



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
February 27, 2023
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

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Approval of Agenda

III. Information

- A. Land Acknowledgement
- B. Report about Indian Education Programming & Resolution of Concurrence 3
Speaker(s): Rebecca Mousseau, Indigenous Cultural Liaison, and Kelly Sundquist, Advisory Chair
- C. Report about Vista View Elementary School, Edward Neill Elementary School, and One91 Virtual Academy 25
Speaker(s): Dr. Chris Bellmont, Assistant Superintendent, Mr. Lyle Bomsta, Principal, Sam Gaylord and Ashley Gravnik
- D. Report about the Achievement and Integration Plan 2023-2026 32
Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction and Assessment
- E. Committee, Board Appointment and School Assignment Reports 46

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.

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

1. Approve Minutes	48
2. Approve Personnel Recommendations	52
3. Adopt a Resolution to Accept Donations	53
4. Approve Payroll, Receipts, Expenses and Investments	55
5. Accept the Budget Analysis	102
6. Receive a Report about the Listening Session	107
7. Approve, on a Second Reading Basis, Non-Substantive Changes to Policies 802: <i>Disposition of Obsolete Equipment and Material</i> , 801: <i>Equal Access to School Facilities</i> , 404: <i>Employment Background Checks</i> , 702: <i>Accounting</i> , 703: <i>Annual Audit</i> , 706: <i>Acceptance of Gifts</i> , 707: <i>Transportation of Public School Students</i> , 710: <i>Extracurricular Transportation</i> , 712: <i>Video Surveillance Other Than on Buses</i> , and 720: <i>Vending Machines</i>	108
8. Approve, on a Second Reading Basis, Changes to Policies 613: <i>Graduation Requirements</i> , 705: <i>Investments</i> , 602: <i>Organization of School Calendar</i> , and 104: <i>School District Mission Statement</i>	141
B. New Business	158
1. Accept the American Indian Parent Advisory Group Vote of Concurrence	160
Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction and Assessment	
2. Approval for the 3-Year Plan and FY 24 Achievement and Integration Budget	163
Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction and Assessment	
3. Approve an Application for Preliminary Approval of an Extended Field Trip to Costa Rica March 2-9, 2024	179
Speaker(s): Dr. Chris Bellmont, Assistant Superintendent, Keith French and Molly Holmes, teachers	
4. Approve an Application for Preliminary Approval of an Extended Field Trip to London and Paris July 11-20, 2024	180
Speaker(s): Dr. Chris Bellmont, Assistant Superintendent, and Alicia Vonderharr, Teacher	

V. Adjourn



**Agenda III.B.
February 27, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Rebecca Mousseau, Indigenous Cultural Liaison, and Kelly Sundquist, Advisory Chair

Date: February 16, 2023

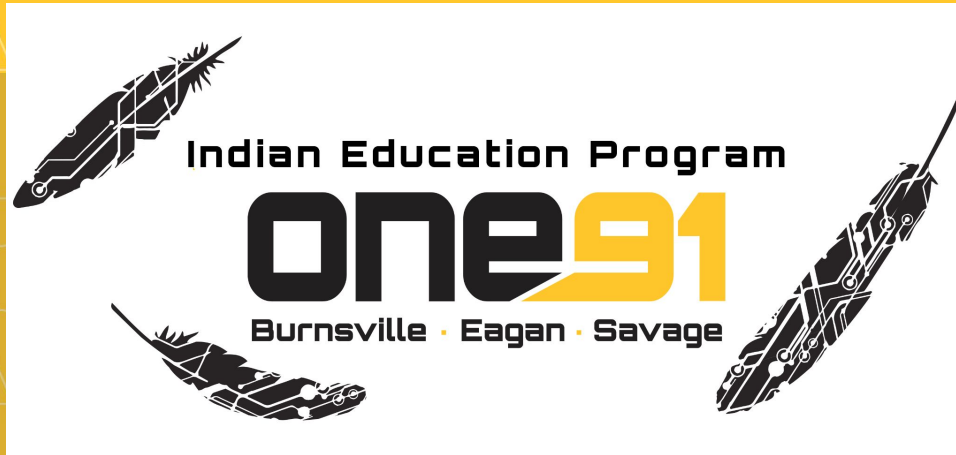
Re: Report about Indian Education Programming & Resolution of Concurrence

Receive a report about Indian Education Programming & Resolution of Concurrence from Rebecca Mousseau, Indigenous Cultural Liaison, and Kelly Sundquist, Advisory Chair.

191⁴ American Indian Education Program

Rebecca Mousseau,
Indigenous Cultural Liaison

February 27, 2023



The logo for the Indian Education Program is centered on a light gray rectangular background. It features the word "one91" in a large, bold, black font, with the "91" portion in a bright yellow color. Below "one91", the locations "Burnsville · Eagan · Savage" are listed in a smaller, black, sans-serif font.

We are gathered here on the unceded land of the Dakota and Ojibwe peoples. This institution, School District 191, acknowledges those Indigenous communities, their elders both past and present, and future generations. This institution also acknowledges that it was founded upon exclusions and erasures of many Indigenous peoples including those on whose land this institution is located. This active acknowledgement demonstrates a commitment to working to dismantle the ongoing legacies of settler colonialism.

Land Acknowledgement

Overview

- » AIE Program Overview
- » Student Programming
- » Family Engagement & Events
- » Collaboration Across Districts



Purpose and Goals

7



1. **Academic achievement** of Indigenous students (American Indian, Alaska Native).
2. **Post-secondary preparation** for Indigenous students.
3. **Relevant curriculum** to the needs, interests, and cultural heritage of Indigenous students.
4. **Positive reinforcement of self-image** of Indigenous students.
5. **Intercultural awareness** among students, parents, and staff.
6. **Supplemental** educational and co-curricular programs.

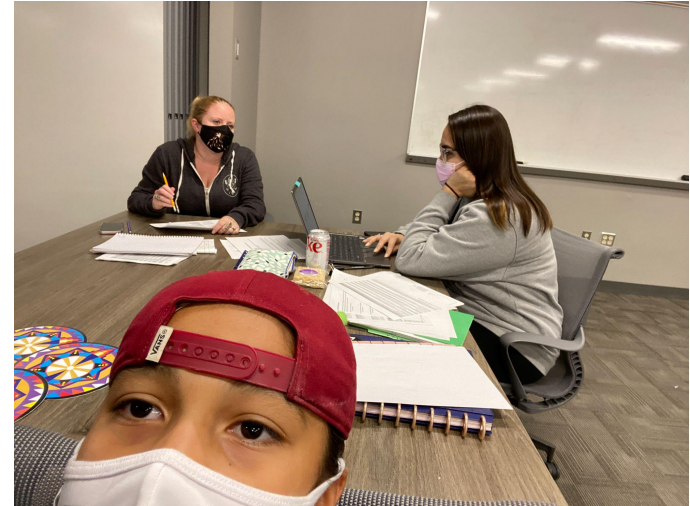
American Indian Students

- ❖ Current Student Counts:
 - Burnsville Alternative High School - **9**
 - Burnsville High School - **20**
 - Eagle Ridge Middle School - **8**
 - Nicollet Middle School- **10**
 - Elementary - **53**
 - Virtual Academy (K-12)- **5**
 - Early Childhood Education - **5**
 - Transition Program/Best Services - **1**

Role of Parent Advisory Committee

The American Indian Parent Advisory Committee (AIPAC)

- **Critical** to the achievement and success of American Indian students
- **Composed** of parents of children eligible to be enrolled in American Indian education programs
- **Serves** in an advisory role and help ensure that American Indian students are receiving culturally relevant and equitable educational opportunities
- **Offers** a valuable opportunity to strengthen community partnerships



Activities & Outreach 2022-2023

10

- School Supplies (annual)
- Indigenous Student Council
- South of the River Collaborative // Drum & Dance
- Indigenous People's Day - Video
- Native American Heritage Month
 - ◆ Land Acknowledgements Displayed in each building
 - ◆ Native Author Book Reading & Signing
 - ◆ Powwow Showcase by Indigenous Student Council
- Native American College Fair
- MN Indian Education Association Conference
- Craft Circles - Sewing & Beading Classes
- South of the River Powwow

Graduate Honoring 2022

11

Feather Giving Ceremony with parents
for 3 of 7 seniors.

1. D'Marko Connor (BAHS)
2. Taleah Pelcher (BHS)
3. Isaiah Sutte-Foote (BEST)



Native Graduates 2022



Graduates received a pendleton stole, a blanket; and an eagle feather or plumes.

NAHM 2022

ALL Program sponsored events are FREE to students and their families, unless otherwise stated on flyers.



INDIGENOUS STUDENT COUNCIL
POWWOW SHOWCASE
NOVEMBER 30 - MRAZ CENTER - 6:30 PM

Indian Education Program
one91
Burnsville Eagan Savage

FOR MORE INFORMATION
CONTACT REBECCA MOUSSEAU
RMOUSSEAU@ISD191.ORG
612-490-9771 cell



Native American Heritage Month 2022



Jessie
HUNKPAPA LAKOTA AUTHOR
Rencountre

TUESDAY NOVEMBER 22
BURNSVILLE HIGH SCHOOL
MEDIA CENTER
6:00-7:00 PM

BOOK READINGS &
BOOK SIGNING

FOR MORE INFO, CONTACT
REBECCA MOUSSEAU
RMOUSSEAU@ISD191.ORG

Land Acknowledgement

Posters were sent out to each building and put on display, as part of an official roll out of making the District Land Acknowledgement.

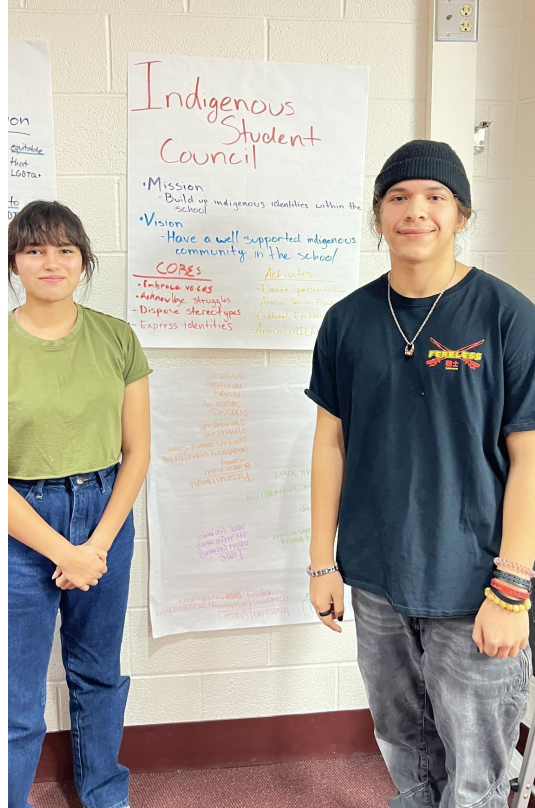


Jessie Taken Alive-Rencountre



Indigenous Student Council

Student Leaders:
Dacia “Giishko”
Warrington, grade 10 &
Joseph “Cole”
Mousseau, grade 11



16
ARE YOU NATIVE AMERICAN?
DO YOU WANT TO LEARN ABOUT
INDIGENOUS PEOPLES?

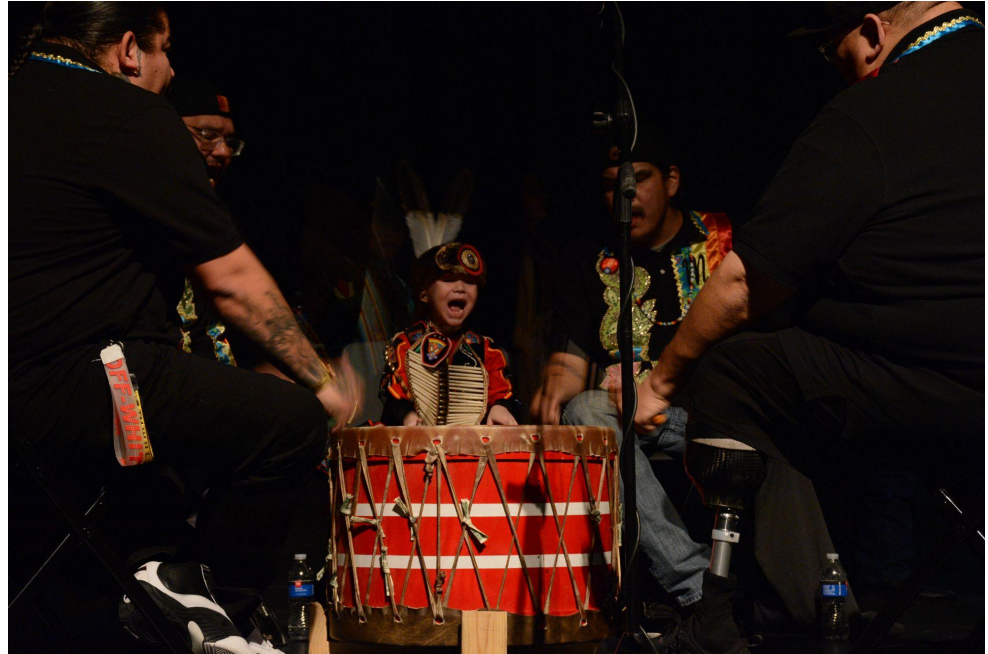
CULTURE JOIN THE INDIGENOUS STUDENT COUNCIL!!!

COMMUNITY

CELEBRATION

2:40 TO 4:30
EVERY WEDNESDAY
BHS ROOM M102
ALL ARE WELCOME
For more info...
follow us on instagram @bhs_isc
contact us at rmousseau@isc191.org or 612-490-9771

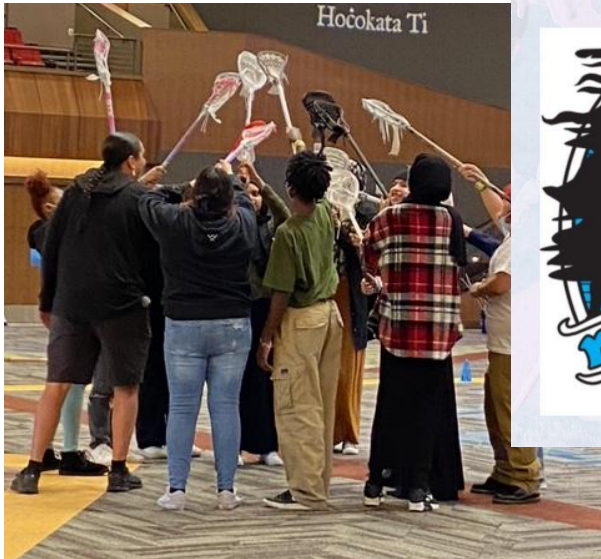
Powwow Showcase





one91
Burnsville · Eagan · Savage

MN Indian Education Youth Day



38th Annual MIEA Conference

*Celebrating our Language,
Sovereignty and Education*

April 18-21, 2023
Mystic Lake Event Center





SOTR Drum & Dance Classes

DATES: WEDNESDAYS

Oct 12, 2022	Jan 11, 2023
Oct 26, 2022	Jan 25, 2023
Nov 9, 2022	Feb 8, 2023
Nov 23, 2022	Feb 22, 2023
Dec 7, 2022	Mar 8, 2023
Dec 21, 2022	Apr 5, 2023
	Apr 19, 2023

LOCATION: DIAMONDHEAD EDUCATION CENTER

DOWNSTAIRS Door 11
Atrium & Studio A (lower level)
200 W. Burnsville Pkwy.
Burnsville, MN 55337

Each school year, American Indian Education Programs from Districts in South Metro area collaborate to bring a unique educational experiences for all ages.

Join us to learn traditional American Indian powwow songs and dances. You will learn about the different dance styles, their stories and the steps. Our young boys and men will be taught drum songs and protocols while at the drum.

Please register to participate in Drum & Dance classes, contact your District's American Indian Education Program Liaison. We will continue to meet throughout the school year leading up to our **SOUTH OF THE RIVER POWWOW on Saturday May 6, 2023 at Burnsville High School** - mark your calendars!

*Sign-Up with your District's American Indian Education Liaison.

*Open to all students eligible to participate in any American Indian Education Program listed below:

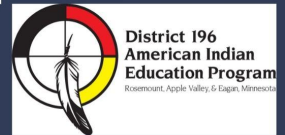
- District 191: Burnsville, Eagan & Savage
- District 196: Rosemount, Apple Valley & Eagan
- District 197: West St. Paul, Mendota Heights, & Eagan Area Schools
- Farmington Area Schools
- Hastings Public Schools
- Lakeville Area Schools
- Prior Lake-Savage Area Schools
- Richfield Public Schools

South of the River Drum & Dance Class

Agenda:

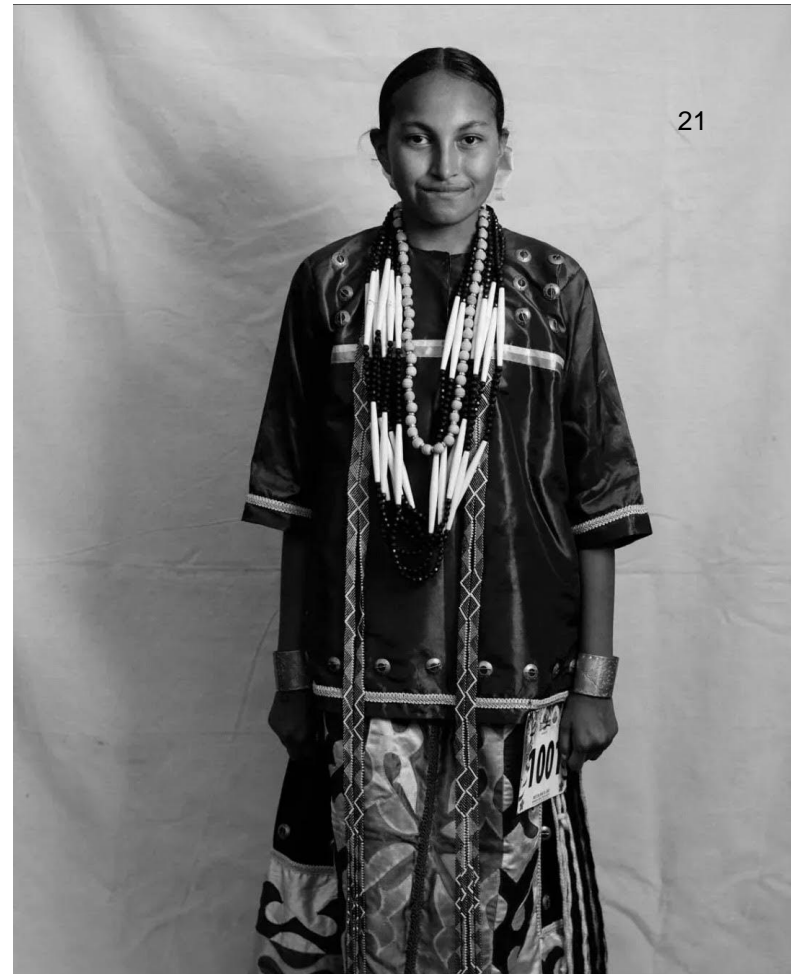
5:30 - 6:00PM Dinner
(DEC Atrium)
6:00 - 7:00PM Classes Begin
(Studio A)

*Students under the age of 13 must be accompanied by a parent, guardian or relative over age 18.





SOUTH OF THE RIVER POWWOW
SATURDAY MAY 6, 2023
10AM - 6PM
BURNSVILLE HIGH SCHOOL



South of the River Committee

22

Collaboration on Drum & Dance Classes

Collaboration on Powwow Planning

- District 191: Burnsville, Eagan, Savage
- District 196: Rosemount, Apple Valley, Eagan
- District 197: West St. Paul, Mendota Heights, Eagan Area Schools
- Farmington Area Schools
- Hastings Public Schools
- Lakeville Area Schools
- Prior Lake-Savage Area Schools
- Richfield Public Schools



Future Plans

23



- Hiring 2nd Native Cultural Liaison
- Red Shirt Day - Missing, Murdered Indigenous Women
- Orange Shirt Day - Residential School Survivors
- Indigenous Student Council to participate in BHS Culture Week, May 2023
 - Food Presentation & Sharing
 - SOTR Powwow
- More partnership & collaboration with Community Education
 - Community Feast
 - Senior Trip to Smithsonian Art Display of Dakota Artist's work.





**Agenda III.C.
February 27, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent, Mr. Lyle Bomsta, principal, Sam Gaylord and Ashley Gravnik

Date: February 16, 2023

Re: Report about Vista View Elementary school, Edward Neill Elementary school, and One91 Virtual Academy

Receive a report about Vista View Elementary school, Edward Neill Elementary school, and One91 Virtual Academy from Dr. Chris Bellmont, assistant superintendent, Mr. Lyle Bomsta, principal, Sam Gaylord and Ashley Gravnik.

Vista View
Edward Neill²⁶
Virtual Academy

Lyle Bomsta

Sam Gaylord

Ashley Gravnik

February 27, 2023

one91
Burnsville · Eagan · Savage

CARING COMMUNITY

27

“...encourage and embrace each member...”



FUTURE READINESS

28

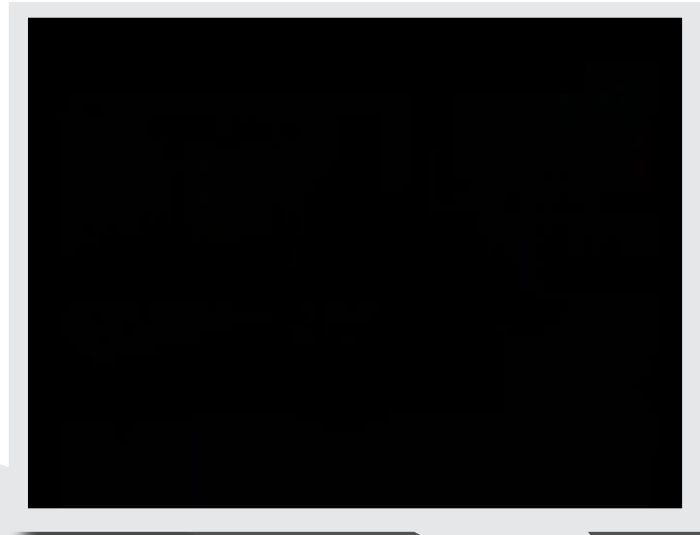
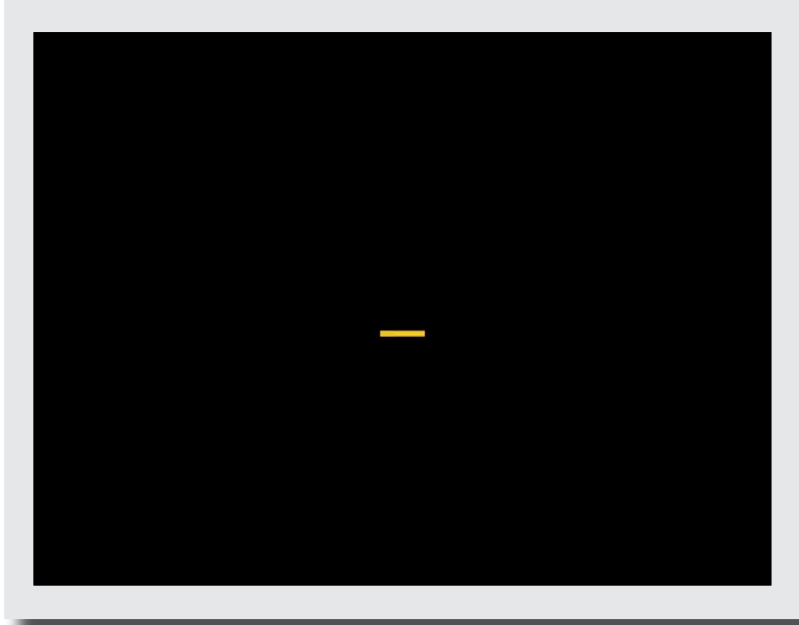


"..ready to meet every next challenge.."



STUDENT AGENCY

29



FUELS THEIR PROGRESS

30



“...build their capacity...”

“...embrace the humanity...”



Thank You!

Edward Neill: Lyle Bomsta | lbomsta@isd191.org | 952-707-3101

Vista View & Virtual Academy: Angie Pohl | apohl@isd191.org | 952-707-3401



**Agenda III.D.
February 27, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

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

Date: February 16, 2023

Re: Report about the Achievement and Integration Plan 2023-2026

Receive a report about the Achievement and Integration Plan 2023-2026 from Imina Oftedahl, director of curriculum, instruction and assessment.

Achievement and Integration³³ Plan 2023-2026

Imina Oftedahl

director of curriculum, instruction
and assessment



February 27, 2023

Overview

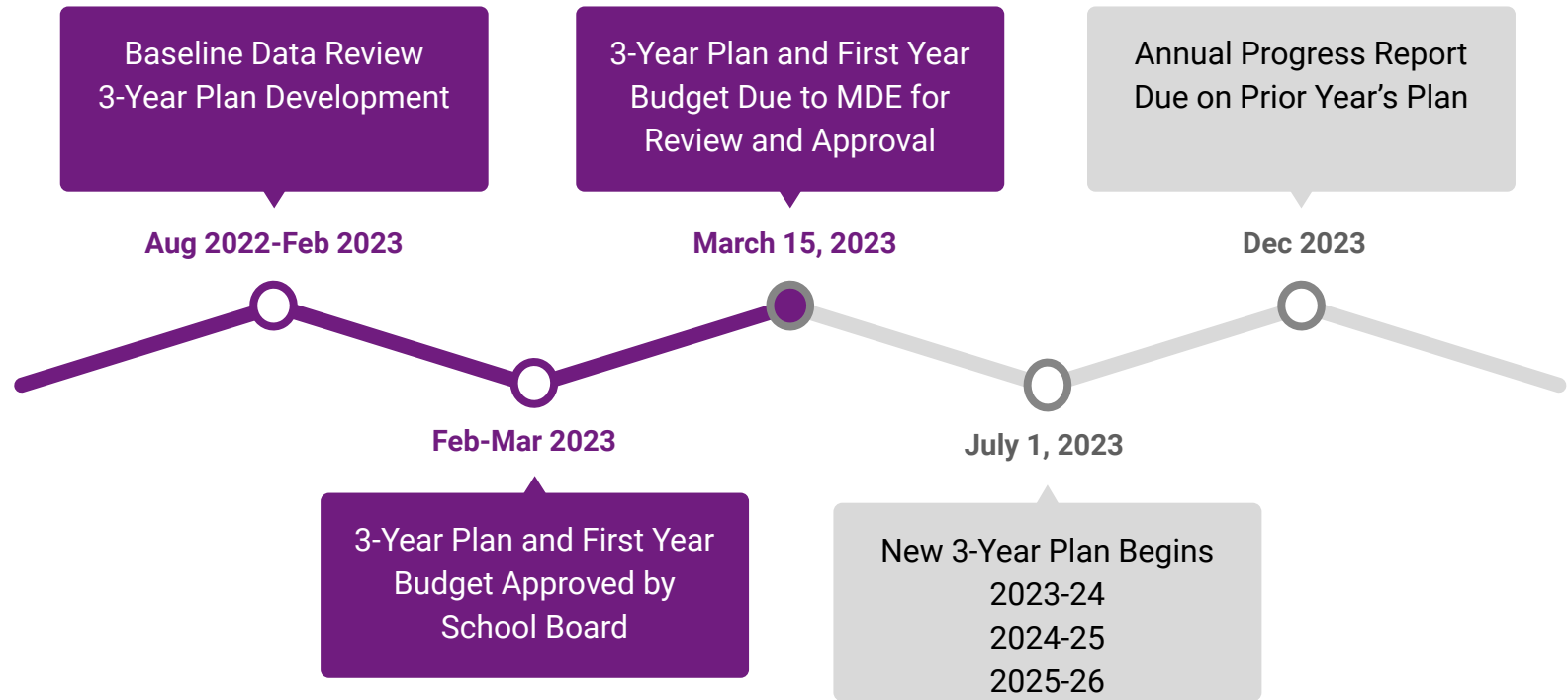
- Achievement and Integration Purpose
- Goals
- Strategies
- Budget

Purpose

The purpose of the Achievement and Integration (A&I) program is to:

- Pursue racial and economic integration
- Increase student achievement
- Create equitable educational opportunities
- Reduce academic disparities based on students' diverse racial, ethnic, and economic backgrounds

Timeline: Three-Year Plan



Alignment

A&I goals and strategies are aligned with World's Best Workforce (WBWF) goals

- 1. Ready for kindergarten***
2. Read on grade level by grade 3
3. Reduce performance disparities
4. Career and college ready
- 5. Graduation***

**District goals shared by both A&I and WBWF*

Goal 1 Achievement Disparity

38

Increase four-year graduation rate for all students from 84% to 90% from 2021 to 2025

- Latino students from 66% to 78%
- Native and Indigenous students from 67% to 80%

Goal 2 Achievement Disparity

Increase the percentage of racially and economically diverse incoming kindergartners meeting pre-reading literacy benchmark from fall 2022 to fall of 2025

- Black, Indigenous, students of color (BIPOC) from 35% to 55%
- Latino students from 10% to 30%
- Native and Indigenous students from 20% to 40%

Goal 3: Integration

Decrease the demographic disproportionality of BIPOC students enrolled in rigorous high school courses from 17% in 2021-22 to 8% in 2025-26

- rigorous courses include courses that provide the opportunity to earn college credit or industry certification

Goal 4: Teacher Equity

Increase the percentage of students who are accessing teachers/classrooms demonstrating culturally responsive instruction aligned with the Culturally Proficient School Systems Lesson Study Tools from 72% in 2022 to 90% in 2026

CPSS Lesson Look Fors:

- ❑ Lesson includes four or more opportunities for students to dialogue with classmates in partnerships or small groups to develop a deeper understanding of content.
- ❑ Lesson includes materials that represent the students in the classroom and include silenced and absent voices.
- ❑ Lesson includes adaptations for English learners and students supported by Individualized Education Plans.
- ❑ Student opportunity for choice and personal voice is included in the lesson.
- ❑ On-going timely & personalized support is provided to students who have not met mastery.

