP Check Register

AP Run: 20220519 EACH — Post Date: 2022-05-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                  | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|-----------------------|---------------|-------------------|-------------------|
| 05/19/2022    | 9000003136   | ACH          | Clancy, Carissa       | 016999        | 1 AP5800          | 98.28             |
| 05/19/2022    | 9000003137   | ACH          | Erickson, Kayla M     | 020006        | 1 AP5800          | 105.18            |
| 05/19/2022    | 9000003138   | ACH          | Ewert, Casey B        | 019158        | 1 AP5800          | 39.78             |
| 05/19/2022    | 9000003139   | ACH          | Gehrke, Andrew R      | 016612        | 1 AP5800          | 20.42             |
| 05/19/2022    | 9000003140   | ACH          | Gilbertson, Dale      | 015736        | 1 AP5800          | 49.00             |
| 05/19/2022    | 9000003141   | ACH          | Huemoeller, Michael T | 009394        | 1 AP5800          | 430.51            |
| 05/19/2022    | 9000003142   | ACH          | Jordan, Joanna        | 014624        | 1 AP5800          | 77.57             |
| 05/19/2022    | 9000003143   | ACH          | Koch, Rebecca M       | 018297        | 1 AP5800          | 59.99             |
| 05/19/2022    | 9000003144   | ACH          | Kolstad, Michele M    | 007847        | 1 AP5800          | 24.86             |
| 05/19/2022    | 9000003145   | ACH          | Niemiec, Alicia       | 013692        | 1 AP5800          | 31.00             |
| 05/19/2022    | 9000003146   | ACH          | Niesen, Elizabeth A   | 015962        | 1 AP5800          | 50.43             |
| 05/19/2022    | 9000003147   | ACH          | Pohl, Angie J         | 019145        | 1 AP5800          | 2,500.00          |
| 05/19/2022    | 9000003148   | ACH          | Rider, Lisa K         | 016166        | 1 AP5800          | 30.28             |
| 05/19/2022    | 9000003149   | ACH          | Robole, Vicki M       | 009670        | 1 AP5800          | 142.16            |
| 05/19/2022    | 9000003150   | ACH          | Ruiz, Cynthia         | 020623        | 1 AP5800          | 6.32              |
| 05/19/2022    | 9000003151   | ACH          | Tomas, Kelly          | 019218        | 1 AP5800          | 44.00             |
| <b>Total:</b> |              |              |                       |               |                   | <b>\$3,709.78</b> |

# AP Check Register

AP Run: 20220519 EACH — Post Date: 2022-05-19 — 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> |
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|

### 20220519 EACH Summary

| <u>Type</u>     | <u>Count</u> | <u>Amount</u>     |
|-----------------|--------------|-------------------|
| Regular         | 0            | 0.00              |
| ACH Checks:     | 16           | 3,709.78          |
| Wire Transfers: | 0            | 0.00              |
| Epayables:      | 0            | 0.00              |
| <b>Total:</b>   | <b>16</b>    | <b>\$3,709.78</b> |

## AP Check Register

AP Run: 20220525 EACH — Post Date: 2022-05-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

| Check Date    | Check Number | Payment Type | Name                 | Vendor Number | Bank Account Code | Check Amount      |
|---------------|--------------|--------------|----------------------|---------------|-------------------|-------------------|
| 05/25/2022    | 9000003152   | ACH          | Battle, Theresa F    | 019927        | 1 AP5800          | 500.00            |
| 05/25/2022    | 9000003153   | ACH          | Bohr, Jennifer L     | 009302        | 1 AP5800          | 133.79            |
| 05/25/2022    | 9000003154   | ACH          | Christy, Danielle H  | 014966        | 1 AP5800          | 90.50             |
| 05/25/2022    | 9000003155   | ACH          | Dehne, Tyler         | 020322        | 1 AP5800          | 200.00            |
| 05/25/2022    | 9000003156   | ACH          | Gambucci, Ann Marie  | 007314        | 1 AP5800          | 20.90             |
| 05/25/2022    | 9000003157   | ACH          | Gersich, Brian M     | 019849        | 1 AP5800          | 200.00            |
| 05/25/2022    | 9000003158   | ACH          | Gorton, Rachel       | 016735        | 1 AP5800          | 200.00            |
| 05/25/2022    | 9000003159   | ACH          | Hansen, Marie C      | 016617        | 1 AP5800          | 137.11            |
| 05/25/2022    | 9000003160   | ACH          | Holewa, Mary A       | 011153        | 1 AP5800          | 57.80             |
| 05/25/2022    | 9000003161   | ACH          | Pearson, Genevieve L | 019994        | 1 AP5800          | 70.55             |
| 05/25/2022    | 9000003162   | ACH          | Rider, Lisa K        | 016166        | 1 AP5800          | 200.00            |
| 05/25/2022    | 9000003163   | ACH          | Sovine, Stacey       | 017487        | 1 AP5800          | 200.00            |
| 05/25/2022    | 9000003164   | ACH          | Spies, Gabrielle     | 019838        | 1 AP5800          | 51.96             |
| 05/25/2022    | 9000003165   | ACH          | Tinklenberg, Aaron D | 017462        | 1 AP5800          | 200.00            |
| 05/25/2022    | 9000003166   | ACH          | Voigt, Pamela M      | 017183        | 1 AP5800          | 674.50            |
| 05/25/2022    | 9000003167   | ACH          | Wakal, Kimberly B    | 020416        | 1 AP5800          | 181.35            |
| <b>Total:</b> |              |              |                      |               |                   | <b>\$3,118.46</b> |

# AP Check Register

AP Run: 20220525 EACH — Post Date: 2022-05-25 — 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> |
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|
|-------------------|---------------------|---------------------|-------------|----------------------|--------------------------|---------------------|

### 20220525 EACH Summary

| <u>Type</u>     | <u>Count</u> | <u>Amount</u>     |
|-----------------|--------------|-------------------|
| Regular         | 0            | 0.00              |
| ACH Checks:     | 16           | 3,118.46          |
| Wire Transfers: | 0            | 0.00              |
| Epayables:      | 0            | 0.00              |
| <b>Total:</b>   | <b>16</b>    | <b>\$3,118.46</b> |

## AP Check Register

AP Run: 20220531 Voids ACH — 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    | 9000003066   | ACH          | Safeway Driving School | 926796        | 1 AP5800          | -14,820.00          |
| <b>Total:</b> |              |              |                        |               |                   | <b>-\$14,820.00</b> |

### 20220531 Voids ACH Summary

| Type            | Count    | Amount              |
|-----------------|----------|---------------------|
| Regular         | 0        | 0.00                |
| ACH Checks:     | 1        | -14,820.00          |
| Wire Transfers: | 0        | 0.00                |
| Epayables:      | 0        | 0.00                |
| <b>Total:</b>   | <b>1</b> | <b>-\$14,820.00</b> |

## AP Check Register

| <u>Fund</u>                  | <u>Total</u>       |
|------------------------------|--------------------|
| 01 - GENERAL                 | 9,860.05           |
| 02 - FOOD SERVICE            | 468.35             |
| 04 - COMMUNITY SERVICE       | 3,279.81           |
| 22 - ISF - HEALTH SELECT 105 | 1,250.00           |
| 50 - STUDENT ACTIVITY FUND   | 1,136.49           |
|                              | <b>\$15,994.70</b> |



**Agenda IV.A.5**  
**August 25, 2022**

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

**From: Tyler Dehne, director of finance**

**Date: August 11, 2022**

**Re: Budget Analysis for the Month Ending May 31, 2022**

**Recommendation:** That the Board accepts the Budget Analysis for the month ending May 31, 2022.

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

|              | <u>Year-to-Date<br/>Revenue</u> | <u>% of Adopted<br/>Budget</u> | <u>Year-to-Date<br/>Expenditures</u> | <u>% of Adopted<br/>Budget</u> |
|--------------|---------------------------------|--------------------------------|--------------------------------------|--------------------------------|
| All Funds    | \$ 158,547,029                  | 89.66%                         | \$ 146,759,177                       | 80.63%                         |
| General Fund | \$ 107,920,714                  | 82.58%                         | \$ 107,457,075                       | 79.15%                         |

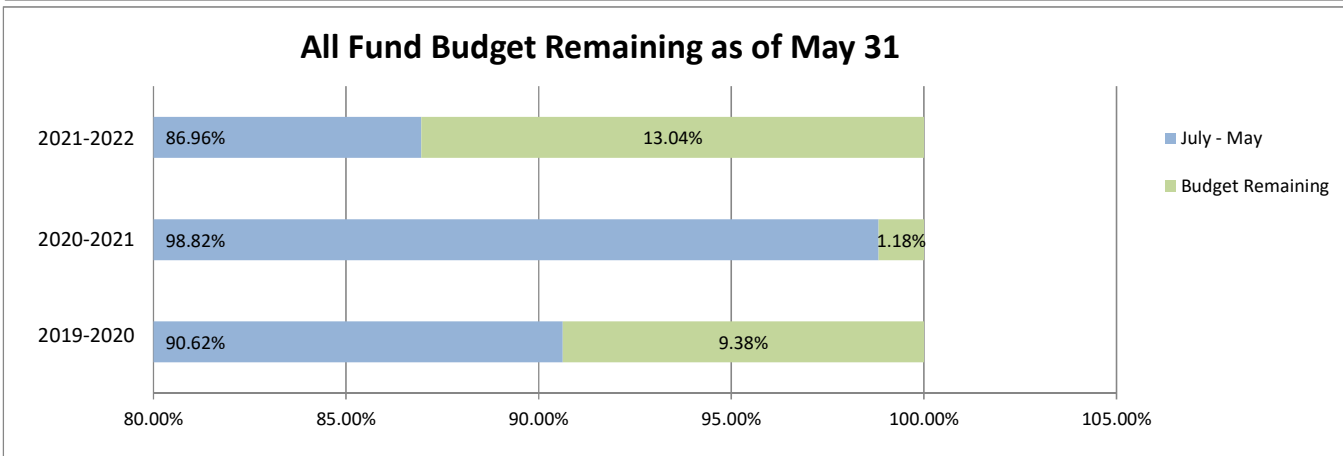
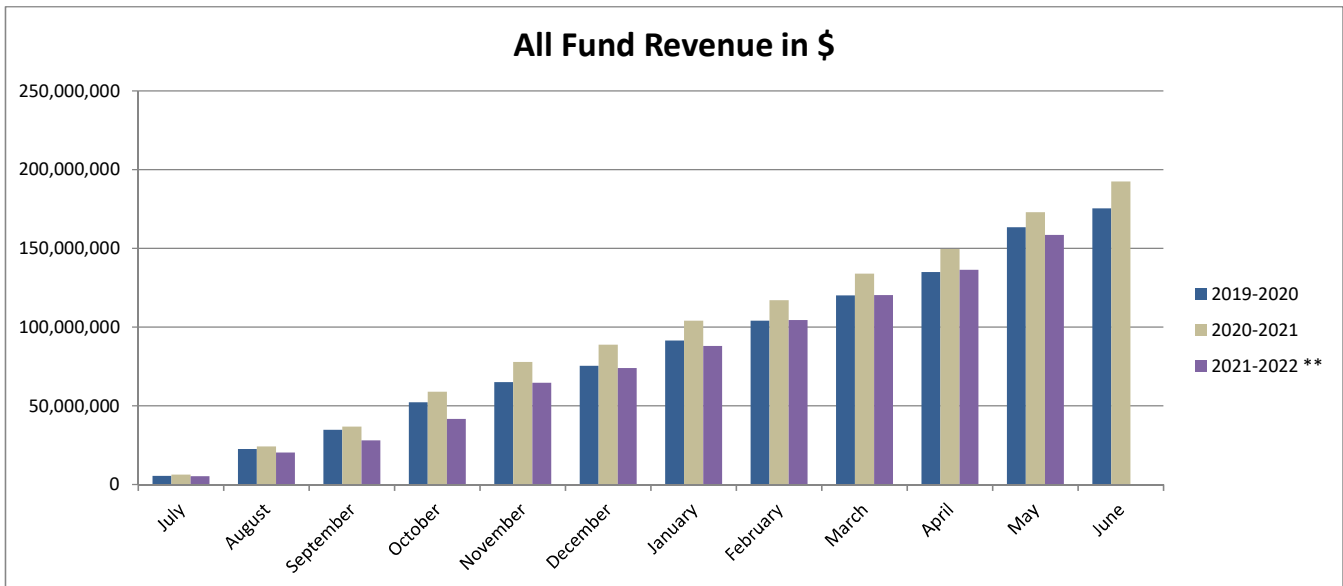
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

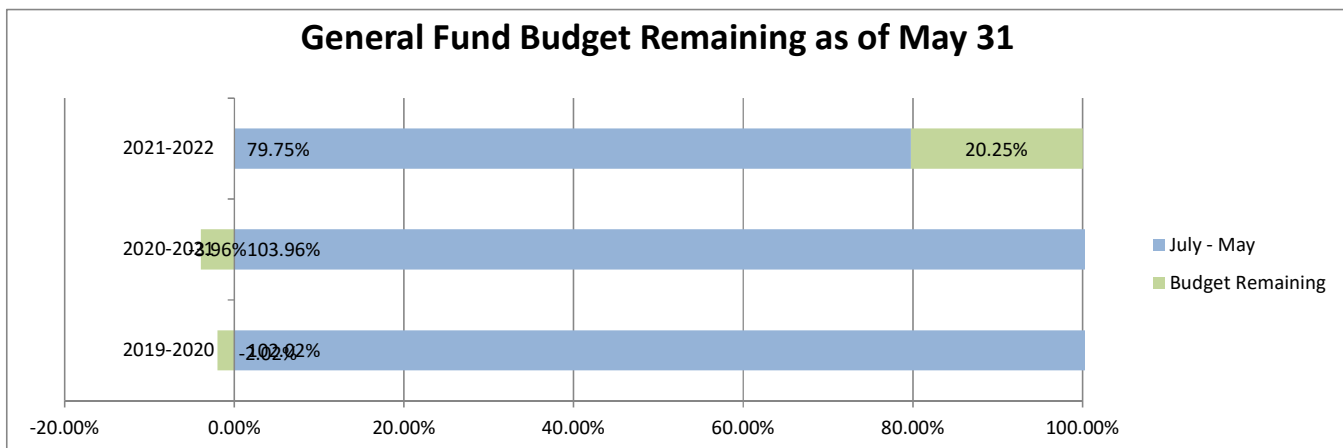
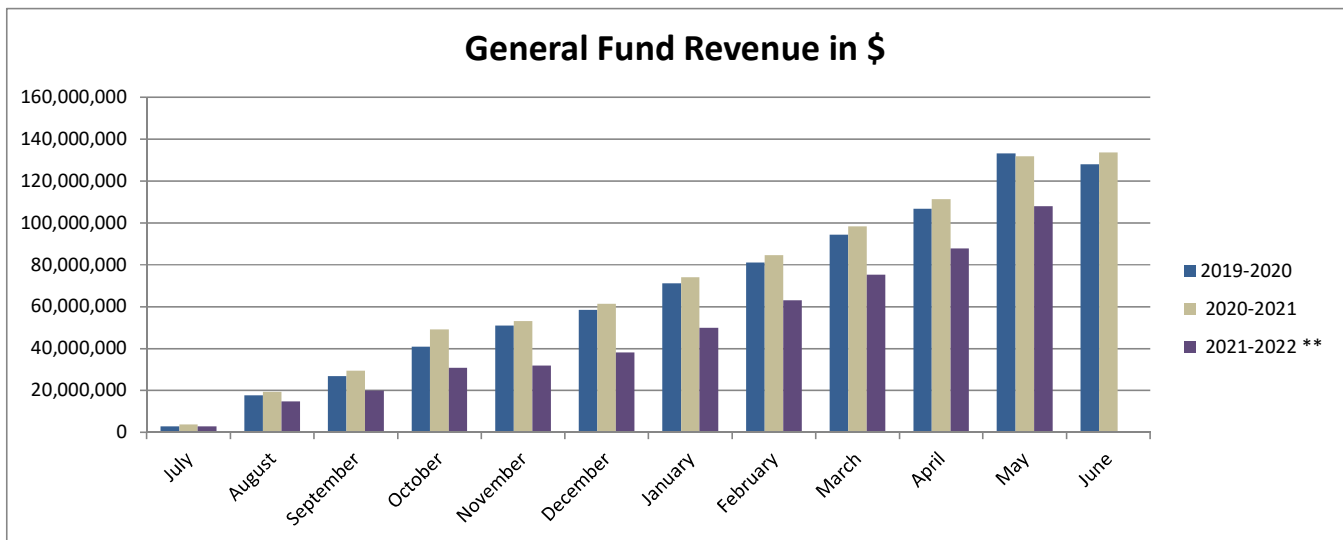
|               | 2019-2020          |                | 2020-2021          |                | 2021-2022 **       |                |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
|               | \$                 | %              | \$                 | %              | \$                 | %              |
| July          | 5,485,241          | 3.04%          | 6,287,193          | 3.59%          | 5,298,428          | 2.91%          |
| August        | 22,594,027         | 12.53%         | 24,061,844         | 13.74%         | 20,358,554         | 11.17%         |
| September     | 34,813,133         | 19.31%         | 36,829,976         | 21.04%         | 28,136,656         | 15.43%         |
| October       | 52,091,920         | 28.89%         | 59,014,681         | 33.71%         | 41,631,893         | 22.83%         |
| November      | 64,950,000         | 36.02%         | 77,976,654         | 44.54%         | 64,659,908         | 35.46%         |
| December      | 75,350,271         | 41.79%         | 88,949,514         | 50.81%         | 73,979,823         | 40.58%         |
| January       | 91,452,688         | 50.72%         | 103,921,863        | 59.36%         | 88,036,615         | 48.28%         |
| February      | 104,037,421        | 57.70%         | 117,144,444        | 66.91%         | 104,470,173        | 57.30%         |
| March         | 120,089,341        | 66.60%         | 133,864,754        | 76.46%         | 120,312,724        | 65.99%         |
| April         | 134,860,140        | 74.79%         | 149,466,884        | 85.38%         | 136,207,121        | 74.70%         |
| May           | 163,402,130        | 90.62%         | 173,006,598        | 98.82%         | 158,547,029        | 86.96%         |
| June          | 175,487,024        | 97.33%         | 192,391,251        | 109.89%        |                    | 0.00%          |
| <b>BUDGET</b> | <b>180,308,051</b> | <b>100.00%</b> | <b>175,070,662</b> | <b>100.00%</b> | <b>182,328,209</b> | <b>100.00%</b> |



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

**REVENUE COMPARISON  
GENERAL FUND**

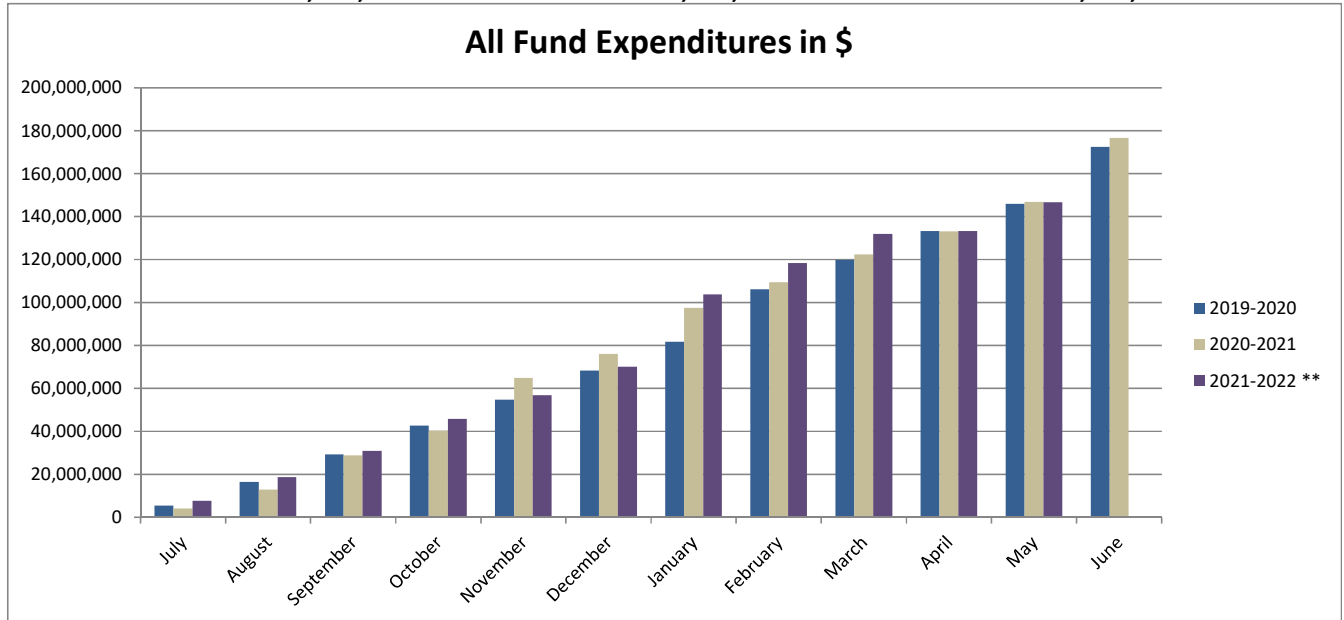
|               | 2019-2020          |                | 2020-2021          |                | 2021-2022 **       |                |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
|               | \$                 | %              | \$                 | %              | \$                 | %              |
| July          | 2,952,734          | 2.26%          | 3,817,036          | 3.01%          | 2,886,590          | 2.13%          |
| August        | 17,728,648         | 13.58%         | 19,274,187         | 15.20%         | 14,880,829         | 11.00%         |
| September     | 26,994,038         | 20.67%         | 29,519,205         | 23.27%         | 20,103,961         | 14.86%         |
| October       | 40,875,100         | 31.30%         | 49,179,583         | 38.77%         | 30,912,213         | 22.84%         |
| November      | 50,901,641         | 38.98%         | 53,171,053         | 41.92%         | 31,891,696         | 23.57%         |
| December      | 58,488,110         | 44.79%         | 61,389,953         | 48.40%         | 38,120,643         | 28.17%         |
| January       | 71,248,272         | 54.57%         | 73,970,734         | 58.32%         | 50,021,826         | 36.96%         |
| February      | 81,110,930         | 62.12%         | 84,622,165         | 66.72%         | 63,056,288         | 46.59%         |
| March         | 94,414,841         | 72.31%         | 98,343,919         | 77.54%         | 75,344,032         | 55.67%         |
| April         | 106,747,578        | 81.75%         | 111,273,854        | 87.73%         | 87,770,797         | 64.86%         |
| May           | 133,202,884        | 102.02%        | 131,860,398        | 103.96%        | 107,920,714        | 79.75%         |
| June          | 127,889,261        | 97.95%         | 133,587,632        | 105.32%        |                    | 0.00%          |
| <b>BUDGET</b> | <b>130,570,739</b> | <b>100.00%</b> | <b>126,834,491</b> | <b>100.00%</b> | <b>135,328,560</b> | <b>100.00%</b> |