Actions and activities directly funded by A&I funds

- Support activities with partnering District ISD 194
- Target students experiencing disparities AND open to all
- Enable positive relationships among diverse students
- Promote understanding of various cultures

Strategies

43

1. Advancement via Individual Determination-AVID Schoolwide*

Schoolwide implementation - part-time coordinator at each secondary site
Professional development for all teachers
Critical reading, writing, organization, inquiry strategies in all classrooms

2. Family Partnership and Support

Cultural liaisons at all sites
Social workers at all sites

3. Native American and Indigenous Student and Family Engagement*

Districtwide family liaison
Family and community activities and events

4. Develop Culturally Proficient School Systems

Professional development
Equity program coordination

*Partnership strategy
with District 194

Budget Proposal

	Costs	Percent of Budget	Requirement
Direct Services to Students: <ul style="list-style-type: none">• cultural liaisons• social workers• AVID tutors	\$1,849,336	90.87%	at least 80%
Professional Development <ul style="list-style-type: none">• AVID training	\$28,725	1.41%	no more that 20%
Administrative/Indirect: <ul style="list-style-type: none">• AVID site coordinators• director	\$157,000	7.41%	no more than 10%
Total Allocation	\$2,035,061		

Thank you!



**Agenda III.E.
February 27, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Scott Hume, board chair

Date: February 16, 2023

Re: Committee, Board Appointment and School Assignment Reports

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

Board Committee	Board Member(s) Assigned
Legislative	Lesley Chester (Chair), Toni Conner, Anna Werb
Policy Review	Abigail Alt (Chair), Eric Miller, Safio Mursal
Negotiations	Eric Miller (Chair), Abigail Alt, Toni Conner

Other Board Assignments

Board Committee	Board Member(s) Assigned
Association of Metropolitan School Districts (AMSD)	Toni Conner (primary)
Burnsville Chamber of Commerce Policy Committee	Anna Werb (primary)
ISD 917	Lesley Chester (primary)
Foundation 191	Safio Mursal (primary)
MN School Board Association (MSBA)	Scott Hume (primary)
Burnsville Festival & Fire Muster	Abigail Alt
MN State HS League (MSHSL)	Eric Miller
Burnsville HS Hall of Fame Committee	Eric Miller

School Assignments

School Name	Board Member Assigned
Burnsville Alternative HS (BAHS)	Eric Miller
Burnsville-Eagan-Savage Transition Program (BEST)	Toni Conner
Burnsville HS	Safio Mursal
Nicollet Middle School	Scott Hume
Harriet Bishop Elementary	Lesley Chester
Rahn Elementary	Abigail Alt
Vista View Elementary	Anna Werb

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 February 9, 2023

The regular meeting of the Board of Education was called to order by 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, Chester, Conner, Miller, Mursal, Werb, and Chair Hume were present. Superintendent Dr. Battle, Student Representative Ava Drobnick, administrators, staff and members of the public were also present.

Attendance

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

Pledge of Allegiance

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

Agenda

Received a report from Director Werb about the Mid-Year Review for Superintendent Dr. Battle.

Reports

Received a report about FY23 Revised Budget from Stacey Sovine, executive director of administrative services.

Received a report from Ava Drobnick, student board representative.

Received a report from Dr. Theresa Battle, superintendent.

Receive reports from board members Conner, Alt, Miller, and Chester.

Moved by Alt, seconded by Mursal, to approve the consent agenda:
 -Approve minutes of the regular board meeting on January 26, 2023.
 -Approve personnel recommendations for Nicole Theis, Katlin Ring, Angel De Leon, Katidea Givens, Mary Good, Ayan Geedi, Brenda Dotzler, Hana Yusuf, Angel De Leon, Timothy Schwab, Laura MacNaughton, and Sue Woodcock.

Consent Agenda
 Minutes
 Personnel
 Recommendation

-Adopt a resolution to approve and accept donations as presented.
 -Receive a report about the Listening Session on January 26, 2023.
 -Approve, on a second reading basis, non-substantive changes to Policies 508: Extended School Year for Certain Students with Individualized Education Programs, 509: Enrollment of Nonresident Students, 517: Student Recruiting, 525: Violence Prevention, 528: Student Parental and Family, 529: Staff Notification, 532: Use of Peace Officers, 533: Wellness, 601: School District Curriculum, and 620: Credit for Learning.
 -Approve, on a second reading basis, changes to Policies 515: Protection and Privacy of Student Records, 603: Curriculum Development, 604: Instructional Curriculum, and 208: Development, Adoption, and Implementation of Policies.

Donations
 Listening Session
 Policies

-Approve, on a first reading basis, non-substantive changes to Policies 802: Disposition of Obsolete Equipment and Material, 801: Equal Access to School Facilities, 404: Employment Background Checks, 702: Accounting, 703: Annual Audit, 706: Acceptance of Gifts, 707: Transportation of Public-School Students, 710: Extracurricular Transportation, 712: Video Surveillance Other Than on Buses, and 720: Vending Machines.

-Approve scheduling a Board Retreat on Saturday, February 18, 2023, at 9:00 a.m. to 12:30 p.m. at Burnsville High School.

The motion carried unanimously (7, 0).

Board Retreat

Moved by Conner, seconded by Chester, that the Board of Education approve the bid results and proposal from Derau Construction in the amount of \$869,600 for the boiler replacement and loading dock concrete replacement project at William Byrne Elementary. The motion carried unanimously with discussion (7, 0).

Bid

Moved by Chester, seconded by Werb, that the Board of Education approves the 2022-23 Revised Budget providing all funds' revenues of \$183,913,084 and all funds' expenditures of \$185,621,470.

The motion carried unanimously (7, 0).

Revised Budget

Moved by Alt, seconded by Werb, that the Board of Education approve the Joint Powers Agreement with the Minnesota Department of Education to implement the CLASS teacher-child interaction observation instrument for early education. The motion carried unanimously (7, 0).

JPA

Moved by Miller, seconded by Chester, that the Board of Education approves the Strategic Roadmap Dashboard. The motion carried unanimously (7, 0).

Moved by Miller, seconded by Mursal, to approve, on a first reading basis, changes to Policy 613: Graduation Requirements. The motion carried unanimously (7, 0).

Strategic Roadmap Dashboard

Moved by Conner, seconded by Alt, to approve, on a first reading basis, changes to Policy 705: Investments. The motion carried unanimously after discussion (7, 0).

Policy 613

Moved by Werb, seconded by Alt to approve, on a first reading basis, changes to Policy 602: Organization of School Calendar. The motion carried unanimously after discussion (7, 0).

Policy 705

Moved by Conner, seconded by Werb, to approve, on a first reading basis, changes to 104: School District Mission Statement The motion carried unanimously (7, 0).

Policy 602

The meeting adjourned at 7:27 p.m. to a board workshop about FY24

Policy 104

Preliminary Budget Discussion . The workshop started at 7:37 p.m.
adjourned at 8:30 p.m.

Adjourn to a
workshop

February 27, 2023

Lesley Chester, Clerk

Date Approved

DRAFT

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
February 18, 2023

The retreat of the Board of Education was called to order by Chair Hume at 9:00 a.m. The meeting was held at Burnsville High School, 600 E. Highway 13, Burnsville, MN, 55337.

Call to Order

Directors Alt, Chester, Conner, Miller, Mursal, Werb, and Chair Hume were present. Superintendent Dr. Battle, Imina Oftedahl, director of curriculum, instruction and assessment, Dr. Kathy Funston, director of strategic partnerships and pathways, and Amy Piotrowski, director of student support services.

Attendance

The purpose of the retreat was board development and PreK-12 Pathways.

Purpose

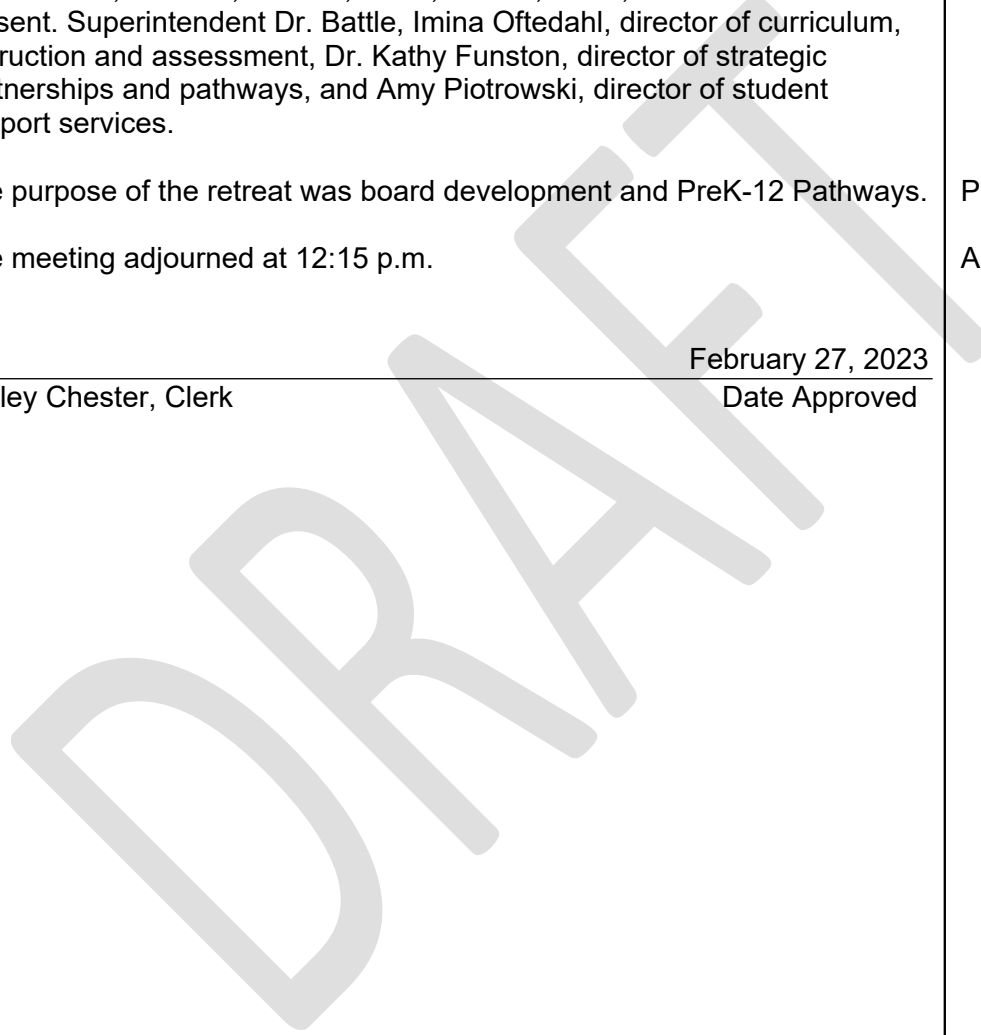
The meeting adjourned at 12:15 p.m.

Adjourn

February 27, 2023

Lesley Chester, Clerk

Date Approved



Agenda Item IV.A.2
February 22, 2023- 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 Administrative Services

DATE: February 27, 2023

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Appointment		Brian Nacey	Nicollet Middle School	Long Term Substitute Teacher	01/26/2023	1.0 FTE
Certified	Appointment		Donald Leake	* Vista View Elementary School	Long Term Substitute Principal	02/20/2023	8 hours/day
Certified	Leave of Absence		Amanda Exley	Hidden Valley Elementary	RN Nurse	2022-2023 School Year	.2 FTE *Correction
Classified	Appointment		Beth Proctor	Nicollet Middle School	Boys Track Coach Assistant	Spring Season	Stipend
Classified	Appointment		Dawndra Broge	Diamondhead Education Center	Interim Coordinator of Multilingual Services	02/16/2023	8 hours/day
Classified	Appointment		Emma Sackett	* Vista View Elementary School	Educational Assistant	02/21/2023	7.25 hours/day
Classified	Appointment		Hayley Shibley	Nicollet Middle School	Tennis Coach Head	Spring Season	Stipend
Classified	Appointment		Julio Neptuno Temozan	Nicollet Middle School	Boys Track Coach Head	Spring Season	Stipend
Classified	Appointment		Mark Hubbard	* Burnsville High School	Play Full Length Set Design Head	Winter Season	Stipend
Classified	Appointment		Melanie Liyanage	Harriet Bishop Elementary	Clerical	08/01/2023	8 hours/day
Classified	Appointment		Michael Blair	* Eagle Ridge Middle School	Tennis Coach Head	Spring Season	Stipend
Classified	Appointment		Nancy Anderson	WM. Byrne Elementary School	Educational Assistant	02/16/2023	2.5 hours/day
Classified	Appointment		Robert Thompson	Nicollet Middle School	Girls Track Coach Head	Spring Season	Stipend
Classified	Change of Assignment		Nick Sanborn	Edward Neill Elementary	Community Education Coordinator 1	02/15/2023	8 hours/day
Classified	Leave of Absence		Hailey Busker	Diamondhead Education Center	HR Coordinator	02/17/2023-04/02/2023	8 hours/day
Classified	Resignation		James Vertein	* District-wide	Custodial	03/10/2023	8 hours/day
Classified	Resignation		Melanie Liyanage	Harriet Bishop Elementary	Educational Assistant	06/08/2023	5 hours/day
Classified	Resignation		Ondine Cella	* Burnsville High School	Educational Assistant	03/01/2023	7 hours/day
Classified	Resignation		Thomas Hewett	Burnsville High School	Golf Coach Assistant	Spring Season	Stipend



**Agenda IV.A.3.
February 27, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Tyler Dehne, director of finance

Date: February 16, 2023

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 February 27, 2023.

Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
2/8/2023	Neill Elementary PTA	Community Education	Brainpower in a Backpack	\$1,000
2/8/2023	Garrett Sampson	Community Education	Brainpower in a Backpack	\$341.25
2/14/2023	Prior Lake-Savage Optimist Club	Community Education	Brainpower in a Backpack	\$1,000.00

Total monetary donation received: \$2,341.00



**Agenda IV.A.4
February 27, 2023**

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

From: Tyler Dehne, director of finance

Date: February 15, 2023

Re: December Payroll, Claims and Receipts

Recommendation: That the Board approves December payroll checks in the net amount of \$4,030,239.29. December claims to date, wire transfers and adjustments totaling \$9,133,533.32. Also, that the Board accepts December receipts of \$8,892,383.33 and investments for the General Fund and OPEB of \$66,855,507.48 as of December 31, 2022.

December 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/jb

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

Cash Receipts

Receipts	\$8,892,383.33
Miscellaneous Adjustments	

TOTAL December CASH RECEIVED	<u><u>\$8,892,383.33</u></u>
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CASH DISBURSEMENTS

December Payroll	\$4,030,239.29
------------------	----------------

A/P		
December Claims	Checks 486803-487075	\$2,222,399.85
	Virtual Card 6000000910-6000000950	\$140,792.79
	ACH-Emp/Vend 9000003739-9000003814	\$63,781.57

December A/P Wires+P-card+Fleet card	\$6,706,559.11
December Bank Fees	<u>\$0.00</u>

TOTAL December CASH DISBURSED	<u><u>\$13,163,772.61</u></u>
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TOTAL TO BE APPROVED	<u><u>\$13,163,772.61</u></u>
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	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>12/31/2022</u>
GENERAL FUND	\$14,900,554.30	\$40,944,886.79	\$55,845,441.09
OPEB	\$2,577.99	\$5,874,796.72	\$5,877,374.71
OPEB EQUITY INV	\$31,676.78	\$5,101,014.90	\$5,132,691.68
	<u><u>\$14,934,809.07</u></u>	<u><u>\$51,920,698.41</u></u>	<u><u>\$66,855,507.48</u></u>

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



Total Portfolio Report

Report as of 12/31/2022

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 57
 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	Rate
IS		12/31/2022			IS Balance	\$14,900,554.30	\$14,900,554.30	
LTD		12/31/2022			LTD Balance		\$10,109,400.83	
SDA	SDA-1285862-1	12/31/2022			Savings Deposit Account - MNTRUST – Full Flex (PenFed LOC)	\$4,082,852.77	\$4,082,852.77	
SDA	SDA-1287414-1	12/31/2022		19581	Savings Deposit Account - BELL BANK	\$15,495,934.89	\$15,495,934.89	
SDA	SDA-1291160-1	12/31/2022			Savings Deposit Account - MNTRUST – Full Flex (Pref HCC)	\$3,024,432.48	\$3,024,432.48	
SDA	SDA-1291161-1	12/31/2022			Savings Deposit Account - MNTRUST – Full Flex (Pref PHLY)	\$1,515,251.58	\$1,515,251.58	
CD	CD-289645-1	05/10/2021	05/11/2023	60269	GREENSTATE CREDIT UNION	\$249,200.00	\$249,948.63	0.150
SEC	SEC-48342-1	05/14/2021	05/15/2023	35141	BMW BANK NORTH AMERICA	\$249,099.57	\$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	0.101
SEC	SEC-48820-1	08/25/2021	08/25/2023	57565	UBS BANK USA	\$249,743.75	\$249,000.00	0.150
SEC	SEC-48853-1	08/25/2021	08/25/2023	58177	SALLIE MAE BANK/SALT LKE	\$249,742.33	\$249,000.00	0.201
SEC	SEC-48854-1	08/30/2021	08/30/2023	33682	STATE BANK OF INDIA	\$249,742.33	\$249,000.00	0.201
SEC	SEC-53305-1	06/08/2022	12/08/2023	33124	GOLDMAN SACHS BANK USA	\$246,649.66	\$246,000.00	2.320
CD	CD-295121-1	10/28/2022	04/25/2024	227	PENTAGON FEDERAL CREDIT UNION (183 day and out)	\$1,750,000.00	\$1,865,935.60	4.449
SEC	SEC-57091-1	11/04/2022	05/06/2024	34444	CUSTOMERS BANK	\$244,632.85	\$244,000.00	4.520
CD	CD-293933-1	06/01/2022	06/03/2024	33686	BANK HAPOALIM	\$236,700.00	\$249,288.42	2.648
SEC	SEC-53308-1	06/09/2022	06/10/2024	57803	ALLY BANK	\$246,429.86	\$246,000.00	2.610
SEC	SEC-53310-1	06/08/2022	06/10/2024	27471	AMERICAN EXPR NATL BK	\$246,702.22	\$246,000.00	2.603
TS	TS-294471-1	08/18/2022	08/19/2024		MN TRUST TERM SERIES	\$2,000,000.00	\$2,124,339.73	3.100
Sub Totals →						\$45,486,668.59	\$55,845,441.09	
Totals →						\$45,486,668.59	\$55,845,441.09	

Time and Dollar Weighted Average Portfolio Yield: 3.40%

Weighted Average Portfolio Maturity: 122.45 Days

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

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
SDA	43.22	\$24,118,471.72	SDA Account
CD	4.69	\$2,614,674.51	Certificate of Deposit
SEC	3.47	\$1,936,900.60	Securities
TS	3.81	\$2,124,339.73	Term Series
IS	26.70	\$14,900,554.30	IS Account
LTD	18.12	\$10,109,400.83	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 12/31/2022

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 59
 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		12/31/2022			IS Balance	\$2,577.99	\$2,577.99	\$2,577.99	
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	0.673
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
CD	CD-1345485-1	12/27/2022	11/17/2025	29657	Great Midwest Bank, S.S.B.	\$222,800.00	\$249,847.31	\$222,800.00	4.196
CD	CD-1345555-1	12/28/2022	11/28/2025	33306	CIBC Bank USA	\$180,000.00	\$201,871.17	\$180,000.00	4.160
Sub Totals →						\$6,088,478.80	\$5,877,374.71	\$5,804,712.95	
Totals →						\$6,088,478.80	\$5,877,374.71	\$5,804,712.95	

Time and Dollar Weighted Average Portfolio Yield: 1.31%

Weighted Average Portfolio Maturity: 375.39 Days

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

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
SEC	87.84	\$5,074,816.80	Securities
CD	12.11	\$699,796.72	Certificate of Deposit
IS	0.04	\$2,577.99	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".

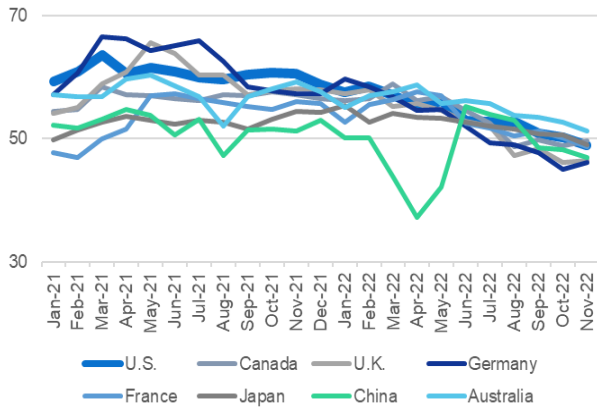
CD - Certificates of Deposit, **CP** - Commercial Paper, **ISC** - Investment Shares Class, **MMA** - Money Market Account, **SEC** - Government Securities, **TS** - Term Series



**Burnsville ISD 191 OPEB
Investment Review**

December 1 - December 31, 2022

GLOBAL PURCHASING MANAGER INDICES (PMI)

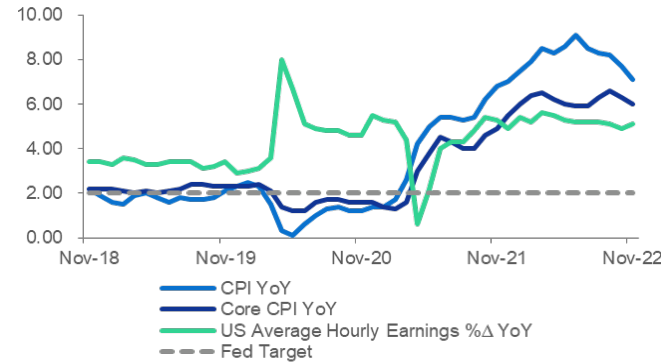


Source: Bloomberg

During 2022, global central banks tightened monetary policy in an effort to combat heightened inflation. This tightened financial conditions and has resulted in manufacturers slowing production globally. In the U.S., economic activity in the manufacturing sector contracted in November for the first time since May 2020 as the index fell below 50. In the U.S., the Manufacturing Purchasing Managers' Index (PMI) began trending downwards from a high of 63.7 in March of 2021. In November, U.S. PMI contracted for the first time since May 2020 as the index fell to 49.0. Global PMI has followed a similar pattern, with many developed nations peaking in the 50s and 60s before decreasing to the 40s in November.

Inflation and supply chain constraints have improved so the downward trend in global PMI's are a signal of weakening consumer demand due to global economic uncertainty.

INFLATION AND WAGE GROWTH



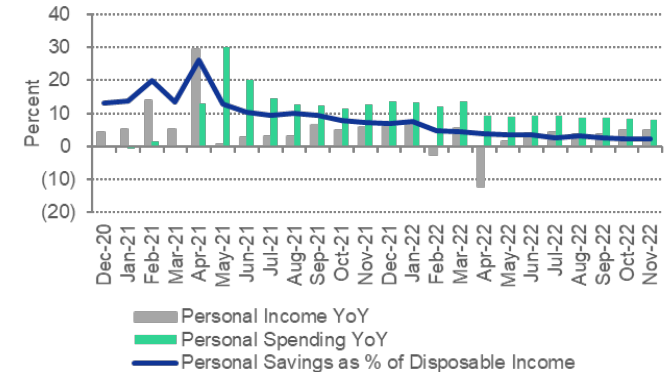
Source: Bloomberg

Throughout 2022, the Federal Reserve's (Fed) focus remained on tempering inflation. As of November, year over year inflation was broadly dispersed with food up 10.6% and energy up 13.1%. In Core CPI, vehicles were up 7.2%, shelter up 7.1%, and transportation up 14.2% YOY.

Inflation peaked in June of 2022 with CPI at 9.1% on a YOY basis before decreasing to 7.1% YOY in November. This lower inflation print is still well above the Fed's target of 2%.

Jerome Powell, in a speech in the fourth quarter, shifted the tone of the Fed to a stance focusing on the consumer as the Fed rate hikes filter through the economy. Easing tight employment conditions and thereby reducing wage growth, along with its inflationary impacts, will be a focus of the Fed in 2023.

CONSUMER SPENDING & INCOME

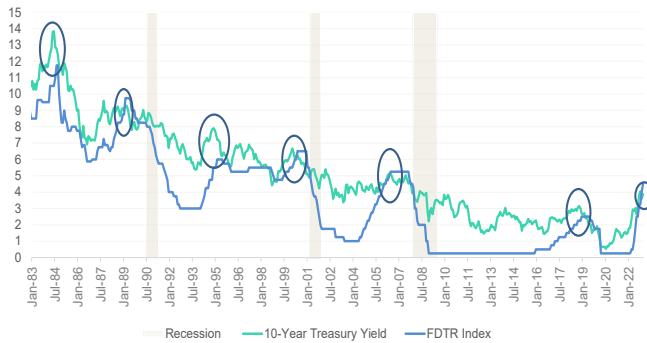


Source: Bloomberg

While consumer spending remains moderately strong, inflation is beginning to erode buying power and consumers are starting to become more concerned regarding a potential economic downturn. Personal spending decreased in the fourth quarter from 12.0% at the start of 2022 to 7.7% on a year over year basis in November. Savings as a percentage of income decreased as well from 4.7% in January to 2.4% in November, demonstrating that overall inflation has impacted the ability to both spend and save.

The consumer remained resilient throughout 2022 but is starting to show some signs of pressure from higher rates and inflation.

FED FUNDS AND 10-YEAR TREASURY YIELD

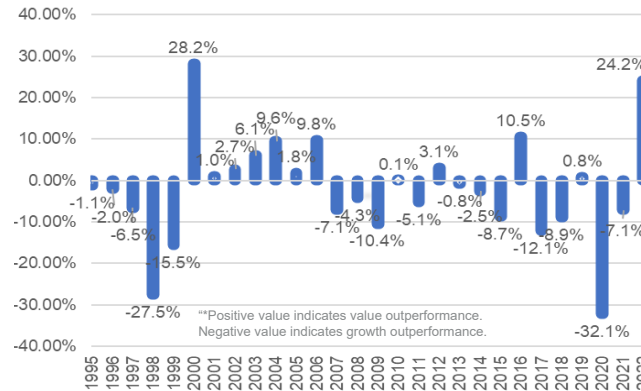


Source: Bloomberg, Factset

Both equity and bond markets trade on expectations. In a “normal” rate environment, the yield on a 10yr treasury should be higher than the Federal Funds rate. Historically, when these securities compress and even invert (meaning Fed Funds is higher than the 10yr U.S. Treasury) it is a potential signal for recessionary activity. As shown in the circles, the Fed typically pivots near the time of such an inversion.

In December of 2022 the 10yr US Treasury Note yielded 3.88% while the upper bound of the Fed Funds rate was 4.50%, indicating we may be nearing the end of the current rate cycle and could see a different message from the Fed in 2023.

SPX VALUE/GROWTH RETURN DIFFERENCE

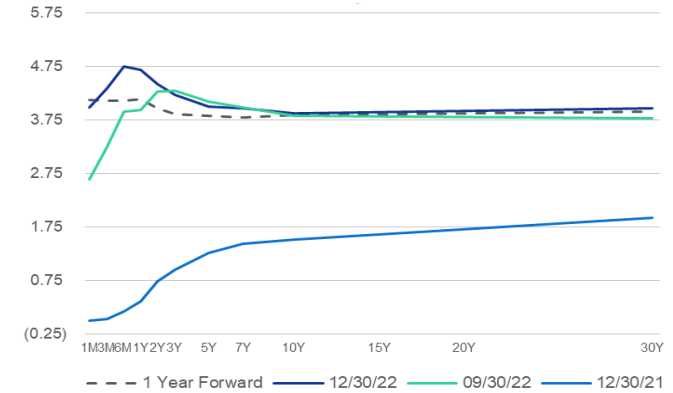


Source: Factset

The Fed’s incredible rate hikes in 2022 affected the equity markets as much as the bond markets. Equities were down significantly on the year due to rate sensitivity, slowing growth, EPS contraction, and inflation pressures. The S&P 500 was down 18.1% and small caps in the Russell 2000 down 20.4%. However, value stocks outperformed during the year due to their comparative lack of sensitivity to rate movements. The Russell 1000 Value was down just 7.5%.

The magnitude of outperformance for value, as demonstrated by the 24.2% difference in returns for the S&P 500 growth and value indices, was a level not seen since 2000. Looking forward, although the Fed’s rate hikes may be nearing their end, value tends to outperform during a flat growth cycle, which likely describes 2023. There may yet be opportunities in value through the next 12-18 months.

U.S. TREASURY YIELD CURVE



Source: Bloomberg

The Fed continued its historical rate move in the fourth quarter raising rates by 125 basis points between two meetings. On November 2nd, the Fed moved 75 basis points and increasing the Fed funds rate to 3.75%-4.00% before slowing their hikes just slightly in December, moving 50 basis points and bringing the rate to 4.25%-4.50% to end the year.

The inversion in the yield curve indicates market expectations for a slowing economy and somewhat lower rates across the 1 to 10-year part of the yield curve in the year ahead. However, the U.S. Treasury curve also projects rates to remain higher for longer. Markets at this point in the cycle will be data dependent and volatile until greater clarity is seen for growth and inflation.

CLIENT

Burnsville ISD 191 OPEB

INCEPTION DATE

11/01/2014

RELATIONSHIP TEAM

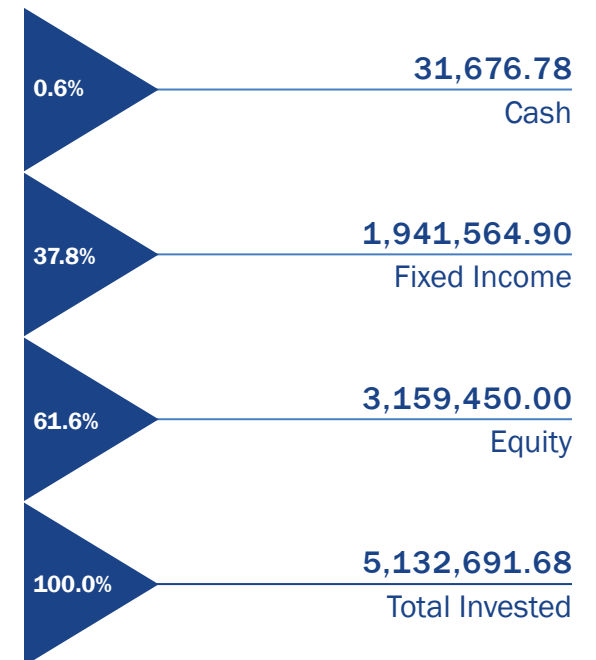
Kendra Shelland
Institutional Portfolio
Manager
(612) 509-2579
kshelland@pmanetwork.
com

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

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	5,348,911.22
Contributions	0.00
Withdrawals	0.00
Net Investment Income	22,070.59
Unrealized Gain/Loss	(308,382.67)
Realized Gain/Loss	70,092.54
Ending Market Value	5,132,691.68

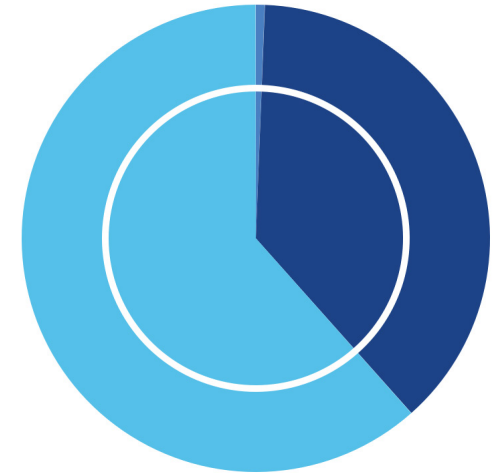
Compliance	Status
As of 12/31/2022	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	31,676.78	0.62%	20,933.06	194.84%
Fixed Income				
TOTAL Credit	1,941,564.90	37.83%	124,136.60	6.83%
Funds - Corporate	1,941,564.90	37.83%	124,136.60	6.83%
TOTAL Fixed Income	1,941,564.90	37.83%	124,136.60	6.83%
Equity				
TOTAL Domestic Equity	3,159,450.00	61.56%	(361,289.20)	(10.26%)
Funds - Large Cap	3,159,450.00	61.56%	(361,289.20)	(10.26%)
TOTAL Equity	3,159,450.00	61.56%	(361,289.20)	(10.26%)
TOTAL Invested	5,132,691.68	100.00%	(216,219.54)	(4.04%)

CURRENT PERIOD ALLOCATION



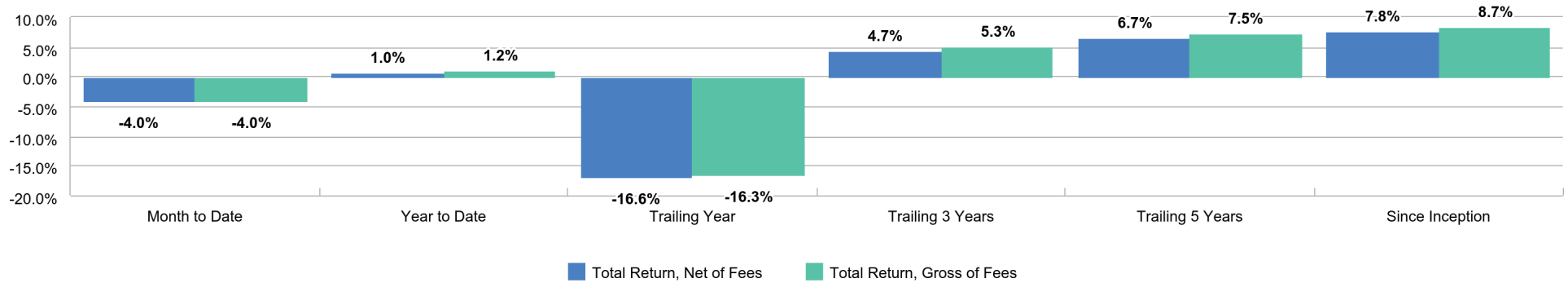
Asset Class

- Cash - 0.6%
- Fixed Income - 37.8%
- Equity - 61.6%

Sector

- Cash - 0.6%
- Credit - 37.8%
- Domestic Equity - 61.6%

HISTORICAL PERFORMANCE



HISTORICAL PERFORMANCE

	Month to Date	Year to Date	Trailing Year	Trailing 3 Years	Trailing 5 Years	Since Inception
Total Return, Net of Fees	(4.00%)	0.96%	(16.64%)	4.66%	6.72%	7.83%
Total Return, Gross of Fees	(4.00%)	1.17%	(16.25%)	5.31%	7.51%	8.69%

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	31,676.78	0.40%	0.28%	0.00%
Fixed Income	1,941,564.90	36.68%	(0.69%)	(0.28%)
Equity	3,159,450.00	62.92%	(5.82%)	(3.73%)
Portfolio Total	5,132,691.68	100.00%	(4.00%)	(4.00%)

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
12/19/2022	12/19/2022	(2,129.89)	US DOLLAR	USD	CCYUSD	—	(2,129.89)	0.00
—	—	(2,129.89)	Total Management Fee	—	—	—	(2,129.89)	0.00
<i>Money Market Fund Interest</i>								
12/31/2022	12/31/2022	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	50.96	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	50.96	—
Funds - Corporate								
<i>Buy</i>								
12/13/2022	12/15/2022	2,000.00	VANGUARD TOT BD ETF	BND	921937835	73.8573	(147,724.60)	—
—	—	2,000.00	Total Purchases	—	—	—	(147,724.60)	—
<i>Equity Dividend</i>								
12/01/2022	12/06/2022	0.00	VANGUARD TOT BD ETF	BND	921937835	—	4,120.09	—
12/23/2022	12/29/2022	0.00	VANGUARD TOT BD ETF	BND	921937835	—	4,657.57	—
—	—	0.00	Total Equity Dividend	—	—	—	8,777.66	—
Funds - Large Cap								
<i>Equity Dividend</i>								
12/22/2022	12/28/2022	0.00	VANGUARD TSM IDX ETF	VTI	922908769	—	15,371.86	—
—	—	0.00	Total Equity Dividend	—	—	—	15,371.86	—
<i>Sell</i>								
12/13/2022	12/15/2022	(725.00)	VANGUARD TSM IDX ETF	VTI	922908769	202.1987	146,587.07	70,092.54
—	—	(725.00)	Total Sales	—	—	—	146,587.07	70,092.54

Ticker	Identifier	Current Units	Description	Rating	Coupon Rate	Effective Maturity	Final Maturity	Original Cost	Market Price	Market Value + Accrued	Interest / Dividend Income	Dividend Yield	Yield	Book Yield
Cash														
<i>Cash</i>														
FGTX	38141W273	31,625.82	GOLDMAN:FS GOVT INST	AAA	4.16%	12/31/2022	12/31/2022	31,625.82	1.0000	31,625.82	245.69	—	4.14%	4.14%
USD	CCYUSD	50.96	Receivable	AAA	0.00%	12/31/2022	12/31/2022	50.96	1.0000	50.96	0.00	—	0.00%	0.00%
—	—	31,676.78	—	AAA	4.15%	—	—	31,676.78	—	31,676.78	245.69	—	4.13%	4.13%
Fixed Income														
<i>Credit</i>														
<i>Funds - Corporate</i>														
BND	921937835	27,030.00	VANGUARD TOT BD ETF	—	—	—	—	2,266,729.04	71.8300	1,941,564.90	27,133.32	2.60%	—	—
—	—	27,030.00	—	NA	—	—	—	2,266,729.04	—	1,941,564.90	27,133.32	2.60%	—	—
Equity														
<i>Domestic Equity</i>														
<i>Funds - Large Cap</i>														
VTI	922908769	16,520.00	VANGUARD TSM IDX ETF	—	—	—	—	2,177,004.79	191.2500	3,159,450.00	28,851.61	1.66%	—	—
—	—	16,520.00	—	—	—	—	—	2,177,004.79	—	3,159,450.00	28,851.61	1.66%	—	—
Total Invested		75,226.78	—	AAA	4.15%	—	—	4,475,410.62	—	5,132,691.68	56,230.62	2.02%	4.13%	4.13%

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.



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December 2022

Wire Transfers

Date	From	To	Amount	For
12/01/2022	MSDLAF	Internal Revenue Service	728,015.55	11/30/22 Payroll - Federal Taxes
12/16/2022	MSDLAF	Internal Revenue Service	719,904.50	12/15/22 Payroll - Federal Taxes
12/30/2022	MSDLAF	Internal Revenue Service	721,514.72	12/31/22 Payroll - Federal Taxes
12/01/2022	MSDLAF	State of Minnesota	122,900.39	11/30/22 Payroll - State Taxes
12/16/2022	MSDLAF	State of Minnesota	121,409.05	12/15/22 Payroll - State Taxes
12/30/2022	MSDLAF	State of Minnesota	121,971.68	12/31/22 Payroll - State Taxes
12/02/2022	MSDLAF	First Bank & Trust	192,890.05	11/30/22 Payroll - TSA Wire
12/19/2022	MSDLAF	First Bank & Trust	187,686.40	12/15/22 Payroll - TSA Wire
12/01/2022	MSDLAF	PERA	119,680.93	11/30/22 Payroll - PERA
12/16/2022	MSDLAF	PERA	116,088.61	12/15/22 Payroll - PERA
12/01/2022	MSDLAF	TRA	374,177.36	11/30/22 Payroll - TRA
12/16/2022	MSDLAF	TRA	374,165.19	12/15/22 Payroll - TRA
12/30/2022	MSDLAF	TRA	377,249.34	12/29/22 Payroll - TRA
12/01/2022	MSDLAF	State of Minnesota	2,995.07	11/30/22 Payroll - Child Support
12/16/2022	MSDLAF	State of Minnesota	2,995.07	12/15/22 Payroll - Child Support
12/01/2022	MSDLAF	State of Minnesota	356.04	11/30/22 Garnishments
12/01/2022	MSDLAF	State of Minnesota	631.07	11/30/22 Garnishments
12/01/2022	MSDLAF	State of Minnesota	709.64	11/30/22 Garnishments
12/16/2022	MSDLAF	State of Minnesota	671.36	12/15/22 Garnishments
12/16/2022	MSDLAF	State of Minnesota	68.01	12/15/22 Garnishments
12/16/2022	MSDLAF	State of Minnesota	357.34	12/15/22 Garnishments
12/16/2022	MSDLAF	State of Minnesota	298.08	12/15/22 Garnishments
12/16/2022	MSDLAF	State of Minnesota	564.25	12/15/22 Garnishments
12/30/2022	MSDLAF	State of Minnesota	427.63	12/29/22 Garnishments
12/30/2022	MSDLAF	State of Minnesota	551.04	12/29/22 Garnishments

12/30/2022	MSDLAF	State of Minnesota	357.34	12/29/22	Garnishments
12/30/2022	MSDLAF	State of Minnesota	71.03	12/29/22	Garnishments
12/30/2022	MSDLAF	State of Minnesota	143.80	12/29/22	Garnishments
12/06/2022	MSDLAF	Teachers Federal Credit Union	32,968.26	11/30/22	Teacher's Dues
12/19/2022	MSDLAF	Teachers Federal Credit Union	32,958.34	12/15/22	Teacher's Dues
12/06/2022	MSDLAF	BMO Harris Bank	1,080.00	11/30/22	EA Dues
12/19/2022	MSDLAF	BMO Harris Bank	1,107.00	12/15/22	EA Dues
12/21/2022	MSDLAF	MN Department of Revenue	168.00		November Sales Tax
12/05/2022	MSDLAF	Delta Dental	9,321.67		Dental Insurance
12/12/2022	MSDLAF	Delta Dental	12,911.15		Dental Insurance
12/19/2022	MSDLAF	Delta Dental	19,675.30		Dental Insurance
12/29/2022	MSDLAF	Delta Dental	11,288.07		Dental Insurance
12/21/2022	MSDLAF	Delta Dental	4,504.99		Delta Dental Admin Fees
12/06/2022	MSDLAF	Further	30,517.11		Medical Claims
12/13/2022	MSDLAF	Further	23,478.43		Medical Claims
12/20/2022	MSDLAF	Further	33,486.97		Medical Claims
12/28/2022	MSDLAF	Further	27,802.54		Medical Claims
12/06/2022	MSDLAF	Further	11,013.46		Flex Claims
12/13/2022	MSDLAF	Further	11,862.24		Flex Claims
12/20/2022	MSDLAF	Further	11,208.72		Flex Claims
12/28/2022	MSDLAF	Further	13,427.29		Flex Claims
12/21/2022	MSDLAF	Further	6,381.00		Further Admin Fees
12/15/2022	MSDLAF	PreferredOne	208,601.31		PreferredOne Admin Fees
12/05/2022	MSDLAF	PreferredOne	283,221.87		Health Insurance
12/05/2022	MSDLAF	PreferredOne	88,161.47		Health Insurance
12/12/2022	MSDLAF	PreferredOne	503,432.04		Health Insurance
12/12/2022	MSDLAF	PreferredOne	55,064.25		Health Insurance
12/19/2022	MSDLAF	PreferredOne	318,268.23		Health Insurance

12/19/2022	MSDLAF	PreferredOne	130,670.36	Health Insurance
12/27/2022	MSDLAF	PreferredOne	375,216.19	Health Insurance
12/27/2022	MSDLAF	PreferredOne	93,848.24	Health Insurance
12/30/2022	MSDLAF	Fairview	4,839.77	Clearscript/Fairview November Administrative Invoice

AP Check Register

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AP Run: 20221214 VACH. — Post Date: 2022-12-14 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/14/2022	9000003739	ACH	CDW Government Inc	920289-1	1 AP5800	46,151.27
12/14/2022	9000003740	ACH	Frontline Technologies Group LLC	928988-1	1 AP5800	9,764.36
Total:						\$55,915.63

20221214 VACH. Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	2	55,915.63
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$55,915.63

AP Check Register

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AP Run: 20221216 EACH — Post Date: 2022-12-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/16/2022	9000003741	ACH	Albersheim-Carter, Marcina	018646	1 AP5800	93.63
12/16/2022	9000003742	ACH	Amos, Susan K	020121	1 AP5800	31.88
12/16/2022	9000003743	ACH	Bellmont, Chris	014183	1 AP5800	20.00
12/16/2022	9000003744	ACH	Blandin, Melissa	011821	1 AP5800	93.62
12/16/2022	9000003745	ACH	Blood, Kelsey Jo	017981	1 AP5800	112.88
12/16/2022	9000003746	ACH	Brandner, Renee	011279	1 AP5800	189.70
12/16/2022	9000003747	ACH	Brown, Ruth	011513	1 AP5800	50.00
12/16/2022	9000003748	ACH	Buck, Rebecca L	017742	1 AP5800	11.50
12/16/2022	9000003749	ACH	Clancy, Carissa	016999	1 AP5800	31.38
12/16/2022	9000003750	ACH	Coronis, Anthony L	009750	1 AP5800	50.00
12/16/2022	9000003751	ACH	Cull, Margaret R	020547	1 AP5800	100.00
12/16/2022	9000003752	ACH	Czapar, Kelly N	017322	1 AP5800	35.94
12/16/2022	9000003753	ACH	Day, Marlys L	016600	1 AP5800	10.55
12/16/2022	9000003754	ACH	Derusha, Jessalynn	019284	1 AP5800	32.44
12/16/2022	9000003755	ACH	Deutsch, Matt R	014970	1 AP5800	1,595.04
12/16/2022	9000003756	ACH	Eilertson, Jane Ann	015482	1 AP5800	75.00
12/16/2022	9000003757	ACH	Elfering, Jean	011911	1 AP5800	50.00
12/16/2022	9000003758	ACH	Encalada Inamagua, Rosario	020851	1 AP5800	85.00
12/16/2022	9000003759	ACH	Erbes, Sarah L	017283	1 AP5800	102.63
12/16/2022	9000003760	ACH	Erickson, Kayla M	020006	1 AP5800	120.88

AP Check Register

AP Run: 20221216 EACH — Post Date: 2022-12-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/16/2022	9000003761	ACH	Ewert, Casey B	019158	1 AP5800	100.13
12/16/2022	9000003762	ACH	Fischer McDonald, Christine	020544	1 AP5800	25.31
12/16/2022	9000003763	ACH	Frank, Sharon M	015516	1 AP5800	50.00
12/16/2022	9000003764	ACH	Funston, Kathy L	017175	1 AP5800	641.17
12/16/2022	9000003765	ACH	Gehrke, Andrew R	016612	1 AP5800	41.00
12/16/2022	9000003766	ACH	Gilbertson, Sherry A	016244	1 AP5800	50.00
12/16/2022	9000003767	ACH	Gorton, Rachel	016735	1 AP5800	50.00
12/16/2022	9000003768	ACH	Hagen, Aimee E	016614	1 AP5800	100.00
12/16/2022	9000003769	ACH	Heim, Bill V	015977	1 AP5800	50.00
12/16/2022	9000003770	ACH	Hendrickson, Lisa	011968	1 AP5800	75.00
12/16/2022	9000003771	ACH	Holewa, Mary A	011153	1 AP5800	110.50
12/16/2022	9000003772	ACH	Howe, Jaimie K	020412	1 AP5800	20.44
12/16/2022	9000003773	ACH	Johnson, Brian J	018190	1 AP5800	59.38
12/16/2022	9000003774	ACH	Jordan, Joanna	014624	1 AP5800	22.75
12/16/2022	9000003775	ACH	Kacmarynski, Kristine	017804	1 AP5800	23.75
12/16/2022	9000003776	ACH	Kaytor, Linda K	019592	1 AP5800	50.00
12/16/2022	9000003777	ACH	Kibler, Jeanne	014479	1 AP5800	35.63
12/16/2022	9000003778	ACH	Klein, Brendan D	020148	1 AP5800	16.38
12/16/2022	9000003779	ACH	Knox, Jacob M	016898	1 AP5800	75.00
12/16/2022	9000003780	ACH	Kolstad, Michele M	007847	1 AP5800	13.00

AP Check Register

AP Run: 20221216 EACH — Post Date: 2022-12-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/16/2022	9000003781	ACH	Lake, David	017436	1 AP5800	167.50
12/16/2022	9000003782	ACH	Lian, Jocelyn M	020194	1 AP5800	90.44
12/16/2022	9000003783	ACH	Logan, Kari M	012336	1 AP5800	50.00
12/16/2022	9000003784	ACH	Lopez, Mary T	016451	1 AP5800	92.45
12/16/2022	9000003785	ACH	McDowell, Morgan	018635	1 AP5800	12.75
12/16/2022	9000003786	ACH	Meulebroeck, Susanne	015693	1 AP5800	75.00
12/16/2022	9000003787	ACH	Mitsch, Kelli L	018974	1 AP5800	34.06
12/16/2022	9000003788	ACH	Neal, Bryeny B	013693	1 AP5800	40.38
12/16/2022	9000003789	ACH	Nelson, Katie L	015010	1 AP5800	83.50
12/16/2022	9000003790	ACH	Nemetz, Scott	016012	1 AP5800	75.00
12/16/2022	9000003791	ACH	Niemiec, Alicia	013692	1 AP5800	132.50
12/16/2022	9000003792	ACH	Niesen, Elizabeth A	015962	1 AP5800	48.75
12/16/2022	9000003793	ACH	Oscarson Wanzek, Kristi R	012479	1 AP5800	91.19
12/16/2022	9000003794	ACH	Parkinson, Jacquelyn R	018037	1 AP5800	473.71
12/16/2022	9000003795	ACH	Plomski, Marci	020101	1 AP5800	50.00
12/16/2022	9000003796	ACH	Pofahl, Janell C	014868	1 AP5800	75.00
12/16/2022	9000003797	ACH	Robole, Vicki M	009670	1 AP5800	157.50
12/16/2022	9000003798	ACH	Robran, Kimberly J	020836	1 AP5800	7.69
12/16/2022	9000003799	ACH	Ruiz, Cynthia	020623	1 AP5800	18.75
12/16/2022	9000003800	ACH	Salmela, Kathryn	018090	1 AP5800	22.06

AP Check Register

AP Run: 20221216 EACH — Post Date: 2022-12-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/16/2022	9000003801	ACH	Sampers, Karen M	015925	1 AP5800	7.19
12/16/2022	9000003802	ACH	Seamen, Michelle A	018634	1 AP5800	134.94
12/16/2022	9000003803	ACH	Simmons, Sean D	017795	1 AP5800	31.00
12/16/2022	9000003804	ACH	Smith, Tracy J	014671	1 AP5800	268.81
12/16/2022	9000003805	ACH	Sommers, William A	020776	1 AP5800	285.01
12/16/2022	9000003806	ACH	Sweeney, Michael J	016376	1 AP5800	115.12
12/16/2022	9000003807	ACH	Tarnofsky, John J	020438	1 AP5800	41.25
12/16/2022	9000003808	ACH	Thomas, John S	020221	1 AP5800	72.13
12/16/2022	9000003809	ACH	Vodnick, Sarah A	016023	1 AP5800	80.00
12/16/2022	9000003810	ACH	Voigt, Pamela M	017183	1 AP5800	60.75
12/16/2022	9000003811	ACH	Waters, Stacie	018472	1 AP5800	75.00
12/16/2022	9000003812	ACH	Wolff, Denise	011860	1 AP5800	250.00
12/16/2022	9000003813	ACH	Woodcock, Sue M	007835	1 AP5800	60.00
12/16/2022	9000003814	ACH	Zambrano, Cinthya	020649	1 AP5800	85.00
Total:						\$7,865.94

20221216 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	74	7,865.94
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	74	\$7,865.94

AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	25,137.12
02 - FOOD SERVICE	559.86
04 - COMMUNITY SERVICE	3,262.28
16 - FACILITIES RENTAL	33,280.93
22 - ISF - HEALTH SELECT 105	1,525.00
50 - STUDENT ACTIVITY FUND	16.38
	<u>\$63,781.57</u>

AP Check Register

AP Run: 20221206 AP — Post Date: 2022-12-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2022	486803	Check	Academic Therapy Publications	900027	2 AP8845	510.00
12/06/2022	486804	Check	Acer Service Corporation - Attn: Finance Dept.	929434	2 AP8845	461.90
12/06/2022	486805	Check	Advanced Commercial Kitchens	930100	2 AP8845	2,442.77
12/06/2022	486806	Check	Amplified IT LLC	929297	2 AP8845	386.27
12/06/2022	486807	Check	Anchor Solar Investments LLC	929704	2 AP8845	1,984.57
12/06/2022	486808	Check	Armstrong Torseth Skold & Rydeen Inc	926500	2 AP8845	27,650.26
12/06/2022	486809	Check	Association Of Clerical Employees	904895	2 AP8845	360.00
12/06/2022	486810	Check	Backpack Yogurt LLC	930580	2 AP8845	8,554.00
12/06/2022	486811	Check	California Department of Child Support Services	930653	2 AP8845	132.50
12/06/2022	486812	Check	Capernaum Pediatric Therapy	930712	2 AP8845	2,638.45
12/06/2022	486813	Check	Carlson, Gerri	929243	2 AP8845	904.20
12/06/2022	486814	Check	Cengage Learning	903622-1	2 AP8845	124.50
12/06/2022	486815	Check	Centerpoint Energy	902519	2 AP8845	29,824.74
12/06/2022	486816	Check	Central Fire Protection Inc	926628	2 AP8845	53.10
12/06/2022	486817	Check	CESO HR, LLC	930763	2 AP8845	4,840.00
12/06/2022	486818	Check	City of Burnsville	900673	2 AP8845	10,620.00
12/06/2022	486819	Check	City of Savage - Utilities	909588	2 AP8845	5,916.63
12/06/2022	486820	Check	Comcast	923547	2 AP8845	9.95
12/06/2022	486821	Check	Commercial Kitchen Services	927640	2 AP8845	413.24

AP Check Register

AP Run: 20221206 AP — Post Date: 2022-12-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2022	486822	Check	Community Education Prior Lake-Savage Area Schools	921458-2	2 AP8845	125.00
12/06/2022	486823	Check	Cottens NAPA Main Office	929846	2 AP8845	126.90
12/06/2022	486824	Check	Dakota Outdoors LLC	922059	2 AP8845	21,162.50
12/06/2022	486825	Check	Dalco	904186-1	2 AP8845	7,375.70
12/06/2022	486826	Check	Dore, Abdiwali Hashi	929581	2 AP8845	60.00
12/06/2022	486827	Check	Edina High School	901006	2 AP8845	54.00
12/06/2022	486828	Check	Education Minnesota	928531	2 AP8845	94.00
12/06/2022	486829	Check	Ehlers	920802-1	2 AP8845	3,506.25
12/06/2022	486830	Check	Electro Watchman Inc	901078	2 AP8845	2,704.08
12/06/2022	486831	Check	Enpointe	929863	2 AP8845	10,217.00
12/06/2022	486832	Check	Fedex	901463	2 AP8845	54.57
12/06/2022	486833	Check	Fitzharris Sports	920662	2 AP8845	2,420.00
12/06/2022	486834	Check	Foundation 191	928202	2 AP8845	170.32
12/06/2022	486835	Check	FP Mailing Solutions	929857	2 AP8845	225.00
12/06/2022	486836	Check	Goswami, Alpa	929031	2 AP8845	122.50
12/06/2022	486837	Check	Headway Emotional Health Services	927811	2 AP8845	25,000.00
12/06/2022	486838	Check	Heartland Tire, Inc.	930160	2 AP8845	30.00
12/06/2022	486839	Check	High Point Networks LLC	929536	2 AP8845	9,710.00
12/06/2022	486840	Check	Incident IQ, LLC	930719	2 AP8845	5,039.25

AP Check Register

AP Run: 20221206 AP — Post Date: 2022-12-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2022	486841	Check	Industrial Arts Supply Company	901182	2 AP8845	332.00
12/06/2022	486842	Check	International Gymnastics of MN LLC	926911	2 AP8845	6,388.00
12/06/2022	486843	Check	John A Dalsin & Son Inc	905816	2 AP8845	604.54
12/06/2022	486844	Check	Kully Supply Inc	901434	2 AP8845	894.05
12/06/2022	486845	Check	Lee, Wai Yee	926282	2 AP8845	120.00
12/06/2022	486846	Check	Leonard, Patricia	930641	2 AP8845	1,300.00
12/06/2022	486847	Check	Lifetime Fitness - Bloomington South	921553-4	2 AP8845	114.00
12/06/2022	486848	Check	Link Interpret	929933	2 AP8845	11,165.58
12/06/2022	486849	Check	Minnesota Community Education Assoc (MCEA)	903814	2 AP8845	1,985.00
12/06/2022	486850	Check	Minnesota Debate Teachers Association	930250	2 AP8845	10.00
12/06/2022	486851	Check	Minnesota Valley Electric Cooperative	907448	2 AP8845	16,253.54
12/06/2022	486852	Check	MN Highway Safety & Research Center	926466	2 AP8845	124.00
12/06/2022	486853	Check	MRI Software LLC	929957	2 AP8845	164.00
12/06/2022	486854	Check	NCPERS Group Life Ins	908769	2 AP8845	32.00
12/06/2022	486855	Check	Occupational Health of MN, PC	929919	2 AP8845	860.00
12/06/2022	486856	Check	Office Systems And Design Inc	926881	2 AP8845	894.00
12/06/2022	486857	Check	Painters Gear Inc	920591	2 AP8845	335.35
12/06/2022	486858	Check	PBBS Equipment Corporation	930000	2 AP8845	2,511.74
12/06/2022	486859	Check	Per Mar Security Services	930354	2 AP8845	792.52