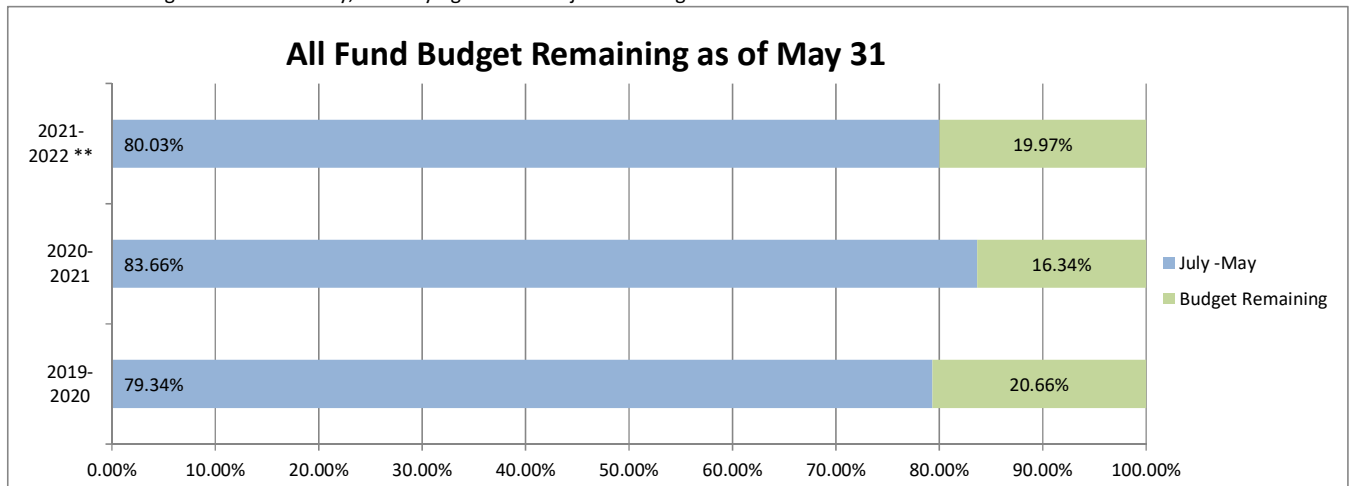
\*\* The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON  
ALL FUNDS**

|               | 2019-2020          |                | 2020-2021          |                | 2021-2022 **       |                |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
|               | \$                 | %              | \$                 | %              | \$                 | %              |
| July          | 5,527,131          | 3.00%          | 4,136,021          | 2.36%          | 7,576,301          | 4.13%          |
| August        | 16,468,457         | 8.95%          | 12,806,761         | 7.30%          | 18,666,589         | 10.18%         |
| September     | 29,323,003         | 15.94%         | 28,871,496         | 16.45%         | 30,852,672         | 16.82%         |
| October       | 42,659,629         | 23.19%         | 40,214,431         | 22.92%         | 45,790,504         | 24.97%         |
| November      | 54,807,687         | 29.79%         | 64,868,844         | 36.96%         | 56,770,670         | 30.96%         |
| December      | 68,333,711         | 37.14%         | 76,102,321         | 43.37%         | 70,038,540         | 38.19%         |
| January       | 81,733,856         | 44.42%         | 97,403,339         | 55.50%         | 103,678,352        | 56.54%         |
| February      | 106,174,331        | 57.71%         | 109,396,118        | 62.34%         | 118,307,424        | 64.51%         |
| March         | 119,896,778        | 65.16%         | 122,331,287        | 69.71%         | 131,880,947        | 71.91%         |
| April         | 133,324,048        | 72.46%         | 133,047,037        | 75.82%         | 133,234,025        | 72.65%         |
| May           | 145,975,143        | 79.34%         | 146,818,004        | 83.66%         | 146,759,177        | 80.03%         |
| June          | 172,410,094        | 93.71%         | 176,641,177        | 100.66%        |                    | 0.00%          |
| <b>BUDGET</b> | <b>183,989,992</b> | <b>100.00%</b> | <b>175,489,038</b> | <b>100.00%</b> | <b>183,385,992</b> | <b>100.00%</b> |

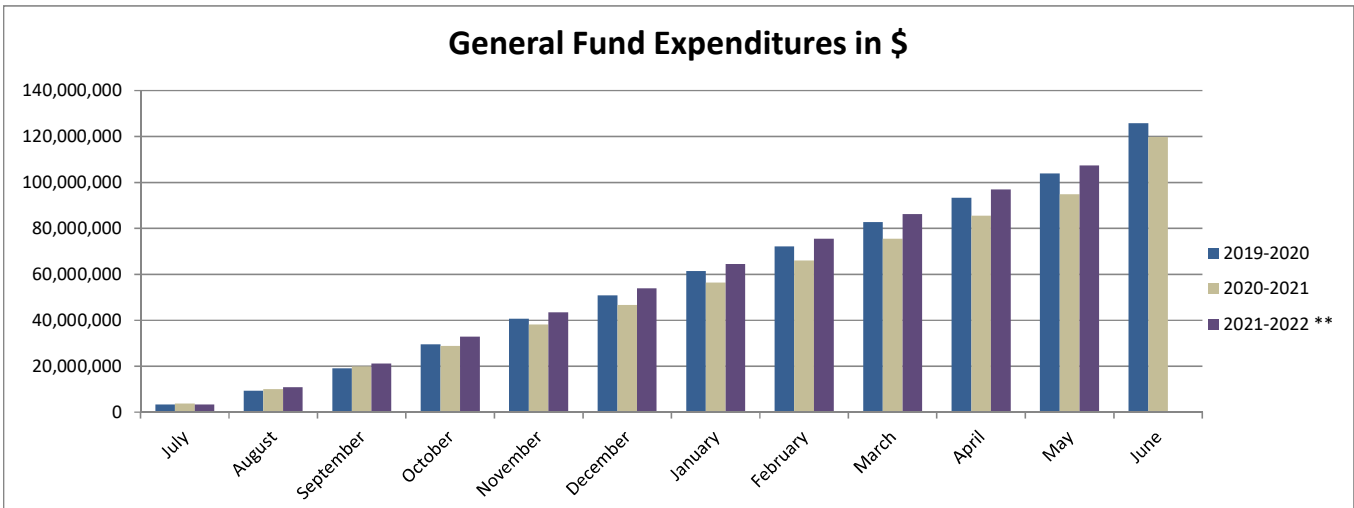


\*\*based on timing of financial activity, monthly figures are subject to change

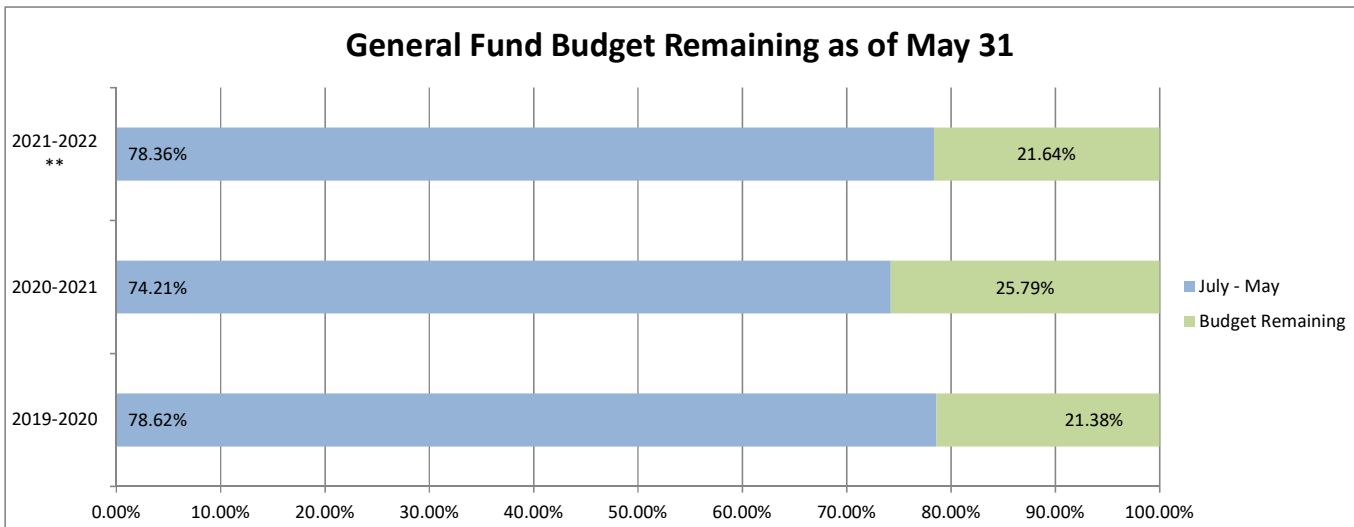


**EXPENDITURE COMPARISON  
GENERAL FUND**

|               | 2019-2020          |                | 2020-2021          |                | 2021-2022 **       |                |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
|               | \$                 | %              | \$                 | %              | \$                 | %              |
| July          | 3,278,040          | 2.48%          | 3,805,343          | 2.98%          | 3,258,178          | 2.38%          |
| August        | 9,235,858          | 6.99%          | 9,950,010          | 7.78%          | 10,886,189         | 7.94%          |
| September     | 19,056,078         | 14.41%         | 19,860,387         | 15.54%         | 21,189,447         | 15.45%         |
| October       | 29,431,382         | 22.26%         | 28,831,518         | 22.56%         | 32,864,644         | 23.96%         |
| November      | 40,610,524         | 30.72%         | 38,110,749         | 29.81%         | 43,449,234         | 31.68%         |
| December      | 50,859,427         | 38.47%         | 46,736,045         | 36.56%         | 53,909,332         | 39.31%         |
| January       | 61,440,209         | 46.47%         | 56,357,446         | 44.09%         | 64,483,325         | 47.02%         |
| February      | 72,157,858         | 54.58%         | 65,964,586         | 51.61%         | 75,609,009         | 55.13%         |
| March         | 82,820,131         | 62.64%         | 75,602,778         | 59.15%         | 86,292,890         | 62.92%         |
| April         | 93,356,204         | 70.61%         | 85,552,003         | 66.93%         | 97,013,445         | 70.74%         |
| May           | 103,944,142        | 78.62%         | 94,865,356         | 74.21%         | 107,457,075        | 78.36%         |
| June          | 125,799,767        | 95.15%         | 119,796,978        | 93.72%         |                    | 0.00%          |
| <b>BUDGET</b> | <b>132,208,436</b> | <b>100.00%</b> | <b>127,825,136</b> | <b>100.00%</b> | <b>137,139,540</b> | <b>100.00%</b> |



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





**Agenda IV.A.6.  
August 25, 2022**

**To:** Board of Education

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

**Date:** August 18, 2022

**Re:** Report about the Listening Session

**Recommendation:** Receive a report about the Listening Session on August 11, 2022.

No one spoke at the Listening Session on August 11, 2022.



**Agenda IV.A.7.  
August 25, 2022**

**To:** Board of Education  
**From:** Dr. Theresa Battle, superintendent  
**Date:** August 18, 2022  
**Re:** Policy 204: *School Board Meeting Minutes*

**Recommendation:** Approve, on a second reading basis, non-substantive changes to Policy 204: *School Board Meeting Minutes*.

Policy 204 was reviewed by the Policy Review Committee on June 21, 2022. The first reading was approved by the Board on August 11, 2022.

- Policy 204 - MSBA: Update text to mirror statute.

*Adopted: 7/1985*  
*Reviewed: 8/11/2022*  
*Revised: 8/25/2022*  
*Rescinds: BDDG*

*Burnsville-Eagan-Savage School District Policy 204*

**204 SCHOOL BOARD MEETING MINUTES**

**I. PURPOSE**

The purpose of this policy is to establish procedures relating to the maintenance of records of the school board and the publication of its official proceedings.

**II. GENERAL STATEMENT OF POLICY**

It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.

**III. MAINTENANCE OF MINUTES AND RECORDS**

A. The clerk shall keep and maintain permanent records of the school board, including records of the minutes of school board meetings and other required records of the school board. All votes taken at meetings required to be open to the public pursuant to the Minnesota Open Meeting Law must be recorded in a journal or minutes kept for that purpose. Public records maintained by the school district must be available for inspection by members of the public during the regular business hours of the school district. Minutes of meetings shall be available for inspection at the administrative offices of the school district after they have been prepared. Minutes of a school board meeting shall be approved or modified by the school board at a subsequent meeting, which action shall be reflected in the official proceedings of that subsequent meeting.

B. Recordings of Closed Meetings

1. All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the school district's expense. Recordings of closed meetings shall be made separately from the recordings of an open meeting, to the extent such meetings are recorded. If a meeting is closed to discuss more than one (1) matter, each matter shall be separately recorded.
2. Recordings of closed meetings shall be preserved by the school district for the following time periods:
  - a. Meetings closed to discuss labor negotiations strategy shall be preserved for two (2) years after the contract is signed.

- b. Meetings closed to discuss security matters shall be preserved for at least four (4) years.
  - c. Meetings closed to discuss the purchase or sale of property shall be preserved for at least eight (8) years after the date of the meeting.
  - d. All other closed meetings shall be preserved by the school district for at least three (3) years after the date of the meeting.
  - e. Following the expiration of the above time periods, recordings of closed meetings shall be maintained as set forth in the school district's Records Retention Schedule.
3. Recordings of closed meetings shall be classified by the school district as protected non-public data that is not accessible by the public or any subject of the data, with the following exceptions:
  - a. Recordings of labor negotiations strategy meetings shall be classified as public data and made available to the public after all labor contracts are signed by the school district for the current budget period.
  - b. Recordings of meetings related to the purchase or sale of property shall be classified as public data and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school district has abandoned the purchase or sale.
  - c. Recordings of any other closed meetings shall be classified and/or released as required by court order.
4. Recordings of closed meetings shall be maintained separately from recordings of open meetings, to the extent recordings of open meetings are maintained by the school district, with the exception of recordings that have been classified as public data as set forth in Section III.B.3. above. Recordings of closed meetings classified as non-public data also shall be maintained in a secure location, separate from recordings classified as public data.
5. Recordings of closed meetings shall be maintained in a manner to easily identify the data classification of the recording. The recordings shall be identified with at least the following information:
  - a. The date of the closed meeting;
  - b. The basis upon which the meeting was closed (i.e.: labor negotiations strategy, purchase or sale of real property, educational data, etc.); and

- c. The classification of the data.
6. Recordings of closed meetings related to labor negotiations strategy and the purchase or sale of property shall be maintained and monitored in a manner that reclassifies the recording as public upon the occurrence of an event reclassifying that data as set forth in Section III.B.3. above.

#### IV. PUBLICATION OF OFFICIAL PROCEEDINGS

- A. The school board shall cause its official proceedings to be published once in the official newspaper of the school district within thirty (30) days of the meeting at which the proceedings occurred; however, if the school board conducts regular meetings not more than once every thirty (30) days, the school board need not publish the minutes until ten (10) days after they have been approved by the school board.
- B. The proceedings to be published shall be sufficiently full to fairly set forth the proceedings. They must include the substance of all official actions taken by the school board at any regular or special meeting, and at minimum must include the subject matter of a motion, the persons making and seconding the motion, a listing of how each member present voted on the motion, the character of resolutions offered including a brief description of their subject matter and whether adopted or defeated. The minutes and permanent records of the school board may include more detail than is required to be published with the official proceedings. If the proceedings have not yet been approved by the school board, the proceedings to be published may reflect that fact.
- C. The proceedings to be published may be a summary of the essential elements of the proceedings, and/or of resolutions and other official actions of the school board. Such a summary shall be written in a clear and coherent manner and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary and that the full text is available for public inspection at the administrative offices of the school district and that a copy of the proceedings, other than attachments to the minutes, is available without cost at the offices of the school district or by means of standard or electronic mail.

**Legal References:** Minn. Stat. § 13D.01, Subds. 4-6 (Open Meeting Law)  
Minn. Stat. § 123B.09, Subd. 10 (Publishing Proceedings)  
Minn. Stat. § 123B.14, Subd. 7 (Record of Meetings)  
Minn. Stat. § 331A.01 (Definition)  
Minn. Stat. § 331A.05, Subd. 8 (Notice Regarding Published Summaries)  
Minn. Stat. § 331A.08, Subd. 3 (Publication of Proceedings)  
Op. Atty. Gen. 161-a-20 (Dec. 17, 1970)  
*Ketterer v. Independent School District No. 1*, 248 Minn. 212, 79 N.W.2d 428 (1956)

***Cross References:*** Burnsville-Eagan-Savage School District Policy 205 (Open Meetings and Closed Meetings)  
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

**Agenda IV.A.8.  
August 25, 2022**

**To:** Board of Education

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

**Date:** August 18, 2022

**Re:** *205: Open Meetings and Closed Meetings, 208: Development, Adoption, and Implementation of Policies, 305: Policy Implementation, and 533: Wellness*

**Recommendation:** Approve, on a second reading basis, changes to Policies 205: *Open Meetings and Closed Meetings*, 208: *Development, Adoption, and Implementation of Policies*, 305: *Policy Implementation*, and 533: *Wellness*.

These policies were reviewed by the Policy Review Committee on June 21, 2022. The first reading was approved by the Board on August 11, 2022.

- Policy 205 - MSBA: update titles/text to mirror statutes.
- Policy 208 - MSBA: clarify existing text and an annual review is required.
- Policy 305 - MSBA: add procedures to text.
- Policy 533 – changes suggested by administration and the Policy Review Committee.

*Adopted: 7/1985*  
*Reviewed: 8/11/2022*  
*Revised 8/25/2022*  
*Rescinds: BD*

*Burnsville-Eagan-Savage School District Policy 205*

## **205 OPEN MEETINGS AND CLOSED MEETINGS**

### **I. PURPOSE**

- A. The school board embraces accountability and transparency in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting an individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

### **II. GENERAL STATEMENT OF POLICY**

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

### **III. DEFINITION**

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

### **IV. PROCEDURES**

- A. Meetings

1. Regular Meetings

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

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.
- c. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than sixty (60) days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the school board's judgment, require immediate consideration.

- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

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

5. Closed Meetings

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

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least twenty-four (24) hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Meeting during Pandemic or Chapter 12 Emergency

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

8. Meetings by Interactive Technology

A meeting may be conducted by interactive technology, Zoom, Skype, Google or other similar electronic means in compliance with Minn. Stat. § 13D.02.

B. Votes

The votes of school board members shall be recorded in a journal or minutes kept for that purpose. The journal or minutes used to record votes of a meeting must be open to the public during all normal business hours at the school district's administrative offices.

C. Written Materials

1. In any open meeting, a 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 distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Open Meetings and Data

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

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor

negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals. conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA).

- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

## 2. Sessions Closed by Bureau of Mediation Services

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

## 3. Preliminary Consideration of Allegations or Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

## 4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the

recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Privilege Meeting

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

6. Dismissal Hearing

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

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching assignment of a licensed or non-licensed head varsity coach, it must notify the head coach within fourteen (14) days of that decision.
- b. If the head coach requests the reasons for the nonrenewal, the school board must give the head coach the reasons in writing within 10 days of receiving the request. The existence of parent complaints must not be the sole reason for the school board not to renew a coaching contract.

- c. On the request of the head coach, the school board must provide the head coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the head coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A meeting closed for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

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

9. Purchase and Sale of Property

- a. The school board may close a meeting:
  - (1) to determine the asking price for real or personal property to be sold by the school district;
  - (2) to review confidential or nonpublic appraisal data; and
  - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

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

10. Security Matters

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

11. Other Meetings

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

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

- Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. Ch. 13D (Open Meeting Law)  
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)  
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)  
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)  
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)  
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)  
*Brown v. Cannon Falls Township*, 723 N.W.2d 31 (Minn. App. 2006)  
*Brainerd Daily Dispatch v. Dehen*, 693 N.W.2d 435 (Minn. App. 2005)  
*The Free Press v. County of Blue Earth*, 677 N.W.2d 471 (Minn. App. 2004)  
*Prior Lake American v. Mader*, 642 N.W.2d 729 (Minn. 2002)  
*Star Tribune v. Board of Education, Special School District No. 1*, 507 N.W.2d 869 (Minn. App. 1993)  
*Minnesota Daily v. University of Minnesota*, 432 N.W.2d 189 (Minn. App. 1988)  
*Moberg v. Independent School District No. 281*, 336 N.W.2d 510 (Minn. 1983)  
*Sovereign v. Dunn*, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)  
Dept. of Admin. Advisory Op. No. 21-003 (April 19, 2021)  
Dept. of Admin. Advisory Op. No. 21-002 (January 13, 2021)  
Dept. of Admin. Advisory Op. No. 19-012 (October 24, 2019)  
Dept. of Admin. Advisory Op. No. 19-008 (May 22, 2019)  
Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)  
Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)  
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)  
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)  
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)  
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)  
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)  
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)  
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)
- Cross References:** Burnsville-Eagan-Savage School District Policy 204 (School Board Meeting Minutes)

Burnsville-Eagan-Savage School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

Burnsville-Eagan-Savage School District Policy 207 (Public Hearings)

Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)

Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)

MSBA Law Bulletin "C" (Minnesota's Open Meeting Law)

*Adopted:* 11/2003  
*Reviewed:* 8/11/2022  
*Revised:* 8/25/2022  
*Rescinds:* BF

*Burnsville-Eagan-Savage School District Policy 208*

## **208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES**

### **I. PURPOSE**

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

### **II. GENERAL STATEMENT OF POLICY**

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

### **III. DEVELOPMENT OF POLICY**

- A. The school board has jurisdiction to legislate policy with the force and effect of law for the school district . School district policy provides the school board's general direction for the school district while delegating policy implementation to the administration.
- B. The school district's policies provide guidelines and goals to the school community. The policies are the basis for guidelines and directives created by the administration. The school board shall determine the effectiveness of policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review by the Policy Review Committee prior to possible placement on the school board agenda.

### **IV. ADOPTION AND REVIEW OF POLICY**

- A. The school board shall give notice of proposed policy changes or adoption of new policies or repeal of existing policies by placing the item on the agenda of two school board meetings.
- B. The final action taken to adopt the proposed policy or repeal an existing policy shall be approved by a simple majority vote of the school board after the meeting at which public input was received. The adopted policy will be effective on the

later of the date of passage or the date stated in the motion. A repealed policy will no longer be in effect on the later of the date of board action or the date stated in the motion.

- C. In an emergency, a new or modified policy may be adopted or repealed by a majority vote of a quorum of the school board in a single meeting. A statement regarding the emergency and the need for immediate adoption or repeal of the policy shall be included in the minutes. The policy adopted in an emergency shall expire within one year following the emergency action unless the policy adoption or repeal procedure stated above is followed and the policy adoption or repeal is reaffirmed. The school board shall have discretion to determine what constitutes an emergency.
- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.
- E. All proposals shall be distributed and public comment will be allowed at a listening session prior to final board actions.

## **V. IMPLEMENTATION OF AND ACCESS TO POLICY**

- A. The superintendent or designee shall be responsible for implementing school board policies, other than the policies that cover how the school board will operate. The superintendent or designee shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. The student handbook shall be subject to annual review and approval by the school board.
- B. Policies adopted by the school board shall be posted to the school district's website using the codification system and format approved by the school board.
- C. The superintendent and designees are responsible to keep the digital policies current: <https://www.isd191.org/discover/board-of-education/policies>
- D. The school board shall review policies at least once every five years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one-fifth of the policies annually. In addition, the school board shall review the following policies annually: 410 Family and Medical Leave Policy; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults; 506 Student Discipline; 514 Bullying Prohibition Policy; 522 Student Sex Nondiscrimination; 634 Electronic Technologies Acceptable Use Policy; 806 Emergency Operations Policy; and 208 Development, Adoption, and Implementation of Policies.

- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the mission, educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the action taken, the need for a policy, and will present a recommended policy to the school board for approval.

## VI. RESPONSIBILITIES

- A. Board Members—Discharge their governance responsibility through the adoption of policies that establish the focus, criteria, and parameters for decision-making by school district staff to ensure decisions made are congruent with school district goals and priorities.
- B. Board Policy Review Committee—Reviews recommended policies, prior to submitting to the full board for consideration, to ensure policies are within the scope of the school board’s authority and support the school district’s mission, vision, core values, and strategic direction.
- C. District Administrators—Are responsible for informing their subordinates of existing policies and administrative regulations and ensuring that all policies and regulations are implemented with fidelity.
- D. Staff—Are responsible for implementing all school board policies and administrative regulations with fidelity.
- E. Superintendent—Periodically reviews and evaluates all current policies, keeping the school board apprised of the need to revise or repeal existing policies or adopt new policies.