AP Check Register

AP Run: 20221206 AP — Post Date: 2022-12-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2022	486860	Check	Procure Therapy	930780	2 AP8845	6,755.00
12/06/2022	486861	Check	Pump And Meter Service Inc	903101	2 AP8845	12,934.67
12/06/2022	486862	Check	RAK Construction Inc	929749	2 AP8845	4,476.72
12/06/2022	486863	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	208.78
12/06/2022	486864	Check	Rent N Save Portable Services	925729	2 AP8845	796.25
12/06/2022	486865	Check	Richert, Andrea	930496	2 AP8845	2,832.50
12/06/2022	486866	Check	Rifton Equipment	909053	2 AP8845	5,360.25
12/06/2022	486867	Check	Safeway Driving School	926796	2 AP8845	7,350.00
12/06/2022	486868	Check	School Services Employees Local 284	907382	2 AP8845	2,950.55
12/06/2022	486869	Check	Second Harvest Heartland	928183	2 AP8845	2,080.98
12/06/2022	486870	Check	Stamm, Amanda	930020	2 AP8845	122.50
12/06/2022	486871	Check	Taylor, Cole	930427	2 AP8845	300.00
12/06/2022	486872	Check	The Food Group	928651	2 AP8845	1,824.63
12/06/2022	486873	Check	The Trophy House Inc	903986	2 AP8845	178.00
12/06/2022	486874	Check	The University of Colorado Denver School of Ed & Human Dev	929286-2	2 AP8845	2,500.00
12/06/2022	486875	Check	T-Mobile	929345	2 AP8845	9,596.28
12/06/2022	486876	Check	Tools for Schools Inc	930373	2 AP8845	756.00
12/06/2022	486877	Check	Tresona Multimedia LLC	929285	2 AP8845	420.00
12/06/2022	486878	Check	Twin City Outdoor Services Inc	929177	2 AP8845	11,225.00

AP Check Register

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AP Run: 20221206 AP — Post Date: 2022-12-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2022	486879	Check	University Of Minnesota	908798-10	2 AP8845	750.00
12/06/2022	486880	Check	US Postmaster USPS	904153-1	2 AP8845	275.00
12/06/2022	486881	Check	Viking Electric Supply Inc	904243	2 AP8845	502.48
12/06/2022	486882	Check	Wiese USA, Inc.	930549	2 AP8845	1,084.83
12/06/2022	486883	Check	Wisconsin Center for Education Products and Services, Inc.	930343	2 AP8845	874.00
Total:						\$307,058.89

20221206 AP Summary

Type	Count	Amount
Regular	81	307,058.89
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	81	\$307,058.89

AP Check Register

AP Run: 20221212 AP — Post Date: 2022-12-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/12/2022	486884	Check	A.J. Moore Electric Inc	928491	2 AP8845	3,285.22
12/12/2022	486885	Check	Anderson, Vicki	501025	2 AP8845	685.53
12/12/2022	486886	Check	Armstrong, Maureen	900778	2 AP8845	450.00
12/12/2022	486887	Check	Arvig	928649	2 AP8845	2,956.95
12/12/2022	486888	Check	Balzer, Andrew	930784	2 AP8845	92.00
12/12/2022	486889	Check	Bix Produce Company	900477	2 AP8845	21,841.27
12/12/2022	486890	Check	Butcher, Thomas, Jr	930783	2 AP8845	300.00
12/12/2022	486891	Check	Carter, Chrystal	501027	2 AP8845	124.65
12/12/2022	486892	Check	Centurylink	902781	2 AP8845	266.02
12/12/2022	486893	Check	Cintas Corp	903681	2 AP8845	1,073.99
12/12/2022	486894	Check	City of Burnsville - Utilities	904226	2 AP8845	15,458.51
12/12/2022	486895	Check	City of Eagan - Utilities	901002	2 AP8845	4,309.66
12/12/2022	486896	Check	Dakota Printing Inc	926840	2 AP8845	910.00
12/12/2022	486897	Check	Dalco	904186-1	2 AP8845	5,330.90
12/12/2022	486898	Check	Diaz, Kari or Ryan	501023	2 AP8845	5.00
12/12/2022	486899	Check	Evers, Jay	501028	2 AP8845	27.75
12/12/2022	486900	Check	Hakala, Brandy	501030	2 AP8845	153.10
12/12/2022	486901	Check	Harper, Danielle	930785	2 AP8845	595.00
12/12/2022	486902	Check	Ind School Dist 318	901820-1	2 AP8845	125.00
12/12/2022	486903	Check	Interstate All Battery Center	928877	2 AP8845	402.38

AP Check Register

AP Run: 20221212 AP — Post Date: 2022-12-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/12/2022	486904	Check	Jaso, Nicole	501031	2 AP8845	18.50
12/12/2022	486905	Check	Kennedy and Graven Chartered	908356	2 AP8845	12,028.38
12/12/2022	486906	Check	Kidsdance	930658	2 AP8845	300.00
12/12/2022	486907	Check	Klein, Anthony	930782	2 AP8845	300.00
12/12/2022	486908	Check	Leonard, Patricia	930641	2 AP8845	1,575.00
12/12/2022	486909	Check	Midwest Playscapes Inc	922012	2 AP8845	10,000.00
12/12/2022	486910	Check	Minitex	909509	2 AP8845	1,766.00
12/12/2022	486911	Check	MN Dept of Health - Environmental Health Services Section	908543-9	2 AP8845	9,465.00
12/12/2022	486912	Check	Neally, Ariel	501029	2 AP8845	6.80
12/12/2022	486913	Check	Northern Star Council/BSA	921021-1	2 AP8845	640.00
12/12/2022	486914	Check	Perez, Melissa M	924879	2 AP8845	1,957.50
12/12/2022	486915	Check	Pioneer SecureShred	930098	2 AP8845	400.00
12/12/2022	486916	Check	Procure Therapy	930780	2 AP8845	1,365.00
12/12/2022	486917	Check	Ramacher, Thuy	921343	2 AP8845	60.00
12/12/2022	486918	Check	Richert, Andrea	930496	2 AP8845	3,822.50
12/12/2022	486919	Check	Rifton Equipment	909053	2 AP8845	281.25
12/12/2022	486920	Check	Roseville Area High School	930009	2 AP8845	100.00
12/12/2022	486921	Check	Smith Grant, Gia	930786	2 AP8845	200.00
12/12/2022	486922	Check	Southwest Metro Intermediate 288	928611	2 AP8845	2,156.40

AP Check Register

AP Run: 20221212 AP — Post Date: 2022-12-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/12/2022	486923	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	9,285.41
12/12/2022	486924	Check	Stephens, Lu Ann	501024	2 AP8845	39.00
12/12/2022	486925	Check	Teachers On Call	929847	2 AP8845	93,868.64
12/12/2022	486926	Check	Teambuildr LLC	929542	2 AP8845	500.00
12/12/2022	486927	Check	The Hartford	924486	2 AP8845	50,357.97
12/12/2022	486928	Check	The Sanneh Foundation	930655	2 AP8845	5,000.00
12/12/2022	486929	Check	T-Mobile	929345	2 AP8845	1,984.28
12/12/2022	486930	Check	Upper Lakes Foods Inc	929826	2 AP8845	81,199.32
12/12/2022	486931	Check	Xcel Energy	902776	2 AP8845	16,511.13
12/12/2022	486932	Check	Yim, Sothea	501026	2 AP8845	285.20
Total:						\$363,866.21

20221212 AP Summary

Type	Count	Amount
Regular	49	363,866.21
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	49	\$363,866.21

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	486933	Check	A.J. Moore Electric Inc	928491	2 AP8845	1,458.88
12/21/2022	486934	Check	Academic Therapy Publications	900027	2 AP8845	1,767.80
12/21/2022	486935	Check	Acer Service Corporation - Attn: Finance Dept.	929434	2 AP8845	7,622.25
12/21/2022	486936	Check	Advanced Imaging Solutions	928551-1	2 AP8845	5,549.00
12/21/2022	486937	Check	Ahmed, Hesham	930002	2 AP8845	120.00
12/21/2022	486938	Check	Alpha Video & Audio Inc	900216	2 AP8845	2,500.00
12/21/2022	486939	Check	American Library Association	925794	2 AP8845	217.00
12/21/2022	486940	Check	Amplify Education, Inc.	930320	2 AP8845	23,806.44
12/21/2022	486941	Check	Anchor Solar Investments LLC	929704	2 AP8845	1,984.57
12/21/2022	486942	Check	Anderson, Jesse	922218	2 AP8845	346.00
12/21/2022	486943	Check	Aspen Equipment Co	905941	2 AP8845	5,343.55
12/21/2022	486944	Check	Association Of Clerical Employees	904895	2 AP8845	360.00
12/21/2022	486945	Check	AST Sports, Inc.	930321	2 AP8845	381.75
12/21/2022	486946	Check	Autism Society Of Mn (ausm)	907257	2 AP8845	55.00
12/21/2022	486947	Check	Bahl, Michaela	930183	2 AP8845	95.00
12/21/2022	486948	Check	Barbeln, Brian	929728	2 AP8845	64.00
12/21/2022	486949	Check	Berg, Lucas	930797	2 AP8845	64.00
12/21/2022	486950	Check	Bimbo Bakeries USA	902333-1	2 AP8845	7,779.20
12/21/2022	486951	Check	Bix Produce Company	900477	2 AP8845	8,270.62

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	486952	Check	Boche, John	901944	2 AP8845	173.00
12/21/2022	486953	Check	Britt, Kevin	927066	2 AP8845	82.00
12/21/2022	486954	Check	Bushey, Stacey	501032	2 AP8845	205.65
12/21/2022	486955	Check	California Department of Child Support Services	930653	2 AP8845	132.50
12/21/2022	486956	Check	Caponi Art Park	902211	2 AP8845	265.00
12/21/2022	486957	Check	Captivate Media + Consulting	929000	2 AP8845	2,754.00
12/21/2022	486958	Check	Cengage Learning	903622-1	2 AP8845	2,287.50
12/21/2022	486959	Check	Centerpoint Energy	902519	2 AP8845	66,597.09
12/21/2022	486960	Check	CESO Communications LLC	930130	2 AP8845	4,129.80
12/21/2022	486961	Check	CESO HR, LLC	930763	2 AP8845	2,500.00
12/21/2022	486962	Check	CESO Transportation LLC	930220	2 AP8845	15,921.24
12/21/2022	486963	Check	Children's Theatre Company	908621-1	2 AP8845	357.00
12/21/2022	486964	Check	Christensen, Mary	930167	2 AP8845	129.00
12/21/2022	486965	Check	Comcast	926565-1	2 AP8845	5,455.19
12/21/2022	486966	Check	Consolidated Communications	906231	2 AP8845	3,919.83
12/21/2022	486967	Check	Constantine Dance Classes, Inc.	930792	2 AP8845	910.00
12/21/2022	486968	Check	Crown Rental Inc	900647	2 AP8845	28.00
12/21/2022	486969	Check	CST MN - BIN# 170065	929862	2 AP8845	112,428.55
12/21/2022	486970	Check	Cub Foods	900645	2 AP8845	301.02

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	486971	Check	Customize It	930155	2 AP8845	832.00
12/21/2022	486972	Check	Dakota County Financial Services	907393-3	2 AP8845	311.91
12/21/2022	486973	Check	Dakota Electric Association	900809	2 AP8845	65,975.83
12/21/2022	486974	Check	Dalco	904186-1	2 AP8845	3,647.36
12/21/2022	486975	Check	Dialog One LLC	927732	2 AP8845	4,797.50
12/21/2022	486976	Check	DS Erickson & Associates PLLC	927334	2 AP8845	387.52
12/21/2022	486977	Check	Dueber, Charles	930796	2 AP8845	173.00
12/21/2022	486978	Check	Durand Manufacturing Inc	924933	2 AP8845	385.00
12/21/2022	486979	Check	Earl F Andersen	901064-2	2 AP8845	145.30
12/21/2022	486980	Check	Edina High School	901006	2 AP8845	308.00
12/21/2022	486981	Check	Education Minnesota	928531	2 AP8845	94.00
12/21/2022	486982	Check	Educators Benefit Consultants LLC	926262-1	2 AP8845	740.03
12/21/2022	486983	Check	Ehlers	920802-1	2 AP8845	8,696.25
12/21/2022	486984	Check	Electro Watchman Inc	901078	2 AP8845	329.00
12/21/2022	486985	Check	Enpointe	929863	2 AP8845	1,101.04
12/21/2022	486986	Check	Erickson, Richard J	903439	2 AP8845	82.00
12/21/2022	486987	Check	Fairfield Glass & Window Inc	926949	2 AP8845	2,838.00
12/21/2022	486988	Check	Fastenal	923054-1	2 AP8845	55.84
12/21/2022	486989	Check	Fedex	901463	2 AP8845	366.50
12/21/2022	486990	Check	Flaminio, Kathryn	924387	2 AP8845	1,945.00

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	486991	Check	Foundation 191	928202	2 AP8845	170.32
12/21/2022	486992	Check	Garfield, Barrett	930795	2 AP8845	156.00
12/21/2022	486993	Check	Global Communications Wiring & Services LLC	927736	2 AP8845	3,948.35
12/21/2022	486994	Check	GreatAmerica Financial Services	929729	2 AP8845	395.00
12/21/2022	486995	Check	Gregory, Loris Sofia	927443	2 AP8845	90.00
12/21/2022	486996	Check	Grizzly Industrial Inc	922352	2 AP8845	978.00
12/21/2022	486997	Check	H&B Specialized Products Inc	901641	2 AP8845	5,021.00
12/21/2022	486998	Check	Hanushchak, Oksana	930258	2 AP8845	80.00
12/21/2022	486999	Check	Hastings Bus Company	907139	2 AP8845	3,185.03
12/21/2022	487000	Check	Heacox Hartman Koshmrl Cosgriff Johnson Lane Feenstra	929684-1	2 AP8845	215.75
12/21/2022	487001	Check	Hetzel, Travis	930794	2 AP8845	95.00
12/21/2022	487002	Check	High Point Networks LLC	929536	2 AP8845	4,140.50
12/21/2022	487003	Check	Horwath, Karl	930387	2 AP8845	101.00
12/21/2022	487004	Check	Hyvee	929410	2 AP8845	764.58
12/21/2022	487005	Check	Ideal Services Inc	927693	2 AP8845	2,762.00
12/21/2022	487006	Check	Imagine Design & Creative Consulting Inc	928876	2 AP8845	12,700.00
12/21/2022	487007	Check	Imagine Learning LLC	930781	2 AP8845	120,000.00
12/21/2022	487008	Check	Innovational Water Solutions, Inc.	930169	2 AP8845	20,133.00
12/21/2022	487009	Check	Intermediate School Dist 917	909327	2 AP8845	4,705.80

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	487010	Check	Interstate All Battery Center	928877	2 AP8845	1,577.70
12/21/2022	487011	Check	Jackson, Azzairia	930215	2 AP8845	164.00
12/21/2022	487012	Check	Johnson, Dennis	924067	2 AP8845	56.00
12/21/2022	487013	Check	Keller, John D	929035	2 AP8845	173.00
12/21/2022	487014	Check	Kohler, Max	930793	2 AP8845	156.00
12/21/2022	487015	Check	Koy, Zenith	930721	2 AP8845	140.00
12/21/2022	487016	Check	Kraus-Anderson Ins Agency Inc	902102	2 AP8845	13,560.50
12/21/2022	487017	Check	Lastpass US LP	930790	2 AP8845	1,080.00
12/21/2022	487018	Check	Macario Corporation	930770	2 AP8845	1,175.00
12/21/2022	487019	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	117.69
12/21/2022	487020	Check	Mayer Arts Inc	925512	2 AP8845	3,150.00
12/21/2022	487021	Check	Minnesota Energy Resources	903029	2 AP8845	18,747.98
12/21/2022	487022	Check	Minnesota School Boards Association - MSBA	902540	2 AP8845	75.85
12/21/2022	487023	Check	Minnetonka Cheerleading Booster Club	903936-1	2 AP8845	280.00
12/21/2022	487024	Check	MN Assoc of Alternative Programs (MAAP)	903333	2 AP8845	1,660.00
12/21/2022	487025	Check	MN Dept of Labor and Industry	907914-2	2 AP8845	480.00
12/21/2022	487026	Check	MN Landmarks Inc	924072	2 AP8845	5,500.00
12/21/2022	487027	Check	Mn Landscape Arboretum	903870	2 AP8845	448.00
12/21/2022	487028	Check	Moore, Parker	930368	2 AP8845	173.00

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	487029	Check	MRI Software LLC	929957	2 AP8845	382.00
12/21/2022	487030	Check	Mrozinski, Clinton	929980	2 AP8845	173.00
12/21/2022	487031	Check	Multilingual Word Inc	922324	2 AP8845	6,192.50
12/21/2022	487032	Check	Nelson, Kristi Kay	930378	2 AP8845	150.00
12/21/2022	487033	Check	Northern Star Council/BSA	921021-1	2 AP8845	420.00
12/21/2022	487034	Check	Novak, Janice S	902467	2 AP8845	54.00
12/21/2022	487035	Check	NSAV Solutions	931060	2 AP8845	88.95
12/21/2022	487036	Check	Nuvera	902483	2 AP8845	186.34
12/21/2022	487037	Check	Occupational Health of MN, PC	929919	2 AP8845	172.00
12/21/2022	487038	Check	O'Connor, Joseph	929965	2 AP8845	162.00
12/21/2022	487039	Check	Office Systems And Design Inc	926881	2 AP8845	619.00
12/21/2022	487040	Check	Olympic Communications Inc	927700	2 AP8845	5,433.75
12/21/2022	487041	Check	Orkin Commercial Services	926086	2 AP8845	1,243.00
12/21/2022	487042	Check	Owatonna Wrestling Association	909636	2 AP8845	120.00
12/21/2022	487043	Check	Per Mar Security Services	930354	2 AP8845	1,670.84
12/21/2022	487044	Check	Perez, Melissa M	924879	2 AP8845	1,200.00
12/21/2022	487045	Check	Procure Therapy	930780	2 AP8845	2,537.50
12/21/2022	487046	Check	Pust, Lindsey	930789	2 AP8845	400.00
12/21/2022	487047	Check	QiVitality LLC	929413	2 AP8845	352.80
12/21/2022	487048	Check	RAK Construction Inc	929749	2 AP8845	14,494.45

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	487049	Check	Ramacher, Thuy	921343	2 AP8845	60.00
12/21/2022	487050	Check	Ray, Chelsea	929044	2 AP8845	251.00
12/21/2022	487051	Check	Reading & Math Inc	928293	2 AP8845	18,000.00
12/21/2022	487052	Check	Research for Better Teaching, Inc.	930791	2 AP8845	2,612.45
12/21/2022	487053	Check	Rodriguez Embroidery	930774	2 AP8845	2,416.82
12/21/2022	487054	Check	Rutt, John	928994	2 AP8845	182.00
12/21/2022	487055	Check	Ryan Mechanical Inc	923241	2 AP8845	24,665.40
12/21/2022	487056	Check	Sachs, Frank	930154	2 AP8845	479.00
12/21/2022	487057	Check	Schiller, Thomas	922306	2 AP8845	82.00
12/21/2022	487058	Check	Schmitt & Sons - Contract	909331-2	2 AP8845	745,741.39
12/21/2022	487059	Check	Schmitt & Sons Inc	909331	2 AP8845	17,767.42
12/21/2022	487060	Check	School Services Employees Local 284	907382	2 AP8845	2,950.55
12/21/2022	487061	Check	SFM	923848	2 AP8845	14,769.11
12/21/2022	487062	Check	Sherwin-Williams	903745-2	2 AP8845	56.50
12/21/2022	487063	Check	SNA Depository	926552	2 AP8845	61.50
12/21/2022	487064	Check	Special School District No 1	908893	2 AP8845	7,878.04
12/21/2022	487065	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	5,140.18
12/21/2022	487066	Check	Struzyk, Todd	931046	2 AP8845	168.00
12/21/2022	487067	Check	Sundberg, Noah	930365	2 AP8845	173.00
12/21/2022	487068	Check	Teachers On Call	929847	2 AP8845	33,280.89

AP Check Register

AP Run: 20221221 AP — Post Date: 2022-12-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/21/2022	487069	Check	The Food Group	928651	2 AP8845	4,456.00
12/21/2022	487070	Check	United Rentals (North America) Inc	908379	2 AP8845	875.16
12/21/2022	487071	Check	Upper Lakes Foods Inc	929826	2 AP8845	24,952.90
12/21/2022	487072	Check	Vanderveren, Bradley	926210	2 AP8845	162.00
12/21/2022	487073	Check	Waudby, Jeremy	926130	2 AP8845	173.00
12/21/2022	487074	Check	Williams, Elizabeth	018729	2 AP8845	57.75
12/21/2022	487075	Check	Zabel, Russ	926509	2 AP8845	82.00
Total:						\$1,551,474.75

20221221 AP Summary

Type	Count	Amount
Regular	143	1,551,474.75
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	143	\$1,551,474.75

AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	1,081,497.34
02 - FOOD SERVICE	173,783.15
03 - TRANSPORTATION	877,276.21
04 - COMMUNITY SERVICE	79,622.16
16 - FACILITIES RENTAL	76.37
22 - ISF - HEALTH SELECT 105	1,175.00
50 - STUDENT ACTIVITY FUND	8,969.62
	\$2,222,399.85

AP Check Register

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AP Run: 20221202 CB — Post Date: 2022-12-02 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/02/2022	6000000910		Automated Logic Contracting Services	925449	2 Virtua	3,140.00
12/02/2022	6000000911		Barnes & Noble Inc	900386	2 Virtua	988.38
12/02/2022	6000000912		Cornerstone Copy Center	900502	2 Virtua	7,465.81
12/02/2022	6000000913		ECM Publishers Inc	909272	2 Virtua	564.30
12/02/2022	6000000914		Flinn Scientific Inc	901231-1	2 Virtua	358.05
12/02/2022	6000000915		Grainger	904387-1	2 Virtua	3,367.39
12/02/2022	6000000916		Horizon Commercial Pool Supply	904818	2 Virtua	1,468.97
12/02/2022	6000000917		Houghton Mifflin Harcourt Publishing Co	928887	2 Virtua	10,107.42
12/02/2022	6000000918		Junior Library Guild	927818	2 Virtua	1,028.08
12/02/2022	6000000919		Learning A-Z	927439	2 Virtua	21,992.50
12/02/2022	6000000920		Mackin Educational Resources	902196	2 Virtua	7,372.71
12/02/2022	6000000921		Northern Air Corporation (NAC)	920320	2 Virtua	983.00
12/02/2022	6000000922		ODP Business Solutions LLC	902489	2 Virtua	80.94
12/02/2022	6000000923		QBS LLC	930033	2 Virtua	1,663.00
12/02/2022	6000000924		Schmitt Music	903532	2 Virtua	1,359.16
12/02/2022	6000000925		Scholastic Inc	903196-6	2 Virtua	90.75
12/02/2022	6000000926		School Specialty LLC	925097	2 Virtua	370.64
12/02/2022	6000000927		State Supply Co Inc	903689	2 Virtua	575.74
12/02/2022	6000000928		The Language Banc	924523	2 Virtua	180.00

AP Check Register

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AP Run: 20221202 CB — Post Date: 2022-12-02 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/02/2022	6000000929		Trio Supply	903802	2 Virtua	6,986.31
12/02/2022	6000000930		Universal Athletic LLC	928417	2 Virtua	3,690.00
Total:						\$73,833.15

20221202 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	21	73,833.15
Total:	21	\$73,833.15

AP Check Register

AP Run: 20221216 CB — Post Date: 2022-12-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/16/2022	6000000931		American Time & Signal Co	903503	2 Virtua	1,019.70
12/16/2022	6000000932		Aqua Engineering Inc	900106	2 Virtua	5,295.20
12/16/2022	6000000933		Aramark Refreshment Services	900428	2 Virtua	32.12
12/16/2022	6000000934		Bio Corporation	921117	2 Virtua	1,672.41
12/16/2022	6000000935		BrainPOP LLC	927006-1	2 Virtua	6,428.75
12/16/2022	6000000936		Center For The Collaborative Classroom	924466-1	2 Virtua	1,814.40
12/16/2022	6000000937		Cole Papers Inc	927279-1	2 Virtua	1,140.75
12/16/2022	6000000938		Continental Clay Company	903866	2 Virtua	1,486.80
12/16/2022	6000000939		Dicks Sanitation Service Inc	900641	2 Virtua	10,998.45
12/16/2022	6000000940		Grainger	904387-1	2 Virtua	2,633.21
12/16/2022	6000000941		Johnson Controls Fire Protection LP	903587	2 Virtua	15,481.92
12/16/2022	6000000942		Kelleher Helmrich and Associates Inc	908955	2 Virtua	1,047.00
12/16/2022	6000000943		Learning A-Z	927439	2 Virtua	750.00
12/16/2022	6000000944		Medco Supply Company	904333-1	2 Virtua	378.32
12/16/2022	6000000945		Northern Air Corporation (NAC)	920320	2 Virtua	1,194.00
12/16/2022	6000000946		Schmitt Music	903532	2 Virtua	374.43
12/16/2022	6000000947		Scholastic Inc	903196-15	2 Virtua	346.79
12/16/2022	6000000948		Swank Motion Pictures Inc	926978	2 Virtua	2,885.00
12/16/2022	6000000949		TriMark Marlinn LLC	925854	2 Virtua	6,262.09

AP Check Register

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AP Run: 20221216 CB — Post Date: 2022-12-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/16/2022	6000000950		Trio Supply	903802	2 Virtua	5,718.30
Total:						\$66,959.64

20221216 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	20	66,959.64
Total:	20	\$66,959.64

AP Check Register

<u>Fund</u>	<u>Total</u>
01 - GENERAL	119,888.01
02 - FOOD SERVICE	12,314.00
04 - COMMUNITY SERVICE	8,590.78
	\$140,792.79



**Agenda IV.A.5
February 27, 2023**

To: Dr. Theresa Battle, superintendent and Board of Education
From: Tyler Dehne, Director of Finance
Date: February 16, 2023
Re: Budget Analysis for the Month Ending December 31, 2022

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

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

	Year-to-Date Revenue	% of Adopted Budget	Year-to-Date Expenditures	% of Adopted Budget
All Funds	\$61,016,012	33.18%	\$73,153,630	39.41%
General Fund	\$49,365,675	35.84%	\$54,593,099	39.62%

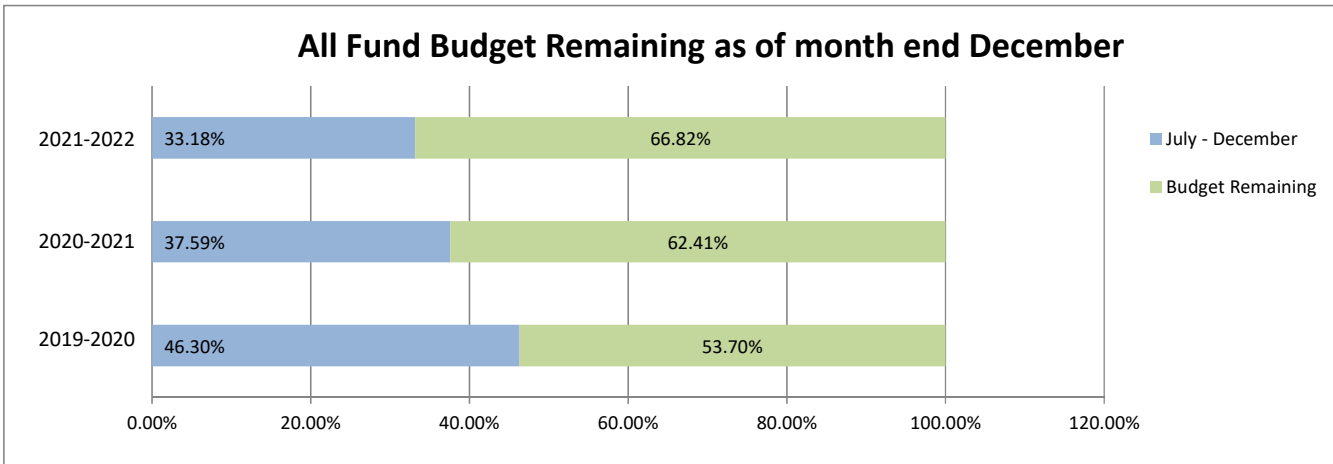
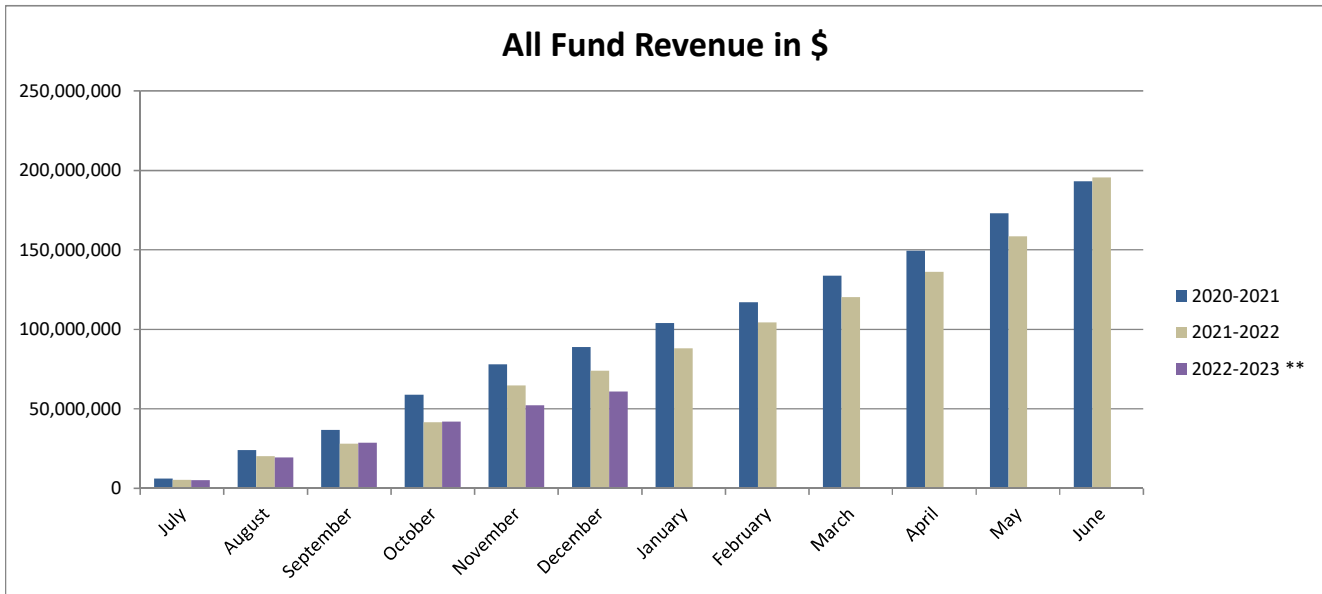
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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 date. Additional detail is available upon request.

**REVENUE COMPARISON
ALL FUNDS**

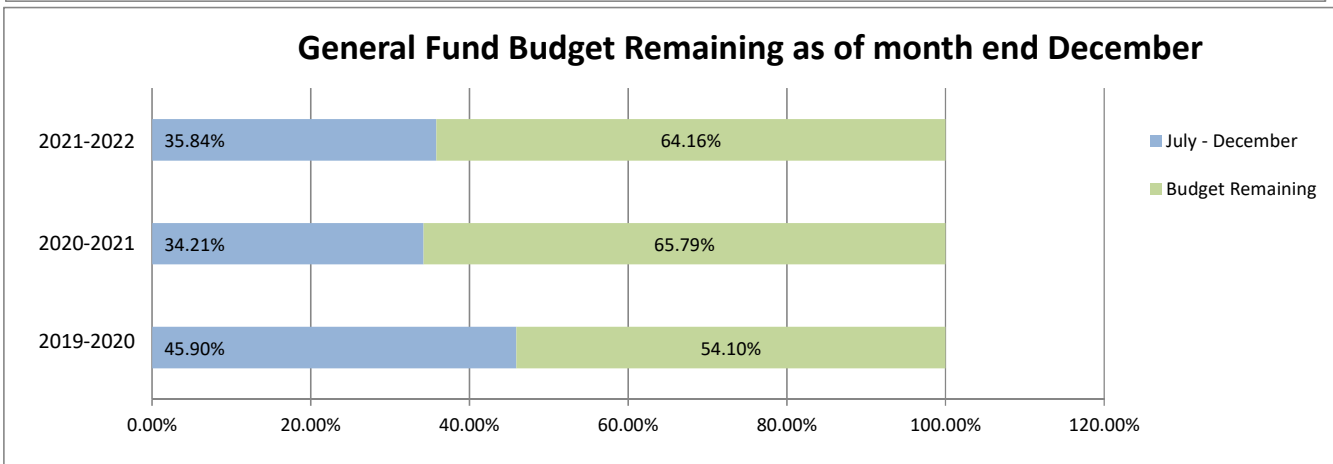
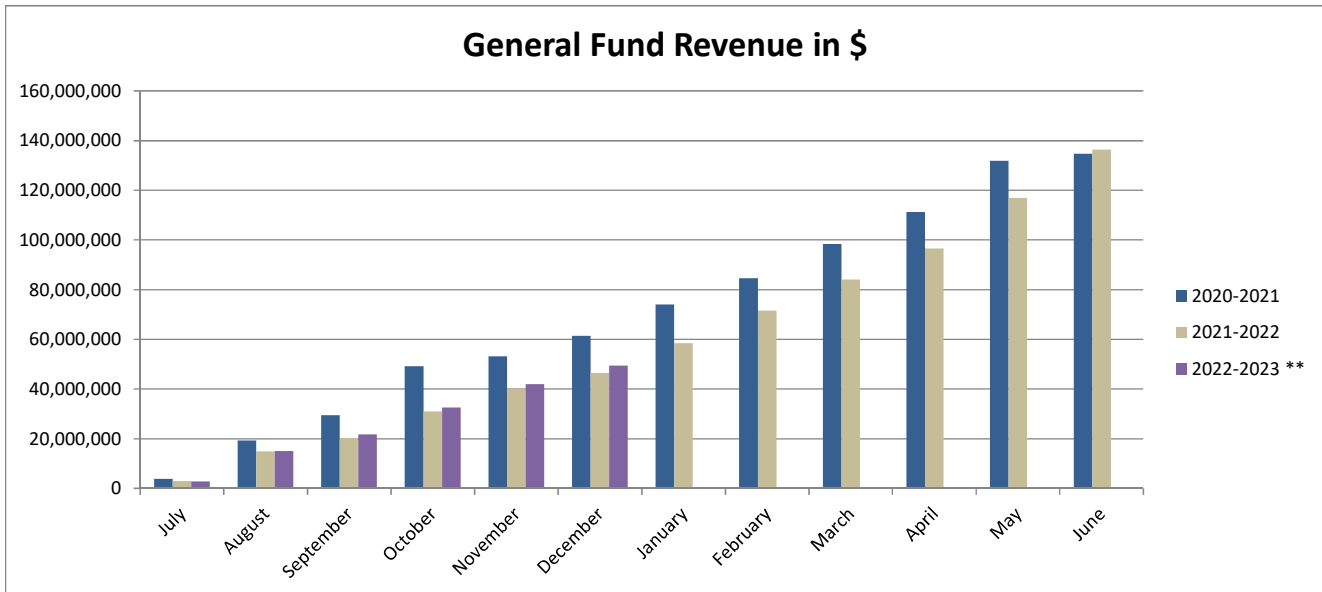
	2020-2021		2021-2022		2022-2023 **	
	\$	%	\$	%	\$	%
July	6,287,193	3.27%	5,298,428	2.69%	5,211,222	2.83%
August	24,061,844	12.52%	20,358,554	10.34%	19,546,851	10.63%
September	36,829,976	19.17%	28,136,656	14.30%	28,812,784	15.67%
October	59,014,681	30.72%	41,631,893	21.15%	42,091,259	22.89%
November	77,976,654	40.59%	64,659,908	32.86%	52,208,286	28.39%
December	88,949,514	46.30%	73,979,823	37.59%	61,016,012	33.18%
January	103,921,863	54.09%	88,036,615	44.73%	0	0.00%
February	117,144,444	60.98%	104,470,173	53.08%	0	0.00%
March	133,864,754	69.68%	120,312,724	61.13%	0	0.00%
April	149,466,884	77.80%	136,207,121	69.21%	0	0.00%
May	173,006,598	90.05%	158,547,029	80.56%	0	0.00%
June	193,223,197	100.58%	195,607,991	99.39%	0	0.00%
BUDGET	192,115,074	100.00%	196,799,175	100.00%	183,913,084	100.00%



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

**REVENUE COMPARISON
GENERAL FUND**

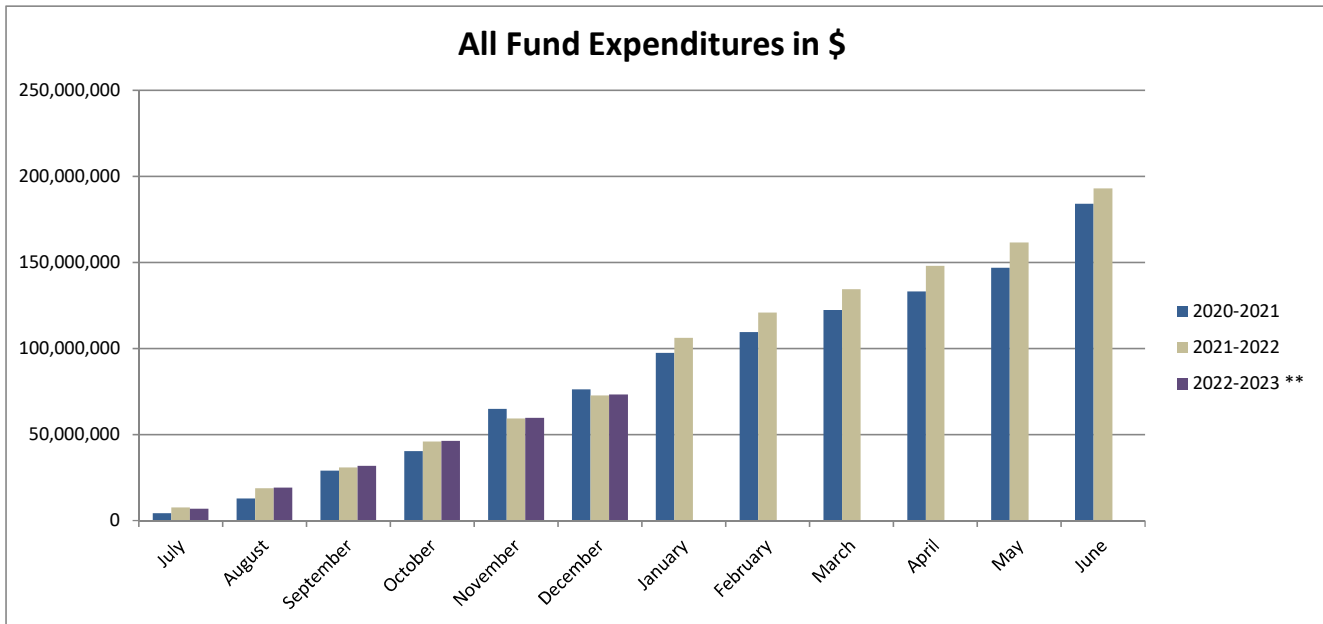
	2020-2021		2021-2022		2022-2023 **	
	\$	%	\$	%	\$	%
July	3,817,036	2.85%	2,907,172	2.14%	2,782,571	2.02%
August	19,274,187	14.41%	14,923,642	10.98%	15,069,992	10.94%
September	29,519,205	22.07%	20,264,600	14.91%	21,696,447	15.75%
October	49,179,583	36.77%	31,072,851	22.87%	32,616,003	23.68%
November	53,171,053	39.76%	40,153,389	29.55%	41,948,466	30.45%
December	61,389,953	45.90%	46,491,149	34.21%	49,365,675	35.84%
January	73,970,734	55.31%	58,485,580	43.04%	0	0.00%
February	84,622,165	63.27%	71,619,316	52.71%	0	0.00%
March	98,343,919	73.53%	84,028,770	61.84%	0	0.00%
April	111,273,854	83.20%	96,590,415	71.08%	0	0.00%
May	131,860,398	98.59%	116,854,949	86.00%	0	0.00%
June	134,646,387	100.67%	136,320,648	100.32%	0	0.00%
BUDGET	133,743,862	100.00%	135,885,717	100.00%	137,755,710	100.00%



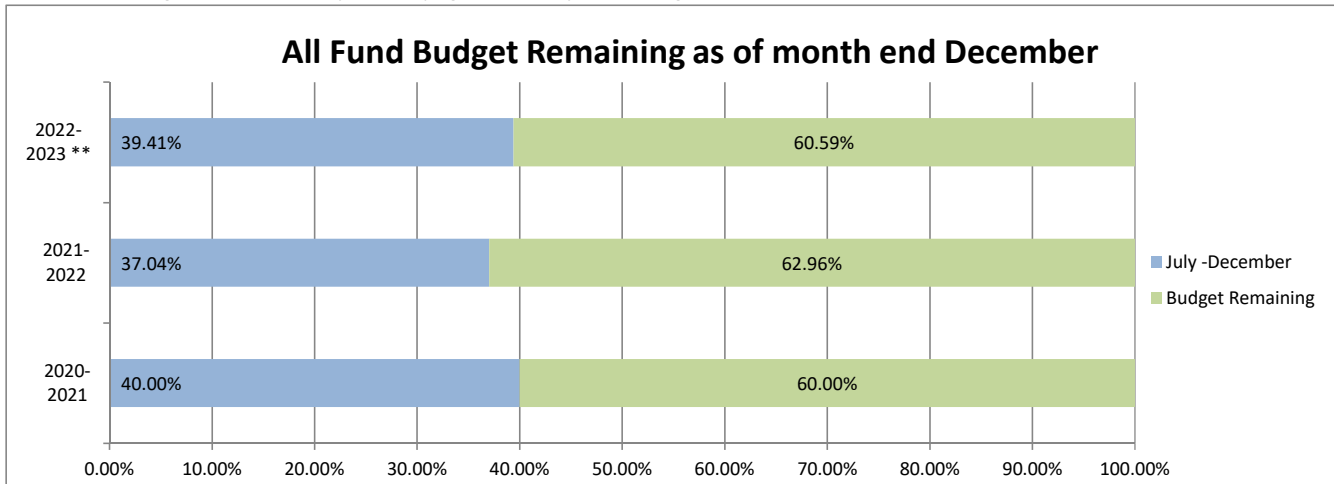
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON
ALL FUNDS**

	2020-2021		2021-2022		2022-2023 **	
	\$	%	\$	%	\$	%
July	4,136,021	2.17%	7,576,301	3.87%	6,846,145	3.69%
August	12,806,761	6.73%	18,666,589	9.53%	18,979,577	10.22%
September	28,871,496	15.17%	30,852,672	15.75%	31,646,042	17.05%
October	40,214,431	21.14%	45,790,996	23.38%	46,123,878	24.85%
November	64,868,844	34.09%	59,277,157	30.27%	59,542,776	32.08%
December	76,102,321	40.00%	72,545,028	37.04%	73,153,630	39.41%
January	97,403,339	51.19%	106,184,839	54.22%	0	0.00%
February	109,396,118	57.50%	120,813,912	61.69%	0	0.00%
March	122,331,287	64.29%	134,387,435	68.62%	0	0.00%
April	133,047,037	69.93%	147,917,512	75.53%	0	0.00%
May	146,818,004	77.16%	161,442,665	82.43%	0	0.00%
June	184,048,150	96.73%	192,966,400	98.53%	0	0.00%
BUDGET	190,265,767	100.00%	195,843,777	100.00%	185,621,470	100.00%

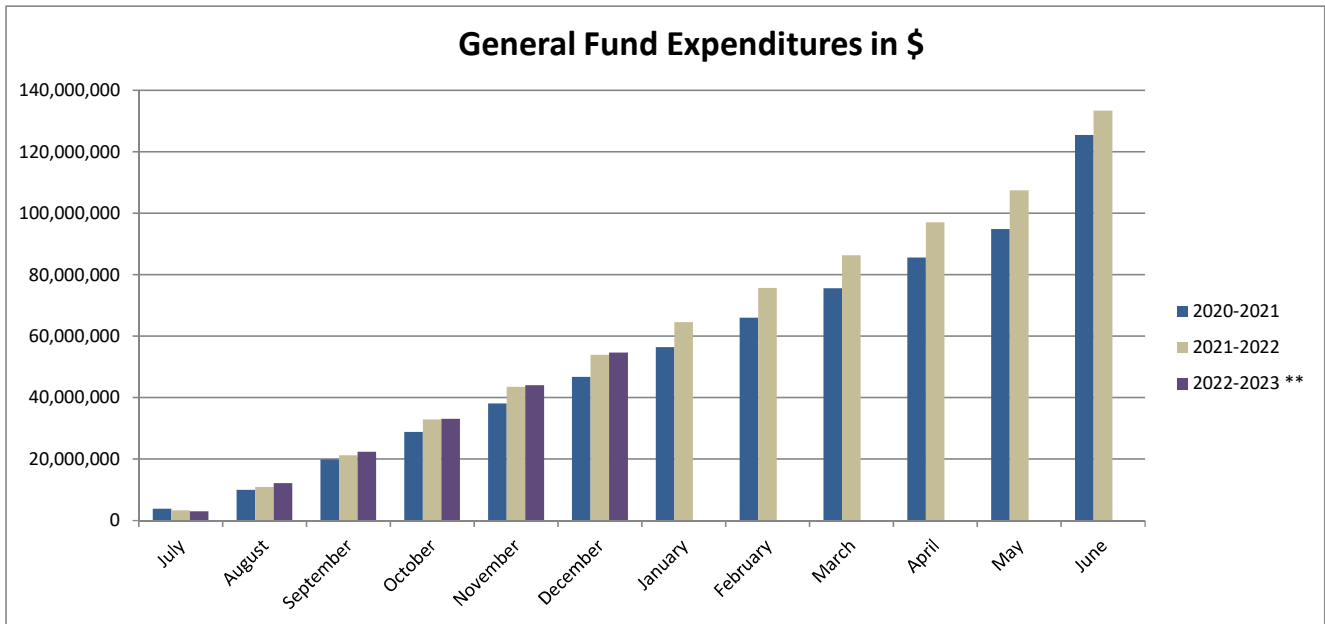


**based on timing of financial activity, monthly figures are subject to change

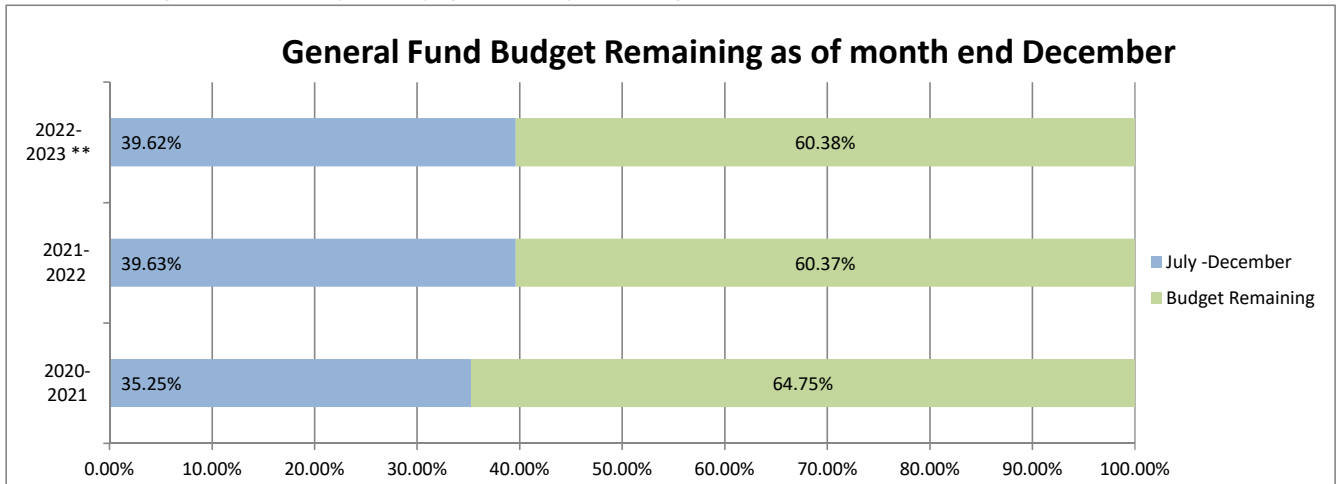


**EXPENDITURE COMPARISON
GENERAL FUND**

	2020-2021		2021-2022		2022-2023 **	
	\$	%	\$	%	\$	%
July	3,805,343	2.87%	3,258,178	2.40%	2,991,235	2.17%
August	9,950,010	7.50%	10,886,189	8.00%	12,150,968	8.82%
September	19,860,387	14.98%	21,189,447	15.58%	22,316,375	16.19%
October	28,831,518	21.75%	32,864,644	24.16%	33,077,358	24.00%
November	38,110,749	28.74%	43,449,234	31.94%	43,998,363	31.93%
December	46,736,045	35.25%	53,909,332	39.63%	54,593,099	39.62%
January	56,357,446	42.51%	64,483,325	47.40%	0	0.00%
February	65,964,586	49.75%	75,609,009	55.58%	0	0.00%
March	75,602,778	57.02%	86,292,890	63.43%	0	0.00%
April	85,552,003	64.53%	97,013,445	71.31%	0	0.00%
May	94,865,356	71.55%	107,457,075	78.99%	0	0.00%
June	125,450,536	94.62%	133,320,629	98.00%	0	0.00%
BUDGET	132,586,567	100.00%	136,035,698	100.00%	137,803,486	100.00%



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





**Agenda IV.A.6.
February 27, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: February 16, 2023

Re: Report about the Listening Session

Recommendation: Receive a report about the Listening Session on February 9, 2023.

John Doll, community member spoke about the Metcalf sale resource allocation and legislative exemption.

**Agenda IV.A.7.
February 27, 2023**

To: Board of Education

From: Rachel Gorton, director of technology, Dr. Chris Belmont, assistant superintendent, and Dr. Theresa Battle, superintendent

Date: February 16, 2023

Re: Policies 802: *Disposition of Obsolete Equipment and Material*, 801: *Equal Access to School Facilities*, 404: *Employment Background Checks*, 702: *Accounting*, 703: *Annual Audit*, 706: *Acceptance of Gifts*, 707: *Transportation of Public-School Students*, 710: *Extracurricular Transportation*, 712: *Video Surveillance Other Than on Buses*, and 720: *Vending Machines*

Recommendation: Approve, on a second reading basis, non-substantive changes to Policies 802: *Disposition of Obsolete Equipment and Material*, 801: *Equal Access to School Facilities*, 404: *Employment Background Checks*, 702: *Accounting*, 703: *Annual Audit*, 706: *Acceptance of Gifts*, 707: *Transportation of Public-School Students*, 710: *Extracurricular Transportation*, 712: *Video Surveillance Other Than on Buses*, and 720: *Vending Machines*.

The policies were reviewed by the Policy Review Committee on January 24, 2023. The first reading was approved by the Board on February 9.

Summary of changes:

- Policy 802 – MSBA updated references
- Policy 801 – MSBA updated references
- Policy 404 - MSBA aligns with the updated state form
- Policy 702 - MS BA updates references
- Policy 703 – MSBA updates references and commissioner title
- Policy 706 – MSBA updated references
- Policy 707 – MSBA updates reference, adds physician assistant and deletes "handicapped"
- Policy 710 – MSBA updated references
- Policy 712 – MSBA updated references
- Policy 720 - MSBA updated reference

Adopted: 4/1991
 Reviewed: 2/9/2023
 Revised: 2/27/2023
 Rescinds: DN

Burnsville-Eagan-Savage School District Policy 802

802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent or designee to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

- A. “Contract” means an agreement entered into by the school district for the sale of supplies, materials, or equipment.
- B. “Official newspaper” is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent or designee shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

B. Contracts Over \$175,000

1. If the value of the equipment or materials is estimated to exceed \$175,000, sealed bids shall be solicited by two weeks’ published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.
2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.

3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.
5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to \$175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

1. A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including tablet devices, by conveying the property and title to:
 - a. another school district;
 - b. the state department of corrections;

- c. the board of trustees of Minnesota State Colleges and Universities;
or
 - d. the family of a student residing in the district whose total family income meets the federal definition of poverty.
 - e. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.
2. If surplus school computers are not disposed of as described in Paragraph 1., upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

Legal References: Minn. Stat. § 13.591 (Business Data)
Minn. Stat. § 15.054 (Sale or Purchase of State Property; Penalty)
Minn. Stat. § 123B.29 (Sale of School Building at Auction)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)
Minn. Stat. § 645.11 (Published Notice)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin "F" (School District Contract and Bidding Procedures)
Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)

Adopted: 3/10/2016
Reviewed: 2.9/2023
Revised: 2/27/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 801

801 EQUAL ACCESS TO SCHOOL FACILITIES

I. PURPOSE

The purpose of this policy is to implement the Equal Access Act by granting equal access to secondary school facilities for students who wish to conduct a meeting for religious, political, or philosophical purposes during noninstructional time.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is not to deny equal access or a fair opportunity to, or to discriminate against, any students who wish to conduct a meeting, on the basis of the religious, political, philosophical, or other content of the speech at such meetings.
- B. The school board has created a limited open forum for students enrolled in secondary schools during which noncurriculum-related student groups shall have equal access and a fair opportunity to conduct meetings during noninstructional time.
- C. Student use of facilities under this policy does not imply school district sponsorship, approval, or advocacy of the content of the expression at such meetings.
- D. The school district retains its authority to maintain order and discipline on school premises, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.
- E. In adopting and implementing this equal access policy, the school district will NOT:
 - 1. influence the form or content of any prayer or other religious activity;
 - 2. require any person to participate in prayer or other religious activity;
 - 3. expend public funds beyond the incidental cost of providing the space for student-initiated meetings;
 - 4. compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agent or employee;

5. sanction meetings that are otherwise unlawful;
6. limit the rights of groups of students based on the size of the group;
7. abridge the constitutional rights of any person.

III. DEFINITIONS

- A. “Limited open forum” means that the school grants an offering to or opportunity for one or more noncurriculum related student groups to meet on school premises during noninstructional time.
- B. “Secondary school” means any school with enrollment of pupils ordinarily in grades 6 through 12 or any portion thereof.
- C. “Sponsorship” includes the act of promoting, leading, or participating in a meeting. The assignment of a school employee for custodial, observation, or maintenance of order and discipline purposes does not constitute sponsorship of the meeting.
- D. “Meeting” includes activities of student groups which are permitted under a limited open forum and are not directly related to the school curriculum. Distribution of literature does not constitute a meeting protected by the Equal Access Act.
- E. “Noninstructional time” means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends, including such other periods that occur during the school day when no classroom instruction takes place.

IV. FAIR OPPORTUNITY CRITERIA

Schools in this school district shall uniformly provide that:

- A. A meeting held pursuant to this policy is voluntary and student-initiated;
- B. There is no sponsorship of the meeting by the school or its agents or employees;
- C. Employees or agents of the school are present at religious meetings only in a nonparticipatory capacity;
- D. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
- E. Nonschool persons may not direct, control, or regularly attend activities of student groups.

V. PROCEDURES

- A. Any student who wishes to initiate a meeting under this policy shall apply to the principal of the building at least 48 hours in advance of the time of the activity or meeting. The student must agree to the following:
1. All activities or meetings must comply with existing policies, regulations, and procedures that govern operation of school-sponsored activities.
 2. The activities or meetings are voluntary and student-initiated. The principal may require assurances of this fact.
- B. Student groups meeting under this policy must comply with the following rules:
1. Those attending must not engage in any activity that is illegal, dangerous, or which materially and substantially interferes with the orderly conduct of the educational activities of the school. Such activities shall be grounds for discipline of an individual student and grounds for a particular group to be denied access.
 2. The groups may not use the school name, school mascot name, school emblems, the school district name, or any name that might imply school or district sponsorship or affiliation in any activity, including fundraising and community involvement.
 3. The groups must comply with school policies, regulations and procedures governing school-sponsored activities.
- C. Students applying for use of school facilities under this policy must provide the following information to the principal: time and date of meeting, estimated number of students in attendance, and special equipment needs.
- D. The building principal has responsibility to:
1. Keep a log of application information.
 2. Find and assign a suitable room for the meeting or activity. The number of students in attendance will be limited to the safe capacity of the meeting space.
 3. Note the condition of the facilities and equipment before and after use.
 4. Assure proper supervision. Assignment of staff to be present in a supervisory capacity does not constitute school district sponsorship of the meeting or activity.
 5. Assure that the meeting or activity does not interfere with the school's regular instructional activities.

- E. The school district shall not expend public funds for the benefit of students meeting pursuant to this policy beyond the incidental cost of providing space. The school district will provide no additional or special transportation.
- F. Nonschool persons may not direct, conduct, control, or regularly attend meetings and activities held pursuant to this policy.
- G. School district employees or agents may not promote, lead, participate in, or otherwise sponsor meetings or activities held pursuant to this policy.
- H. A copy of this policy and procedures shall be made available to each student who initiates a request to use school facilities.

Legal References: 20 U.S.C. §§ 4071-74 (Equal Access Act)
 20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)
Board of Educ. of Westside Community Schools v. Mergens, 496 U.S. 226 (1990)
Good News Club v. Milford Central School, 533 U.S. 98 (2001)
Child Evangelism Fellowship of Minnesota v. Special Sch. Dist. 1, 690 F.3d 996 (8th Cir. 2012)
Child Evangelism Fellowship of Minnesota v. Elk River Area School Dist. 728, 599 F.Supp. 2d 1136 (D. Minn. 2009)

Cross References: Burnsville-Eagan-Savage School District Policy 902 (Use of School District Facilities and Equipment)

Adopted: 3/2007
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: GCDC

Burnsville-Eagan-Savage School District Policy 404

404 EMPLOYMENT BACKGROUND CHECKS

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment in the school district in order to promote the physical, social, and psychological well-being of its students. To that end, Independent School District 191 will seek a criminal history background check for applicants who receive an offer of employment with the school district and on all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other academic coaching services to the school district, regardless of whether any compensation is paid, or such other background checks as provided by this policy. The school district will also conduct criminal history background checks on all adults who provide after and during school academic assistance to students or who volunteer as chaperones for students on school-sponsored, overnight field trips. The school district may also elect to do background checks of other volunteers, independent contractors, and student employees in the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall require that applicants for school district positions who receive an offer of employment and all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other academic coaching services to the school district, regardless of whether any compensation is paid, submit to a criminal history background check. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district.
- B. The school district specifically reserves any and all rights it may have to conduct background checks regarding current employees, applicants, or service providers without the consent of such individuals.
- C. Adherence to this policy by the school district shall in no way limit the school district's right to require additional information, or to use procedures currently in place or other procedures to gain additional background information concerning employees, applicants, volunteers, service providers, independent contractors, and student employees.