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

**Cross References:** Burnsville-Eagan-Savage School District Policy 105 (Equity, Access, and Excellence in Education)  
Burnsville-Eagan-Savage School District Policy 305 (Policy Implementation)

*Adopted:* 6/25/2015  
*Reviewed:* 8/11/2022  
*Revised:* 8/25/2022  
*Rescinds:*

*Burnsville-Eagan-Savage School District Policy 305*

**305 POLICY IMPLEMENTATION**

**I. PURPOSE**

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

**II. GENERAL STATEMENT OF POLICY**

- A. It shall be the responsibility of the superintendent to implement school board policy and to recommend additions or modifications thereto. The administration is authorized to develop procedures, guidelines and directives to effectuate the implementation of school board policies. These procedures, guidelines and directives shall be consistent with said policies. At least annually, these written procedures, guidelines, and directives shall be presented to the school board for review.
- B. The student handbook shall be subject to annual review and approval by the school board.
- C. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the superintendent to assure compliance with school board policy and shall be approved by the school board.

***Legal References:*** Minn. Stat. § 123B.143 (Superintendent)

***Cross References:*** Burnsville-Eagan-Savage School District Policy 208 (Development, Adoption, and Implementation of Policies)  
 Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)

*Adopted: 6/2006*  
*Reviewed: 8/11/2022*  
*Revised: 8/25/2022*  
*Rescinds: JFCI and JFCI-E*

*Burnsville-Eagan-Savage School District Policy 533*

## **533 WELLNESS**

### **I. PURPOSE**

Independent School District 191 is committed to providing a school environment that promotes healthy behaviors and habits relating to nutrition and physical activity. Health and academic success are closely linked. Healthy students can better achieve our primary mission of education.

### **II. GENERAL STATEMENT OF POLICY**

This policy will provide guidelines to create an optimal learning environment to support student health and well-being through education, healthy food choices, and physical activity so that students can develop skills and knowledge needed to maintain a healthy lifestyle. To achieve this purpose the Burnsville-Eagan-Savage School District will endeavor to:

- A. Establish nutrition guidelines for all food choices made available to students through the school district.
- B. Establish guidelines for students' physical activity.
- C. Ensure information is shared with staff, families, and the broader community to positively impact student health and to serve as role models for students.
- D. Ensure basic nutrition education and the importance of physical activity is incorporated into all levels of education.
- E. Ensure the school environment will promote student emotional health by providing a safe surrounding for students to grow emotionally and socially.

### **III. NUTRITION EDUCATION AND PROMOTION**

Given that schools are well positioned to provide credible nutrition education, the Burnsville-Eagan-Savage School District will endeavor to:

- A. Provide evidence-based nutrition education through a well-articulated curriculum to promote and protect student health.

- B. Review the health curriculum, including nutrition education, to align with the established curriculum review cycle.
- C. Include nutrition education in all educational sites, including elementary grades and required secondary classes in health or other appropriate courses.
- D. Encourage enjoyable, developmentally appropriate, culturally relevant, participatory activities, such as contests, promotions, taste testing and opportunities for families and students to participate in at school and home.

#### **IV. PHYSICAL ACTIVITY**

Developing active, fit, and healthy students requires the integration of physical activity into school life. Quality Physical Education in conjunction with co-curricular activities and recess enables students to develop physical competence, health related fitness, personal responsibility, and enjoyment of movement so that they can be physically active for a lifetime. For purposes of this policy, physical activity is defined as any body movement produced by skeletal muscles which results in an expenditure of energy.

Recognizing the importance of physical activity to a learner's physical and emotional well-being and academic achievement, the Burnsville-Eagan-Savage School District will endeavor to:

- A. Provide evidence-based fitness information to students through a well-articulated curriculum.
- B. Promote a physically active lifestyle for students.
- C. Provide physical activity and/or physical educational opportunities for students in all grade levels.
- D. View physical activity as an educational support component for elementary students that should be provided on a regular basis and not withheld as a form of punishment or behavior management, i.e.: recess, physical education.
- E. Encourage staff to integrate physical activity into the curriculum whenever appropriate.
- F. Partner with nonprofit agencies, athletic clubs and organizations, city park, and recreation departments, and community education to more effectively articulate programs to families.
- G. Encourage families to be physically active with their children at home and in the community.
- H. Review the physical education curriculum regularly through the curriculum renewal cycle.

## **V. SOCIAL AND EMOTIONAL WELLNESS**

Social and Emotional health is known to have an impact on an individual's overall well-being. The Burnsville-Eagan-Savage School District will endeavor to:

- A. Coordinate efforts with our community members (i.e. Public Health, Law Enforcement) to promote student wellness through prevention of high-risk behaviors.
- B. Encourage an environment where students feel safe to disclose issues of abuse.
- C. Encourage staff to act as role models for social and emotional health and well-being.

## **VI. COMMUNICATION WITH PARENTS**

Parents and guardians have a primary role in promoting their children's health and well-being. Parents and caregivers provide the primary social environment in which children form attitudes and behaviors regarding eating, physical activity and emotional and social health and well-being. Parents create an environment for healthy eating modeling good eating habits. The Burnsville-Eagan-Savage School District will endeavor to:

- A. Support parents' efforts to provide daily physical activity for their children. Parents will be encouraged to create an environment conducive to an active lifestyle. The District will provide information about physical education and other school-based physical activity opportunities and will support parents' efforts to provide their children with opportunities to be physically active outside of school.
- B. Encourage parents to pack healthy lunches and snacks.
- C. Support parent's efforts to provide emotional and social wellbeing for their children and to learn about the impact positive emotional well-being has on one's health.
- D. Inform parents of recommended state and local food safety and sanitation regulations.

## **VII. FOOD AND NUTRITION SERVICES PROGRAM**

The Burnsville-Eagan-Savage School District recognizes that good nutrition during the school year is vitally important for helping children grow strong, succeed in school, and establish healthy habits for a lifetime. Studies suggest that healthy eating habits help students achieve their full academic potential and decrease discipline and emotional problems. School meals offer a variety of healthy choices that are tasty, attractive and of excellent quality that meet and/or exceed the nutrition standards established by the United States Department of Agriculture (USDA). Recognizing the importance of the impact of healthy eating habits on student success, the Burnsville-Eagan-Savage School District will endeavor to:

- A. Utilize marketing strategies to promote healthy food choices. Education regarding USDA standards is encouraged in school-based marketing of foods and beverages.

- B. Minimize barriers to apply for free and reduced-priced meals. Participation in school meal programs will be promoted. Parents will be notified of the availability of the breakfast, lunch and summer school food programs and will be encouraged to determine eligibility for reduced or free meals.
- C. Strive to prevent the overt identification of students who receive free and reduced-price school meals and use best efforts to eliminate any social stigma attached to eating school meals.
- D. Provide nutritional information per USDA standards.
- E. Provide accommodations for students with special dietary needs due to a chronic health condition.
- F. Provide adequate time for students to eat meals in a clean and monitored environment.
- G. Food Service personnel will provide reasonable accommodation to the religious, ethnic and cultural diversity of the student body in meal planning.

### **VIII. FOOD AND BEVERAGES**

Good nutrition is linked to better learning, and the environments in which we live affect the food choices we make. Realizing that some beverages and food of minimal nutritional value can jeopardize a student's health and nutrition, the Burnsville-Eagan-Savage School District will endeavor to:

- A. Assure that all future food and beverage vending contracts are negotiated to include the following provisions:
  - 1. Elementary students will not have access to food and beverage vending machines at school.
  - 2. Secondary students may have access to vending machines with healthy food/beverage options that comply with USDA standards.
- B. Assure all school district sponsored programs that sell or serve foods and/or beverages comply with the school district wellness policy and USDA standards.
- C. Assure individuals and organizations that bring food and/or beverages for student consumption follow the district wellness policy and USDA standards.
- D. Minimize the use of food and/or beverages as a reward. If food and/or beverages are used as a reward, they should follow the district wellness policy.

- E. Discourage meetings or activities during mealtimes, unless students may eat during such activities.
- F. Promote hand washing or hand sanitizing before they eat meals or snacks.
- G. Requires that food served in school follow State Department of Health requirements to ensure food served is safe. Food may not be prepared and brought from home and distributed to students during the instructional parts of the day or as part of a classroom activity in school.

## **X. IMPLEMENTATION AND MONITORING**

- A. The wellness policy will be implemented throughout the Burnsville-Eagan- Savage School District.
- B. Triennial Assessment at least once every three years the District will evaluate compliance with the Wellness Policy to assess the implementation of the Policy and create a report describing the progress made in attaining the goals and the extent to which the District's wellness policy compares to model local wellness policies
- C. The superintendent or designee will ensure compliance with this wellness policy and will provide a periodic assessment of compliance with the policy to the public.
- D. The Administrator of each school will ensure compliance within the school and will report regarding compliance matters upon request.
- E. School food and nutrition services staff will ensure that the school food and nutrition services program complies with the wellness policy and will report to the School Food and Nutrition Services Director or designee.
- F. The school board will review and revise this policy as necessary or appropriate.
- G. The school district will post this wellness policy on its website.
- H. Exemptions from this policy may be granted by the Board of Education upon recommendation of the Superintendent based upon the best interests of the District.

**Legal References:** Minn. Stat. § 121A.215 (Local School District Wellness Policy)  
 42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)  
 42 U.S.C. § 1758b (Local School Wellness Policy)  
 42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)  
 7 U.S.C. § 5341 (Establishment of Dietary Guidelines)  
 7 C.F.R. § 210.10 (School Lunch Program Regulations)  
 7 C.F.R. § 220.8 (School Breakfast Program Regulations)

**Local Resources:** Minnesota Department of Education, [www.education.state.mn.us](http://www.education.state.mn.us)  
 Minnesota Department of Health, [www.health.state.mn.us](http://www.health.state.mn.us)  
 County Health Departments  
 Action for Healthy Kids Minnesota, [www.actionforhealthykids.org](http://www.actionforhealthykids.org)  
 United States Department of Agriculture, [www.fns.usda.gov](http://www.fns.usda.gov)  
[United States Department of Agriculture, www.fns.usda.gov/wic](http://www.fns.usda.gov/wic)  
[Alliance for a Healthier Generation,](http://www.fns.usda.gov/wic)  
<https://foodplanner.healthiergeneration.org/calculator/>

**Cross References:** Burnsville-Eagan-Savage School District Policy 105 (Equity, Access and Excellence in Education)  
 Burnsville-Eagan-Savage School District Policy 417 (Chemical Use and Abuse)  
 Burnsville-Eagan-Savage School District Policy 418 (Drug-Free Workplace/Drug-Free School)  
 Burnsville-Eagan-Savage School District Policy 419 (Tobacco-Free Environment)  
 Burnsville-Eagan-Savage School District Policy 420 (Students with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions)  
 Burnsville-Eagan-Savage School District Policy 530 (Immunization Requirements)



**Agenda IV.A.9.  
August 25, 2022**

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

**From:** Amy Piotrowski, director of student support services

**Date:** August 18, 2022

**Re:** Policy 521: *Student Disability Nondiscrimination*

**Recommendation:** Approve, on a first reading basis, non-Substantive changes to Policy 521: *Student Disability Nondiscrimination*.

The policy was reviewed by the Policy Review Committee on June 21, 2022.

- MSBA: Update text and legal reference.

*Adopted: 1996*

*Burnsville-Eagan-Savage School District Policy 521*

*Reviewed: ~~1/13/2022~~8/25/2022*

*Revised: ~~11/27/2022~~MSBA 2022*

*Rescinds: ACC and JBC*

## **521 STUDENT DISABILITY NONDISCRIMINATION**

### **I. PURPOSE**

The purpose of this policy is to protect students with a disability from discrimination on the basis of disability and to identify and evaluate individuals who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such individuals may receive a free appropriate public education.

### **II. GENERAL STATEMENT OF POLICY**

- A. Burnsville-Eagan-Savage School District provides equal educational opportunity to all qualified individuals. Students with a disability who meet the criteria of Paragraph C. below are protected from discrimination on the basis of a disability.
- B. The Board of Education is committed to identifying and evaluating qualified individuals who, within the intent of Section 504, may need services, accommodations, or programs in order that such individuals may receive a free appropriate public education.
- C. For this policy, a student who is protected under Section 504 is one who:
  - 1. has a physical or mental impairment that substantially limits one or more major life activity, including learning; or
  - 2. has a record of such an impairment; or
  - 3. is regarded as having such an impairment, and
  - 4. who is of the age for which non-disabled persons are provided educational services; or
  - 5. who is of an age of which it is mandatory under state law to provide such services to ~~disabled~~ individuals with disabilities; or
  - 6. who is required to receive a free appropriate public education under the Individuals with Disabilities Education Improvement Act.
- D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even

though they are not eligible for special education pursuant to the Individuals with Disabilities Education Improvement Act.

### III. COORDINATOR

Persons who have questions or comments should contact Amy Piotrowski, ~~Interim~~ Director of Student Support Services, 200 West Burnsville Parkway, Burnsville, MN 55337, 952-707-6261, [apiotrowski@isd191.org](mailto:apiotrowski@isd191.org). This person is the school district's Section 504 coordinator. Persons who wish to make a complaint regarding a disability discrimination matter may contact the ~~Interim~~ Director of Student Support Services.

**Legal References:** ~~Pub. L. 110-325, 122 Stat. 3553 (ADA Amendments Act of 2008, § 7)~~  
42 U.S.C. Ch. 126 (Equal Opportunity for Individuals with Disabilities)  
 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)  
 34 C.F.R. Part 104 (Section 504 Implementing Regulations)  
 20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)

**Cross References:** Burnsville-Eagan-Savage School District Policy 402 (Disability Nondiscrimination)



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## MEMORANDUM

TO: School Board

FROM: Sofia E. Lykke

DATE: August 18, 2022

RE: Remedial Action Resolution for Consideration by School Board on August 25, 2022

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### Introduction

The District is an issuer of tax-exempt governmental purpose bonds. Such bonds are subject to restrictions on the ownership and use of the facilities financed with the bonds under Section 141 of the Internal Revenue Code, as amended (the “Code”). The issuance of tax-exempt bonds results in lower interest rate payments and is therefore economically advantageous to the issuer. The District, however, must comply with the restrictions on private use of the bond-financed facilities or the bonds may become private activity bonds that do not qualify for tax exemption.

The District is considering selling, is in the process of selling, or has sold, certain of its facilities, including the River Ridge Facility and the Metcalf Facility (each, a “Facility,” and collectively, the “Facilities”), each of which were financed with the District’s tax-exempt governmental purpose bonds (the “Bonds”). The sale of the Facilities will constitute a “change in use” of the Facilities which may cause either the private business tests or the private loan financing test under Section 141 of the Code to be met and the Bonds to become taxable private activity bonds. In other words, the interest on the Bonds could become taxable, retroactive to the date of issuance. Generally, the private business use test is satisfied if more than 10% of the proceeds of the bonds that financed the facility to be sold (or leased) is to be used by a nongovernmental entity (private business use).

The District can cure any such impermissible private use if it follows certain specific rules to preserve the tax exemption of the Bonds (i.e., if the District takes remedial actions). All capitalized terms used in this memorandum that are not defined herein have the meanings assigned to such terms in the resolution to be considered for approval by the Board on August 25, 2022 (hereinafter, the “Remedial Action Resolution” or “Resolution”).<sup>1</sup> The Remedial Action Resolution sets forth the requirements under the applicable federal tax rules to cure violations of the restrictions on private use of the Facilities.

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<sup>1</sup> The resolution is entitled: *Resolution Declaring the Official Intent of the District to Redeem or Defeasance a Portion of Certain Outstanding Tax-Exempt Obligations That Financed the River Ridge and Metcalf Facilities in the Event of Deliberate Action; Authorizing the Redemption or Defeasance of Such Obligations; Authorizing the Execution and Delivery of an Escrow Agreements; and Approving Certain Other Actions with Respect Thereto*

In addition, the District must satisfy Minnesota Statutes, Section 123B.51, subdivision 6. Under Section 123B.51, subdivision 6, sale proceeds of bond-financed facilities must first be used to pay outstanding bonds ascribable to such property. Any remaining proceeds may be deposited in the District's general fund reserved for operating capital account, which proceeds must be used for one of three specified purposes, including capital expenditures for the betterment of district-owned school buildings or to replace property sold.<sup>2</sup> Although the Remedial Action Resolution addresses only the requirements under federal tax law, the requirements under Minnesota law will also need to be satisfied. Ehlers & Associates, Inc. and Kennedy & Graven, municipal advisor and bond counsel, respectively, to the District will assist the District in satisfying the Minnesota requirements as well.

### **Available Remedial Action under the Federal Tax Rules: Bond redemption or Defeasance**

Governmental issuers occasionally need to sell or lease bond-financed facilities. The applicable federal tax rules provide for various remedial actions to cure violations of the private business use and private loan restrictions under Section 141 of the Code. The Remedial Action Resolution provides for one type of remedial action to be taken by the District: bond redemption or defeasance.

Generally, the redemption of "nonqualified bonds" (which are the outstanding portion of the bonds ascribable to the facility being privately used) must occur within 90 days of the date of the deliberate action. A "deliberate action" occurs when an issuer takes an action subsequent to the date of issuance of bonds that causes either the private business tests or the private loan financing test to be met.<sup>3</sup> If the bonds are not subject to redemption within 90 days of the date of the deliberate action, the issuer must establish a defeasance escrow, into which proceeds of the sale of the bond-financed facility and/or other funds of an issuer are deposited. The money deposited in the defeasance escrow must be used to redeem nonqualified bonds on the first date such bonds are redeemable.

As to redemption or defeasance of nonqualified bonds, the federal tax rules permit issuers to take an "anticipatory remedial action." This involves the issuer making a declaration of official intent to redeem or defease bonds that would become nonqualified in the event of a subsequent deliberate action that would cause the bonds to meet the private use test of Section 141 of the Code. The option to take an anticipatory remedial action provides more flexibility by allowing an issuer to redeem bonds at any time before a deliberate action, as opposed to waiting until a deliberate action occurs and then redeeming or defeasing nonqualified bonds within 90 days.

### **Remedial Action Resolution Explained**

All of the Bonds issued by the District that financed or refinanced the Facilities may be remediated by redeeming or defeasing nonqualified bonds. The Remedial Action Resolution describes the River Ridge and Metcalf Facilities financed with the Bonds, the proportions of the Bonds ascribable to each Facility, and approves the redemption or defeasance of certain bonds as a remedial action to cure any private use of the Bonds. The Resolution also approves the establishment of a defeasance escrow for any nonqualified Bonds that are not callable within 90 days from the date of a deliberate action, subject to final approval by the Superintendent of the District and/or the Chair of the School Board of the District and the District Clerk as to the terms of such defeasance escrow.

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<sup>2</sup> The District's proposed special legislation would permit the District to use any such remaining sale proceeds to be transferred into the general undesignated fund.

<sup>3</sup> A deliberate action occurs when an issuer enters into an agreement which is not subject to any material contingencies with an unrelated third-party nongovernmental buyer for the use of a bond-financed facility.

In addition, the Remedial Action Resolution declares the official intent of the District to redeem or defease Bonds that would become nonqualified in the event of a subsequent deliberate action that would cause the bonds to meet the private use tests. Again, taking an anticipatory remedial action will enable the District to redeem or defease nonqualified portions of the Bonds prior to the date of such deliberate action, rather than waiting for the deliberate action date to occur and then redeeming or defeasing within 90 days of such date. Once the purchase agreement executed in connection with Metcalf is no longer subject to any material contingency (i.e., when both parties to a purchase agreement no longer have the option to cancel the agreement), a deliberate action will be deemed to have occurred on that date. The District will then have 90 days from that date of deliberate action to redeem or defease the Bonds.

Even if the District elects not to redeem or defease nonqualified Bonds before a deliberate action occurs, the Remedial Action Resolution provides all the necessary approvals the Board will need to give in order to take a remedial action with respect to the Bonds (including the execution of an escrow agreement).

**INDEPENDENT SCHOOL DISTRICT NO. 191  
(BURNSVILLE-EAGAN-SAVAGE)  
DAKOTA AND SCOTT COUNTIES**

**RESOLUTION DECLARING THE OFFICIAL INTENT OF THE DISTRICT TO REDEEM OR DEFEASE A PORTION OF CERTAIN OUTSTANDING TAX-EXEMPT OBLIGATIONS THAT FINANCED THE RIVER RIDGE AND METCALF FACILITIES IN THE EVENT OF DELIBERATE ACTION; AUTHORIZING THE REDEMPTION OR DEFEASANCE OF SUCH OBLIGATIONS; AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT; AND APPROVING CERTAIN OTHER ACTIONS WITH RESPECT THERETO**

WHEREAS, Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota (the “**District**”), previously issued the following tax-exempt obligations, the proceeds of which financed or refinanced the acquisition and betterment of, and maintenance projects at, various District facilities, including facilities located at: 100 River Ridge Ct., Burnsville, Minnesota 55337 (the “**River Ridge Facility**”) and 2250 Diffley Road, Eagan, Minnesota 55122 (the “**Metcalf Facility**”):

- (a) General Obligation School Building Bonds, Series 2015A (the “**Series 2015A Bonds**”), issued by the District on May 7, 2015, in the original aggregate principal amount of \$64,485,000;
- (b) General Obligation Alternative Facilities Refunding Bonds, Series 2016A (the “**Series 2016A Bonds**”), issued by the District on March 15, 2016, in the original aggregate principal amount of \$36,715,000; and
- (c) General Obligation Alternative Facilities Refunding Bonds, Series 2020A (the “**Series 2020A Bonds**”), issued by the District on November 4, 2020, in the original aggregate principal amount of \$11,485,000; and

WHEREAS, 3.19% of the proceeds of the Series 2015A Bonds, 0.12% of the proceeds of the Series 2016A Bonds, and 0.29% of the proceeds of the Series 2020A Bonds financed or refinanced the acquisition and betterment of, and maintenance projects at, the River Ridge Facility; and

WHEREAS, 1.53% of the proceeds of the Series 2015A Bonds, 13.71% of the Series 2016A Bonds, and 7.99% of the proceeds of the Series 2020A Bonds financed or refinanced the acquisition and betterment of, and maintenance projects at, the Metcalf Facility; and

WHEREAS, the Series 2015A Bonds and the Series 2016A Bonds are subject to optional redemption and prepayment on February 1, 2025, and the Series 2020A Bonds are subject to optional redemption and prepayment on February 1, 2027, and therefore the period between the issue date and the first call date of the Series 2015A Bonds, the Series 2016A Bonds, and the Series 2020A Bonds (collectively, the “**Bonds**”) is not more than 10 1/2 years; and

WHEREAS, the Bonds mature on the dates and in the principal amounts as set forth in EXHIBIT A attached hereto; and

WHEREAS, the District sold the River Ridge Facility to Abdullahi Jama pursuant to a commercial purchase agreement, dated April 22, 2021, and in connection with such sale, the District was advised by Kennedy & Graven, Chartered, bond counsel to the District (“**Bond Counsel**”), that such deliberate action

did not cause any of the bonds that financed or refinanced the River Ridge Facility to meet the private activity bond tests under Section 141 of the Internal Revenue Code of 1986, as amended (the “**Code**”); and

WHEREAS, the District has entered into a purchase agreement, dated April 28, 2022 (the “**Purchase Agreement**”), with Syndica, LLP, an unrelated third-party buyer, a nongovernmental person (a “**Buyer**”), for the sale of the Metcalf Facility; and

WHEREAS, the Purchase Agreement constitutes a bona fide and arm’s length arrangement, pursuant to which the Buyer will pay fair market value for the Facility; and

WHEREAS, the Purchase Agreement is currently subject to several material contingencies; and

WHEREAS, on the date the Purchase Agreement is no longer subject to any material contingencies, the District will be deemed to have taken a deliberate action under Section 141 of the Code, and Treasury Regulations, Section 1.141-2(d) that causes the Bonds to become private activity bonds; and

WHEREAS, an issuer of tax-exempt bonds that takes a deliberate action causing such bonds to become private activity bonds may take a remedial action described in Treasury Regulations, Section 1.141-12 to resolve the deliberate action and preserve the tax-exempt status of the bonds, including but not limited to the redemption or defeasance of all nonqualified bonds under Section 1.141-12(d); and

WHEREAS, Treasury Regulations, Section 1.141-12(d)(2) provides that if the consideration for the disposition of the bond-financed property is exclusively cash, the requirements for the redemption or defeasance of all nonqualified bonds will be met if the issuer uses all of such disposition proceeds to redeem a pro rata portion of the nonqualified bonds at the earliest call date after the deliberate action, within 90 days of the date of the deliberate action, or establish a defeasance escrow for such bonds within 90 days of the deliberate action in the event the bonds are not callable within 90 days of the date of the deliberate action; and

WHEREAS, Treasury Regulations, Section 1.141-12(d)(3) provides that an issuer may satisfy the requirements for redemption or defeasance of nonqualified bonds within 90 days of the deliberate action if the issuer declares its official intent to redeem or defease all of the bonds that would become nonqualified in the event of a subsequent deliberate action that would cause the bonds to become private activity bonds and the issuer redeems or defeases such bonds prior to that deliberate action; and

WHEREAS, the District has determined to make this declaration of official intent to redeem or defease all of the Bonds that would become nonqualified in the event of a subsequent deliberate action that would cause such bonds to become private activity bonds (the “**Nonqualified Bonds**”) in accordance with Treasury Regulations, Section 1.141-12(d), to the extent the extent callable; and

WHEREAS, the District has further determined to establish a defeasance escrow, as defined in Treasury Regulations, Section 1.141-12(d)(6), to redeem any Nonqualified Bonds that are not callable within 90 days of a deliberate action, at their earliest call date; and

WHEREAS, the District has further determined to authorize the execution of an escrow agreement and all other documents and instruments related thereto as the School Board of the District may, in consultation with Bond Counsel and Ehlers and Associates, Inc., municipal advisor to the District (the “**Municipal Advisor**”), determine are necessary or appropriate in connection with such defeasance; and

**NOW, THEREFORE, BE IT RESOLVED** by the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota that:

Section 1. Declaration of Official Intent to Redeem or Defeas Nonqualified Bonds. The District declares its official intent pursuant to Treasury Regulations, Section 1.141-12(d) to redeem or defease any Nonqualified Bonds prior to a deliberate action that may cause any of the Bonds to meet the private activity bond tests or within 90 days of the execution of a Purchase Agreement, and if any Nonqualified Bonds are not callable within 90 days of any such deliberate action, establish a defeasance escrow within 90 days of the deliberate action for deposit therein the cash proceeds received by the District from the sale of the Metcalf Facility and/or other available funds to redeem Nonqualified Bonds on their earliest call date.