III. PROCEDURES

- A. Normally an individual will not commence employment or provide services until the school district receives the results of the criminal history background check. The school district may conditionally hire an applicant or allow an individual to provide services pending completion of the background check, but shall notify the individual that the individual's employment or opportunity to provide services may be terminated based on the result of the background check. Background checks will be performed and must include a Minnesota Bureau of Criminal Apprehension (BCA) component. The agency shall conduct the background check by retrieving criminal history data as defined in Minnesota Statutes section 13.87. The school district reserves the right to also have criminal history background checks conducted by other organizations or agencies.
- B. For an individual to be eligible for employment, to provide athletic coaching services or other academic coaching services, volunteer academic assistance, or chaperone services to the school district, except for an enrolled student volunteer, the individual must sign a criminal history consent form, which provides permission for the school district to conduct a criminal history background check, and provide a money order or check payable to either the BCA or to the school district, at the election of the school district, in an amount equal to the actual cost to the BCA and the school district of conducting the criminal history background check. The cost of the criminal history background check is the responsibility of the individual, unless the school district decides to pay the costs for a volunteer, an independent contractor, or a student employee. If the individual fails to complete the background check at the time the individual receives a job offer, or permission to provide services, the individual will be considered to have voluntarily withdrawn the application for employment or request to provide services.
- C. The school district, in its discretion, may elect not to request a criminal history background check on an individual who holds an initial entrance license issued by the Minnesota Professional Educator Licensing and Standards Board or the Minnesota commissioner of education within the 12 months preceding an offer of employment or permission to provide services.
- D. The school district may use the results of a criminal background check conducted at the request of another school hiring authority if:
1. the results of the criminal background check are on file with the other school hiring authority or otherwise accessible;
 2. the other school hiring authority conducted a criminal background check within the previous 12 months;
 3. the individual executes a written consent form giving the school district access to the results of the check; and
 4. there is no reason to believe that the individual has committed an act

subsequent to the check that would disqualify the individual for employment or provision of services.

- E. For all nonstate residents who are offered employment with or the opportunity to provide athletic coaching services or other academic coaching services to the school district, the school district shall request a criminal history background check on such individuals from the superintendent of the BCA and from the government agency performing the same function in the resident state or, if no government entity performs the same function in the resident state, from the Federal Bureau of Investigation. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district. Such individuals must provide an executed criminal history consent form.
- F. When required, individuals must provide fingerprints to assist in a criminal history background check. If the fingerprints provided by the individual are unusable, the individual will be required to submit another set of prints.
- G. Copies of this policy shall be available in the school district's employment office and will be distributed to applicants for employment and individuals who are offered the opportunity to provide athletic coaching services or other academic coaching services upon request. The need to submit to a criminal history background check may be included with the basic criteria for employment or provision of services in the position posting and position advertisements.
- H. The individual will be informed of the results of the criminal background check(s) to the extent required by law.
- I. If the criminal history background check precludes employment with, or provision of services to, the school district, the individual will be so advised.
- J. The school district may apply these procedures to other volunteers, independent contractors, student employees, student teachers, and administrative interns.
- K. At the beginning of each school year or when a student enrolls, the school district will notify parents and guardians about this policy and identify those positions subject to a background check and the extent of the school district's discretion in requiring a background check. The school district may include this notice in its student handbook, a school policy guide, or other similar communication. A form notice for this purpose is included with this policy.

IV. CRIMINAL HISTORY CONSENT FORM

A form to obtain consent for a criminal history background check can be obtained from the Human Resource Department.

Legal References: Minn. Stat. § 13.04, Subd. 4 (Rights of Subjects of Data)
Minn. Stat. § 13.87, Subd. 1 (Criminal Justice Data)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. §§ 299C.60-299C.64 (Minnesota Child, Elder, and Individuals
with Disabilities Protection Background Check Act)
Minn. Stat. § 364.09(b) (Exception for School Districts)

Cross References: None

Adopted: 2/1991
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: DIA

Burnsville-Eagan-Savage School District Policy 702

702 ACCOUNTING

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minnesota Statutes section 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minnesota Statutes section 123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minnesota Statutes section 123B.10 in the manner specified therein.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn. Stat. § 123B.75 (Revenue; Reporting)

Minn. Stat. § 123B.76 (Expenditures; Reporting)

Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)

Minn. Stat. § 123B.78 (Cash Flow; School District Revenues; Borrowing for Current Operating Costs; Capital Expenditure Deficits)

Minn. Stat. § 123B.79 (Permanent Fund Transfers)

Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: Burnsville-Eagan-Savage School District Policy 703 (Annual Audit)

Adopted: 1/2005
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: DB, DIC

Burnsville-Eagan-Savage School District Policy 703

703 ANNUAL AUDIT

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

- A. The school board shall appoint independent certified public accountants to audit, examine, and report upon the books and records of the school district. The school board may enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records, and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and members of the administration shall cooperate with the auditors.
- C. The school district shall, prior to September 15 of each year, submit unaudited financial data for the preceding year to the Commissioner of Education (Commissioner) on forms prescribed by the Commissioner. The report shall also include those items required by Minnesota Statutes Section 123B.14, subdivision 7.
- D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.

- E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act and the Minnesota Legal Compliance Audit Guide issued by the Office of the State Auditor.
- F. The school board must approve the audit report by resolution or require a further or amended report.
- G. The administration shall report to the school board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.
- H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in Minnesota Statutes Chapter 6.

Legal References: Minn. Stat. Ch. 6 (State Auditor)
 Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
 Minn. Stat. § 123B.09 (Boards of Independent School Districts)
 Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
 Minn. Stat. § 123B.77, Subds. 2 and 3 (Accounting, Budgeting, and Reporting Requirement)

Cross References: Burnsville-Eagan-Savage School District Policy 702 (Accounting)

Adopted: 11/1983
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: KH

Burnsville-Eagan-Savage School District Policy 706

706 ACCEPTANCE OF GIFTS

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The school board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

V. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the school board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

Legal References: Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Boards)
Minn. Stat. § 465.03 (Gifts to Municipalities)

Cross References: Burnsville-Eagan-Savage School District Policy 511 (Fundraising)
Burnsville-Eagan-Savage School District Policy 905 (Advertising)

Adopted: 4/14/2016
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 707

707 TRANSPORTATION OF PUBLIC-SCHOOL STUDENTS

I. PURPOSE

The purpose of this policy is to provide for the transportation of students consistent with the requirements of law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide for the transportation of students in a manner which will protect their health, welfare, and safety.
- B. The school district recognizes that transportation is an essential part of the school district services to students and parents or guardians but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.

III. DEFINITIONS

- A. “Child with a disability” includes every child identified under federal and state special education law as deaf or hard of hearing, blind or visually impaired, deafblind, or having a speech or language impairment, a physical impairment, other health disability, developmental cognitive disability, an emotional or behavioral disorder, specific learning disability, autism spectrum disorder, traumatic brain injury, or severe multiple impairments, and who needs special education and related services, as determined by the rules of the Commissioner of Education (“Commissioner”). A licensed physician, an advanced practice nurse, or a licensed psychologist is qualified to make a diagnosis and determination of attention deficit disorder or attention deficit hyperactivity disorder for purposes of identifying a child with a disability. In addition, every child under age three, and at the school district’s discretion from age three to seven, who needs special instruction and services, as determined by the rules of the Commissioner, because the child has a substantial delay or has an identifiable physical or mental condition known to hinder normal development is a child with a disability. A child with a short-term or temporary physical or emotional illness or disability, as determined by the rules of the Commissioner, is not a child with a disability.
- B. “Home” is the legal residence of the child. In the discretion of the school district, “home” also may be defined as a licensed day care facility, school day care facility, a respite care facility, the residence of a relative, or the residence of a person chosen by the student’s parent or guardian as the home of a student for part or all of the day, if requested by the student’s parent or guardian, or an

afterschool program for children operated by a political subdivision of the state, if the facility, residence, or program is within the attendance area of the school the student attends. Unless otherwise specifically provided by law, a homeless student is a resident of the school district if enrolled in the school district.

- C. “Homeless student” means a student, including a migratory student, who lacks a fixed, regular, and adequate nighttime residence and includes: students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; are awaiting foster care placement; have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings, and migratory children who qualify as homeless because they are living in any of the preceding listed circumstances.
- D. “Nonpublic school” means any school, church, or religious organization, or home school wherein a resident of Minnesota may legally fulfill the compulsory instruction requirements of Minnesota Statutes section 120A.22, which is located within the state, and which meets the requirements of Title VI of the Civil Rights Act of 1964.
- E. “Nonresident student” is a student who attends school in the school district and resides in another district, defined as the “nonresident district.” In those instances when the divorced or legally separated parents or parents residing separately share joint physical custody of a student and the parents or guardians reside in different school districts, the student shall be a resident of the school district designated by the student’s parents or guardians. When parental rights have been terminated by court order, the legal residence of a student placed in a residential or foster facility for care and treatment is the district in which the student resides.
- F. “Pupil support services” are health, counseling, and guidance services provided by the public school in the same district where the nonpublic school is located.
- G. “School of origin,” for purposes of determining the residence of a homeless student, is the school that the student attended when permanently housed or the school in which the student was last enrolled.
- H. “Shared time basis” is a program where students attend public school for part of the regular school day and who otherwise fulfill the requirements of Minnesota Statutes section 120A.22 by attendance at a nonpublic school.
- I. “Student” means any student or child attending or required to attend any school as provided in Minnesota law and who is a resident or child of a resident of Minnesota.

IV. ELIGIBILITY

- A. Upon the request of a parent or guardian, the school district shall provide transportation to and from school, at the expense of the school district, for all resident secondary students who reside one and one-half (1 ½) miles or more from the school, and all resident elementary students who reside one mile or more from the school, except for those students whose transportation privileges have been revoked or have been voluntarily surrendered by the student's parent or guardian. Distances are calculated based on where a family driveway meets the street, following the center of the street, to the nearest access point to the school property.
- B. The school district may, in its discretion, also provide transportation to any student to and from school, at the expense of the school district, for any other purpose deemed appropriate by the school board.
- C. In the discretion of the school district, transportation along regular school bus routes may also be provided, where space is available, to any person where such use of a bus does not interfere with the transportation of students. The cost of providing such transportation must be paid by those individuals using these services or some third-party payor. Bus transportation also may be provided along school bus routes when space is available for participants in early childhood family education programs and school readiness programs if these services do not result in an increase in the school district's expenditures for transportation.
- D. For purposes of stabilizing enrollment and reducing mobility, the school district may, in its discretion, establish a full-service school zone and may provide transportation for students attending a school in that full-service school zone. A full-service school zone may be established for a school that is located in an area with higher than average crime or other social and economic challenges and that provides education, health or human services, or other parental support in collaboration with a city, county, state, or nonprofit agency.

V. TRANSPORTATION OF NONRESIDENT STUDENTS

- A. If requested by the parent of a nonresident student, the school district shall provide transportation within its borders to a nonresident student at the same level of service that is provided to resident students.
- B. If the school district decides to transport a nonresident student within the student's resident district, the school district will notify the student's resident district of its decision, in writing, prior to providing transportation.
- C. When divorced or legally separated parents or parents residing separately reside in different school districts and share physical custody of a student, the parents or guardians shall be responsible for the transportation of the student to the border of the school district during those times when the student is residing with the parent in the nonresident school district.

- D. The school district may provide transportation to allow a student who attends a high-need English language learner program and who resides within the transportation attendance area of the program to continue in the program until the student completes the highest grade level offered by the program.

VI. TRANSPORTATION OF RESIDENT STUDENTS TO NONDISTRICT SCHOOLS

- A. In general, the school district shall not provide transportation between a resident student's home and the border of a nonresident district where the student attends school under the Enrollment Options Program. A parent may be reimbursed by the nonresident district for the costs of transportation from the pupil's residence to the border of the nonresident district if the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the pupil's actual cost of transportation or 15 cents per mile traveled, whichever is less. Reimbursement may not be paid for more than 250 miles per week.
- B. Resident students shall be eligible for transportation to and from a nonresident school district at the expense of the school district, if in the discretion of the school district, inadequate room, distance to school, unfavorable road conditions, or other facts or conditions make attendance in the resident student's own district unreasonably difficult or impracticable. The school district, in its discretion, may also provide for transportation of resident students to schools in other districts for grades and departments not maintained in the district, including high school, for the whole or a part of the year or for resident students who attend school in a building rented or leased by the school district in an adjacent district.
- C. In general, the school district is not responsible for transportation for any resident student attending school in an adjoining state under a reciprocity agreement but may provide such transportation services at its discretion.

VII. SPECIAL EDUCATION STUDENTS/STUDENTS WITH A DISABILITY/STUDENTS WITH TEMPORARY DISABILITIES

- A. Upon a request of a parent or guardian, the board must provide necessary transportation, consistent with Minnesota Statutes section 123B.92, subdivision 1(b)(4), for a resident child with a disability not yet enrolled in kindergarten for the provision of special instruction and services. Special instruction and services for a child with a disability not yet enrolled in kindergarten include an individualized education program (IEP) team placement in an early childhood program when that placement is necessary to address the child's level of functioning and needs.
- B. Resident students with a disability whose handicapped conditions are such that the student cannot be safely transported on the regular school bus and/or school bus route and/or when the student is transported on a special route for the purpose

of attending an approved special education program shall be entitled to special transportation at the expense of the school. The school district shall determine the type of vehicle used to transport students with a disability on the basis of the condition and applicable laws. This provision shall not be applicable to parents or guardians who transport their own child under a contract with the school district.

- C. Resident students with a disability who are boarded and lodged at Minnesota state academies for educational purposes, but who also are enrolled in a public school within the school district, shall be provided transportation, by the school district to and from said board and lodging facilities, at the expense of the school district.
- D. If a resident student with a disability attends a public school located in a contiguous school district and the school district of attendance does not provide special instruction and services, the school district shall provide necessary transportation for the student between the school district boundary and the educational facility where special instruction and services are provided within the school district. The school district may provide necessary transportation of the student between its boundary and the school attended in the contiguous district, but shall not pay the cost of transportation provided outside the school district boundary.
- E. When a student with a disability or a student with a short-term or temporary disability is temporarily placed for care and treatment in a day program located in another school district and the student continues to live within the school district during the care and treatment, the school district shall provide the transportation, at the expense of the school district, to that student. The school district may establish reasonable restrictions on transportation, except if a Minnesota court or agency orders the child placed at a day care and treatment program and the school district receives a copy of the order, then the school district must provide transportation to and from the program unless the court or agency orders otherwise. Transportation shall only be provided by the school district during regular operating hours of the school district.
- F. When a nonresident student with a disability or a student with a short-term or temporary disability is temporarily placed in a residential program within the school district, including correctional facilities operated on a fee-for-service basis and state institutions, for care and treatment, the school district shall provide the necessary transportation at the expense of the school district. Where a joint powers entity enters into a contract with a privately owned and operated residential facility for the provision of education programs for special education students, the joint powers entity shall provide the necessary transportation.
- G. Each driver and aide assigned to a vehicle transporting students with a disability will be provided with appropriate training for the students in their care, will assist students with their safe ingress and egress from the bus, will ensure the proper use of protective safety devices, and will be provided with access to emergency health care information as required by law.

- H. Any parent of a student with a disability who believes that the transportation services provided for that child are not in compliance with the applicable law may utilize the alternative dispute resolution and due process procedures provided for in Minnesota Statutes Chapter 125A.

VIII. HOMELESS STUDENTS

- A. Homeless students shall be provided with transportation services comparable to other students in the school district.
- B. Upon request by the student's parent, guardian, or homeless education liaison, the school district shall provide transportation for a homeless student as follows:
 1. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements within the school district shall be provided transportation to and from the secondary resident student's school of origin and the shelter or other non-shelter on the same basis as transportation services are provided to other students in the school district.
 2. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements outside of the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location on the same basis as transportation services are provided to other students in the school district, unless the school district and the school district in which the student is temporarily placed agree that the school district in which the student is temporarily placed shall provide transportation.
 3. If a nonresident student is homeless and is residing in a public or private homeless shelter or has other non-shelter living arrangements within the school district, the school district may provide transportation services between the shelter or non-shelter location and the student's school of origin outside of the school district upon agreement with the school district in which the school of origin is located.
 4. A homeless nonresident student enrolled under Minnesota Statutes section 124D.08, subdivision 2a, must be provided transportation from the student's district of residence to and from the school of enrollment.

IX. AVAILABILITY OF SERVICES

Transportation shall be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break. Transportation may be provided for summer instructional programs for students with a disability or in conjunction with a learning year program. Transportation between home and school may also be provided, in the discretion of the school district, on staff development days.

X. MANNER OF TRANSPORTATION

The scheduling of routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, the determination of fees, and any other matter relating thereto shall be within the sole discretion, control and management of the school board. The school district may, in its discretion, provide room and board, in lieu of transportation, to a student who may be more economically and conveniently provided for by that means.

XI. RESTRICTIONS

Transportation by the school district is a privilege and not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or violation of any other law governing student conduct on a school bus pursuant to the school district's discipline policy. Revocation of a student's bus riding privilege is not an exclusion, expulsion, or suspension under the Pupil Fair Dismissal Act. Revocation procedures for a student who is an individual with a disability under 20 United States Code section 1415 (Individuals with Disabilities Act), 29 United States Code section 794 (the Rehabilitation Act), and 42 United States Code section 12132, (Americans with Disabilities Act) are governed by these provisions.

XII. FEES

- A. In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.
- B. The school district may charge fees for transportation of students to and from school when authorized by law. If the school district charges fees for transportation of students to and from school, guidelines shall be established for that transportation to ensure that no student is denied transportation solely because of inability to pay. The school district also may waive fees for transportation if the student's parent is serving in, or within the past year has served in, active military service as defined in Minnesota Statutes section 190.05.
- C. The school district may charge reasonable fees for transportation of students to and from post-secondary institutions for students enrolled under the post-secondary enrollment options program. Families who qualify for mileage reimbursement may use their state mileage reimbursement to pay this fee.
- D. Where, in its discretion, the school district provides transportation to and from an instructional community-based employment site that is part of an approved work-based training program, the school district may require the payment of reasonable fees for transportation from students who receive remuneration for their participation in these programs.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)

Minn. Stat. § 121A.59 (Bus Transportation is a Privilege Not a Right)
 Minn. Stat. § 123B.36 (Authorized Fees)
 Minn. Stat. § 123B.41 (Definitions)
 Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
 Minn. Stat. § 123B.88 (Independent School Districts, Transportation)
 Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
 Minn. Stat. § 124D.03 (Enrollment Options Program)
 Minn. Stat. § 124D.04 (Enrollment Options Programs in Border States)
 Minn. Stat. § 124D.041 (Reciprocity with Adjoining States)
 Minn. Stat. § 124D.08 (School Board's Approval to Enroll in Nonresident District; Exceptions)
 Minn. Stat. Ch. 125A (Special Education and Specials Programs)
 Minn. Stat. § 125A.02 (Children with a Disability, Defined)
 Minn. Stat. § 125A.12 (Attendance in Another District)
 Minn. Stat. § 125A.15 (Placement in Another District; Responsibility)
 Minn. Stat. § 125A.51 (Placement of Children Without Disabilities; Education and Transportation)
 Minn. Stat. § 125A.515 (Placement of Students; Approval of Education Program)
 Minn. Stat. § 125A.65 (Attendance at Academies for the Deaf and Blind)
 Minn. Stat. § 126C.01 (Definitions)
 Minn. Stat. § 127A.47 (Payments to Resident and Nonresident Districts)
 Minn. Stat. § 190.05 (Definitions)
 Minn. Rules Part 7470.1600 (Transporting Pupils with Disability)
 Minn. Rules Part 7470.1700 (Drivers and Aides for Pupils with Disabilities)
 20 U.S.C. § 1415 (Individuals with Disabilities Education Act)
 29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
 42 U.S.C. § 2000d (Prohibition Against Exclusion from Participation in, Denial of Benefits of, and Discrimination under Federally Assisted Programs on Ground of Race, Color, or National Origin)
 42 U.S.C. § 11431, *et seq.* (McKinney-Vento Homeless Assistance Act of 2001)
 42 U.S.C. § 12132, *et seq.* (Americans With Disabilities Act)

Cross References: Burnsville-Eagan-Savage School District Policy 708 (Transportation of Nonpublic School Students)
 Burnsville-Eagan-Savage School District Policy 709 (Student Transportation Safety Policy)
 Burnsville-Eagan-Savage School District Policy 710 (Extracurricular Transportation)

Adopted: 4/14/2016
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 710

710 EXTRACURRICULAR TRANSPORTATION

I. PURPOSE

The purpose of this policy is to make clear to students, parents, and staff the school district's policy regarding extracurricular transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators, or participants to and from extracurricular activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF EXTRACURRICULAR TRANSPORTATION

School district employees shall not undertake independent arrangement, scheduling, or coordination of transportation for extracurricular activities unless specifically directed or approved by the school district administration. All transportation arrangements made by a school district employee must be approved by a building administrator. If the school district makes no arrangements for extracurricular transportation, students who wish to participate are responsible for arranging for or providing their own transportation.

IV. NO EMPLOYEE TRANSPORTATION OF STUDENTS WITH PERSONAL VEHICLES

An employee must not use a personal vehicle to transport one or more students except as provided herein. However, employees may make appropriate transportation arrangements for students as necessary in an emergency or other unforeseeable circumstance.

In a nonemergency situation, an employee must get prior, written approval from the superintendent or designee before transporting a student in a personal vehicle. If a school vehicle is available, the employee will use the school vehicle. The superintendent or designee has the sole discretion to make a final determination as to the appropriate use of a personal vehicle to transport one or more students.

If any emergency transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration as

soon thereafter as practicable.

All vehicles used to transport students shall be properly registered and insured.

V. FEES

In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
 Minn. Stat. § 169.011, Subd. 71(a) (Definitions)
 Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards)

Cross References: Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)
 Burnsville-Eagan-Savage School District Policy 610 (Field Trips)
 Burnsville-Eagan-Savage School District Policy 709 (Student Transportation Safety Policy)

Adopted: 4/14/2016
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 712

712 VIDEO SURVEILLANCE OTHER THAN ON BUSES

I. PURPOSE

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The school board recognizes the value of video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras.
2. Video surveillance may occur in any school district building or on any school district property.
3. Video surveillance will normally not be used in bathrooms or locker rooms, although these areas may be placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.

B. Use of Video Recordings

1. Video recordings will be viewed by authorized school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A video recording of the actions of students and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct in school district buildings or on school grounds.
3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and the

Family Educational Rights and Privacy Act, 20 United States Code section 1232g, and the rules and/or regulations promulgated thereunder.

C. Security and Maintenance

1. The school district shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code section 1232g, and the rules and/or regulations promulgated thereunder.
2. The school district shall ensure that video recordings are retained in accordance with the school district's records retention schedule.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
 Minn. Stat. § 121A.585 (Notice of Recording Device)
 Minn. Stat. § 138.17 (Government Records; Administration)
 Minn. Stat. § 609.746 (Interference with Privacy)
 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
 34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross References: Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
 Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)
 Burnsville-Eagan-Savage School District Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
 Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)
 Burnsville-Eagan-Savage School District Policy 709 (Student Transportation Safety Policy)
 Burnsville-Eagan-Savage School District Policy 711 (Video Recording on School Buses)

Adopted: 1/2005
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: DFF, DFFR

Burnsville-Eagan-Savage School District Policy 720

720 VENDING MACHINES

I. PURPOSE

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to contract for, supervise, maintain, and account for the proceeds from vending machines located in school facilities in a manner that is fair, that maximizes the revenues from those machines, that allows those revenues to be included in the budget of the facility in which they are generated, and that establishes controls to avoid fraud, theft, or the appearance of impropriety.

III. AUTHORIZATION

Automatic vending machines for the dispensing of food, beverages, or other approved items are authorized in any school facility in the school district provided that all contracts for such vending machines must be approved by the school board as provided in this policy.

IV. SUPERVISION; APPROVAL; LOCATION

- A. All vending machines shall be under the supervision of the school principal or designee in charge of the facility in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.
- B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or designee in charge of that facility. All food, beverages, or other items approved shall be appropriate to the school setting. Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the superintendent regarding the approval or disapproval of any item, the school board, after proper review, shall make the final determination.
- C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. Vending machines should not be operated in competition with the school cafeteria or food service. The principal or designee in charge of the school facility may regulate the hours of operation of

any machine.

- D. Vending machines shall be located to meet any applicable building, fire, or life/safety codes and to provide convenience of operation, accessibility, and ease of maintenance. The principal or designee in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

V. CONTRACT APPROVAL

- A. All contracts for the purchase or rental of vending machines shall be considered by the superintendent or designee on a facility-by-facility basis.
- B. If the estimated aggregate receipts from all vending machines located in a school facility will be \$10,000 or more in a fiscal year, the contract for any vending machine in that facility must be awarded after the receipt of sealed bids and compliance with Minnesota Statutes section 123B.52.
- C. If the estimated aggregate receipts from all vending machines located in a school facility will be less than \$10,000 in a fiscal year, the contract for any vending machine in that facility may be awarded after the receipt of two or more quotations after taking into consideration conformity with the specifications, terms of delivery, other conditions imposed in the call for quotations, and compliance with Minnesota Statutes section 123B.52.
- D. The contracting process shall be conducted in compliance with Minnesota Statutes section 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.
- E. Any bid or quotation must specify all commissions to be paid from the machine and any other noncommission amounts to be paid as a result of the award of the contract. The noncommission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The noncommission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.
- F. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of pop, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.
- G. All contracts for vending machines must be approved by the school board. Any contract not made in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability

thereon and may be disciplined for said action.

- H. All vending machines are to be installed at the expense of the facility in which located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.
- I. No teacher, administrator, school district employee, or school board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially therefrom.

VI. ACCOUNTING

- A. Proceeds from vending machine sales and contracts shall be under the control of the school board, shall be accounted for in one of the regular school district funds, and must be accounted for and reported in compliance with UFARS.
- B. An amount equal to the amount of the proceeds from the machines in each facility shall be included in the budget of the facility in which the proceeds are generated. That amount may be expended in accordance with established expenditure procedures.
- C. Pursuant to the vending machine contract or otherwise, proper auditing and inventory control procedures shall be established to ensure that commissions are being correctly calculated and paid. These controls must include daily, weekly, or other periodic inventories and written reconciliations of variances between inventory and cash. Each time cash is removed from, or inventory is added to a machine, a written reconciliation between cash and inventory must be performed by the person taking the cash from the machine and must be signed by the principal or other person in charge of the facility. The original written reconciliation reports shall be filed with the business office monthly and a copy shall be retained by the principal's office.

Legal References: Minn. Stat. § 123B.20 (Dealing in Supplies)
 Minn. Stat. § 123B.52 (Contracts)
 Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)
 Minn. Stat. § 471.87 (Public Officers, Interest in Contract; Penalty)

Cross References: Burnsville-Eagan-Savage School District Policy 210 (Conflict of Interest – School Board Members)
 Burnsville-Eagan-Savage School District Policy 702 (Accounting)

**Agenda IV.A.8.
February 27, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Imina Oftedahl, director of curriculum, instruction and assessment, Stacey Sovine, executive director of administrative services, Dr. Chris Bellmont, assistant superintendent and Aaron Tinklenberg, director of communications

Date: February 16, 2023

Re: Policies 613: *Graduation Requirements*, 705: *Investments*, 602: *Organization of School Calendar*, and 104: *School District Mission Statement*

Recommendation: Approve, on a second reading basis, changes to Policies 613: *Graduation Requirements*, 705: *Investments*, 602: *Organization of School Calendar*, and 104: *School District Mission Statement*.

The policies were reviewed by the Policy Review Committee on January 24, 2023. The first reading was approved by the Board on February 9, 2023.