Section 2. Redemption or Defeasance of the Nonqualified Bonds. The District hereby authorizes the redemption and defeasance of the Nonqualified Bonds in accordance with the following procedures and plan (herein the “**Plan**”):

(A) The District hereby authorizes and directs the redemption of any Nonqualified Bonds that may be redeemed within 90 days of the execution of a Purchase Agreement (defined above to include any purchase agreement that is not subject to any material contingencies);

(B) For any Nonqualified Bonds that are not callable within such period, the District hereby authorizes and directs the defeasance of such Nonqualified Bonds and the establishment of a defeasance escrow out of the disposition proceeds received by the District from the sale of the Metcalf Facility or other available funds of the District, the terms of which defeasance escrow shall be finally determined, specified, and approved by the Superintendent of the District and/or the Chair of the School Bord of the District and the District Clerk (the “**Authorized Officers**”), and each such Authorized Officer shall be and hereby is authorized to make the final determination of the terms and manner of defeasance, and the terms of the Escrow Agreement (as hereinafter described) and purchase of the escrowed securities to fund the escrow for accomplishing the defeasance, and the final maturities and portions thereof of the percentage of the Nonqualified Bonds to be defeased. The Nonqualified Bonds selected for defeasance shall be determined by any Authorized Officer in accordance with the requirements of Treasury Regulations, Section 1.141-12(j)(2).

(B) The defeasance escrow shall be established within 90 days of the date the Purchase Agreement is no longer subject to any material contingencies in accordance with Treasury Regulations, Section 1.141-12(d).

(C) The Nonqualifed Bonds shall be paid from the defeasance escrow on their respective maturity dates, which dates the District hereby finds are the first date each of such obligations may be called, and written notice of defeasance shall be given in such forms as approved by any Authorized Officer.

(D) The cash sum received by the District from the sale of the Metcalf Facility and/or other funds of the District shall be deposited in the defeasance escrow with the initial registrar and paying agent with respect to the Bonds, or another suitable financial institution in the State of Minnesota whose deposits are insured by the Federal Deposit Insurance Corporation and combined capital and surplus is not less than \$500,000 (the “**Escrow Agent**”). The District shall enter into an escrow agreement with the Escrow Agent (the “**Escrow Agreement**”), setting forth the terms necessary to carry out the Plan set forth herein, and as the School Board of the District may determine, in consultation with Bond Counsel and the Municipal Advisor. The authority to approve, execute, and deliver the Escrow Agreement and any other documents to be executed and

delivered by the District in connection with the defeasance of the Nonqualified Bonds is hereby delegated to the Authorized Officers and such other officials, subject to the following conditions: (i) the Escrow Agreement or such other documents do not materially adversely affect the interests of the District; (ii) the Escrow Agreement or such other documents do not contravene or violate any policy of the District; and (iii) the Escrow Agreement or such other documents are acceptable in form and substance to Bond Counsel. The authorization hereby given shall be further construed as authorization for the execution and delivery of such certificates and related items as may be required to demonstrate compliance with the Escrow Agreement or such other aforementioned documents and the terms of this resolution. The execution of any instrument by the Authorized Officers shall be conclusive evidence of the approval of such instruments in accordance with the terms hereof.

(D) Written notice of the defeasance shall be given to the Commissioner of the Internal Revenue Service within 90 days from the date the defeasance escrow is established in accordance with Treasury Regulations, Section 1.141-12(d)(4).

(E) In the event the disposition proceeds received by the District from the sale of the Metcalf Facility are not sufficient to fully fund the escrow requirements to defease all of the Nonqualified Bonds, the District will nonetheless be deemed to meet the requirements for the defeasance remedial action so long as the disposition proceeds are exclusively cash and the District uses all of such disposition proceeds to establish a defeasance escrow for a pro rata portion of the Nonqualified Bonds within 90 days of the deliberate action, as provided in Treasury Regulations, Section 1.141-12(d)(2). In the event the disposition proceeds received by the District from the sale of the Metcalf Facility exceed the amount necessary to fully fund the defeasance escrow for the defeasance of the Nonqualified Bonds, then the remaining disposition proceeds shall be expended by the District within two years for other governmental purposes of the District and in a manner that does not cause the Bonds to become private activity bonds, in accordance with the remedial action provisions under Treasury Regulation §1.141-12(e).

(F) The engagement of Bond Counsel, the Municipal Advisor, any verification agent, and the Escrow Agent, to assist and serve the District in carrying out the Plan is hereby approved, ratified and authorized, and the payment of the reasonable fees and costs of such providers is hereby approved and authorized.

Section 3. Paying Agent Instructions. To provide for the discharge and defeasance of the Nonqualified Bonds and all liens securing same, the District hereby approves and authorizes any of the Authorized Officers to prepare and send written instructions to the paying agent for the Bonds (the “**Paying Agent**”), in such form and content as approved by any such Authorized Officer or any other officer or official representative of the District, as any of them may determine to be necessary or appropriate.

Section 4. Further Action. Each of the Chair, the District Clerk, the District Treasurer, or any other officer or official representative of the District, acting alone and without the necessity of the joinder of any other authorized District official, is hereby authorized and directed to take all action as may be necessary or appropriate to effectuate this resolution and the redemption or defeasance of the Nonqualified Bonds, including but not limited to: (i) making all arrangements necessary or appropriate with the Paying Agent for the redemption or defeasance of the Nonqualified Bonds, (ii) making such deposits to the defeasance escrow as may be necessary for the defeasance of the Nonqualified Bonds, (iii) approving the final terms of and execution of the Escrow Agreement with the Escrow Agent, (iv) authorizing the investment of the funds held in defeasance escrow under the Escrow Agreement in accordance with the terms of this resolution, (v) approving and authorizing the payment of the costs incurred in connection with the remedial actions described in this resolution, including the fees and costs of Bond Counsel, the

Municipal Advisor, the verification agent, and the fees and expenses of the Paying Agent and the Escrow Agent and all related costs, and (vi) taking all other actions that are reasonably necessary or appropriate to provide for the redemption or defeasance of the Nonqualified Bonds.

Approved by the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, this 25th day of August, 2022.

INDEPENDENT SCHOOL DISTRICT NO. 191  
(BURNSVILLE-EAGAN-SAVAGE)  
DAKOTA AND SCOTT COUNTIES, MINNESOTA

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Chair

Attest:

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District Clerk

## EXHIBIT A

**Maturity Dates and Principal Amounts of Outstanding Bonds Attributable to the  
River Ridge and Metcalf Facilities**

| <b>Remaining Principal and Interest Due on Outstanding Bonds<br/>By Date and by Issue</b> |              |              |              | <b>Remaining Principal and Interest Due<br/>By Facility &amp; Date</b> |                    |                |
|---|--------------|--------------|--------------|--|--------------------|----------------|
| <b>Date</b>   | <b>2015A</b> | <b>2016A</b> | <b>2020A</b> | <b>Date</b>  | <b>River Ridge</b> | <b>Metcalf</b> |
| 2/2/2023  | 72,992,732   | 30,096,200   | 10,899,800   | 2/2/2023   | 2,396,193          | 6,113,872      |
| 8/2/2023  | 72,019,126   | 29,653,225   | 10,732,350   | 8/2/2023   | 2,364,118          | 6,024,865      |
| 2/2/2024  | 69,265,519   | 26,675,250   | 9,489,900    | 2/2/2024   | 2,269,101          | 5,475,182      |
| 8/2/2024  | 68,327,513   | 26,270,300   | 9,343,950    | 8/2/2024   | 2,238,269          | 5,393,651      |
| 2/2/2025  | 65,564,507   | 23,285,350   | 7,988,000    | 2/2/2025   | 2,142,615          | 4,833,800      |
| 8/2/2025  | 64,663,001   | 22,932,000   | 7,866,250    | 8/2/2025   | 2,113,080          | 4,761,834      |
| 2/2/2026  | 61,861,495   | 19,923,650   | 6,534,500    | 2/2/2026   | 2,016,240          | 4,200,120      |
| 8/2/2026  | 60,988,488   | 19,610,125   | 6,436,950    | 8/2/2026   | 1,987,732          | 4,135,984      |
| 2/2/2027  | 58,155,482   | 16,536,600   | 5,124,400    | 2/2/2027   | 1,889,865          | 3,566,386      |
| 8/2/2027  | 57,311,876   | 16,278,275   | 5,051,150    | 8/2/2027   | 1,862,431          | 3,512,210      |
| 2/2/2028  | 54,403,270   | 13,694,950   | 3,352,900    | 2/2/2028   | 1,761,622          | 2,977,844      |
| 8/2/2028  | 53,600,963   | 13,483,125   | 3,312,150    | 8/2/2028   | 1,735,656          | 2,933,272      |
| 2/2/2029  | 50,638,657   | 10,871,300   | 1,601,400    | 2/2/2029   | 1,633,063          | 2,393,179      |
| 8/2/2029  | 49,868,751   | 10,707,475   | 1,585,700    | 8/2/2029   | 1,608,261          | 2,357,684      |
| 2/2/2030  | 46,343,845   | 8,063,650    | 0            | 2/2/2030   | 1,488,045          | 1,814,587      |
| 8/2/2030  | 45,615,263   | 7,949,425    | 0            | 8/2/2030   | 1,464,666          | 1,787,780      |
| 2/2/2031  | 40,066,682   | 5,235,200    | 0            | 2/2/2031   | 1,284,409          | 1,330,766      |
| 8/2/2031  | 39,434,501   | 5,159,975    | 0            | 8/2/2031   | 1,264,153          | 1,310,780      |
| 2/2/2032  | 33,912,320   | 2,394,750    | 0            | 2/2/2032   | 1,084,677          | 847,179        |
| 8/2/2032  | 33,356,545   | 2,359,875    | 0            | 8/2/2032   | 1,066,906          | 833,894        |
| 2/2/2033  | 27,315,770   | 0            | 0            | 2/2/2033   | 871,373            | 417,931        |
| 8/2/2033  | 26,869,691   | 0            | 0            | 8/2/2033   | 857,143            | 411,106        |
| 2/2/2034  | 18,273,613   | 0            | 0            | 2/2/2034   | 582,928            | 279,586        |
| 8/2/2034  | 17,990,538   | 0            | 0            | 8/2/2034   | 573,898            | 275,255        |
| 2/2/2035  | 9,132,463    | 0            | 0            | 2/2/2035   | 291,326            | 139,727        |
| 8/2/2035  | 8,988,731    | 0            | 0            | 8/2/2035   | 286,741            | 137,528        |
| 2/2/2036  | 0            | 0            | 0            | 2/2/2036   | 0                  | 0              |

| <b>Percentages of Expenditures Per Bond Issue Per Facility<br/>Provided by District</b> |              |              |              |
|---|--------------|--------------|--------------|
| <b>Facility</b>   | <b>2015A</b> | <b>2016A</b> | <b>2020A</b> |
| River Ridge   | 3.19%        | 0.12%        | 0.29%        |
| Metcalf   | 1.53%        | 13.71%       | 7.99%        |





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 St. Cloud kennedy-graven.com  
 Affirmative Action, Equal Opportunity Employer

## MEMORANDUM

TO: School Board

FROM: Sofia E. Lykke

DATE: August 318, 2022

RE: Remedial Action Resolution for Consideration by School Board on August 1425, 2022

### Introduction

The District is an issuer of tax-exempt governmental purpose bonds. Such bonds are subject to restrictions on the ownership and use of the facilities financed with the bonds under Section 141 of the Internal Revenue Code, as amended (the “Code”). The issuance of tax-exempt bonds results in lower interest rate payments and is therefore economically advantageous to the issuer. The District, however, must comply with the restrictions on private use of the bond-financed facilities or the bonds may become private activity bonds that do not qualify for tax exemption.

The District is considering selling, is in the process of selling, or has sold, certain of its facilities, including the River Ridge Facility, ~~the Diamondhead Facility, and~~ the Metcalf ~~Facility, the Marion W. Savage Facility, the Sioux Trail Facility, and the Cedar~~ Facility (each, a “Facility,” and collectively, the “Facilities”), each of which were financed with the District’s tax-exempt governmental purpose bonds (the “Bonds”). The sale of the Facilities will constitute a “change in use” of the Facilities which may cause either the private business tests or the private loan financing test under Section 141 of the Code to be met and the Bonds to become taxable private activity bonds. In other words, the interest on the Bonds could become taxable, retroactive to the date of issuance. Generally, the private business use test is satisfied if more than 10% of the proceeds of the bonds that financed the facility to be sold (or leased) is to be used by a nongovernmental entity (private business use).

The District can cure any such impermissible private use if it follows certain specific rules to preserve the tax exemption of the Bonds (i.e., if the District takes remedial actions). All capitalized terms used in this memorandum that are not defined herein have the meanings assigned to such terms in the resolution to be considered for approval by the Board on August 1425, 2022 (hereinafter, the “Remedial Action Resolution” or “Resolution”).<sup>1</sup> The Remedial Action Resolution sets forth the requirements under the applicable federal tax rules to cure violations of the restrictions on private use of the Facilities.

<sup>1</sup> The resolution is entitled: *Resolution Declaring the Official Intent of the District to Redeem or Defeas a Portion of Certain Outstanding Tax-Exempt Obligations That Financed the River Ridge and Metcalf Facilities in the Event of Deliberate Action; Authorizing the Redemption or Defeasance of Such Obligations; Authorizing the Execution and Delivery of One or More Escrow Agreements; ~~Authorizing Alternative Use of Disposition Proceeds;~~ and Approving Certain Other Actions with Respect Thereto*

In addition, the District must satisfy Minnesota Statutes, Section 123B.51, subdivision 6. Under Section 123B.51, subdivision 6, sale proceeds of bond-financed facilities must first be used to pay outstanding bonds ascribable to such property. Any remaining proceeds may be deposited in the District's general fund reserved for operating capital account, which proceeds must be used for one of three specified purposes, including capital expenditures for the betterment of district-owned school buildings or to replace property sold.<sup>2</sup> Although the Remedial Action Resolution addresses only the requirements under federal tax law, the requirements under Minnesota law will also need to be satisfied. Ehlers & Associates, Inc. and Kennedy & Graven, municipal advisor and bond counsel, respectively, to the District will assist the District in satisfying the Minnesota requirements as well.

### Available Remedial ~~Actions~~Action under the Federal Tax Rules: Bond redemption or Defeasance

Governmental issuers occasionally need to sell or lease bond-financed facilities. The applicable federal tax rules provide for various remedial actions to cure violations of the private business use and private loan restrictions under Section 141 of the Code. The Remedial Action Resolution provides for ~~two types~~one type of remedial ~~actions~~action to be taken by the District: ~~(1) bond redemption or defeasance; and (2) alternative use of disposition proceeds.~~

#### Redemption or Defeasance

Generally, the redemption of “nonqualified bonds” (which are the outstanding portion of the bonds ascribable to the facility being privately used) must occur within 90 days of the date of the deliberate action. A “deliberate action” occurs when an issuer takes an action subsequent to the date of issuance of bonds that causes either the private business tests or the private loan financing test to be met.<sup>3</sup> If the bonds are not subject to redemption within 90 days of the deliberate action, the issuer must establish a defeasance escrow, into which proceeds of the sale of the bond-financed facility and/or other funds of an issuer are deposited. The money deposited in the defeasance escrow must be used to redeem nonqualified bonds on the first date such bonds are redeemable.

As to redemption or defeasance of nonqualified bonds, the federal tax rules permit issuers to take an “anticipatory remedial action.” This involves the issuer making a declaration of official intent to redeem or defease bonds that would become nonqualified in the event of a subsequent deliberate action that would cause the bonds to meet the private use test of Section 141 of the Code. The option to take an anticipatory remedial action provides more flexibility by allowing an issuer to redeem bonds at any time before a deliberate action, as opposed to waiting until a deliberate action occurs and then redeeming or defeasing nonqualified bonds within 90 days.

#### Alternative Use of Disposition Proceeds

~~Generally, the alternative use of disposition proceeds is a remedial action that available if the sale proceeds is exclusively cash. The proceeds from the sale of a bond-financed facility may be used for any capital project of the issuer (e.g., improvements to an existing facility), and such use must occur within 2 years of the date of the deliberate action.~~

<sup>2</sup> The District's proposed special legislation would permit the District to use any such remaining sale proceeds to be transferred into the general undesignated fund.

<sup>3</sup> A deliberate action occurs when an issuer enters into an agreement which is not subject to any material contingencies with an unrelated third-party nongovernmental buyer for the use of a bond-financed facility.

## Remedial Action Resolution Explained

~~With the exception of the Series 2021A Bonds, all~~ All of the Bonds issued by the District that financed or refinanced the Facilities may be remediated by redeeming or defeasing nonqualified bonds. ~~Because the Series 2021A Bonds are not subject to early redemption, the Series 2021A Bonds are subject to the remedial action for alternative use of the proceeds to be received from the sale (disposition proceeds) of the Diamondhead Facility (which is the only Facility financed or refinanced with the Series 2021a Bonds).~~ The Remedial Action Resolution describes ~~each of the~~ River Ridge and Metcalf Facilities financed with the Bonds, the proportions of the Bonds ascribable to each Facility, and approves the redemption or defeasance of certain bonds as a remedial ~~actions~~ action to cure any private use of the Bonds. The Resolution also approves the establishment of a defeasance escrow for any nonqualified Bonds that are not callable within 90 days from the date of a deliberate action, subject to final approval by the Superintendent of the District and/or the Chair of the School Board of the District and the District Clerk as to the terms of such defeasance escrow.

In addition, the Remedial Action Resolution declares the official intent of the District to redeem or defease Bonds that would become nonqualified in the event of a subsequent deliberate action that would cause the bonds to meet the private use tests. ~~If and after the Board approves the Resolution, any purchase agreements for the sale of any of the remaining Facilities may be added by the District Clerk to the list as additional declarations of official intent as to anticipatory remedial action (see Section 1(B) and Exhibit C of the Resolution).~~ Again, taking an anticipatory remedial action will enable the District to redeem or defease nonqualified portions of the Bonds prior to the date of asuch deliberate action, rather than waiting for the deliberate action date to occur and then redeeming or defeasing within 90 days of such date. Once anythe purchase agreement executed ~~by the District~~ in connection with Metcalf is no longer subject to any material contingency (i.e., when both parties to a purchase agreement no longer have the option to cancel the agreement), a deliberate action will be deemed to have occurred on that date. The District will then have 90 days from that date of deliberate action to redeem or defease the Bonds.

Even if the District elects not to redeem or defease nonqualified Bonds before a deliberate action occurs, the Remedial Action Resolution provides all the necessary approvals the Board will need to give in order to take a remedial actions action with respect to the Bonds (including the execution of ~~one or more~~ an escrow ~~agreements~~). ~~Any additional purchase agreement will need to be separately Board approved by resolution for purposes of the sale of corresponding Facilities, but that is a real estate matter, not related to the Bonds).~~

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**INDEPENDENT SCHOOL DISTRICT NO. 191  
(BURNSVILLE-EAGAN-SAVAGE)  
DAKOTA AND SCOTT COUNTIES**

**RESOLUTION DECLARING THE OFFICIAL INTENT OF THE DISTRICT TO REDEEM OR DEFEASE A PORTION OF CERTAIN OUTSTANDING TAX-EXEMPT OBLIGATIONS THAT FINANCED THE RIVER RIDGE AND METCALF FACILITIES IN THE EVENT OF DELIBERATE ACTION; AUTHORIZING THE REDEMPTION OR DEFEASANCE OF SUCH OBLIGATIONS; AUTHORIZING THE EXECUTION AND DELIVERY OF ~~ONE OR MORE~~ AN ESCROW AGREEMENTS; AUTHORIZING ALTERNATIVE USE OF DISPOSITION PROCEEDS AGREEMENT; AND APPROVING CERTAIN OTHER ACTIONS WITH RESPECT THERETO**

WHEREAS, Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota (the “**District**”), previously issued the following tax-exempt obligations, the proceeds of which financed or refinanced the acquisition and betterment of, and maintenance projects at, various District facilities, including facilities located at: 100 River Ridge Ct., Burnsville, Minnesota 55337 (the “**River Ridge Facility**”), ~~200 W. Burnsville Parkway, Burnsville, Minnesota 55337 (the “**Diamondhead Facility**”),~~ and 2250 Diffley Road, Eagan, Minnesota 55122 (the “**Metcalf Facility**”), ~~4819 126th St, Savage, Minnesota 55378 (the “**Marion W. Savage Facility**”), 2801 River Hills Drive Burnsville, Minnesota 55337 (the “**Sioux Trail Facility**”), and 2140 Diffley Rd., Eagan, Minnesota 55122 (the “**Cedar Facility**”):~~

- (a) General Obligation School Building Bonds, Series 2015A (the “**Series 2015A Bonds**”), issued by the District on May 7, 2015, in the original aggregate principal amount of \$64,485,000;
- (b) General Obligation Alternative Facilities Refunding Bonds, Series 2016A (the “**Series 2016A Bonds**”), issued by the District on March 15, 2016, in the original aggregate principal amount of \$36,715,000; and
- (c) General Obligation Alternative Facilities Refunding Bonds, Series 2020A (the “**Series 2020A Bonds**”), issued by the District on November 4, 2020, in the original aggregate principal amount of \$11,485,000; and
- ~~(d) General Obligation Alternative Facilities Refunding Bonds, Series 2021A (the “**Series 2021A Bonds**”), issued by the District on November 4, 2021, in the original aggregate principal amount of \$9,680,000.~~

WHEREAS, 3.19% of the proceeds of the Series 2015A Bonds, 0.12% of the proceeds of the Series 2016A Bonds, and 0.29% of the proceeds of the Series 2020A Bonds financed or refinanced the acquisition and betterment of, and maintenance projects at, the River Ridge Facility; and

~~WHEREAS, 3.56% of the proceeds of the Series 2015A Bonds, 3.93% of the proceeds of the Series 2020A Bonds, and 10.24% of the proceeds of the Series 2021A Bonds financed or refinanced the acquisition and betterment of, and maintenance projects at, the Diamondhead Facility; and~~

WHEREAS, 1.53% of the proceeds of the Series 2015A Bonds, 13.71% of the Series 2016A Bonds, and 7.99% of the proceeds of the Series 2020A Bonds financed or refinanced the acquisition and betterment of, and maintenance projects at, the Metcalf Facility; and

~~WHEREAS, 4.73% of the proceeds of the Series 2016A Bonds and 11.69% of the proceeds of the Series 2020A Bonds refinanced the acquisition and betterment of, and maintenance projects at, the Marion W. Savage Facility; and~~

~~WHEREAS, 5.38% of the proceeds of the Series 2016A Bonds and 0.15% of the proceeds of the Series 2020A Bonds refinanced the acquisition and betterment of, and maintenance projects at, the Sioux Trail Facility; and~~

~~WHEREAS, 13.06% of the proceeds of the Series 2016A Bonds refinanced the acquisition and betterment of, and maintenance projects at, the Cedar Facility; and~~

WHEREAS, the Series 2015A Bonds and the Series 2016A Bonds are subject to optional redemption and prepayment on February 1, 2025, and the Series 2020A Bonds are subject to optional redemption and prepayment on February 1, 2027, and therefore the period between the issue date and the first call date of the Series 2015A Bonds, the Series 2016A Bonds, and the Series 2020A Bonds (collectively, the “Bonds”) is not more than 10 1/2 years; ~~the Series 2021A Bonds, however, are not subject to optional redemption; and~~

WHEREAS, the ~~Series 2015A Bonds, the Series 2016A Bonds, the Series 2020A Bonds, and the Series 2021A Bonds (collectively, the “Bonds”)~~ mature on the dates and in the principal amounts as set forth in EXHIBIT A attached hereto; and

WHEREAS, the District sold the River Ridge Facility to Abdullahi Jama pursuant to a commercial purchase agreement, dated April 22, 2021, and in connection with such sale, the District was advised by Kennedy & Graven, Chartered, bond counsel to the District (“**Bond Counsel**”), that such deliberate action did not cause any of the bonds that financed or refinanced the River Ridge Facility to meet the private activity bond tests under Section 141 of the Internal Revenue Code of 1986, as amended (the “**Code**”); and

WHEREAS, the District ~~anticipates that it may enter~~has entered into ~~one or more additional purchase agreements that are not subject to any material contingencies (each, a~~agreement, dated April 28, 2022 (the “Purchase Agreement”), with Syndica, LLP, an unrelated third-party buyer, a nongovernmental person (a “**Buyer**”), ~~setting forth the terms of~~for the sale of the ~~Diamondhead Facility, the Metcalf Facility, the Marion W. Savage Facility, the Sioux Trail Facility, and the Cedar Facility (each, a “Facility,” and collectively, the “Facilities”), generally described in EXHIBIT B to this resolution; and~~

WHEREAS, ~~any~~the Purchase Agreement ~~entered into between the District and a Buyer for any of the Facilities will be~~constitutes a bona fide and arm’s length arrangement, pursuant to which the Buyer will pay fair market value for the Facility; and

WHEREAS, the Purchase Agreement is currently subject to several material contingencies; and

WHEREAS, on the execution of a date the Purchase Agreement ~~for the sale of a Facility may constitute~~is no longer subject to any material contingencies, the District will be deemed to have taken a deliberate action ~~by the District~~ under Section 141 of the Code, and Treasury Regulations, Section 1.141-2(d) that causes ~~any of~~ the Bonds to become private activity bonds; and

WHEREAS, an issuer of tax-exempt bonds that takes a deliberate action causing such bonds to become private activity bonds may take a remedial action described in Treasury Regulations, Section

1.141-12 to resolve the deliberate action and preserve the tax-exempt status of the bonds, including but not limited to: ~~(A) the~~ redemption or defeasance of all nonqualified bonds under Section 1.141-12(d), ~~and (B) alternative use of disposition proceeds under Section 1.141-12(e)~~; and

WHEREAS, Treasury Regulations, Section 1.141-12(d)(2) provides that if the consideration for the disposition of the bond-financed property is exclusively cash, the requirements for the redemption or defeasance of all nonqualified bonds will be met if the issuer uses all of such disposition proceeds to redeem a pro rata portion of the nonqualified bonds at the earliest call date after the deliberate action, within 90 days of the date of the deliberate action, or establish a defeasance escrow for such bonds within 90 days of the deliberate action in the event the bonds are not callable within 90 days of the date of the deliberate action; and

WHEREAS, Treasury Regulations, Section 1.141-12(d)(3) provides that an issuer may satisfy the requirements for redemption or defeasance of nonqualified bonds within 90 days of the deliberate action if the issuer declares its official intent to redeem or defease all of the bonds that would become nonqualified in the event of a subsequent deliberate action that would cause the bonds to become private activity bonds and the issuer redeems or defeases such bonds prior to that deliberate action; and

WHEREAS, the District has determined to make this declaration of official intent to redeem or defease all of the Bonds that would become nonqualified in the event of a subsequent deliberate action that would cause such bonds to become private activity bonds (the “**Nonqualified Bonds**”) in accordance with Treasury Regulations, Section 1.141-12(d), to the extent the extent callable; and

WHEREAS, the District has further determined to establish ~~one or more~~ an defeasance ~~escrows~~ escrow, as defined in Treasury Regulations, Section 1.141-12(d)(6), to redeem any Nonqualified Bonds that are not callable within 90 days of a deliberate action, at their earliest call date; and

WHEREAS, the District has further determined to authorize the execution of ~~one or more~~ an escrow ~~agreements~~ agreement and all other documents and instruments related thereto as the School Board of the District may, in consultation with Bond Counsel and Ehlers and Associates, Inc., municipal advisor to the District (the “**Municipal Advisor**”), determine are necessary or appropriate in connection with such defeasance; and

~~WHEREAS, Treasury Regulations, Section 1.141-12(e) provides that the District may use any disposition proceeds for another governmental purpose if (i) the deliberate action is a disposition for which the consideration is exclusively cash, and (ii) on the date of the deliberate action the District reasonably expects to expend the disposition proceeds for another governmental purpose, within two years of the date of the deliberate action, and (iii) the disposition proceeds are treated as proceeds for a qualifying purpose under Section 141 of the Code and are used in a manner that does not cause the bonds to meet either the private business tests or the private loan financing test under Section 141 of the Code, and (iv) the District does not take any action subsequent to the date of the deliberate action to cause either of these tests to be met; and~~

~~WHEREAS, because the Series 2021A Bonds are not subject to optional redemption, the District expects that in the event a Purchase Agreement is executed in connection with the Diamondhead Facility, the District will use the proceeds from the sale of such Facility for another governmental purpose under Section 141 of the Code, including for example the construction or improvement of District-owned facilities) within two years of receipt and will treat such disposition proceeds as gross proceeds for purposes of Section 148 of the Code.~~

**NOW, THEREFORE, BE IT RESOLVED** by the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota that:

Section 1. Declaration of Official Intent to Redeem or Defeasance Nonqualified Bonds.

~~(A)~~—The District declares its official intent pursuant to Treasury Regulations, Section 1.141-12(d) to redeem or defease any Nonqualified Bonds prior to a deliberate action that may cause any of the Bonds to meet the private activity bond tests or within 90 days of the execution of a Purchase Agreement, and if any Nonqualified Bonds are not callable within 90 days of any such deliberate action, establish a defeasance escrow within 90 days of the deliberate action for deposit therein the cash proceeds received by the District from the sale of the Metcalf Facility and/or other available funds to redeem Nonqualified Bonds on their earliest call date.

~~(B)~~—~~The District Clerk is hereby authorized to designate appropriate additions to the declaration of official intent to redeem or defease, as provided in this resolution, by a written statement supplementing this resolution in the form attached in EXHIBIT C to this resolution (an “Additional Declaration”), dated as of the date of such action, and any such Additional Declaration shall be reported to the School Board at the earliest practicable date and shall be filed with the official records of the School Board.~~

Section 2. Redemption or Defeasance of the Nonqualified Bonds. The District hereby authorizes the redemption and defeasance of the Nonqualified Bonds in accordance with the following procedures and plan (herein the “**Plan**”):

(A) The District hereby authorizes and directs the redemption of any Nonqualified Bonds that may be redeemed within 90 days of the execution of a Purchase Agreement (defined above to include any purchase agreement that is not subject to any material contingencies);

(B) For any Nonqualified Bonds that are not callable within such period, the District hereby authorizes and directs the defeasance of such Nonqualified Bonds and the establishment of a defeasance escrow out of the disposition proceeds received by the District from the sale of ~~respective~~the Metcalf Facility ~~or Facilities~~ or other available funds of the District, the terms of which defeasance escrow shall be finally determined, specified, and approved by the Superintendent of the District and/or the Chair of the School Bord of the District and the District Clerk (the “**Authorized Officers**”), and each such Authorized Officer shall be and hereby is authorized to make the final determination of the terms and manner of defeasance, and the terms of the Escrow Agreement (as hereinafter described) and purchase of the escrowed securities to fund the escrow for accomplishing the defeasance, and the final maturities and portions thereof of the percentage of the Nonqualified Bonds to be defeased. The Nonqualified Bonds selected for defeasance shall be determined by any Authorized Officer in accordance with the requirements of Treasury Regulations, Section 1.141-12(j)(2).

(B) The defeasance escrow shall be established within 90 days of ~~execution at~~the date the Purchase Agreement is no longer subject to any material contingencies in accordance with Treasury Regulations, Section 1.141-12(d).

(C) The Nonqualified Bonds shall be paid from the defeasance escrow on their respective maturity dates, which dates the District hereby finds are the first date each of such obligations may be called, and written notice of defeasance shall be given in such forms as approved by any Authorized Officer.

(D) The cash sum received by the District from the sale of [the Metcalf](#) Facility and/or other funds of the District shall be deposited in the defeasance escrow with the initial registrar and paying agent with respect to the Bonds, or another suitable financial institution in the State of Minnesota whose deposits are insured by the Federal Deposit Insurance Corporation and combined capital and surplus is not less than \$500,000 (the “**Escrow Agent**”). The District shall enter into an escrow agreement with the Escrow Agent (the “**Escrow Agreement**”), setting forth the terms necessary to carry out the Plan set forth herein, and as the School Board of the District may determine, in consultation with Bond Counsel and the Municipal Advisor. The authority to approve, execute, and deliver the Escrow Agreement and any other documents to be executed and delivered by the District in connection with the defeasance of the Nonqualified Bonds is hereby delegated to the Authorized Officers and such other officials, subject to the following conditions: (i) the Escrow Agreement or such other documents do not materially adversely affect the interests of the District; (ii) the Escrow Agreement or such other documents do not contravene or violate any policy of the District; and (iii) the Escrow Agreement or such other documents are acceptable in form and substance to Bond Counsel. The authorization hereby given shall be further construed as authorization for the execution and delivery of such certificates and related items as may be required to demonstrate compliance with the Escrow Agreement or such other aforementioned documents and the terms of this resolution. The execution of any instrument by the Authorized Officers shall be conclusive evidence of the approval of such instruments in accordance with the terms hereof.

(D) Written notice of the defeasance shall be given to the Commissioner of the Internal Revenue Service within 90 days from the date the defeasance escrow is established in accordance with Treasury Regulations, Section 1.141-12(d)(4).

(E) In the event the disposition proceeds received by the District from the sale of [the Metcalf](#) Facility are not sufficient to fully fund the escrow requirements to defease all of the Nonqualified Bonds, the District will nonetheless be deemed to meet the requirements for the defeasance remedial action so long as the disposition proceeds are exclusively cash and the District uses all of such disposition proceeds to establish a defeasance escrow for a pro rata portion of the Nonqualified Bonds within 90 days of the deliberate action, as provided in Treasury Regulations, Section 1.141-12(d)(2). In the event the disposition proceeds received by the District from the sale of [the Metcalf](#) Facility exceed the amount necessary to fully fund the defeasance escrow for the defeasance of the Nonqualified Bonds, then the remaining disposition proceeds shall be expended by the District within two years for other governmental purposes of the District and in a manner that does not cause the Bonds to become private activity bonds, in accordance with the remedial action provisions under Treasury Regulation §1.141-12(e).

(F) The engagement of Bond Counsel, the Municipal Advisor, any verification agent, and the Escrow Agent, to assist and serve the District in carrying out the Plan is hereby approved, ratified and authorized, and the payment of the reasonable fees and costs of such providers is hereby approved and authorized.

Section 3. Paying Agent Instructions. To provide for the discharge and defeasance of the Nonqualified Bonds and all liens securing same, the District hereby approves and authorizes any of the Authorized Officers to prepare and send written instructions to the paying agent for the Bonds (the “**Paying Agent**”), in such form and content as approved by any such Authorized Officer or any other officer or official representative of the District, as any of them may determine to be necessary or appropriate.

Section 4. ~~Alternative Use of Disposition Proceeds. In the event the District executes a Purchase Agreement for the sale of the Diamondhead Facility, the District hereby authorizes the use the proceeds from such sale for another governmental purpose under Section 141 of the Code. Such alternative use shall be determined, specified, and approved by the Authorized Officers, and such disposition proceeds shall be used within two years of receipt, all in accordance with Treasury Regulations, Section 1.141-12(e).~~

~~Section 5.~~ Further Action. Each of the Chair, the District Clerk, the District Treasurer, or any other officer or official representative of the District, acting alone and without the necessity of the joinder of any other authorized District official, is hereby authorized and directed to take all action as may be necessary or appropriate to effectuate this resolution and: the redemption or defeasance of the Nonqualified Bonds, including but not limited to: (i) making all arrangements necessary or appropriate with the Paying Agent for the redemption or defeasance of the Nonqualified Bonds; (ii) making such deposits to the defeasance escrow as may be necessary for the defeasance of the Nonqualified Bonds, (iii) approving the final terms of and execution of the Escrow Agreement with the Escrow Agent, (iv) authorizing the investment of the funds held in defeasance escrow under the Escrow Agreement in accordance with the terms of this resolution, (v) approving and authorizing the payment of the costs incurred in connection with the remedial actions described in this resolution, including the fees and costs of Bond Counsel, the Municipal Advisor, the verification agent, and the fees and expenses of the Paying Agent and the Escrow Agent and all related costs, and (vi) taking all other actions that are reasonably necessary or appropriate to provide for the redemption or defeasance of the Nonqualified Bonds ~~and alternative use of disposition proceeds with respect to the Diamondhead Facility.~~

Approved by the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, this ~~11~~25th day of August, 2022.

INDEPENDENT SCHOOL DISTRICT NO. 191  
(BURNSVILLE-EAGAN-SAVAGE)  
DAKOTA AND SCOTT COUNTIES, MINNESOTA

\_\_\_\_\_  
Chair

Attest:

\_\_\_\_\_  
District Clerk

**EXHIBIT A**

**Maturity Dates and Principal Amounts of Outstanding Bonds Attributable to the  
River Ridge and Metcalf Facilities**

Remaining Principal and Interest Due on Outstanding Bonds By  
Date and by Issue

Remaining Principal and Interest Due Attributable to Each Facility, by Date

| Bond Date                                      | 2011A               | 2012A               | 2015A                | 2016A                | 2020A                | 2021A                    |
|--|---------------------|---------------------|----------------------|----------------------|----------------------|--------------------------|
| <b>Remaining Principal and Interest Due on</b> |                     |                     |                      |                      |                      |                          |
| 2/2/2020                                       | 17,570,925          | 10,312,545          | 84,200,566           | 40,225,800           | 0                    | 0                        |
| 8/2/2020                                       | 17,285,150          | 16,130,028          | 83,150,998           | 39,623,075           | 0                    | 0                        |
| 2/2/2021                                       | 0                   | 0                   | 0                    | 0                    | 13,696,108           | 0                        |
| <b>Date</b>                                    | <b>2015A</b>        | <b>2016A</b>        | <b>2016A</b>         | <b>2020A</b>         | <b>2020A</b>         | <b>2021A</b>             |
| 2/2/2023                                       | 0                   | 0                   | 16,754,744           | 33,401,650           | 12,295,900           | 10,300,217               |
| 8/2/2023                                       | 0                   | 0                   | 15,746,238           | 32,988,505           | 12,107,850           | 12,039,733               |
| 2/2/2023                                       | 0                   | 0                   | 32,992,732           | 0                    | 10,899,100           | 10,732,350               |
| 8/2/2023                                       | 0                   | 0                   | 32,019,126           | 0                    | 10,732,350           | 10,732,350               |
| 2/2/2024                                       | 0                   | 0                   | 10,205,518           | 26,075,250           | 8,409,800            | 0,000,750                |
| 8/2/2024                                       | 0                   | 0                   | 9,827,512            | 25,700,300           | 8,343,950            | 0,000,750                |
| 2/2/2025                                       | 0                   | 0                   | 65,564,507           | 23,265,350           | 7,988,000            | 8,432,000                |
| 8/2/2025                                       | 0                   | 0                   | 64,663,001           | 22,932,000           | 7,865,250            | 8,243,625                |
| 2/2/2025                                       | 0                   | 0                   | 61,861,495           | 22,932,000           | 6,534,500            | 7,432,750                |
| 8/2/2026                                       | 0                   | 0                   | 60,988,488           | 22,932,000           | 6,436,900            | 7,432,750                |
| 2/2/2026                                       | 0                   | 0                   | 58,155,482           | 16,536,000           | 5,124,400            | 6,867,500                |
| 8/2/2026                                       | 0                   | 0                   | 57,311,876           | 16,276,275           | 5,051,150            | 6,735,750                |
| 2/2/2027                                       | 0                   | 0                   | 54,403,270           | 5,360,000            | 3,352,900            | 3,124,400                |
| 8/2/2027                                       | 0                   | 0                   | 53,600,963           | 4,483,125            | 3,312,150            | 4,243,750                |
| 2/2/2027                                       | 0                   | 0                   | 50,638,657           | 3,671,300            | 1,601,400            | 2,803,000                |
| 8/2/2028                                       | 0                   | 0                   | 49,868,751           | 3,070,950            | 1,585,700            | 3,352,000                |
| 2/2/2028                                       | 0                   | 0                   | 46,343,845           | 8,063,650            | 0                    | 3,312,150                |
| 8/2/2028                                       | 0                   | 0                   | 45,645,263           | 7,949,425            | 0                    | 3,312,150                |
| 2/2/2029                                       | 0                   | 0                   | 40,066,682           | 5,215,300            | 0                    | 1,601,400                |
| 8/2/2029                                       | 0                   | 0                   | 39,434,501           | 5,159,975            | 0                    | 1,585,700                |
| 2/2/2029                                       | 0                   | 0                   | 38,042,320           | 2,304,750            | 0                    | 0                        |
| 8/2/2030                                       | 0                   | 0                   | 33,356,545           | 0                    | 0                    | 0                        |
| 2/2/2030                                       | 0                   | 0                   | 27,315,770           | 0                    | 0                    | 0                        |
| 8/2/2030                                       | 0                   | 0                   | 26,809,891           | 0                    | 0                    | 0                        |
| 2/2/2031                                       | 0                   | 0                   | 18,273,613           | 0                    | 0                    | 0                        |
| 8/2/2031                                       | 0                   | 0                   | 17,990,538           | 0                    | 0                    | 0                        |
| 2/2/2032                                       | 0                   | 0                   | 9,132,463            | 0                    | 0                    | 0                        |
| 8/2/2032                                       | 0                   | 0                   | 8,988,731            | 0                    | 0                    | 0                        |
| 2/2/2032                                       | 0                   | 0                   | 0                    | 2,359,875            | 0                    | 0                        |
| Call Date                                      | Refunded with 2020A | Refunded with 2021A | 2/1/2025<br>2/1/2036 | 2/1/2025<br>2/1/2033 | 2/1/2027<br>2/1/2030 | Not Callable<br>2/1/2033 |
| 8/2/2033                                       |                     | 26,869,691          |                      | 0                    |                      | 0                        |
| 2/2/2034                                       |                     | 18,273,613          |                      | 0                    |                      | 0                        |
| 8/2/2034                                       |                     | 17,990,538          |                      | 0                    |                      | 0                        |
| 2/2/2035                                       |                     | 9,132,463           |                      | 0                    |                      | 0                        |
| 8/2/2035                                       |                     | 8,988,731           |                      | 0                    |                      | 0                        |
| 2/2/2036                                       |                     | 0                   |                      | 0                    |                      | 0                        |

**Remaining Principal and Interest Due  
By Facility & Date**

| Date   | River Ridge | Diamond-wood | Metc. |
|--|-------------|--------------|-------|
| <b>Percentages of Expenditures Per Bond Issue Per Facility</b> |             |              |       |

Percentage of Expenditures Attributable to Each School- (Provided by District)

|           |                     |                     |          |          |          |              |
|-----------|---------------------|---------------------|----------|----------|----------|--------------|
| Cedar     | 0.00%               | 0.00%               | 0.00%    | 13.06%   | 0.00%    | 0.00%        |
| Call Date | Refunded-with 2020A | Refunded-with 2021A | 2/1/2025 | 2/1/2026 | 2/1/2027 | Not Callable |

**EXHIBIT B**

**Purchase Agreements**

| General Description of the Purchase Agreement  | [Anticipated] Sale Price of Facility |
|--|--------------------------------------|
| <del>1. Purchase Agreement entered into between the District and Abdullahi Jama and/or its assignees, as buyer, for the purchase of the River Ridge Facility</del> | <del>\$1,250,000</del>               |
| <del>2. Purchase Agreement proposed to be entered into between the District and _____, as buyer, for the purchase of the Diamondhead Facility</del>                | <del>\$ _____</del>                  |
| <del>3. Purchase Agreement entered into between the District and Syndica, LLP, as buyer, for the purchase of the Metcalf Facility</del>                            | <del>\$ 12,300,000</del>             |
| <del>4. Purchase Agreement proposed to be entered into between the District and _____, as buyer, for the purchase of the Marion W. Savage Facility</del>           | <del>\$ _____</del>                  |
| <del>5. Purchase Agreement proposed to be entered into between the District and _____, as buyer, for the purchase of the Sioux Trail Facility</del>                | <del>\$ _____</del>                  |
| <del>6. Purchase Agreement proposed to be entered into between the District and _____, as buyer, for the purchase of the Cedar Facility</del>                      | <del>\$ _____</del>                  |