Summary of changes:

- Policy 613 - MSBA updated legal references and administration updated graduation requirements.
- Policy 705 - MSBA updated references and other reporting requirements.
- Policy 602 - MSBA updated legal references and text.
- Policy 104
 - MSBA deleted rules citation
 - remove the vision/core values language,
 - update section II to reference vision, values & strategic directions
 - update the review section to be clearer about what's being reviewed and how often
 - add a reference to the district strategic roadmap

Adopted: 4/1997
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: IKF

Burnsville-Eagan-Savage School District Policy 613

613 GRADUATION REQUIREMENTS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

III. DEFINITIONS

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

IV. DISTRICT ASSESSMENT ADMINISTRATOR

The Assessment, Data and Research Coordinator shall serve as (District Assessment Coordinator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

V. GRADUATION ASSESSMENT REQUIREMENTS

- A. Achievement and career and college readiness in mathematics, reading, and writing, as measured against a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without the need for postsecondary remediation and which facilitates the monitoring of students' continuous development of and growth in requisite knowledge and skills; analysis of students' progress and performance levels, identification of students' academic strengths and diagnosis of areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and determination of students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the student based on analysis of students' progress and performance data; and
- B. Consistent with this paragraph and Minnesota Statutes section 120B.125 beginning in grade 6 and no later than grade 9, age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation.
- C. Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.
- D. Students meeting the state graduation requirements under this section must receive targeted, relevant, academically rigorous, and resourced instruction which may include a targeted instruction and intervention plan focused on improving the student's knowledge and skills in core subjects so that the student has a reasonable chance to succeed in a career or college without need for postsecondary remediation.
- E. Students meeting the state graduation requirements under this section and who are students in grades 9-12 and who are identified as academically ready for a career or college are actively encouraged by the school district to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment to graduate from high school.

- F. A student's progress toward career and college readiness must be recorded on the student's high school transcript.

VI. GRADUATION CREDIT REQUIREMENTS

Students who first enrolled in grade 9 in the 2016-2017 school year or later must successfully complete 46 high school level credits for graduation:

- A. Eight credits of language arts;
- B. Six credits of mathematics sufficient to satisfy all academic standards in mathematics, including algebra II;
- C. An algebra I credit by the end of 8th grade sufficient to satisfy all of the 8th grade standards in mathematics;
- D. Six credits of science, including two credits of physical science, two credits of biology, and two credits of chemistry;
- E. Seven credits of social studies, including one credit of geography, two credits of world history, two credits of American history, one credit of government, and one credit of economics;
- F. Two credits in the arts;
- G. One credit of health;
- H. One credit of physical education;
- I. Incoming freshman must complete one credit of College and Career Planning, required during the freshman year. This requirement may be met by:
 1. Success 191, AVID Elective 9, college and career planning content-based English language development course, or coursework aligned to IEP transition goals.
 2. Students enrolling in subsequent years will be required to complete an additional elective to meet the total number required for graduation; and
- J. Fourteen credits of electives.
- K. Credit equivalencies
 1. A one-half credit of economics taught in a school's agriculture education or business department may fulfill a one-half credit in social studies under Paragraph E., above, if the credit is sufficient to satisfy all of the academic standards in economics.

2. An agriculture science or career and technical education credit may fulfill the elective science credit required under Paragraph D., above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under Paragraph D., above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under Paragraph D., above.
3. A career and technical education credit may fulfill a mathematics or arts credit requirement under Paragraph B. or Paragraph F., above.
4. A computer science credit may fulfill a mathematics credit requirement under Paragraph B., above, if the credit meets state academic standards in mathematics.
5. A Project Lead the Way credit may fulfill a mathematics or science credit requirement under Paragraph B. or Paragraph D., above, if the credit meets the state academic standards in mathematics or science.

VII. GRADUATION STANDARDS REQUIREMENTS

- A. All students must demonstrate their understanding of the following academic standards:
 1. District determined standards, Health (K-12)
 2. District determined standards, Career and Technical Education (K-12) and
 3. District determined standards, World Language (K-12)
- B. Academic standards in health, world languages, and career and technical education will be reviewed as part of the curriculum review process. A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages.
- C. All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):
 1. Minnesota Academic Standards, English Language Arts K-12;
 2. Minnesota Academic Standards, Mathematics K-12;
 3. Minnesota Academic Standards, Science K-12;

4. Minnesota Academic Standards, Social Studies K-12;
 5. Minnesota Academic Standards, Physical Education K-12; and
 6. Minnesota Academic Standards, Arts K-12.
- B. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

VIII. EARLY GRADUATION

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

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

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

Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce))
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process) for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)
Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)Minn.
 Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)Minn.
 Rules Parts 3501.1300-3501.1345 (Academic Standards for Social
 Studies)
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical
 Education)
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

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

Adopted: 2/1997, 1/2005
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: DFA, DG

Burnsville-Eagan-Savage School District Policy 705

705 INVESTMENTS

I. PURPOSE

The purpose of this policy is to establish guidelines for the investment of school district funds.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all state laws relating to investments and to guarantee that investments meet certain primary criteria.

III. SCOPE

This policy applies to all investments of the surplus funds of the school district, regardless of the fund accounts in which they are maintained, unless certain investments are specifically exempted by the school board through formal action.

IV. AUTHORITY; OBJECTIVES

- A. The funds of the school district shall be deposited or invested in accordance with this policy, Minnesota Statutes Chapter 118A and any other applicable law or written administrative procedures.
- B. The primary criteria for the investment of the funds of the school district, in priority order, are as follows
 1. Safety and Security. Safety of principal is the first priority. The investments of the school district shall be undertaken in a manner that seeks to ensure the preservation of the capital in the overall investment portfolio.
 2. Liquidity. The funds shall be invested to assure that funds are available to meet immediate payment requirements, including payroll, accounts payable, and debt service.
 3. Return and Yield. The investments shall be managed in a manner to attain a market rate of return through various economic and budgetary cycles, while preserving and protecting the capital in the investment portfolio and taking into account constraints on risk and cash flow requirements.

V. DELEGATION OF AUTHORITY

- A. The Executive Director of Administrative Services of the school district is designated as the investment officer of the school district and is responsible for investment decisions and activities under the direction of the school board. The investment officer shall operate the school district's investment program consistent with this policy. The investment officer may delegate certain duties to a designee or designees but shall remain responsible for the operation of the program.
- B. All officials and employees that are a part of the investment process shall act professionally and responsibly as custodians of the public trust and shall refrain from personal business activity that could conflict with the investment program or which could reasonably cause others to question the process and integrity of the investment program. The investment officer shall avoid any transaction that could impair public confidence in the school district.

VI. STANDARD OF CONDUCT

The standard of conduct regarding school district investments to be applied by the investment officer shall be the "prudent person standard." Under this standard, the investment officer shall exercise that degree of judgment and care, under the circumstances then prevailing, that persons of prudence, discretion, and intelligence would exercise in the management of their own affairs, investing not for speculation and considering the probable safety of their capital as well as the probable investment return to be derived from their assets. The prudent person standard shall be applied in the context of managing the overall investment portfolio of the school district. The investment officer, acting in accordance with this policy and exercising due diligence, judgment, and care commensurate with the risk, shall not be held personally responsible for a specific security's performance or for market price changes. Deviations from expectations shall be reported in a timely manner and appropriate actions shall be taken to control adverse developments.

VII. MONITORING AND ADJUSTING INVESTMENTS

The investment officer shall routinely monitor existing investments and the contents of the school district's investment portfolio, the available markets, and the relative value of competing investment instruments.

VIII. INTERNAL CONTROLS

The investment officer shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed by the school board and shall be annually reviewed for compliance by the school district's independent auditors. The internal controls shall be designed to prevent and control losses of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions by officers, employees, or others. The internal controls may include, but shall not be limited to, provisions relating to controlling collusion, separating functions, separating

transaction authority from accounting and record keeping, custodial safekeeping, avoiding bearer form securities, clearly delegating authority to applicable staff members, limiting securities losses and remedial action, confirming telephone transactions in writing, supervising and controlling employee actions, minimizing the number of authorized investment officials, and documenting transactions and strategies.

IX.. PERMISSIBLE INVESTMENT INSTRUMENTS

The school district may invest its available funds in those instruments specified in Minnesota Statutes sections 118A.04 and 118A.05, as these sections may be amended from time to time, or any other law governing the investment of school district funds. The assets of another postemployment benefits (OPEB) trust or trust account established pursuant to Minnesota Statutes section 471.6175 to pay postemployment benefits to employees or officers after their termination of service, with a trust administrator other than the Public Employees Retirement Association, may be invested in instruments authorized under Minnesota Statutes Chapter 118A or section 356A.06, subdivision 7. Investment of funds in an OPEB trust account under Minnesota Statutes section 356A.06, subdivision 7, as well as the overall asset allocation strategy for OPEB investments, shall be governed by an OPEB Investment Policy Statement (IPS) developed between the investment officer, as designed herein, and the trust administrator.

X. PORTFOLIO DIVERSIFICATION; MATURITIES

- A. Limitations on instruments, diversification, and maturity scheduling shall depend on whether the funds being invested are considered short-term or long-term funds. All funds shall normally be considered short-term except those reserved for building construction projects or specific future projects and any unreserved funds used to provide financial-related managerial flexibility for future fiscal years.
- B. The school district shall diversify its investments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.
 - 1. The investment officer shall prepare and present a table to the school board for review and approval. The table shall specify the maximum percentage of the school district's investment portfolio that may be invested in a single type of investment instrument, such as U.S. Treasury Obligations, certificates of deposit, repurchase agreements, banker's acceptances, commercial paper, etc. The approved table shall be attached as an exhibit to this policy and shall be incorporated herein by reference.
 - 2. The investment officer shall prepare and present to the school board for review and approval a recommendation as to the maximum percentage of the total investment portfolio that may be held in any one depository. The approved recommendation shall be attached as an exhibit or part of an exhibit to this policy and shall be incorporated herein by reference.

3. Investment maturities shall be scheduled to coincide with projected school district cash flow needs, taking into account large routine or scheduled expenditures, as well as anticipated receipt dates of anticipated revenues. Maturities for short-term and long-term investments shall be timed according to anticipated need. Within these parameters, portfolio maturities shall be staggered to avoid undue concentration of assets and a specific maturity sector. The maturities selected shall provide for stability of income and reasonable liquidity.

XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

Before the school district invests any surplus funds in a specific investment instrument, a competitive bid or quotation process shall be utilized. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations or bids shall be requested for instruments which meet the maturity requirement. If no specific maturity is required, a market trend analysis, which includes a yield curve, will normally be used to determine which maturities would be most advantageous. Quotations or bids shall be requested for various options with regard to term and instrument. The school district will accept the quotation or bid which provides the highest rate of return within the maturity required and within the limits of this policy. Generally all quotations or bids will be computed on a consistent basis, i.e., a 360-day or a 365-day yield. Records will be kept of the quotations or bids received, the quotations or bids accepted, and a brief explanation of the decision that was made regarding the investment. If the school district contracts with an investment advisor, bids are not required in those circumstances specified in the contract with the advisor.

XII. QUALIFIED INSTITUTIONS AND BROKER-DEALERS

- A. The school district shall maintain a list of the financial institutions that are approved for investment purposes.
- B. Prior to completing an initial transaction with a broker, the school district shall provide to the broker a written statement of investment restrictions which shall include a provision that all future investments are to be made in accordance with Minnesota statutes governing the investment of public funds. The broker must annually acknowledge receipt of the statement of investment restrictions and agree to handle the school district's account in accordance with these restrictions. The school district may not enter into a transaction with a broker until the broker has provided this annual written agreement to the school district. The notification form to be used shall be that prepared by the State Auditor. A copy of this investment policy, including any amendments thereto, shall be provided to each such broker.

XIII. SAFEKEEPING AND COLLATERALIZATION

- A. All investment securities purchased by the school district shall be held in third-party safekeeping by an institution designated as custodial agent. The custodial agent may be any Federal Reserve Bank, any bank authorized under the laws of

the United States or any state to exercise corporate trust powers, a primary reporting dealer in United States Government securities to the Federal Reserve Bank of New York, or a securities broker-dealer defined in Minnesota Statutes section 118A.06. The institution or dealer shall issue a safekeeping receipt to the school district listing the specific instrument, the name of the issuer, the name in which the security is held, the rate, the maturity, serial numbers and other distinguishing marks, and other pertinent information.

- B. Deposit-type securities shall be collateralized as required by Minnesota Statutes section 118A.03 for any amount exceeding FDIC, SAIF, BIF, FCUA, or other federal deposit coverage.
- C. Repurchase agreements shall be secured by the physical delivery or transfer against payment of the collateral securities to a third party or custodial agent for safekeeping. The school district may accept a safekeeping receipt instead of requiring physical delivery or third-party safekeeping of collateral on overnight repurchase agreements of less than \$1,000,000.

XIV. REPORTING REQUIREMENTS

- A. The investment officer shall generate daily and monthly transaction reports for management purposes. In addition, the school board shall be provided a monthly report that shall include data on investment instruments being held as well as any narrative necessary for clarification.
- B. The investment officer shall prepare and submit to the school board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter and describe the investment portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall summarize changes in investment instruments and asset allocation strategy approved by the investment officer for an OPEB trust in the most recent quarter. The report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter. Each quarterly report shall indicate any areas of policy concern and suggested or planned revisions of investment strategies. Copies of the report shall be provided to the school district's auditor.
- C. Within ninety (90) days after the end of each fiscal year of the school district, the investment officer shall prepare and submit to the school board a comprehensive annual report on the investment program and investment activity of the school district for that fiscal year. The annual report shall include 12-month and separate quarterly comparisons of return and shall suggest revisions and improvements that might be made in the investment program.

- D. If necessary, the investment officer shall establish systems and procedures to comply with applicable federal laws and regulations governing the investment of bond proceeds and funds in a debt service account for a bond issue. The record keeping system shall be reviewed annually by the independent auditor or by another party contracted or designated to review investments for arbitrage rebate or penalty calculation purposes.

XIV. DEPOSITORIES

The school board shall annually designate one or more official depositories for school district funds. The treasurer or the chief financial officer of the school district may also exercise the power of the school board to designate a depository. The school board shall be provided notice of any such designation by its next regular meeting. The school district and the depository shall each comply with the provisions of Minnesota Statutes section 118A.03 and any other applicable law, including any provisions relating to designation of a depository, qualifying institutions, depository bonds, and approval, deposit, assignment, substitution, addition, and withdrawal of collateral.

XV. ELECTRONIC FUNDS TRANSFER OF FUNDS FOR INVESTMENT

The school district may make electronic fund transfers for investments of excess funds upon compliance with Minn. Stat. § 471.38.

Legal References: Minn. Stat. § 118A.01 (Definitions)
Minn. Stat. § 118A.02 (Depositories; Investing; Sales; Proceeds; Immunity)
Minn. Stat. § 118A.03 (When and What Collateral Required)
Minn. Stat. § 118A.04 (Investments)
Minn. Stat. § 118A.05 (Contracts and Agreements)
Minn. Stat. § 118A.06 (Safekeeping; Acknowledgements)
Minn. Stat. § 356A.06, Subd. 7 (Investments; Additional Duties)
Minn. Stat. § 471.38 (Claims)
Minn. Stat. § 471.6175 (Trust for Postemployment Benefits)

Cross References: Burnsville-Eagan-Savage School District Policy 703 (Annual Audit)
Minnesota Legal Compliance Audit Guide for School Districts Prepared by the Office of the State Auditor

Adopted: 4/1991
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: IC, ICA & ID

Burnsville-Eagan-Savage School District Policy 602

602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

I. PURPOSE

The purpose of this policy is to establish a timely process for determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advance, effective planning of the school year.

III. CALENDAR RESPONSIBILITY

- A. The school calendar shall be adopted by the school board. The calendar shall meet all provisions of Minnesota statutes pertaining to minimum number of minutes and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff, and parents.
1. The superintendent or designee shall submit a calendar recommendation for the following school year to the school board no later than November of each year.
 2. The school calendar will establish at least 170 student contact days and the contractual work days for instructional staff.
- B. Except for learning programs during summer and flexible learning year programs, the school district will not commence an elementary or secondary school year before Labor Day, except as provided in Section III.B.1., III.B.2., or III.B.3. Days devoted to teacher's workshops may be held before Labor Day.
1. The school district may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of \$400,000 or more affecting a school district school facility.
 2. The school district may begin the school year on any day before Labor Day if the school district has agreement under Minnesota Statutes section 123A.30, 123A.32, or 123A.35 with a school district that qualifies under Section III.B.1.

3. The school district may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state. The following dates are designated as non-classroom days: Labor Day, two days in October during the annual convention for Education Minnesota, Thanksgiving and the Friday after Thanksgiving, Martin Luther King, Jr., Day, and Memorial Day. A winter break of at least seven days (excluding weekends) will be scheduled.
- C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer process.

IV. SCHOOL DAY RESPONSIBILITY

- A. The superintendent or designee shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.
- B. In developing the student day schedule, the superintendent or designee shall consider such factors as school bus schedules, cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving of attention.
- C. The superintendent or designee shall establish a schedule for the school day that exceeds the minimum number of hours established in Minnesota statute by at least two instructional days to provide for possible emergency closings.
- D. Proposed changes in the school day shall be subject to review and approval by the school board.

V. E-LEARNING DAYS

- A. An “e-learning day” is a school day where a school offers full access to online instruction provided by students’ individual teachers due to inclement weather.
- B. A school district may designate up to five e-learning days in one school year.
- C. An e-learning day is counted as a day of instruction and included in the hours of instruction pursuant to Section III.A., above.
- D. The e-learning day plan developed by the school district will include accommodations for students without Internet access at home and for digital device access for families without the technology or with an insufficient amount of technology for the number of children in the household. The plan must also provide accessible options for students with disabilities.
- E. The school district must notify parents and students of its e-learning day plan at

the beginning of each school year.

- F. When an e-learning day is declared by the school district, notice must be provided to parents and students at least two hours prior to the normal school start time that students will need to follow the e-learning day plan for that day.
- G. On an e-learning day, each student's teacher must be accessible both online and by telephone during normal school hours to assist students and parents.

Legal References: Minn. Stat. § 120A.40 (School Calendar)
 Minn. Stat. § 120A.41 (Length of School Year; Hours of Instruction)
 Minn. Stat. § 120A.414 (E-Learning Days)
 Minn. Stat. § 120A.415 (Extended School Calendar)
 Minn. Stat. § 120A.42 (Conduct of School on Certain Holidays)
 Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination)
 Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)
 Minn. Stat. § 123A.30 (Agreements for Secondary Education)
 Minn. Stat. § 123A.32 (Interdistrict Cooperation)
 Minn. Stat. § 123A.35 (Cooperation and Combination)
 Minn. Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible Learning Year Programs)
 Minn. Stat. § 124D.151 (Voluntary Prekindergarten Program)
 Minn. Stat. § 124E.25 (Payment of Aids to Charter Schools)
 Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)

Cross References: Burnsville-Eagan-Savage School District Policy 425 (Staff Development)

Adopted: 9/2012
Reviewed: 2/9/2023
Revised: 2/27/2023
Rescinds: AD, AE/IA, and IA/EA

Burnsville-Eagan-Savage School District Policy 104

104 SCHOOL DISTRICT MISSION STATEMENT

I. PURPOSE

The purpose of this policy is to establish a clear statement of the purpose for which Independent School District 191 exists.

II. GENERAL STATEMENT OF POLICY

The mission statement adopted by the school board is based on the beliefs and values of the community, guides the actions and decision-making of the school district, and provides the context from which the school district's vision, core values and strategic directions are derived. The school board, on behalf of and with extensive participation by the community, should develop a consensus among its members regarding the nature of the enterprise the school board governs, the purposes it serves, the constituencies it should consider, including student representation, and the results it intends to produce. The superintendent will assist the school board in review of its strategic plan, including the school district's mission statement.

III. MISSION STATEMENT

Each Student. Future Ready. Community Strong.

IV. REVIEW

The school board will review the school district's mission statement policy every three years. The school board will conduct a comprehensive review of the mission, including the beliefs and values of the community and in the context of the district's strategic plan, at least every five to seven years.

Legal References: Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement)

Cross References: Burnsville-Eagan-Savage School District Policy 105 (Equity, Access and Excellence in Education)
 Burnsville-Eagan-Savage School District 191 Strategic Roadmap

February 23, 2023 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(American Indian Concurrence Report)

Board Member Question	Staff Response
<p>1. In the Indian Parent Concurrence presentation, mention is made of hiring a second Indigenous Cultural Liaison. I don't believe I see this in proposed FY24 A&I (I believe I see 1.0 FTE under different UFARS codes) - please confirm.</p> <p>If not in FY24, what is the connection/timing/funding for the addition of a second Indigenous Cultural Liaison?</p>	<p>This is a part time position that is not funded in the A&I plan. The funding for this is coming directly from the increase in funds from federal Title VI. The position has been posted multiple times since last spring with no success in finding candidates.</p>

(Achievement and Integration)

Board Member Question	Staff Response																		
<p>1. FY23-26 Plan - p. 4: What is the current four-year grad rate for AVID students - 100%?</p>	<p>Yes, it is 100%. The goal is to maintain that rate.</p>																		
<p>2. FY23 A&I Budget had .65 FTE for each of 14 Social Workers. FY24 Proposed A&I Budget has .65 FTE for 13 Social Workers. Is this a shift in how the 1 FTE is paid for, or are we seeking to</p>	<table border="1"> <thead> <tr> <th data-bbox="831 1579 1133 1612">Row Labels</th> <th data-bbox="1133 1579 1466 1612">Sum of AdjustedBudgetedFTECalculation</th> </tr> </thead> <tbody> <tr> <td data-bbox="831 1612 1133 1640"> <ul style="list-style-type: none"> ▣ Advanced Learning </td> <td data-bbox="1133 1612 1466 1640" style="text-align: right;">4</td> </tr> <tr> <td data-bbox="831 1640 1133 1667"> <ul style="list-style-type: none"> 07020 - K12 Gifted Talented Support </td> <td data-bbox="1133 1640 1466 1667" style="text-align: right;">1</td> </tr> <tr> <td data-bbox="831 1667 1133 1694"> <ul style="list-style-type: none"> 13020 - Integration Program </td> <td data-bbox="1133 1667 1466 1694" style="text-align: right;">1</td> </tr> <tr> <td data-bbox="831 1694 1133 1722"> <ul style="list-style-type: none"> 13030 - Compensatory Ed </td> <td data-bbox="1133 1694 1466 1722" style="text-align: right;">2</td> </tr> <tr> <td data-bbox="831 1722 1133 1749"> <ul style="list-style-type: none"> ▣ Social Worker </td> <td data-bbox="1133 1722 1466 1749" style="text-align: right;">14</td> </tr> <tr> <td data-bbox="831 1749 1133 1776"> <ul style="list-style-type: none"> 09010 - Spec Ed Salaries/Bene </td> <td data-bbox="1133 1749 1466 1776" style="text-align: right;">5.48</td> </tr> <tr> <td data-bbox="831 1776 1133 1803"> <ul style="list-style-type: none"> 13020 - Integration Program </td> <td data-bbox="1133 1776 1466 1803" style="text-align: right;">8.52</td> </tr> <tr> <td data-bbox="831 1803 1133 1829"> Grand Total </td> <td data-bbox="1133 1803 1466 1829" style="text-align: right;">18</td> </tr> </tbody> </table>	Row Labels	Sum of AdjustedBudgetedFTECalculation	<ul style="list-style-type: none"> ▣ Advanced Learning 	4	<ul style="list-style-type: none"> 07020 - K12 Gifted Talented Support 	1	<ul style="list-style-type: none"> 13020 - Integration Program 	1	<ul style="list-style-type: none"> 13030 - Compensatory Ed 	2	<ul style="list-style-type: none"> ▣ Social Worker 	14	<ul style="list-style-type: none"> 09010 - Spec Ed Salaries/Bene 	5.48	<ul style="list-style-type: none"> 13020 - Integration Program 	8.52	Grand Total	18
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<p>reduce Social Workers by 1 FTE? Please elaborate on this change.</p> <p>Same question for: 1 FTE Advanced Learning Specialist. Funding shift or FTE reduction?</p>	<p>We continue to have 14 social workers and 4 advanced learning specialists. We have had to move some positions around because of limited funding sources. This reflects our rightsizing by categorical funding that was mentioned in our last presentation on assumptions.</p> <p>The A&I budget does not reflect all of the staffing for a program. With increase in costs the budget can no longer support additional strategies and the positions associated with them, so the positions have been shifted to other budgets.</p>
<p>3. Nomenclature check: We now have Family Liaisons, yes?</p>	<p>Cultural Liaisons are districtwide positions paid for from district level funds. A Family Liaison is the term for site funded positions. A building may use Title funds to supplement the needs in their building.</p> <p>NOTE: Family Liaison is also a legacy term from previous A&I budgets and plans.</p>



Future Ready. Community Strong.

**Agenda IV.B.1.
February 27, 2023**

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

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

Date: February 23, 2023

Re: 2022-2023 Resolution of Concurrence, American Indian Parent Advisory Committee

RECOMMENDATION: Pursuant Minnesota Statute, section 124D.78 Subdivision 2, it is recommended that the ISD 191 School Board accept the American Indian Parent Advisory Group Vote of Concurrence attesting that the school district are compliant with Minnesota Statutes and meeting the needs of American Indian children.

State law and School Board Policy require the establishment of an American Indian Parent Advisory Committee. The meeting was held on February 14, 2023.

Annual Compliance/Vote of Concurrence or Nonconcurrence

District, Charter, or Tribal School Name: Burnsville Eagan Savage ISD 191

The American Indian Parent Advisory Committee Vote

X **The AIPAC Issued a Vote of Concurrence**

Date of Concurrent Vote: February 14, 2023

Date the AIPAC presented to the school board: February 23, 2023

 The AIPAC Issued a Vote of Nonconcurrence

A vote of nonconcurrence requires the AIPAC to provide specific written recommendations for improvement to the school board. The school board is required to respond in writing to each recommendation within 60 days of the recommendations being put forth. The school board must provide this written response to both the AIPAC and to the Office of Indian Education.

Date of Nonconcurrent vote: _____

Date the AIPAC presented to the school board: _____

Date the written response from the school board is due: _____

 The District/School Does Not Have an AIPAC

The district has not yet formed an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes, section 124D.78. By signing below, the district/school leadership commits to working with the Office of American Indian Education on committee formation.

Required signatures

**Digital signatures are accepted*

School Board Chairperson Date

Superintendent or Charter/Tribal School Director Date

 _____
AIPAC Chairperson 2/15/2023
Date

The American Indian Parent Advisory Committee Resolution

WHEREAS, the school board or district has an AIPAC composed of parents/guardians of American Indian children who are eligible for Indian education programs, American Indian language and culture teachers and paraprofessionals, American Indian teachers, American Indian counselors, American Indian adults enrolled in educational programming, and American Indian representatives from community;

WHEREAS, the school board or district affords the AIPAC the necessary information and the opportunity to effectively express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school(s) and program(s); and,

WHEREAS, the AIPAC is directly involved with and advises the school board and district staff on Indian Education program planning; and,

WHEREAS, the AIPAC develops and submits recommendations to the school board and district staff pertaining to the needs of American Indian students.

THEREFORE BE IT RESOLVED, that the AIPAC concurs that the school board and district are compliant with Minnesota Statutes, section 124D.78, and that the school board and district are meeting the needs of American Indian students.

 X **We, the American Indian Parent Advisory Committee**, issue a **Vote of Concurrence**. We attest that the school board and/or district are compliant with Minnesota Statutes and that the school board and/or district are meeting the needs of American Indian students; **or**,

 We, the American Indian Parent Advisory Committee, issue a **Vote of Nonconcurrence**. We attest that the school board and/or district are not compliant with Minnesota Statutes and that the school board and/or district are not meeting the needs of American Indian students. We have provided written recommendations for improvements to the school board, and we acknowledge that the school board has 60 days from the receipt of these recommendations in which to respond, in writing, to each recommendation.

Kelly Sundquist Kelly CS
AIPAC Chairperson Printed Name and Signature

~~2-15-2023~~ 2-15-2023
Date



**Agenda IV.B.2.
February 27, 2023**

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

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

Date: February 23, 2023

Re: Three-year Plan and FY 24 Achievement and Integration Budget

RECOMMENDATION: That the Board of Education approve the proposed 2023-2026 Achievement and Integration Plan with the FY24 Achievement and Integration Revenue Budget.

Discussion:

Pursuant to Minnesota Statutes, Section 124D.861 and Minnesota Rules, Parts 3535.0100 to 3535.0180 of the School Desegregation/Integration Rules, the 2023-2024 Achievement and Integration Plan is to pursue racial and economic, integration, increase student achievement, create equitable educational opportunities, and reduce academic disparities based on students' diverse racial, ethnic, and economic backgrounds in Minnesota Schools.

The FY24 budget represents revenues and expenditures of \$2,035,061.11. The FY 2023-24 budget for the Achievement and Integration is intended to specifically fund the strategies identified in the 2023-2026 Plan Resources from the Achievement and Integration budget will serve schools districtwide.

Achievement and Integration Plan

July 1, 2023 to June 30, 2026

Submissions due by March 15, 2023

District ISD# and Name: ISD 191 Burnsville-Eagan-Savage

District Integration Status: Racially Isolated

Superintendent: Dr Theresa Battle

Phone: 952.707.2005

Email: tbattle@isd191.org

Plan submitted by: Imina Oftedahl

Title: Director of Curriculum, Instruction and Assessment

Phone: 952.707.2008

Email: ioftedahl@isd191.org

Racially Identifiable Schools within District

If you have been notified by the Minnesota Department of Education (MDE) that your district has a racially identifiable school, please list each of those schools below. Add additional lines as needed.

1. None identified

Plans for racially identifiable schools should include the same information and follow the same format as districtwide plans. Provide that information in the [Racially Identifiable School section](#) of this document.