~~\_\_\_\_\_ The undersigned, being the duly appointed and acting District Clerk (the "District Official") of Independent School District No. 191 (Burnsville Eagan Savage), Dakota and Scott Counties, Minnesota (the "District") hereby states and certifies on behalf of the District, for the purposes of compliance with Treasury Regulations, Section 1.141-12(d)(3), as follows:~~

~~\_\_\_\_\_ 1.\_\_\_\_\_ The District Official has been and is on the date hereof duly authorized by the School Board of the District to make and execute this Additional Declaration of Official Intent (the "Additional Declaration") for and on behalf of the District.~~

~~\_\_\_\_\_ 2.\_\_\_\_\_ This Additional Declaration relates to the anticipated sale of the following property or properties that may cause the issue of bonds that financed such property or properties to meet the private-activity bond tests to which anticipatory remedial action is being taken (the "Project") and the anticipated sale price(s) of such property or properties:~~

| <del>Financed Property or Loan to which Anticipatory Remedial Action Is Being Taken</del> | <del>Anticipated Sale Price of Facility</del> |
|---|---|
| <del>1._____ Marion W. Savage Facility</del>  | <del>\$_____</del>                            |
| <del>2._____ Sioux Trail Facility</del>   | <del>\$_____</del>                            |
| <del>3._____ Cedar Facility</del>   | <del>\$_____</del>                            |

~~\_\_\_\_\_ 3.\_\_\_\_\_ The District hereby declares its official intent to redeem or defease all of the bonds that financed the above referenced property or properties that would become nonqualified bonds in the event of a subsequent deliberate action that would cause the private business tests or the private loan financing test to be met. The District reasonably expects to redeem or defease such nonqualified bonds prior to any deliberate action or within 90 days of the deliberate action.~~

~~\_\_\_\_\_ 5.\_\_\_\_\_ As of the date hereof, the statements and expectations contained in this Additional Declaration are believed to be reasonable and accurate.~~

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

\_\_\_\_\_  
District Clerk



Document comparison by Workshare 10.0 on Wednesday, August 17, 2022 7:50:34 AM

| Input:        |  |
|---------------|--|
| Document 1 ID | PowerDocs://DOCSOPEN/713173/3  |
| Description   | DOCSOPEN-#713173-v3-Burnsville_ISD_Remedial_Action_Resolution_(Defeasance) |
| Document 2 ID | PowerDocs://DOCSOPEN/713173/4  |
| Description   | DOCSOPEN-#713173-v4-Burnsville_ISD_Remedial_Action_Resolution_(Defeasance) |
| Rendering set | Standard   |

| Legend:           |                           |
|-------------------|---------------------------|
|                   | <u>Insertion</u>          |
|                   | <del>Deletion</del>       |
|                   | <del>Moved from</del>     |
|                   | <u>Moved to</u>           |
|                   | Style change              |
|                   | Format change             |
|                   | <del>Moved deletion</del> |
| Inserted cell     |                           |
| Deleted cell      |                           |
| Moved cell        |                           |
| Split/Merged cell |                           |
| Padding cell      |                           |

| <b>Statistics:</b> |       |
|--------------------|-------|
|                    | Count |
| Insertions         | 164   |
| Deletions          | 546   |
| Moved from         | 0     |
| Moved to           | 0     |
| Style change       | 0     |
| Format changed     | 0     |
| Total changes      | 710   |

## August 25, 2022 Board Meeting

### Board Members' Questions and Staff Responses regarding BoardBook materials

#### Athletics and Activities Handbook

| Board Member Question   | Staff Response  |
|---|---|
| <p>I never noticed email addresses for coaches/instructors. Is it standard or common practice for coaches and instructors to have non-ISD191 email addresses? I would think that, for safety and liability reasons, we would require that all such adults use them for school-sanctioned activities.</p> <p>Any reason why we do not?</p> | <p>We are in the process of requiring coaches to use their district email. We will change the handbook to list their district emails.</p> <p>It has been a practice to allow coaches to have non-ISD 191 emails and to list them in the handbook. The primary reason is that coaches who are not full-time employees have issues with their email addresses becoming inactive when the season ends, which prohibits them from continually scheduling competitions for the following year and connecting with families and students during the off season. Human Resources and Technology are working with Athletics to address this perceived barrier.</p> <p>The risk to our system being subject to malware from external sources is the same risk with any external email we receive from someone outside our organization. Also, if there is an investigation that warrants having access to an email, we would not have that option with coaches. It could be a good practice for coaches to use our system and to share how they access and use district emails appropriately during the onboarding process. For these reasons we are requiring coaches to use their district emails.</p> |

## Summer Projects

| Board Member Question   | Staff Response   |
|---|--|
| 1. What kind of classroom updates happened at DEC?            | We patched and repainted rooms 1025 and 1026. The worn out flooring was replaced in 1025 with new vinyl composite tile and vinyl base. Two wooden doors were replaced with hollow metal doors and frames as well as new hardware and locksets. |
| 2. Was there work completed on the interior of Hidden Valley? | No interior work was completed at Hidden Valley.   |



**Agenda IV.C.1.  
August 25, 2022**

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

**From:** Guillaume Paek, Director of Athletics

**Date:** August 18, 2022

**Re:** 2022-2023 BHS Student Activity Handbook

**Recommendation:** Approve the 2022-2023 BHS Student Activity Handbook

## Discover Opportunities

Dear Parents/Guardians and Students,

All of us at Burnsville High School want students to feel connected to our school community and find ways to be involved. This booklet lists and describes the amazing variety of athletic teams, activities and clubs offered to students. There are so many opportunities! Take advantage of them. Try something new this year.

We know that students benefit in many ways from participation in athletics and activities. They learn teamwork, commitment and discipline. They gain confidence, make friends, acquire skills and contribute to their community. Students discover future careers and lifelong interests through their involvement. Most importantly, they learn so much about themselves.

As with all opportunities also come responsibilities. Please review information on eligibility, requirements and other regulations.

Have a great school year,

Guillaume Paek  
Director of Athletics                      Associate Principal (Activities)

## Purpose Statement

The purpose of the Burnsville High School Athletics & Activities Department is to develop a program that strives for students to:

- have balance between competitiveness, enjoyment, and fulfillment;
- display excellence on the field, in the classroom, and in all personal relationships, and
- have courage to step out of their comfort zones in a safe environment to better themselves in all aspects of their lives and to make good decisions.

## Department Mission Statement

Burnsville High School is committed to excellence in athletics and activities as part of a larger commitment to excellence in education. The guiding principle behind our vision with co-curricular participation is our belief in its educational value for our students. High school athletics promotes character traits of high value to personal development and success in later life. These include the drive to take one's talents to the highest level of performance; embracing the discipline needed to reach high standards; learning to work with others as a team in pursuit of a common goal; and adherence to codes of fairness and respect.

In addition, it is the mission of this department to create a Championship Culture of Success and Achievement for Burnsville. To do this we need to challenge all of our coaches on a daily basis to conduct themselves as champions. This conduct will be demonstrated and adhered to through our work habits and preparation, our words and manner of thinking, our communication and treatment of one another and in our expectations. We

expect to be the very best at what we do. We will be the best we can every single day. All coaches and programs will PROMOTE other sports for our kids to do or compete in after they are finished with our season.<sup>158</sup> We will encourage kids to be multiple sport athletes and actually teach the kids and parents why that is important. We will uplift other sports programs and coaches, not just tolerate them. We will continually promote the education of our coaches with new and verifiable recent research. We will expect and demand that all of our programs use a common language with regard to training for movement and strength and power development. All programs will have our school's strength training and movement training as part of practice every week, both in season and off season. We will teach our student-athletes how to think and behave like champions. We will all be on the same page. We will strive to be champions in everything we do to make our program a Championship Burnsville Athletic Program, not an individual sport championship program, but rather, one in which we all work together to make the whole program of a championship caliber.

Burnsville-Eagan-Savage School District 191

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[www.isd191.org/bhs](http://www.isd191.org/bhs)  
(952) 707-2100

All athletics and many activities have fees associated with them. However, students who qualify for free or reduced lunch are automatically eligible for a reduction in participation fees. If any family, regardless of free or reduced lunch status, needs additional assistance, please contact Athletic Director, Guillaume Paek, at [gpaek@isd191.org](mailto:gpaek@isd191.org) or (952) 707-2111 or Activities Director (TBD). No student will ever be denied participation in athletics or activities due to financial hardship.

**School Sponsored Clubs and Activities**

**Academic Quiz Bowl Fee: \$40**

Open to all students, this activity competes against other metro area teams. Students quickly answer general knowledge questions at South Suburban and Quiz Bowl League tournaments from November to March.

Contact: Les Moffitt. . . . . [lmoffitt@isd191.org](mailto:lmoffitt@isd191.org)

**Bowls for BrainPower**

This is a joint project of ISD 191 Community Education, the BHS Art Department, and the BHS Youth Service Program to raise funds for BrainPower in a BackPack. Activities include making ceramic soup bowls, teaching others, and hosting a meal for this hunger cause.

Contact: BHS Art Department. . . . . inquiries can be made to [rkegley@isd191.org](mailto:rkegley@isd191.org)

**BrainPower in a BackPack**

BrainPower in a BackPack is a community service project of the BHS Youth Service Program that provides weekend food for elementary school children in need. Volunteer activities include collecting food items, raising funds, shopping, and packing backpacks every Thursday.

Contact: Pam Voigt. . . . . [pvoigt@isd191.org](mailto:pvoigt@isd191.org)

**Chess Team**

The Burnsville High School Chess Team is run through the ISD 191 Community Education Department. Practices are held after school at Burnsville High School and team members compete at several tournaments as well as the South Suburban Conference Tournament.

Contact: Community Education & Coach Dane Zagar. . . . . [dzagar@isd191.org](mailto:dzagar@isd191.org)

**Competitive Speech**

Team Fee: \$45

In this exciting activity, students will first explore and then select one of 13 possible competition categories that offer a wide range of interests as well as varying levels of time commitments. The categories include Creative Expression, Discussion, Dramatic Duo (done with a partner), Extemporaneous Reading, Extemporaneous Speaking, Great Speeches, Humorous Interpretation, Informative Speaking, Original Oratory, Serious Drama Interpretation, Serious Prose, Serious Poetry Interpretation, and Storytelling. Individual practice times are set up by coach and student allowing for flexibility and greater student success. You may earn a letter by competing in at least 5 meets and accumulating 25 hours of practice time. Speech practices begin in December and meets begin the last week of January and continue each Saturday through the second or third week of April. Competitive Speech is a great way to improve speaking skills that will endure for a lifetime.

Contact: Derek Tano. . . . . [dtano@isd191.org](mailto:dtano@isd191.org)

**Debate**

Team Fee: \$35

Members of the Debate Team compete on intramural and interscholastic levels to learn advanced methods of organized argumentation on highly controversial issues. (An activity particularly worthwhile for students planning on enhancing speech and public speaking skills, becoming lawyers)

Contact: Derek Tano..... [dtano@isd191.org](mailto:dtano@isd191.org)

## DECA

Fee: \$110

DECA is the leadership network that prepares students for careers in marketing, entrepreneurship, hospitality, business management, and finance. Through real-world experiences and classroom curriculum, DECA gives students a competitive edge for college and career success.

Contact: Chris Lunde. . . . . [clunde@isd191.org](mailto:clunde@isd191.org)

## Drumline (Winter)

Fee: \$55

The drumline is for all band students to enrich their band experience. Large and small group instruction on percussion instruments will be the focus as participants develop a performance for competition in Minnesota Percussion Association (MPA) events. Students are expected to participate in weekly practice sessions and any scheduled events. Students (7-12) currently enrolled in the District 191 Instrumental Music Program are eligible to participate. Eight band letter points are awarded for each season of participation.

Contact: Paul Connell. . . . . [pconnell@isd191.org](mailto:pconnell@isd191.org)

## FIRST Robotics Competition (FRC)

Fee: \$50

Blaze Robotics, Team 3184, is comprised of high school students in good academic standing from grades 9 through 12. The team is supported by high school staff members and adult mentors from corporate sponsors and the community. This is a year-round program which includes a six-week "build season" to design, build and program a competition robot. Each spring, the team competes with the robot at regional competitions around the country, as well as at a championship event. There are many aspects to the program including Java Programming and CAD Design, photography and videography, marketing, communications, electronics, engineering design and build, social media, and much more! Snacks are provided.

Contact: Blaze Robotics . . . . . [team3184@isd191.org](mailto:team3184@isd191.org)

## FIRST Tech Challenge (FTC)

Fee: \$50

The Burnsville FIRST Tech Challenge (FTC) is a robotics competition open to students interested in STEM in grades 7 - 12. Teams of 8 students design, build, and control competition robots for each season. No previous experience in robotics is necessary. Robots are created using Android phones and Tetrix parts (<http://www.tetrixrobotics.com>).

The season runs from early September through February, with regional competitions in the Midwest, and the FTC World Championship in late April in Detroit Michigan. See <https://www.firstinspires.org/robotics/ftc> for program and game description.

Contact: David Peters. . . . . [ftcburnsville@isd191.org](mailto:ftcburnsville@isd191.org)

## Future Teachers of America (FTA)

FTA is a student organization encouraging students to pursue post-secondary education in the field of education with a focus on urban learners in an urban, suburban and/or rural setting/environment through events, field trips, guest speakers and other hands-on experiences.

Contact: David McDevitt . . . . . [pmcdevitt@isd191.org](mailto:pmcdevitt@isd191.org)

## Gaming Club/E Sports Team

Fee: TBD

This club allows students to compete in video gaming competitions with peers and online in competitions with students from other schools. Students do not need prior computer programming knowledge to be a part of the club. This club is for students who love to create and play games. We will use lots of different software as well as share some of your favorite games to play. This club meets throughout the school year.

Contact: TBD

## Marching Band

Fee: \$55 161

The Marching Band is responsible for supplying music and generating enthusiasm at fall sporting events and school assemblies. The band consists of a wind section (woodwind and brass) and percussion (drumline). Admission to scheduled events is free for Marching Band members. The group rehearses two or three times per week, beginning with a mini-camp experience at BHS in August. Students (9-12) currently enrolled in the District 191 Instrumental Music Program are eligible to participate. Eight band letter points are awarded for each season of participation.

Contact: Keith French. . . . . [kfrench@isd191.org](mailto:kfrench@isd191.org)

## Math League

Fee: \$45

The Math League Team stimulates interest and learning of mathematics and trains members for competitive participation in the Minnesota High School Mathematics League (MHSML). The MHSML gives awards to the top teams, the top individuals, and to the top student on each team. Attendance and performances at practices and meets may earn a letter. Extra credit may be earned for participation in math league which consists of an increase in one grade increment in your math course. (For example, an increase from a B+ to an A- or an increase from A- to an A, etc.) If students already have an A in their math courses at the time of the final exam, they shall be exempt from taking a final. This grade increment can be earned first semester or second semester or both semesters. The following requirements must be met in order to qualify for this extra credit:

First semester:

Compete in at least five of the six Math League competitions

Accumulate 18 points in the six competitions

Participate in all practices and meetings

Sign up and pay for the AMC test

Second semester:

Compete in at least four of the five Math League competitions

Accumulate 15 points in the five competitions

Participate in all practices and meeting

Take the AMC test

\*A student will not receive more than one increment bump per course per semester. In other words, if you qualify for an increment bump in two ways, such as in math league and in perfect attendance, you would only get an increase of one increment.

Contact: Chuck Croatt. . . . . [ccroatt@isd191.org](mailto:ccroatt@isd191.org)

## Mock Trial

Fee: \$45

The Minnesota High School Mock Trial Program is an exciting law-related education program that introduces students to the American legal system and provides a challenging opportunity for personal growth and achievement. Students will exercise their critical thinking and teamwork skills, as well as the basic skills learned in the classroom.

Contact: Coach Isabella Williams . . . . . [iwilliams@isd191.org](mailto:iwilliams@isd191.org)

### National Honor Society (NHS)

The National Honor Society is an organization for top-ranking juniors and seniors. BHS students are considered for entry into NHS if they have earned enough credits to be a junior or senior and have at least a 3.6 cumulative Grade Point Average (GPA) for those students who qualify for dual ranking. For those students who do not qualify for dual ranking, the minimum GPA is 3.8. Students who are eligible academically are contacted prior to the start of fall semester. NHS membership is also based on character, leadership, and service. Students must complete and return an informational sheet demonstrating those qualities for review. The faculty council then determines membership. Once students are part of NHS, they must continue to meet the academic, leadership, character, and service standards. Students who take courses under the Pass/Fail option are not eligible for National Honor Society membership. Transfer students must meet all requirements and have attended BHS at least one full semester to qualify for NHS.

Contacts: Nicole Soley (H). . . . . [nsoley@isd191.org](mailto:nsoley@isd191.org)

Kristina Aars (A). . . . . [kaars@isd191.org](mailto:kaars@isd191.org)

### Pep Band

The Pep Band is responsible for supplying music and generating enthusiasm at winter season athletic events and school assemblies. Admission to scheduled events is free for members. The season begins in late November and runs through March. Members should expect to perform at no more than two events per week. Students in grades 9-12 currently enrolled in the District 191 Instrumental Music Program are eligible to participate. Eight band letter points are awarded for each season of participation.

Contact: Keith French. . . . . [kfrench@isd191.org](mailto:kfrench@isd191.org)

### Physics Club

This is an after-school activity for people interested in hand-on science and engineering. Learn about radioactivity, weather balloons, Rube Goldberg machines, magnets, electronics, and exotic materials such as liquid Nitrogen and superconductors. Physics Club also participates in regional science activities and competitions.

Contact: Jon Huber. . . . . [jahuber@isd191.org](mailto:jahuber@isd191.org)

### PROUD/GSA

PROUD (People Respecting Others and Understanding Differences) is the gay/straight alliance at BHS. PROUD's mission is to create a safe and welcoming environment for all staff and students at BHS through education and raising awareness of LGBT issues (Lesbian, Gay, Bisexual, and Transgender) that affect students and their families. All students are welcomed at PROUD.

Contact: Allison Millea. . . . . [amillea@isd191.org](mailto:amillea@isd191.org)

### Science Club

Science Club gives students an opportunity to hear scientific-career speakers and scientific-research presentations. Field trips and social events are also a part of club activities.

Contact: Mike Huemoeller. . . . . [mhuemoeller@isd191.org](mailto:mhuemoeller@isd191.org)

### Science Fair

Students have opportunities to conduct independent research and compete at the Regional Science and Engineering Fair. Students may move on to the Minnesota Academy of Science State Fair and the International Science and Engineering Fair. Students may enter their projects in the prestigious Intel Science Talent Search. Research papers may also progress onto the Tri-State and National Junior Science and Humanities Symposium.

Contact: Mike Huemoeller. . . . . [mhuemoeller@isd191.org](mailto:mhuemoeller@isd191.org)

### Science Quiz Bowl

Fee: \$45

Teams of five students comprise the Burnsville Science Quiz Bowl. Teams compete at Macalester College and may qualify to compete at the National Science Quiz Bowl. Students are selected on their ability to answer questions in the areas of chemistry, biology, physics, earth science, current events, and computer science.

Contact: Harrison Owings. . . . . [howings@isd191.org](mailto:howings@isd191.org)

### Singers and Swingers

Singers and Swingers, run through the ISD 191 Community Education Department, are a group of male and female students interested in swing dancing. The group practices at Nicollet Middle School and performs at various functions and events throughout the year.

Contact: Community Education/Advisor Bekah Gudim. . . . . [rgudim@isd191.org](mailto:rgudim@isd191.org)

### Student Council

The Student Council is the governing organization of the student body. Students interested in membership on the Student Council must complete an application each spring with the student council advisor. Selections are made by the senior council members and student council advisor each spring. All elected members form next school year's Student Council. Student Council is involved with organizing Homecoming, Relay for Life, leadership conferences, International Dance, Minneapolis Miracle project, Snow Week, and Prom. Numerous activities occur during the school year that require student action, participation and/or representation.

Contact: Eric Reuss and Ronna Johnson. . . . . [eruess@isd191.org](mailto:eruess@isd191.org)  
[rejohnson@isd191.org](mailto:rejohnson@isd191.org)

### Theatre Guild

Fee: Varies

This organization is open to all students at the high school level who have an interest in the entire theatrical experience from ushering to acting, designing to directing and lights to sound. Student managers are selected each year to oversee areas of production and performance. The guild is involved in musicals, full-length plays, one-act competition, student-directed plays, Class Acts, and many other activities. Points are earned and applied toward lettering in drama. Each production has an activity fee associated with it. Musical, full-length plays and SHOWcase are \$75 while competition one-act is \$55. There is no maximum fee associated with the Theatre Guild productions.

Productions for the 2020-21 school year will be:

- Fall musical (directed by Erika Sasseville)
- One-act competition (directed by Mark Hubbard)
- Winter play (directed by Erika Sasseville)

Contact: Erika Sasseville. . . . . [easasseville@isd191.org](mailto:easasseville@isd191.org)

### Volleyball (Male-Club)

Fee: TBD

Burnsville Blaze Boys Volleyball is open to boys in grades 7-12 interested in competing in the sport of volleyball. The Blaze compete in the Minnesota Boys High School Volleyball Association. The Blaze will compete in their first season in the Spring of 2021. Teams available will be Varsity, JV, and JV2

Contact: Josh Wastvedt . . . . . [jwastvedt@isd191.org](mailto:jwastvedt@isd191.org)

### Writing Center

The Writing Center provides peer tutors who can help students with any writing assignments. Tutors can help with generating ideas, organizing layout, finding and citing evidence, and using grammar correctly. The Writing Center meets in half hour sessions before or after school.

Contact: Marie Hansen. . . . . [.mchansen@isd191.org](mailto:mchansen@isd191.org)

### Yearbook

The student based staff prepares the yearbook for publication each year by working during study hall, after school, and sometimes weekends and breaks. There are many opportunities available for dedicated students in areas such as art, photography, sports, copywriting, sales, and a deeper involvement in student life.

Contact: Anne Staum. . . . . [astaum@isd191.org](mailto:astaum@isd191.org)

Allison Millea. . . . . [amillea@isd191.org](mailto:amillea@isd191.org)

### Youth in Government

Minnesota YMCA Youth in Government is an experiential learning activity for students interested in public issues. This program gives students the opportunity to research, study and debate public issues. Participants will gain an understanding of the political system by taking part in model government experiences. No prior experience is necessary. There is a fee through the YMCA and ISD 191 Community Ed. for this activity.

Contact: Colleen Coleman . . . . . [ccoleman@isd191.org](mailto:ccoleman@isd191.org)

### Youth Services

The Youth Services program provides students with the opportunity to improve our local, national, and global communities through service and volunteerism. Students can additionally take advantage of the multiple resources available through the Youth Services Office at Burnsville High School (E118).

\*A Youth Service elective credit is also available.

A list of opportunities is posted at [www.isd191.org/bhs/youthservice](http://www.isd191.org/bhs/youthservice)

Contact: Courtnee Floback-Jackson. . . . . [cfloback@isd191.org](mailto:cfloback@isd191.org)

PLEASE NOTE: Fees have been applied to some activities and are subject to change based on ISD 191 School Board approval.

### Enrichment Opportunities:

#### Student-Interest Clubs and Activities

At our schools, we want all students to feel connected to our school community and find ways to be involved. We provide co-curricular and extra-curricular activities in academics, arts and athletics, and we also allow the use of School District facilities and resources for student-interest clubs and activities which are not School District sponsored, pursuant to Policy 801 - Equal Access to School Facilities. These clubs and activities provide students with additional opportunities to extend their learning, develop and demonstrate leadership, impact their school and community, expand their social network, and grow to be supported cognitively, emotionally and socially. The District proposes using its high school guidelines in the middle school environment for student clubs and activities under Policy 801 – Equal Access to School Facilities.

The guidelines are as follows:

\*A student-interest club or activity may have access to school facilities for meetings during non-instructional time, subject to available space and the availability of staff supervision.

\*A student-interest club or activity must complete an application for use of school district facilities and comply with other requirements under the Equal Access to School Facilities Policy. 165

\*The student-interest club or activity will be listed in the handbook and on the website as a student-initiated club, which is not sponsored by the School District.

**Announcements and Postings:**

\*The student club will be allowed to announce their meeting dates, time and location using the student announcements, with prior approval of the school administration.

\*The student clubs will be able to put a maximum of 10 posters/flyers no larger than 8 ½ X 14 in the hallways, foyers and cafeteria areas of the school, with prior approval of the school principal. The School District will reserve the right to change the designated location for posters/flyers.

**Current Student-Interest Clubs and Activities**

• **Anime Club**

This club is for students who are interested in all aspects of Anime including creating, drawing, watching, collecting, and more.

Contact: TBD. . . . .

• **Asian Student Association**

The Asian Student Association is a student-driven club that strives to promote cultural unity and creates a safe place for Asian-American students, as well as spreading unity among students of other cultures at Burnsville High School.

Contact: Landon Parkin. . . . . [lparkin@isd191.org](mailto:lparkin@isd191.org)

• **Black Student Union (BSU)**

The Black Student Union is a student-driven club that strives to promote cultural unity and creates a safe place for African-American students, as well as spreading unity among students of other cultures at Burnsville High School.

Contact: Tommie Gaston. . . . . [tgaston@isd191.org](mailto:tgaston@isd191.org)

• **Book Club**

The BHS Book Club is a student-driven organization that discusses all types of literature. Students choose the books to read and meet 3-4 times during the school year to have a meaningful discussion about the book. Like all book clubs, there are usually refreshments and snacks.

Contact: Gloria Webber. . . . . [gwebber@isd191.org](mailto:gwebber@isd191.org)

• **#BurnsvilleStrong**

The purpose of the #BurnsvilleStrong organization is to unify, strengthen and inspire our community as well as others. The group works on planning retreats and other positive/inspirational initiatives for the student body and community as a whole.

Contact: Jen Waller. . . . . [jwaller@isd191.org](mailto:jwaller@isd191.org)  
Marie Hansen. . . . . [mchansen@isd191.org](mailto:mchansen@isd191.org)

• **Craft Club**

Craft Club is a student-led activity for students to gather to do crafts. Leaders pick out the designs or projects and club members work on these projects.

Contact: TBD

•Culinary Club

This is an activity for students that are interested in cooking and the culinary arts. The culinary club engages in activities exploring cooking, cultures around food, and the hospitality industry. Students may participate in industry visits, cooking competition, and networking activities.

Contact: Matt Deutsch. . . . . [mdeutsch@isd191.org](mailto:mdeutsch@isd191.org)

• Environmental Club

The Environmental Club is involved in getting students more involved in and educated about environmental issues. This is a student-led activity so the issues acted upon and addressed are decided by the students.

Contact: Lori Douglas. . . . . [ldouglas@isd191.org](mailto:ldouglas@isd191.org)

• Fellowship of Christian Athletes (FCA)

Fellowship of Christian Athletes is a group for students who want to grow in their Christian faith through engaging, empowering, and equipping them through a time of fellowship with other athletes. This student led group welcomes everyone to come every Thursday morning in A25.

Contact: Sue Stachowski. . . . . [sstachowski@isd191.org](mailto:sstachowski@isd191.org)

• Fishing Club

This club is designed for students interested in fishing. Potential fishing excursions to area lakes and rivers may occur.

Contact: TBD

\* Futsal

This club meets throughout the year to play futsal in the auxiliary gym.

Contact: Bill Englehardt. . . . . [wenglehardt@isd191.org](mailto:wenglehardt@isd191.org)

• Giving Garden Club

This club works in conjunction with 360 Communities. Students will work in the winter to develop garden plans and grow starter plants. In the growing season, members will plant and maintain a garden on the BHS campus, with all of the vegetables going to support the 360 Communities food shelf or the BHS cafeteria.

Contact: Matt Deutsch . . . . . [mdeutsch@isd191.org](mailto:mdeutsch@isd191.org)

Lori Douglas. . . . . [ldouglas@isd191.org](mailto:ldouglas@isd191.org)

\*HOSA Future Health Professionals Club

This club is designed for students that are interested in learning about and participating in activities concerning the various health care professions.

Contact: Anne Werner-Dempsey. . . . . [awerner Dempsey@isd191.org](mailto:awerner Dempsey@isd191.org)

• Job Shadowing Club

High school students often struggle with choosing a field to commit to as a lifelong career. This club will allow them to get an idea of how certain professions feel and operate at the local level.

Contact: Marcia Sexton. . . . . [msexton@isd191.org](mailto:msexton@isd191.org)

- Knitting Club

This club is a student-led activity that promotes knitting. The club meets weekly with students working individually on knitting projects. No previous knitting experience necessary as others will help those students new to the art of knitting.

Contact: Kendra Vogt. . . . . [kvogt@isd191.org](mailto:kvogt@isd191.org)

Kim Harrod. . . . . [kharrod@isd191.org](mailto:kharrod@isd191.org)

- Link Crew

This is a peer mentoring club that is open to all students in 11th and 12th grade. The Link Crew organizes and facilitates much of the first day of school (9th grade only day) as well as providing reach out, mentoring, and connecting with the incoming freshmen students at various times throughout the school year.

Contact: Kim Harrod. . . . . [kharrod@isd191.org](mailto:kharrod@isd191.org)

- Muslim Student Association

This is a student organization devoted to strengthening the Muslim community through service and activism. The goal of this group is to educate both Muslims and people of other faiths about the religion of Islam and facilitate a better environment for students on campus.

Contact: Abdullahi Omar. . . . . [anomar@isd191.org](mailto:anomar@isd191.org)

- Philosophy Club

This group meets most weeks to tackle burning philosophical issues. All curious minds are welcome to join the discussions.

Contact: Bill Engelhardt . . . . . [wengelhardt@isd191.org](mailto:wengelhardt@isd191.org)

- Women in Engineering

This organization's purpose is to inform high school females about engineering opportunities and to spark an interest in female engineers.

Contact: Liz Davidson.....[edavidson@isd191.org](mailto:edavidson@isd191.org)

- Young Life

Young Life provides a fun and safe place for students to be together and talk about their lives and faith. Everyone is invited to Young Life.

Contact: Brad Fendler. . . . . [bfendler@isd191.org](mailto:bfendler@isd191.org)

### Enrichment Opportunities:

#### Outside Clubs and Organizations that are partners with BHS

The following clubs and organizations are not sponsored by ISD 191 but have worked closely to form partnerships with the Burnsville High School Activities Department. A Burnsville High School varsity letter can be earned through some of these clubs and activities. Please see Mr. Paek, Athletic Director, or Mrs. Riggs, Athletic and Activity Secretary, if interested in joining any of these clubs or organizations.

Blackdog Swim Club

Bowling Team

Burnsville Athletic Club

Burnsville Bruisers Rugby Team

BV United Soccer Club  
 Burnsville Hockey Club  
 Burnsville Trapshooting Team  
 Minnesota Valley Figure Skating Club  
 Mountain Biking Club  
 Sparks Wrestling Club  
 Various gymnastics gyms throughout the district

**Enrichment Opportunities: Athletics**

| Season | Boys                             | Fee   | Girls                            | Fee   |
|--------|----------------------------------|-------|----------------------------------|-------|
| Fall   | Cross Country Running (7th–12th) | \$175 | Cross Country Running (7th–12th) | \$175 |
|        | Football (9th–12th)              | \$215 | Adapted Soccer (7th–12th)        | \$175 |
|        | Adapted Soccer (7th–12th)        | \$175 | Soccer (7th– 12th)               | \$205 |
|        | Soccer (7th–12th)                | \$205 | Swimming (7th–12th)              | \$215 |
|        |                                  |       | Volleyball (7th–12th)            | \$205 |
|        |                                  |       | Performance Dance (8th–12th)     | \$175 |
|        |                                  |       | Cheerleaders (7th–12th)          | \$140 |
|        |                                  |       | Tennis (9th–12th)                | \$175 |
| Winter | Basketball (9th–12th)            | \$205 | Basketball (7th–12th)            | \$205 |
|        | Adapted Hockey (7th–12th)        | \$175 | Adapted Hockey (7th–12th)        | \$175 |
|        | Hockey (9th–12th)                | \$215 | Hockey (7th–12th)                | \$215 |
|        | Alpine Skiing (7th–12th)         | \$0*  | Alpine Skiing (7th–12th)         | \$0*  |
|        | Nordic Skiing (7th–12th)         | \$205 | Nordic Skiing (7th–12th)         | \$205 |
|        | Swimming (7th–12th)              | \$215 | Dance Team (7th–12th)            | \$175 |
|        | Wrestling (7th–12th)             | \$205 | Olympic Weightlifting (7th–12th) | \$150 |
|        | Olympic Weightlifting (7th–12th) | \$150 |                                  |       |
| Spring | Baseball (9th–12th)              | \$205 | Softball (7th–12th)              | \$205 |

|  |                             |       |                             |       |     |
|--|-----------------------------|-------|-----------------------------|-------|-----|
|  | Golf (7th–12th)             | \$0** | Golf (7th–12th)             | \$0** | 169 |
|  | Tennis (9th–12th)           | \$175 | Badminton (7th–12th)        | \$150 |     |
|  | Track and Field (7th- 12th) | \$205 | Track and Field (7th–12th)  | \$205 |     |
|  | Adapted Softball (7th–12th) | \$175 | Adapted Softball (7th–12th) | \$175 |     |
|  | Lacrosse (7th–12th)         | \$215 | Lacrosse (7th–12th)         | \$215 |     |

**\*Alpine Ski does not have a participation fee, however, athletes will cover cost of hill passes for the season and all other expenses**

**\*\*Golf does not have a participation fee, however, athletes will cover costs for greens fees and driving range and all other expenses**

### **Athletics Contact Information**

SPORT COACH NAME/PHONE COACH E-MAIL

|                                 |                          |                         |  |
|---------------------------------|--------------------------|-------------------------|--|
| Adapted Floor Hockey, CI        | w/Lakeville & Farmington | 952-707-3523            | <a href="mailto:rejohnson@isd191.org">rejohnson@isd191.org</a>                 |
| Adapted Floor Hockey, PI        | <b>w/Dakota United</b>   | 952-707-3523            | <a href="mailto:rejohnson@isd191.org">rejohnson@isd191.org</a>                 |
| Adapted Soccer, CI              | w/Lakeville & Farmington | 952-707-3523            | <a href="mailto:rejohnson@isd191.org">rejohnson@isd191.org</a>                 |
| Adapted Soccer, PI              | <b>w/Dakota United</b>   | 952-707-3523            | <a href="mailto:rejohnson@isd191.org">rejohnson@isd191.org</a>                 |
| Adapted Softball, CI            | w/Lakeville & Farmington | 952-707-3523            | <a href="mailto:rejohnson@isd191.org">rejohnson@isd191.org</a>                 |
| Adapted Softball, PI            | w/Dakota United          | 952-707-3523            | <a href="mailto:rejohnson@isd191.org">rejohnson@isd191.org</a>                 |
| Alpine Skiing Boys & Girls      | Tim Bocklund             | 952-303-3558            | <a href="mailto:tbocklund@isd191.org">tbocklund@isd191.org</a>                 |
| Badminton, Girls                | Anthony Nguyen           | 952-666-0812            | <a href="mailto:anguyen@isd191.org">anguyen@isd191.org</a>                     |
| Baseball                        | Mick Scholl              | 952-707-2526            | <a href="mailto:mscholl@isd191.org">mscholl@isd191.org</a>                     |
| Basketball, Boys                | Erik Leafblad            | <del>952-288-8934</del> | <a href="mailto:eleafblad@isd191.org">eleafblad@isd191.org</a>                 |
| Basketball, Girls               | David Shaw               | 952-707-2000            | <a href="mailto:dshaw@isd191.org">dshaw@isd191.org</a>                         |
| Cheerleading (competitive)      | Alison Morris            | 952-913-3192            | <a href="mailto:aamorris@isd191.org">aamorris@isd191.org</a>                   |
| Cross Country Run, Boys         | Jeff Webber              | 952-707-2911            | <a href="mailto:jwebber@isd191.org">jwebber@isd191.org</a>                     |
| Cross Country Run, Girls        | Charlie Burnham          | 651-955-7559            | <a href="mailto:cburnham@isd191.org">cburnham@isd191.org</a>                   |
| Dance Team, Girls J/F           | Megan Thomas             |                         | <a href="mailto:mthomas@isd191.org">mthomas@isd191.org</a>                     |
| Dance Team, Girls H/P           | Megan Thomas             |                         | <a href="mailto:mthomas@isd191.org">mthomas@isd191.org</a>                     |
| Dance Team, Girls Fall          | Jessi Mosley             | 952-707-2439            | <a href="mailto:jemosley@isd191.org">jemosley@isd191.org</a>                   |
| Football                        | Vince Varpness           | 952-707-2124            | <a href="mailto:vvarpness@isd191.org">vvarpness@isd191.org</a>                 |
| Golf, Boys                      | TBD                      | 952-707-2000            | TBD  |
| Golf, Girls                     | TBD                      | 952-707-2000            | TBD  |
| Hockey, Boys(Co-Op w/AV)        | Chris Sikich             | 952-431-8291            | <a href="mailto:chris.sikich@district196.org">chris.sikich@district196.org</a> |
| Hockey, Girls                   | Chris Lepper             | 651-485-5795            | <a href="mailto:clepper@isd191.org">clepper@isd191.org</a>                     |
| Lacrosse, Boys(Co-Op w/Kennedy) | Neal Pester              | 952-465-2961            | <a href="mailto:npester@isd191.org">npester@isd191.org</a>                     |
| Lacrosse, Girls (Co-Op w/AV)    | Kacie Wagbo              | 952-693-3802            | <a href="mailto:kacie.waagbo@district196.org">kacie.waagbo@district196.org</a> |
| Nordic Ski Racing, Boys         | Gabbi Ayers              | 952-797-2564            | <a href="mailto:gayers@isd191.org">gayers@isd191.org</a>                       |
| Nordic Ski Racing, Girls        | Gabbi Ayers              | 952-797-2564            | <a href="mailto:gayers@isd191.org">gayers@isd191.org</a>                       |
| Soccer, Boys                    | Brian Nacey              | 952-261-5927            | <a href="mailto:bnacey@isd191.org">bnacey@isd191.org</a>                       |
| Soccer, Girls                   | Mohamud Ali              | 612-227-3845            | <a href="mailto:mmali@isd191.org">mmali@isd191.org</a>                         |
| Softball, Girls                 | Eric Reuss               | 651-332-4884            | <a href="mailto:ereuss@isd191.org">ereuss@isd191.org</a>                       |
| Swimming & Diving, Boys         | Ben Mauser               | 952-707-2000            | <a href="mailto:bmauser@isd191.org">bmauser@isd191.org</a>                     |
| Swimming & Diving, Girls        | Kim Harrod               | 952-707-2258            | <a href="mailto:kharrod@isd191.org">kharrod@isd191.org</a>                     |
| Tennis, Boys                    | TBD                      | TBD                     | TBD  |
| Tennis, Girls                   | Ryan Haddorff            | 612-743-3213            | <a href="mailto:rhaddorff@isd191.org">rhaddorff@isd191.org</a>                 |

|                       |                |              |  |     |
|-----------------------|----------------|--------------|--|-----|
| Track & Field, Boys   | TBD            | TBD          | TBD  |     |
| Track & Field, Girls  | Abigail Adkins | 952-707-2000 | <a href="mailto:aadkins@isd191.org">aadkins@isd191.org</a>       | 170 |
| Volleyball, Girls     | Josh Wastvedt  | 701-430-3619 | <a href="mailto:jwastvedt@isd191.org">jwastvedt@isd191.org</a>   |     |
| Olympic Weightlifting | Justin Lerfald | 507-744-4656 | <a href="mailto:jlerfald@isd191.org">jlerfald@isd191.org</a>     |     |
| Wrestling             | Bill Soderholm | 952-707-2686 | <a href="mailto:bsoderholm@isd191.org">bsoderholm@isd191.org</a> |     |

**Student Co-Curricular Eligibility**

Burnsville-Eagan-Savage School District 191 encourages students to participate in co-curricular activities because of the tremendous benefits. However, it is the philosophy of the district that student participation is a privilege rather than a right. Therefore, students who participate in athletics and activities must demonstrate high standards of behavior and academic achievement. The decisions students make, both in and outside of school, should reflect the ideals, beliefs, and standards of their organization, school, and community. The eligibility requirements apply when students are participating as members or in groups during practices, games, activities, competitions, on trips, and at any other time that the students are representing District 191 whether at school or outside of school. Students must follow eligibility rules as well as any guidelines established by the activity and athletic director and/or coaches in all cases. Failure to do so may result in the consequences described here.

**ELIGIBILITY REQUIREMENTS**

To participate in co-curricular programs, students must follow all policies of the district and their schools, rules of the Minnesota State High School League (MSHSL), and applicable law. In addition, the following specific requirements apply:

**Academic Eligibility:**

A 7-12 student-athlete or activity participant who receives mid-quarter or quarter grades of “F” in a class will be placed on academic probation. The student will remain on academic probation until the student attains a grade of at least a D- in all classes. A student on academic probation may be ineligible to participate in competitions/performances, but may continue to participate in practices, scrimmages and team/club meetings.

In addition, to maintain academic eligibility a student must be making adequate progress toward graduation as defined by Burnsville-Eagan-Savage School District 191. A student is progressing adequately toward graduation if the student has accumulated the following credits prior to the beginning of the subsequent semester:

|            | <u>9th Grade</u> | <u>10th Grade</u> | <u>11th Grade</u> | <u>12th Grade</u> |
|------------|------------------|-------------------|-------------------|-------------------|
| Semester 1 | Freshman Status  | 9 credits         | 19 credits        | 31 credits        |
| Semester 2 | 4 credits        | 14 credits        | 25 credits        | 38 credits        |

**School Attendance (Board Policy 503.II.D.1-6):**

**Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs**

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.
2. School-initiated absences will be accepted and participation permitted.
3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.

4. If a student is suspended from any class, he or she may not participate in any activity or program that day.
5. If a student is absent from school due to medical reasons, he or she must present a physician's statement<sup>171</sup> or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.
6. Absences of one-half day or more, **even if excused**, prohibits students from participating that day in a Minnesota State High School League (MSHSL) competition. Certain exceptions, as outlined by MSHSL policy, are allowed at the school's discretion.

### **Student Code of Responsibilities:**

As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of my school and the laws of my community, state, and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state, and country.

Violation of the Student Code of Responsibilities may result in a period of ineligibility as determined by the Principal. Students who are suspended or proposed for expulsion or exclusion will be deemed to violate the Student Code of Responsibilities and a consequence may be imposed by the Principal or a period of ineligibility. Where the student conduct is not covered by the MSHSL rules but violates District 191 and/or Burnsville High School rules governing student conduct, the Principal may determine that the student is ineligible to participate in co-curricular activities for a reasonable period of time. If the student conduct violates both MSHSL rules and District 191/Burnsville High School rules, the more severe penalty will be implemented.

### **Leadership Positions/Captains:**

If a student serving as a captain of a team or leader of a co-curricular club/organization commits a MSHSL rule violation, the student forfeits his/her captaincy or leadership position for a period of one calendar year from the violation. Upon a second MSHSL rule violation during a student's high school career, the student will lose the opportunity for captaincy/leadership of any team or club for the remainder of the student's high school career.

### **Accommodations:**

Students with documented disabilities who require accommodations should discuss the need for reasonable accommodations with the coach or person in charge of the activity as soon as possible. A request for an accommodation will not be retroactive except in the most unusual circumstances.

### **Appeals Process:**

When a student is declared ineligible, the parent(s) or guardian(s) will be notified by telephone and/or mail. The student and his/her parent(s) or guardian(s) may request a conference with the athletic/activities director. At that time the period of ineligibility will be stated and the appeal process will be reviewed. A written request to the building Principal must be made within five (5) school days of the notification of ineligibility. During the appeal process, the student is ineligible to compete in extra-curricular activities. The student may continue to practice with the team during the appeal process.

The Appeals Committee, comprised of two to three teachers and the building Principal or designee, will hear the appeal and make a decision on the case. A written decision will be given to the parent/guardian within 10<sup>72</sup> school days.

“There are so many opportunities at Burnsville High School. There’s something for everyone. No matter what your interests are, you can find a team, activity or club to join.”

– Student

“Students extend their learning, and often apply what they’ve learned in the classroom, by participating in activities and/or athletics.”

-- Advisor

“Activities and athletics round out and expand the high school experience for students. I highly recommend that every student get involved in at least one club, activity or team.”

-- Coach

**Agenda IV.C.2.  
August 25, 2022**

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

**From:** Amy Piotrowski, director of student support services

**Date:** August 18, 2022

**Re:** Policies 427: *Workload Limits for Certain Special Education Teachers*,  
and 615: *Testing Accommodations, Modifications and Exemptions for IEPs, Section  
504 Plans and LEP Students*

**Recommendation:** Approve, on a first reading basis, changes to Policies 427: *Workload Limits for Certain Special Education Teachers*, and 615: *Testing Accommodations, Modifications and Exemptions for IEPs, Section 504 Plans and LEP Students*.

The policies were reviewed by the Policy Review Committee on June 21, 2022.

- Policy 427 – MSBA updated text
- Policy 615 – MSBA update references

Adopted: 8/27/2015  
 Reviewed: ~~11/15/2018~~8/25/2022  
 Revised: ~~12/13/2018~~ MSBA 2022  
 Rescinds:

*Burnsville-Eagan-Savage School District Policy 427*

## 427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

### I. PURPOSE

The purpose of this policy is for the Burnsville-Eagan-Savage School District to establish general parameters for determining the workload limits of special education staff who provide services to children and youth with disabilities receiving direct special education services 60 percent or less of the instructional day.

### II. DEFINITIONS

#### A. Special Education Staff; Special Education Teacher

“Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board to instruct children and youth with specific disabling conditions.

#### B. Direct Services

"Direct services" means special education services provided by a special education teacher or a related service professional when the services are related to instruction, including cooperative teaching.

#### C. Indirect Services

"Indirect services" means special education services provided by a special education teacher or a related service professional which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with ~~children and youth with disabilities~~ the pupil to monitor and observe.

#### D. Workload

"Workload" means a special education teacher's total number of minutes required for all due process responsibilities including direct and indirect services, evaluation and reevaluation time, management of Individual Education Program (IEP) plans, travel time, parental contact, and other services required in the IEPs.

### III. GENERAL STATEMENT OF POLICY

- A. Workload limits for Burnsville-Eagan-Savage School District 191 special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.
- B. In determining workload limits for special education staff, the Burnsville-Eagan-Savage School District shall take into consideration the following factors: student contact minutes; evaluation and reevaluation time; indirect services; management of IEPs; travel time; and other services required in the IEPs of eligible students.

### IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employment Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers' exclusive representative.