Partnering Districts Racially isolated districts must partner with adjoining districts on student integration strategies (Minn. R. 3535.0170). List the districts you will partner with, adding additional lines as needed. Provide the name of your integration collaborative if you have one: Type name of integration collaborative here, if applicable

1. ISD 194 Lakeville Area Schools - Adjacent

School Board Approval

X We certify that we have approved this Achievement and Integration plan and will implement it as part of our district's World's Best Workforce plan ([Minn. Stat. § 124D.861, subd. 4](#)).

X We certify that we sought and received input on integration goals and strategies from councils as described on page 2. The council(s) included representation and meaningful input from our American Indian Parent Advisory Committee as required by [Minnesota Rules 3535.0160, subpart 2](#), and [Minnesota Rules 3535.0170, subparts 2-5](#).

Superintendent: Dr Theresa Battle

Signature:

Date Signed:

School Board Chair: Scott Hume

Signature:

Date Signed:

Plan Input

Minnesota School Desegregation/Integration Rule, part 3535.0170, subpart 2, requires racially isolated and adjoining¹⁶⁵ districts to establish a multidistrict collaboration council to provide input on integration goals and to identify cross-district strategies to improve student integration.

Districts with racially identifiable schools are required to convene a community collaboration council to assist in developing integration goals and to identify ways of creating increased opportunities for integration at the racially identifiable schools (Minn. R. 3535.0160, subp. 2).

American Indian Parent Advisory Committee Districts with an American Indian parent advisory committee must include representation from this committee on the councils described above (Minn. R. 3535.0160, subp. 2, and 3535.0170, subp. 3).

For stakeholder input to be meaningful it should be based on open communication and coordination that acknowledges and considers the views of all participants. For steps to ensure that input from your council is meaningful, see the Facilitation Guide in the [Achievement and Integration Plan Guide](#), and see the [Tribal Consultation Guidance](#).

AIPAC Member Signature _____ **Date Signed:**

Below, list your council members and identify American Indian parent committee members. Briefly describe council members' recommendations for your district-wide plan and for your racially identifiable school plans, as applicable. You may also include meeting dates and describe the process you used to ensure meaningful input from council members.

Multidistrict Collaboration Council:

Members: ISD 191

Imina Oftedahl, Brandon Lowe, Sahro Abdullahi, Frannie Becquer, Amy Piotrowski, Kristine Black, Rebeca Mousseau, Melissa Johnson – parent/secondary, Leon Oritz – parent/secondary, Katie Roseman – parent/elementary, Noori Hamza – parent/elementary, Lori Erickson-parent/elementary

ISD 191 American Indian Parent Advisory Committee: Kelly Sundquist – Chair, Robin Knight – Parent, Beth Tapper - Parent

Meeting Dates 2022-2023

SASIAC & Special Education Family Advisory

Aug 3 (SEAC): review goals and achievement data for students served by IEPs

Oct 10 (SASIAC/MDCC with Lakeville): review Combined WBWF/A&I Progress Report, share data from comprehensive needs assessment, form consensus on goal areas

Nov 21: review goal statements and discuss strategies

Jan 9: (SASIAC/MDCC with Lakeville): review strategies and identify collaborative strategies and activities between districts

American Indian Family Advisory Committee

Sept 29: review goals and results for IEPP, share data from comprehensive needs assessment for American Indian/Alaskan Native students

Nov 2: determine goals and strategies for 22-23 IEPP

Dec 14 : review A&I goals and strategies, provide feedback and input

Feb 14: review and discussion of plan and strategies to ensure alignment with IEPP strategies

Community Collaboration Council for Racially Identifiable School(s): None

This plan must contain three types of goals, at least one for each of the following:

1. Reducing the disparities in academic achievement among all students and specific categories of students excluding the categories of gender, disability, and English learners.
2. Reducing the disparities in equitable access to effective and more diverse teachers among all students and specific categories of students excluding the categories of gender, disability, and English learners.
3. Increasing racial and economic integration (Minn. Stat. § 124D.861, subd. 2 (a)).

Goal #1: Increase four-year graduation rate for all students from 84.4% in 2021 to 90% in 2025 and a) Latino students from 66% in 2021 to 78% in 2025 and b) Native and Indigenous students from 67% in 2021 to 80% in 2025.

Aligns with WBWF area: All students graduate from high school:

Goal type: Achievement Disparity

Strategies

Each goal should have at least one strategy. Number each strategy sequentially and give it a unique name. For each strategy, provide a narrative description as explained below.

Districts may use Achievement and Integration revenue to pursue racial and economic integration and reduce achievement disparities between student groups through the types of strategies listed in the *Type of Strategy* section below (Minn. Stat. § 124D.861, subd. 2).

Integration Requirement At least one of your strategies must be a student integration activity designed and implemented to bring together students from a racially isolated district with students from that district's adjoining Achievement and Integration districts (Minn. R. 3535.0170).

Strategy Name and #1 Advancement via Individual Determination-AVID Schoolwide

Type of Strategy: Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.

Narrative description of this strategy.

District 191 will continue and expand implementation of AVID for students in grades 6-12. This evidence-based program is intended to provide students who are traditional underserved with the personal and academic skills necessary to participate successfully in rigorous coursework in order to be college and career ready. This will include expanding sections of AVID elective to meet AVID Demonstration School status at all secondary sites, providing an AVID elective coordinator at each site, ongoing professional development for all secondary staff for AVID School-wide, utilizing AVID relational capacity curriculum in middle school advisory, and AVID Summer Bridge program serving students from District 191 and adjoining District 194 (Lakeville). Students will be selected for participation in the AVID elective using the guidelines from AVID which includes students in the "academic middle," students who are first in family to graduate from high school or attend college, students who may also be students of color and/or be students eligible for Free/Reduced Meals. Impact may be measured by participation and program retention, student GPA, ACT scores, successful completion of rigorous coursework, graduation rates, and other indicators from the required annual AVID Coaching and Certification Instrument (CCI).

Location of services: Nicollet Middle School, Eagle Ridge Middle School, Burnsville High School, Burnsville Alternative School

Key Indicators

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Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	Target 2024	Target 2025	Target 2026
<i>Retention of students in AVID Elective will increase from 67% in 2021-22 to 85% in 2025-26</i>	73%	79%	85%
<i>Sites will shift the site "AVID Schoolwide" score to "Sustaining AVID Schoolwide" score on the CCI 10% each year with 2021-22 as baseline</i>	10%	20%	30%
<i>Four-year graduation rate for students enrolled in AVID Elective will maintain at 100%</i>	100%	100%	100%

Strategy Name and #2 Family Partnership and Support

Type of Strategy: Family engagement initiatives to increase student achievement.

Narrative description of this strategy.

Social workers and cultural liaisons will collaborate to build partnerships with families and provide support to families in accessing resources from school, community, county, and state sources to meet basic needs and strengthen the family-school connections. Social workers and cultural liaisons will also meet with students individually and in groups to strengthen social-emotional skills and/or support for cultural identity. Staff will provide targeted support to culturally and economically diverse parents/caregivers to improve preschool academic readiness, social-emotional regulation, and participation in rigorous course work at the secondary level. Support will be provided to preschool parents/caregivers navigating the enrollment process and transitioning from a home or child care environment to VPK classrooms located at each elementary site as well as the transition to kindergarten. Cultural liaisons will also provide the opportunity for parents and caregivers to participate in key training using locally designed family engagement curriculum.

Location of services: All PK-12 sites

Key Indicators

Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	Target 2024	Target 2025	Target 2026
<i>Increase the number of parent/caregivers participating in FIRE from 19 in 2021-22 to 60 in 25-26</i>	33	47	60
<i>Increase the participation of parent/caregiver response on parent Climate Survey from 26% in 2021-22 to 40% in 25-26</i>	30%	35%	40%
<i>Increase the percentage of BIPOC families indicating they feel welcome and safe in their child's school from 78% 2021 to 85% in 2026</i>	80%	83%	85%

Strategy Name and #3 Native American and Indigenous Student and Family Engagement

Type of Strategy: Family engagement initiatives to increase student achievement.

Narrative description of this strategy.

American Indian Family & Student Liaison will meet with Native families monthly to provide resources and information to support family and student advocacy. American Indian Liaison will also provide support and materials to classroom teachers to include accurate representation of the role of indigenous peoples in Minnesota and American culture, economics, history, and agriculture. American Indian Liaison will also participate in the South Metro Indian Education

Location of services: All PK-12 sites

Key Indicators

Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	Target 2024	Target 2025	Target 2026
<i>Increase the number of Native and Indigenous students enrolled in preschool programming from 3 in 2022-23 to 6 in 2025-26.</i>	4	5	6
<i>Social workers and school psychologists will attend professional development on native culture</i>	50%	75%	100%
<i>Attendance at cultural learning family nights will increase each year with the baseline of 2022-23 of 12 family groups.</i>	18	23	28

Strategy Name and #4 Develop Culturally Proficient School Systems

Type of Strategy: Professional development opportunities focused on academic achievement of all students.

Narrative description of this strategy.

All licensed staff members in ISD 191 will be trained in culturally responsive instruction practices that are designed to ensure ethnically and economically diverse students are highly engaged and meeting performance benchmarks. This will include the development of building level-equity teams of which at least one member is a CPSS (Culturally Proficient School Systems) trainer. The district's equity leadership team to drive and sustain instruction, build and support positive school climate, and develop and deliver professional development for school board, administration, license staff, non-licensed staff, and operations staff to deepen and sustain the journey toward equitable systems. Teams will integrate the goals from the equity plan into site improvement plans.

Location of services: All PK-12 sites

Key Indicators

Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	Target 2024	Target 2025	Target 2026
<i>Increase the number of staff trained as Equity CPSS leaders from 26 in 2022 to 60 in 2026</i>	40	50	60
<i>Increase the percentage of teachers responding that they have the skills and knowledge to deliver culturally responsive instruction from 73% in 2022 to 85% in 2026</i>	77%	81%	85%

Goal #2: Increase the percentage of racially and economically diverse incoming kindergarteners meeting fall pre-reading literacy benchmark a) all Black, Indigenous, students of color from 35% in fall 2022 to 55% in fall of 2025 and b) Latino students from 10% in 2022 to 30% in 2025 and c) Native and Indigenous students from 20% in 2022 to 40% in 2025. ¹⁶⁹

Aligns with WBWF area: All students ready for school

Goal type: Achievement Disparity

Strategies

Strategy Name and #2 Family Partnership and Support

Type of Strategy: Family engagement initiatives to increase student achievement.

Strategy Name and #3 Native American and Indigenous Student and Family Engagement

Type of Strategy: Family engagement initiatives to increase student achievement.

Strategy Name and #4 Develop Culturally Proficient School Systems

Type of Strategy: Professional development opportunities focused on academic achievement of all students.

Goal #3: Decrease the demographic disproportionality of BIPOC students in rigorous high school courses from 17% in 2021-2022 to 8% in 2025-2026.

Aligns with WBWF area: All students are ready for career and college.

Goal type: Integration

Strategies

Strategy Name and #1 Advancement via Individual Determination-AVID Schoolwide

Type of Strategy: Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.

Strategy Name and #2 Family Partnership and Support

Type of Strategy: Family engagement initiatives to increase student achievement.

Strategy Name and #3 Native American and Indigenous Student and Family Engagement

Type of Strategy: Family engagement initiatives to increase student achievement.

Strategy Name and #4 Develop Culturally Proficient School Systems

Type of Strategy: Professional development opportunities focused on academic achievement of all students.

Goal #4: Increase the percentage of students accessing teachers/classrooms demonstrating culturally responsive instruction aligned with the CPSS Lesson Study Tools from 72% in 2022¹⁷⁰ to 90% in 2026.

Aligns with WBWF area: All racial and economic achievement gaps between students are closed.

Goal type: Teacher Equity

Strategies

Strategy Name and #1 Advancement via Individual Determination-AVID Schoolwide

Type of Strategy: Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.

Strategy Name and #2 Family Partnership and Support

Type of Strategy: Family engagement initiatives to increase student achievement.

Strategy Name and #4 Develop Culturally Proficient School Systems

Type of Strategy: Professional development opportunities focused on academic achievement of all students.

Creating Efficiencies and Eliminating Duplicative Programs

Briefly explain how this plan will create efficiencies and eliminate duplicative programs and services (Minn. Stat. § 124D.861, subd. 2 (c)). A7I Plan goals are aligned to the district World's Best Workforce goals and American Indian Education Program Plan goals and activities (used as KIPs in this plan). These goals and indicators reflect the District 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 new methods and original thinking to improve student outcomes
- Engaging our community to ensure common understanding

The equity work of the district is to interrupt and disrupt practices that perpetuate predictability of disparities in achievement based on race, ethnicity, and socio-economics. The goals and strategies are embedded parts of district initiatives supporting work in place found in the district equity plan, district literacy plan, Title I and Title II goals. This comprehensive framework aligns goals and plans providing a unified direction for site and program leaders in their own continuous improvement work. The Director of Curriculum, Instruction and Assessment in the Systems Improvement and Student Achievement (SISA) department will provide oversight of these instructional program areas in addition to professional development and equity leadership.



**Achievement and Integration Revenue
FY 2024 Budget Worksheet**

Use this workbook to list proposed expenditures of FY 2024 Achievement Integration (A&I) revenue. All expenditures must support strategies in your district's MDE-approved A&I plan. Each worksheet has a column where you will explain how each line item is intended to fund a strategy. **Please use the instructions in the prior tab of this workbook.** For details on budget requirements, see the A&I Budget Guide on the A&I webpage.

District Name: Burnsville Eagan Savage Schools
 District ISD Number: ISD 191
 Superintendent: Dr Theresa Battle
 Partnering Districts: Lakeville Area Schools ISD 194

Fiscal and program staff should work together to complete this budget. Please list those staff members below. Both will be contacted if changes or more detail is needed for the budget to be approved.

Program Staff: Imina Oftedahl
 Phone: 952.707.2008
 E-mail: ioftedahl@isd191.org

Fiscal Staff: Tyler Dehne
 Phone: 952.707.2055
 Email: tdehne@isd191.org

If you have been notified by MDE that your district has one or more *Racially Identifiable Schools*, please list those schools here:

Find the amount of Achievement and Integration (A&I) revenue your district may be eligible to receive in FY 2024 and enter it below. See lines 12 and 13 in your district's Integration Revenue Reports listed online in the Minnesota Funding Reports. These are estimates based on enrollment projections and A&I funding formulas. These estimates will be adjusted to reflect actual FY24 enrollment. Directions for finding Integration Revenue reports online are posted to the A&I website.

Total Initial Revenue (FIN 313)	\$	1,955,347.11
Total Incentive Revenue (FIN 318)	\$	79,714.00
TOTAL A&I REVENUE	\$	2,035,061.11

CERTIFICATION STATEMENT

We certify that the budget information submitted for our school district to the Minnesota Department of Education (MDE) is an accurate and complete representation of the fiscal year 2024 Achievement & Integration budget as approved by the school board.

Board Approval Date _____

School Board Chair _____ Date _____

Superintendent _____ Date _____

This certification statement is not required in legislation or by the Minnesota Department of Education.

FOR MDE USE ONLY

Approved Initial Revenue: _____ Approved Incentive Revenue: _____

MDE Approval: _____ Date: _____



FY 2024 Achievement and Integration Budget Expenditure Summary

District Number: **ISD 191**

District Name: **Burnsville Eagan Savage Schools**

Proposed Budget			Actual Expenditures		
		Proposed Budget Ratios			Actual Budget Ratios
Direct Services to Students must equal at least 80% of total revenue	\$1,849,336.00	90.87%	DSS At least 80% of total expenditures	\$0.00	#DIV/0!
Professional Development may equal no more than 20% of total revenue	\$28,725.00	1.41%	Professional Development No more than 20% of total expenditures	\$0.00	#DIV/0!
Administrative/Indirect may equal no more than 10% of total revenue	\$157,000.00	7.71%	Admin/Indirect No more than 10% of total expenditures	\$0.00	#DIV/0!
Total Proposed Revenue:	\$2,035,061.00		Total Revenue Expended:	\$0.00	
Total Amount Proposed FIN 313	\$1,955,346.87		Improvement Planning Expenditures	5%	#DIV/0!
Total Amount Proposed FIN 318	\$79,714.13		Districts must use up to 20% of integration revenue to implement an improvement plan (Minn. Stat. 124D.862 subd. 8 (c) 2).		

Amending Line Items To amend line items in this budget after it's been approved by MDE, strike the approved dollar amt and related budget narrative. Insert a row below the line you want to change (make sure the new row is above the total revenue line). Add a new dollar amt and narrative to the row you just added. Then highlight both lines with the color highlight function. Explain the change in the comments box at the bottom of the tab.

UFARS Corrections You do not need to submit an amended budget to MDE in order correct UFARS codes. Instead, make UFARS corrections when you submit your Actual Expenditure report. Add a note to explain the correction. See the A&I Gudget Guide for more details on when to amend your MDE-approved budget.

Comments:

Improvement Funding Directions Only districts that did not meet the goals in their last plan after three years should complete this tab. If you didn't meet your goals, you must use up to 20% of your annual integration revenue to fund improvement strategies.

Step 1) Complete the DSS, PD and Admin tabs for FIN 313 and 318. Step 2) Copy and paste line items that will fund improvement strategies into one of the sections below.
 - Copy line items totaling up to 20% of your total proposed revenue. That percentage will be calculated for you on the Expenditures Summary tab.
 - The line items you copy may be either FIN 313 or FIN 318 depending upon how you're funding your improvement strategies.

What is an improvement strategy? Strategies that were 1) not in your prior plan, or 2) strategies that you've adjusted and kept in your current A&I plan, and 3) strategies developed using an equity-centered improvement process like the one described in the A&I Improvement Planning Guide. The strategies should be different from the ones in your prior plan because they are either new to your A&I work or have been changed in some way that increases the likelihood of meeting the goals in your district's current plan.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amount	Budget Narrative - Which strategy in you're A&I plan does each line item support and how?	Goal #	Strategy # and Name
	ORG	PROG	FIN	OBJ					
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit this workbook with actual FY24 expenditures by 12/1/24.	Describe what will be purchased, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will help implement a strategy. Do not copy the strategy description from your plan.		
Direct Student Services									
Native American liaison salary .60 FTE	005	610	313	175	\$37,109.00		salary .60 FTE for 1 cultural liaison districtwide	1,2,3	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Native American liaison benefits	005	610	313	175	\$12,894.00		benefits for cultural liaison	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Native American liaison salary .40 FTE	005	610	318	175	\$29,038.00		salary for .40 FTE 1 staff districtwide	1,2,3	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Native American liaison benefits	005	610	318	200	\$8,596.00		benefits for cultural liaison	1,2,3	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Professional Development									
AVID XP Registration	005	640	318	366	\$10,000.00		registration for AVID PD with partner district	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
Teacher Hourly	005	640	318	185	\$5,500.00		hourly salary for licensed staff to attend PD	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
Teacher Benefits	005	640	318	200	\$880.00		benefits for licensed staff	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
Administrative Costs									
Total Improvement Funding:					\$104,017.00		\$0.00		

Comments:



FY 2024 Achievement and Integration Budget
Direct Student Service Costs

District Number: **ISD 191**

District Name: **Burnsville Eagan Savage Schools**

80% Direct Services to Students

List proposed **FIN 313** expenditures for Direct Student Services below. At least **80%** of a district's proposed expenditures must be used for strategies in a district's

MDE-approved A&I plan that provide direct services to students. Read the A&I Budget Guide on the MDE website for details.

UFARS Title	UFARS Code Required				Budgeted Amount	Actual Amt	Budget Narrative - Which strategy in your A&I plan does each line item support and how?		
	ORG	PROG	FIN	OBJ			Use this column to describe what will be purchased to implement your A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will help implement the strategy. Do not copy the strategy description from your plan.	Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit this budget with actual FY24 expenditures by 12/1/24.			
Social workers salary .65 FTE	Various	610	313	156	\$656,256.00		salary .65 FTE for 13 social workers at each site	1,2,3,4	2-Family Partnership & Support
Social workers benefits	Various	610	313	200	\$274,443.00		benefits for social workers	1,2,3,4	2-Family Partnership & Support
Cultural liaison salary 1.0 FTE	005	610	313	175	\$490,515.00		salary 1.0 FTE for 12 cultural liaisons at each site	1,2,3,4	2-Family Partnership & Support
Cultural liaison benefits	005	610	313	200	\$261,931.00		benefits for cultural liaisons	1,2,3	2-Family Partnership & Support
Native American liaison salary .60 FTE	005	610	313	175	\$37,109.00		salary .60 FTE for 1 cultural liaison districtwide	1,2,3	3-Native American Indigenous Student/Family Engagement
Native American liaison benefits	005	610	313	175	\$12,894.00		benefits for cultural liaison	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
AVID tutor salary	005	610	313	186	\$45,900.00		hourly salary for classroom AVID tutors	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
AVID tutor benefits	005	610	313	200	\$6,953.87		benefits for tutors	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
			313						
			313						
			313						
			313						
			313						
FIN 313 TOTAL					\$1,786,001.87				\$0.00

Insert lines **above** the **FIN 313 TOTAL** line to include those dollar amounts in proposed and approved revenue totals.

Improvement Funding Copy line items for improvement strategies and paste them into the Direct Student Services section of the Improvement Planning tab.

Comments:



FY 2024 Achievement and Integration Budget
 Direct Student Service Costs to Reduce Enrollment Disparities

District Number:

District Name:

80% Direct Services to Students

List proposed **FIN 318** expenditures for Direct Student Services below. At least 80% of a district's proposed expenditures must be used for strategies included in the district's MDE-approved A&I plan which provide direct services to students. Incentive revenue may be used to fund strategies that decrease racial and economic enrollment disparities in classes, schools, some programs, or between districts. Read the A&I Budget Guide on the MDE website for details.

UFARS Title	UFARS Code Required				Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	
	ORG	PROG	FIN	OBJ			Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY24 expenditures by 12/1/24.		
Native American liaison salary .40 FTE	005	610	318	175	\$29,038.00		salary for .40 FTE 1 staff districtwide	1,2,3 2-Family Partnership & Support
Native American liaison benefits	005	610	318	200	\$8,596.00		benefits for cultural liaison	1,2,3 2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
AVID Summer Tutors Salary	005	610	318	186	\$3,750.00		hourly salary for summer AVID tutors	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVID Summer Tutors Benefits	005	610	318	200	\$568.13		benefits for summer tutors	1,3,4 4-Develop Culturally Proficient School Systems
AVID Summer Teacher Salary	005	610	318	185	\$18,432.00		hourly salary for summer AVID teachers	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVID Summer Teacher Benefits	005	610	318	200	\$2,950.00		benefits for summer AVID teachers	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
FIN 318 TOTAL			318		\$63,334.13	\$0.00		

Insert lines **above** the **FIN 318 TOTAL** line to include those dollar amounts in proposed and approved revenue totals.

Improvement Funding Copy line items for improvement strategies and paste them into the Direct Student Services section of the Improvement Planning tab.

Comments:



**FY 2024 Achievement and Integration Budget
Professional Development Costs**

District Number: **ISD 191**

District Name: **Burnsville Eagan Savage Schools**

20% Professional Development

List all proposed **FIN 313** expenditures for professional development below. **No more than 20% of this budget's total revenue may be proposed or used for these costs.** All training funded through this budget must directly support strategies in a district's MDE-approved A&I plan. Read the A&I Budget Guide on the MDE website for details.

UFARS Title	UFARS Code Required				Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	
	ORG	PROG	FIN	OBJ			Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY24 expenditures by 12/1/24.	Use this column to describe what will be purchased to implement your A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. <i>Do not copy the strategy description from your plan.</i>	
AVID Contracted PD	005	640	313	305	\$12,345.00		AVID professional development services	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
			313					
			313					
			313					
			313					
			313					
FIN 313 TOTAL					\$12,345.00	\$0.00		

Add lines **above** the **FIN 313 TOTAL** line to include those dollar amounts in proposed and approved revenue totals.

Improvement Funding Copy line items for improvement strategies and paste them into the Professional Development section of the Improvement Planning tab.

Comments:

m DEPARTMENT OF EDUCATION **FY 2024 Achievement and Integration Budget**
Professional Development Costs to Reduce Enrollment Disparities

District Number: ISD 191 District Name: Burnsville Eagan Savage Schools

20% Professional Development
 List proposed FIN 318 expenditures for professional development below. No more than 20% of this budget's total revenue may be proposed or used for these costs. **Incentive revenue may be used to fund strategies that decrease racial and economic enrollment disparities in classes, schools, some programs, or between districts.** Read the A&I Budget Guide on the MDE website for more details.

UFARS Title	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	
	ORG	PROG	FIN	OBJ			Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY24 expenditures by 12/1/24.		
AVID XP Registration	005	640	318	366	\$10,000.00		1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
Teacher Hourly	005	640	318	185	\$5,500.00		1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
Teacher Benefits	005	640	318	200	\$880.00		1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
			318					
			318					
FIN 318 TOTAL					\$16,380.00	\$0.00		

Add lines above the FIN 318 TOTAL line to include those dollar amounts in proposed and approved revenue totals.

Improvement Funding Copy line items for improvement strategies and paste them into the Professional Development section of the Improvement Planning tab.

Comments:

District Number: **ISD 191**

District Name: **Burnsville Eagan Savage Schools**

10% Admin/Indirect Costs

List proposed Administrative/Indirect FIN 313 expenditures below. **No more than 10% of this budget's total revenue may be proposed or used for administrative or indirect costs.** Read the A&I Budget Guide on the MDE website for details.

UFARS Title	UFARS Code Required				Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	Goal #	Strategy # and Name
	ORG	PROG	FIN	OBJ					
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY24 expenditures by 12/1/24.	Use this column to describe what will be purchased to implement A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. <i>Do not copy the strategy description from your plan.</i>		
AVID Site Coordinator Salary .20 FTE	Various	610	313	143	\$71,130.00		salary .20 FTE AVID site coordinator at 4 sites	1,3,4	1-AVID. 4-Develop Culturally Proficient School Systems
AVID Site Coordinator Benefits	Various	610	313	200	\$34,608.00		benefits AVID site coordinator at 4 sites	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
Director salary .25 FTE									1-AVID 2-Family Partnership & Support 3-Native American and Indigenous Student/Family Support 4-Develop Culturally Proficient School Systems
	005	610	313	110	\$37,861.00		salary equity program oversight .25 FTE for 1 staff	1,2,3,4	
Director benefits .25 FTE									1-AVID 2-Family Partnership & Support 3-Native American and Indigenous Student/Family Support 4-Develop Culturally Proficient School Systems
	005	610	313	200	\$13,401.00		benefits equity program oversight	1,2,3,4	
			313						
			313						
FIN 313 Total					\$157,000.00				
									\$0.00

Add lines **above** the FIN 313 TOTAL line to include those dollar amounts in proposed and approved revenue totals.

Improvement Funding Copy line items for improvement strategies and paste them into the Admin/Indirect section of the Improvement Planning tab.

Comments:



**Agenda IV.B.3.
February 27, 2023**

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

From: Dr. Chris Belmont, assistant superintendent, Keith French and Molly Holmes,
teachers

Date: February 27, 2023

Re: Application for Preliminary Approval of an Extended Field Trip for Burnsville High
School Band Travel Club Students

Recommendation: Approve an application for preliminary approval of an extended field trip for Burnsville High School Band Travel Club students to travel to Costa Rica for a travel performance tour.

Date of trip: March 2-9, 2024

Destination: Costa Rica

Name of sponsoring staff: Keith French and Molly Holmes

Estimated cost per student: \$3,000 - \$3,300 (this could be higher depending upon flights)

Estimated number of students and chaperones: 50-75 students, 5-8 chaperones

Educational objective: The objective of this field trip is to enhance students' musicality through performance. Students will also enhance their awareness of other cultures. Performances include day and night time concerts at concert venues and side by side performances with local schools.

Proposed program: Gateway Tour Manager and local guides will be provided for tours, activities along with multiple performance opportunities. The final itinerary will be available once the trip is approved and finalized.



**Agenda IV.B.4.
February 27, 2023**

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

From: Dr. Chris Bellmont, assistant superintendent, and Alicia Vonderharr

Date: February 27, 2023

Re: Application for Preliminary Approval of an Extended Field Trip for Burnsville High School Travel Club Students

Recommendation: Approve an application for preliminary approval of an extended field trip for Burnsville High School Travel Club students to travel to London, England and Paris, France from July 11-20, 2024.

Date of trip: July 2024

Destination: London, England and Paris, France

Name of sponsoring staff: Alicia Vonderharr

Estimated cost per student: \$5,100

Estimated number of students and chaperones: 3 chaperones and 14 students

Educational objective: Using EF's Educational Tours guided learning model, students develop an essential question prior to leaving on the trip, and then utilizing EF's Personalized Learning Guide, students investigate that question during the trip. Students will also receive college essay help connected to their final project.

Proposed program: Students will engage in experiential learning during the 10-day trip to London and Paris. Students will experience an enriched travel experience with a real hands-on approach to learning. In England, students get an introduction to cricket, attend an English theater workshop, and engage in British tradition. In France, the culture highly values art, fashion, and cuisine, and students will take an art class, learn petanque, visit the Louvre, and ascend the Eiffel Tower.

Agenda:

July 11th: Fly overnight to London
July 12th - July 15th: London, England
July 16th - July 19th: Paris, France
July 20th: Fly Home