**Legal References:** Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)  
 Minn. R. 3525.2340, Subp. 4.B.  
 Minn. R. 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of “direct services,” “indirect services,” “teacher” and “workload”)

**Cross References:** Burnsville-Eagan-Savage School District Policy 508 Extended School Year for Certain Students with Individualized Education Programs  
 Burnsville-Eagan-Savage School District Policy 608 Instructional Services—Special Education

Adopted: 9/14/2017  
 Reviewed: ~~6/18/2020~~8/25/2022  
 Revised: MSBA 2022  
 Rescinds :

Burnsville-Eagan-Savage School District Policy 615

## 615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPs, SECTION 504 PLANS, AND EL STUDENTS

~~[Note: In 2013, the Minnesota legislature modified state graduation requirements by making the Graduation-Required Assessments for Diploma (GRAD) tests optional for school districts. A district may decide whether individual students will meet graduation assessment requirements by meeting the GRAD requirements in reading, mathematics, and written composition; by taking the WorkKeys job skills assessment, the Compass college placement test, the ACT assessment for college admission, or a nationally recognized Armed Services Vocational Aptitude Battery test (ASVAB); or by receiving a score on an equivalent assessment. Refer to the Minnesota Assessment System and Requirements Changes 2014-2017 document, which is posted to the Test Administration page of the Minnesota Department of Education (MDE) website. While a district may choose not to include GRAD retests on the testing calendar, an individual student who requests a GRAD retest must be provided the opportunity to retest.]~~

### I. PURPOSE

The purpose of the policy is to provide adequate opportunity for students identified as having individualized education program (IEP), Rehabilitation Act of 1973, § 504 ~~(504)~~ accommodation plan (504 plan), or English Language (EL) needs to participate in statewide assessment systems designed to hold schools accountable for the academic performance of all students.~~meet the graduation requirements of basic skills testing and graduation-required assessments for diploma (GRAD) tests.~~

### II. GENERAL STATEMENT OF POLICY

#### A. Minnesota Test of Academic Skills (MTAS)

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.
2. Participation decisions will be made separately for mathematics, reading, and science. The assessment options are the Minnesota Comprehensive Assessment (MCA) and the MTAS.
3. Eligibility Requirements
  - a. The following requirements must be met for a student with a significant cognitive disability to be eligible for the MTAS:

- (1) The IEP team must consider the student's ability to access the MCA, with or without accommodations;
  - (2) The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided;
  - (3) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a significant impact on his or her ability to function in multiple environments, including home, school, and community;
  - (4) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;
  - (5) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.
- b. MTAS participation decisions must not be made on the following factors:
- (1) Student's disability category;
  - (2) Placement;
  - (3) Participation in a separate, specialized curriculum;
  - (4) An expectation that the student will receive a low score on the MCA;
  - (5) Language, social, cultural, or economic differences;
  - (6) Concern for accountability calculations.

B. Alternate ACCESS for ELs

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing.
2. Eligibility Requirements
  - a. The student must be identified as EL in MARSS in order to take an English language proficiency assessment.
  - b. The student must have a significant cognitive disability. If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion.
  - c. For students in grades that the MTAS is not administered:
    - (1) the student must have cognitive functioning significantly below age level;
    - (2) the student's disability must have a significant impact on his or her ability to function in multiple environments, including home, school, and community; and
    - (3) the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments.
  - d. The IEP team must consider the student's ability to access the ACCESS, with or without accommodations.
  - e. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.
3. Alternate ACCESS participation decisions must not be made on the following factors:
  - a. Student's disability category;
  - b. Participation in a separate, specialized curriculum;
  - c. Current level of English language proficiency;
  - d. The expectation that the student will receive a low score on the ACCESS for ELs;
  - e. Language, social, cultural, or economic differences;

f. Concern for accountability calculations.

C. EL Students New to the United States

EL students new to the United States will take all assessments, including all academic assessments (math, reading, and science), as well as the English Language Proficiency Assessment (ACCESS).

~~A. The school district will utilize the existing annual review of IEPs or 504 accommodation plans to review, on a case-by-case basis, the extent of student participation in basic skills testing and GRAD testing. For students subject to GRAD testing, the student's IEP or 504 accommodation plan must identify one of the following decisions for each subject area of GRAD:~~

- ~~1. the student is expected to achieve the statewide standard with or without testing accommodations resulting in a "pass" or "p" notation on the record when achieving a passing score; or~~
- ~~2. the student is expected to achieve the statewide standard at an individually modified level of difficulty, resulting in a "pass" or "p" notation on the record when achieving the modified level. A Minnesota alternative assessment must be used when an IEP team chooses to replace the GRAD. Adoption of modifications for a student must occur concurrently with the adoption of transition goals and objectives as required by Minn. Stat. § 125A.08(a)(1). The IEP or 504 accommodation plan must define an appropriate assessment of the statewide standard at a modified level of difficulty. Achievement of the individually modified standard shall be certified only through documented student performance of the defined assessment.~~

~~Students subject to GRAD testing also must be tested under standard conditions as specified by the developer of the test except those students whose IEP or 504 accommodation plan specifies other decisions consistent with the above stated requirements.~~

~~B. Students with EL needs must be identified and accommodations made for students subject to basic skills testing. Students subject to GRAD testing are required to pass the GRAD if they have been enrolled in any Minnesota school for at least four consecutive years. An English language (EL) student who first enrolls in a Minnesota school in grade 9 or above who completes the coursework and any other state and district requirements to graduate within a four-year period is not required to pass the GRAD.~~

### III. DEFINITION OF TERMS

See the current information about statewide testing "Procedures Manual for the Minnesota Assessments" which is produced by the Minnesota Department of Education and available through [minnesota.pearsonaccessnext.com](http://minnesota.pearsonaccessnext.com).

#### IV. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR BASIC SKILLS AND GRAD TESTING

See Chapter 5 of the current “Procedures Manual for the Minnesota Assessments” and 2020-21.” Guidelines for Administration of Accommodations and Linguistic Supports [http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/Guidelines%20for%20Accomm\\_2020-21.pdf](http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/Guidelines%20for%20Accomm_2020-21.pdf)

#### V. RECORDS

All test accommodations, modifications, or exemptions shall be reported to the sSchool dDistrict tTest aAdministrator. The sSchool dDistrict tTest aAdministrator shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit purposes. Testing results will be documented and reported.

**Legal References:** 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. § 125A.08(a)(1) (Individualized Education Programs)  
 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 3501.08~~2000-3501.0815~~ (Academic Standards for the Arts)  
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
~~Minn. Rules Parts 3501.1000-3501.1190 (Graduation Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)~~  
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
Eligibility Requirements for the Minnesota Test of Academic Skills (MTAS),  
<https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mda2/~edisp/006087.pdf>  
Alternate ACCESS for ELLs Participation Guidelines,  
<https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mdq5/~edisp/049763.pdf>

**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 613 (Graduation Requirements)

Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)

Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)

# BURNSVILLE EAGAN SAVAGE

## Independent School District 191

### Human Resources

AGENDA ITEM: IV.C.3.

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

From: Stacey Sovine  
Executive Director of Human Resources

Date: August 26, 2022

RE: **Approving Board programming and staffing retention priorities for the 2023-2024 school year.**

**RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVES FOR THE 2023 - 2024 SCHOOL YEAR, THE PROPOSED PROGRAMMING PRIORITIES AND STAFFING RETENTION PROTECTIONS AND THEIR QUALIFYING CRITERIA IN THE FOLLOWING AREAS:**

| PROGRAMMING PRIORITIES AND STAFFING RETENTION PROTECTIONS  | QUALIFYING CRITERIA   |
|--|---|
| Retain the staff, at their 2022-2023 total FTE, who teach Chef 2, Chef 3, and Hospitality Internship (Culinary Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.  | Current MN teaching license, vocational license, SafeSchools certified, ProStart trained, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.   |
| Retain the staff, at their 2022-2023 total FTE, who teach Project Lead the Way (PLTW + Engineering Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.  | Current MN teaching license in the areas under STEM and specialized PLTW certification for the 2023-2024 school year schedule.  |
| Retain the staff, at their 2022-2023 total FTE, who teach Concurrent Enrollment courses that are approved by the site administrator for the 2023-2024 school year schedule.  | Current MN teaching license, additional post-graduate education, and credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.  |
| Retain the staff, at their 2022-2023 total FTE, who teach Healthcare Core, Nursing Assistant, and EMT (Healthcare Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.                                       | Current MN teaching license, meet all requirements of MDE and MDH, and credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.  |
| Retain the staff, at their 2022-2023 total FTE, who teach CTE Eligible courses that are approved by the site administrator for the 2023-2024 school year schedule.   | Current MN teaching license and CTE license for the 2023-2024 school year schedule.   |
| Retain the staff, at their 2022-2023 total FTE, who teach Education Pathway courses that are approved by the site administrator for the 2023-2024 school year schedule.  | Current MN teaching license, post-graduate coursework, training in the Pathways2Teaching program with Dr. Bianco through University of Colorado - Denver, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule. |
| Retain the staff, at their 2022-2023 total FTE, who teach AP Computer Science, Mobile CS Principles, AP Mobile CS Principles, Computer Applications (IT Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule. | Current MN teaching license and documented training in the specific area of computer science and programming, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.   |

|  |  |
|--|--|
| <p>Retain the staff, at their 2022-2023 total FTE, who teach Welding/Autobody, Intro to Consumer Auto, Advanced Auto/Vehicle Services (Automotive Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.</p> | <p>Current MN teaching license and specific training, Automotive Service Excellence (ASE) certified, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.</p> |
| <p>Retain the staff, at their 2022-2023 total FTE, who teach Construction Trades I and II (Construction Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.</p>   | <p>Current MN teaching license and credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.</p>   |
| <p>Retain the staff, at their 2022-2023 total FTE, who are TOSA’s identified as Deans that are approved by the site administrator for the 2023-2024 school year staffing.</p>  | <p>Current MN K-12 Principal or Secondary Principal license and 3 years of building level Dean experience during the 2023-2024 school year schedule.</p>   |

**BE IT FURTHER RESOLVED THAT: STAFFING RETENTION PROTECTION ALIGNS WITH THE DISTRICT 191 STRATEGIC PLAN AND ARE FOR TRAITS SUCH AS UNIQUE SPECIALIZED TRAINING, EXTERNAL CERTIFICATIONS OR LICENSES, LANGUAGE PROFICIENCY, AND RECRUITMENT AND RETENTION OF TEACHERS AND ADMINISTRATORS WITH DIVERSE RACIAL AND ETHNIC BACKGROUNDS. THE STAFFING RETENTION PROTECTIONS DO NOT LIMIT THE BOARD’S ABILITY TO DETERMINE THE PROGRAMS, FUNCTIONS, OVERALL BUDGET, UTILIZATION OF TECHNOLOGY, ORGANIZATIONAL STRUCTURE, SELECTION OF PERSONNEL, ABILITY TO DISCIPLINE, AND THE DIRECTION AND NUMBER OF PERSONNEL.**



**Agenda IV.C.4.  
August 25, 2022**

**To:** Board of Education

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

**Date:** August 18, 2022

**Re:** Superintendent's Goals for 2022-2023

**Recommendation:** Approve the Superintendent's Goals for 2022-2023.

## **FY23 Superintendent Evaluation Goals**

The following personal development and district focused goals are provided to the school board as a component of the superintendent evaluation process.

### Professional Development Goal(s)

1. Improve competency in moving toward adaptation in Cultural Competency as described by the Intercultural Development Continuum. The strategy is to link knowledge of my culture and other cultures to increase the skill of “shifting perspectives” and to link my cognitive ability to generate cultural appropriateness in my affect and behavior.

### District Focused Goal(s)

2. By January 2023, complete action plans for the One91 Roadmap strategic directions, a dashboard for the goal attainment metrics and Profile of a Learner.
3. By September 2022, present a plan with goals and strategies for reducing enrollment loss and retention of students and implement the plan throughout 2022-23 school year

### **Personal Development Goal**

1. Improve competency in moving toward adaptation in Cultural Competency as described by the Intercultural Development Continuum. Linking knowledge of my culture and other cultures to increase skill of “shifting perspectives” and to link my cognitive ability to generate cultural appropriateness in my affect and behavior.

### Evidence of Performance

1. Participate in professional development and community activities to learn about constituents’ cultures through dialogue and planned intercultural experiences.
2. Provide examples of ways I have included multiple perspectives in my planning, decision-making and implementation of plans and review of policies and practices.

## District Focused Goals

2. By January 2023, complete action plans for the One91 Roadmap strategic directions, a dashboard for the goal attainment metrics, and a Profile of a Learner.

### Evidence of Performance

In pursuit of this goal:

- a. Guiding Change to identify process utilized for development of these plans and artifacts will be developed,
- b. Stakeholder engagement community to develop, review and/or provide input will be embedded,
- c. Action plans for each strategic direction will be completed and implemented,
- d. Monitoring of and reporting on progress toward meeting Dashboard Metrics will be provided to the school board and constituents,
- e. Reports to members will be based on availability of the data and release of Northstar data by the Minnesota Department of Education, and
- f. A Profile of a Learner will be created.

3. By September 2022, present a plan with goals and strategies for reducing enrollment loss and retention of students, and implement the plan throughout 2022-23 school year.

### Evidence of Performance

- a. Develop an action plan to Reinforce Current & Incoming Families
  - i. Increase outreach to students homeschooling, families with children in transition grades - PreK, K, 6 & 9; inbound content marketing efforts focused on providing useful information to parents of young (birth to PreK) children, working with Community Education/Early Childhood
  - ii. Extended, statewide online advertising for Virtual Academy
  - iii. Plan and support kindergarten enrollment events including Kindergarten Enrollment Mailing, Kindergarten Information Nights at Elementary Schools and host a Spring Districtwide Enrollment Event
  - iv. Conduct enrollment marketing campaigns via social media during late winter (coinciding with enrollment events) and over the summer, targeting families in our geographical areas
  - v. Other evidence of success may include increased positive perception of One 91, % of PreK learners enrolling in One91 kindergarten, % of families

- receiving 1st and 2nd choice for kindergarten and/or % of students remaining enrolled in One91 across transition grades
- b. Increase community and family perceptions of the school district
    - i. Conduct In-person public relations, such as Tea with Dr. T, Realtor engagement
    - ii. Write & publish positive articles about One91 to One91 local news sources and those outside of the local area that may include the Sahan Journal, Pioneer Press, etc.
    - iii. Continue branding campaigns around the district's Pathways mode (e.g. our current "Journeys" campaign), targeting primarily families in our geographic area
  - c. Develop an action plan to implement increase Student and Family Satisfaction with their experience in One91
    - i. Strengthen PreK pathways student experiences
    - ii. Utilize the Culturally Proficient School Systems (CPSS) framework across sites and programs to ensure district parents, and students feel heard, valued and respected.
    - iii. Provide consistent engagement opportunities for students, parents and community members to provide feedback on district programs, policies and practices.
    - iv. Continue content marketing campaigns to provide supportive, informative, useful information to current parents
  - d. Gather information about why families exit the district during the school year and at transition grades - PreK, K, 6 and 9.

## **FY23 Superintendent Evaluation Goals**

The following personal development and district focused goals are provided to the school board as a component of the superintendent evaluation process.

### Professional Development Goal(s)

1. Improve competency in moving toward adaptation in Cultural Competency as described by the Intercultural Development Continuum. The strategy is to link knowledge of my culture and other cultures to increase the skill of “shifting perspectives” and to link my cognitive ability to generate cultural appropriateness in my affect and behavior.

### District Focused Goal(s)

2. By January 2023, ~~develop~~complete action plans for the One91 Roadmap strategic directions, a dashboard for the goal attainment metrics and Profile of a Learner.

3. By September 2022, present a plan with goals and strategies for reducing enrollment loss and retention of students and implement the plan throughout 2022-23 school year

### **Personal Development Goal**

1. Improve competency in moving toward adaptation in Cultural Competency as described by the Intercultural Development Continuum. Linking knowledge of my culture and other cultures to increase skill of “shifting perspectives” and to link my cognitive ability to generate cultural appropriateness in my affect and behavior.

### Evidence of Performance

1. Participate in professional development and community activities to learn about constituents’ cultures through dialogue and planned intercultural experiences.
2. Provide examples of ways I have included multiple perspectives in my planning, decision-making and implementation of plans and review of policies and practices.

## District Focused Goals

2. By January 2023, ~~develop~~complete action plans for the One91 Roadmap strategic directions, a dashboard for the goal attainment metrics, and a Profile of a Learner.

### Evidence of Performance

In pursuit of this goal:

- a. Guiding Change to identify process utilized for development of these plans and artifacts will be developed,
- b. Stakeholder engagement community to develop, review and/or provide input will be embedded,
- c. Action plans for each strategic direction will be ~~developed~~completed and implemented,
- d. Monitoring of and reporting on progress toward meeting Dashboard Metrics will be provided to the school board and constituents, and
- e. Reports to members will be based on availability of the data and release of Northstar data by the Minnesota Department of Education, and
- f. A Profile of a Learner will be created.

3. By September 2022, present a plan with goals and strategies for reducing enrollment loss and retention of students, and implement the plan throughout 2022-23 school year.

### Evidence of Performance

- a. Develop an action plan to Reinforce Current & Incoming Families
  - i. Increase outreach to students homeschooling, families with children in transition grades - PreK, K, 6 & 9; inbound content marketing efforts focused on providing useful information to parents of young (birth to PreK) children, working with Community Education/Early Childhood
  - ii. Extended, statewide online advertising for Virtual Academy
  - iii. Plan and support kindergarten enrollment events including Kindergarten Enrollment Mailing, Kindergarten Information Nights at Elementary Schools and host a Spring Districtwide Enrollment Event
  - iv. Conduct enrollment marketing campaigns via social media during late winter (coinciding with enrollment events) and over the summer, targeting families in our geographical areas

- v. Other evidence of success may include increased positive perception of One 91, % of PreK learners enrolling in One91 kindergarten, % of families receiving 1st and 2nd choice for kindergarten and/or % of students remaining enrolled in One91 across transition grades
- b. Increase community and family perceptions of the school district
  - i. Conduct In-person public relations, such as Tea with Dr. T, Realtor engagement
  - ii. Write & publish positive articles about One91 to One91 local news sources and those outside of the local area that may include the Sahan Journal, Pioneer Press, etc.
  - iii. Continue branding campaigns around the district's Pathways mode (e.g. our current "Journeys" campaign), targeting primarily families in our geographic area
- c. Develop an action plan to implement increase Student and Family Satisfaction with their experience in One91
  - i. Strengthen PreK pathways student experiences
  - ii. Utilize the Culturally Proficient School Systems (CPSS) framework across sites and programs to ensure district parents, and students feel heard, valued and respected.
  - iii. Provide consistent engagement opportunities for students, parents and community members to provide feedback on district programs, policies and practices.
  - iv. Continue content marketing campaigns to provide supportive, informative, useful information to current parents
- d. Gather information about why families exit the district during the school year and at transition grades - PreK, K, 6 and 9.



**Agenda IV.C.5.  
August 25, 2022**

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

**From:** Lesley Chester, Chair

**Date:** August 18, 2022

**Re:** SMART Goals for the ISD 191 Board of Education for 2022-2023

**Recommendation:** Approve the SMART Goals for the ISD 191 Board of Education for 2022-2023

## **SMART Goals for the ISD 191 School Board 2022 - 2023**

In alignment with the One91 Strategic Road Map and District Values, the ISD191 Board of Education has identified the following three goals:

### **GOAL 1 – Cultural Proficiency**

Before June 2023, all ISD191 Board Members will understand and be able to articulate the district’s work in being a culturally proficient school system (CPSS).

#### **Members of the District 191 Board of Education will:**

- Work to understand how CPSS is reflected in our district and the plan for further implementation.

#### **Measures of progress:**

- Board members will participate in a facilitated retreat to learn more about CPSS, where the district currently fits, and plans for continued implementation.
- Board members will receive information from Cultural Liaisons or other appropriate representatives from the school as part of school reports during the school board meetings.

### **GOAL 2 – Supporting and leveraging new methods and original thinking to improve student outcomes**

All ISD191 Board Members will understand and be able to articulate our Pathways K-12 program and use it to inform setting district priorities.

#### **Members of the District 191 Board of Education will:**

- Have a deeper understanding of how the Pathways K-12 program is reflected in our district, especially within our elementary schools.

#### **Measures of progress:**

- Board members will participate in a dedicated workshop to have a deep dive into the progress of Pathways K-12.
- Board members will receive reflections of Pathways K-12 as part of school reports during the school board meetings.
- Board members will receive dashboard reports which reflect the district’s progress in meeting our Pathways goals.

### **GOAL 3 – Creating space and opportunity for each and every voice to be heard**

As a district, it is the responsibility of the ISD191 Board of Education to be transparent with our community and receive community input to inform decision making.

#### **Members of the District 191 Board of Education will:**

- Seek input from multiple voices (families, staff, community members) that represent the full diversity of our communities, in order to inform decisions.

- Be transparent in its communication with the community.

**Measures of progress:**

- Board members will ensure members of the community have opportunities to provide input regarding district activities (i.e. budgeting, etc.) through community gatherings, surveys, etc.
- Board members will learn how information is getting to our families and staff, identify any gaps, and have staff work to resolve the gaps, leading to improved transparency of communication.
- Board members will understand which voices are represented in survey results, identify voices missing, and learn the plan to reach them.



**Agenda IV.C.6.  
August 25, 2022**

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

**From:** Lesley Chester, Chair

**Date:** August 18, 2022

**Re:** 2022-23 Board Planning Document

**Recommendation:** Approve the 2022-23 Board Planning Document



|  | July  | August   | September  | October   | November  | December  | January  | February   | March  | April   | May  | June  |
|--|---|--|--|---|---|---|--|--|--|---|--|---|
| <b>Legislative</b>                                   |   |  |  | Legislative Committee develops BOE legislative platform and calendar of events based on State Bonding vs State Funding cycles. Identifies Federal advocacy goals. | Legislative Committee presents BOE legislative platform in retreat setting to full BOE for input. At regular meeting, the final legislative platform is presented as a report. Once final report is presented, staff schedules a forum with State Representatives and Senators. | Legislative Forum   | Advocacy calendar of events begins.                          |  |  |   | Advocacy efforts end.                              |   |
| <b>Election</b>                                      | Post Candidate Filing on website<br><del>Candidate Filing Opens</del> | Candidate Filing opens on August 2 and closes Aug. 10  | <del>AB-Voting begins on Sept. 17</del><br><del>Adopt a resolution establishing a Ballot Board</del><br><del>Adopt a resolution to appoint Election Judges</del><br>Information Session for Board candidates |   | <del>Special-General Election on Nov. 28 - no board meetings</del><br>Board meeting on Nov. 10 to canvass election<br><del>Issue certificates of election.</del>  | Elected Board members starts Dec. 10—Oath of Office on the First Monday in January.<br>Ceremonial Oath of Office on January 12.<br>Adopt a resolution combining precincts |  |  |  |   |  |   |
| <b>Student Performance and Achievement Committee</b> |   |  |  | <del>Special-General Election on Nov. 28 - no board meetings</del><br>Board meeting on Nov. 10 to canvass election  |   |   | <del>PrK-3 System w/ WBWF Goal: Kindergarten Readiness</del> | <del>Achievement Gap w/ WBWF Goal</del>  | WBWF College and Career Readiness<br>WBWF Graduation Rates | Graduation w/ WBWF Goal College and Career Readiness WBWF Goal<br>WBWF: Student Achievement and Disparities |  | WBWF Read by Grade 3<br><br>Grade 3 Reading w/ WBWF Goal:   |
| <b>Annual Events</b>                                 |   | Night to Unite on August 3<br>All-staff school year kick-off event<br>Review the Board Planning Document in a workshop | Fire Muster Parade on Sept 11  | Read for the Record   |   |   | Reorganize the Board<br>Board committee assignments          | New committee assignments<br>Committees commence<br>Activities during "I Love to Read" month |  | Community of Excellence Awards  | Employment Retirement Celebration<br>Savage Parade | Graduation Celebrations: BEST<br>BAHS<br>BHS<br>ABE<br>Native American Feather Ceremony<br>AVID<br>Foundation 191 Scholarships<br><br>Dan Patch Days Parade |