



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
March 23, 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

5:45 PM Listening Session with Director Abigail Alt and Director Anna Werb

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Approval of Agenda

III. Student Performance and Achievement Committee: World's Best Workforce 3
College and Career Readiness and Graduation Rates

Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction and Assessment, Dr. Brandon Lowe, SISA Coordinator, Colleen Coleman, Continuous Improvement Coach, and Mollie Bousu, Social Studies Teacher

IV. Information

- A. Report about One91 Virtual Academy 24
Speaker(s): Dr. Chris Bellmont, Assistant Superintendent and Brad Robb, Elementary Principal
- B. Update about the Proposed FY24 Budget 37
Speaker(s): Dr. Theresa Battle, Superintendent, and Stacey Sovine, Executive Director of Administrative Services
- C. Report about the Calendar Design & Recommendations for the 2024-25 School Year 57

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

Speaker(s): Dr. Chris Bellmont, Assistant Superintendent, Brad Robb, Elementary² Principal, and Wendy Drugge, BEA President

D. Committee, Board Appointment and School Assignment Reports 69

V. Business Meeting

A. Consent Agenda

Description: Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.

1. Approve Minutes 71
2. Approve Personnel Recommendations 73
3. Adopt a Resolution to Accept Donations 74
4. Approve Payroll, Receipts, Expenses and Investments 76
5. Accept the Budget Analysis 125
6. Receive a Report about the Listening Session 130
7. Approve Scheduling a Board Retreat on April 11, 2023 131
8. Approve, on a Second Reading Basis, Non-substantive Changes to 132
Policies 704: Development and Maintenance of an Inventory of Fixed Assets and a Fixed Accounting System, 711: Video Recording on School Buses, 713: Student Activity Accounting, 701.1: Modification of School District Budget, and 505: Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees
9. Approve, on a Second Reading Basis, Changes to Policies 527: 148
Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches, 624: Online Learning Options, 714: Fund Balance, 701: Establishment and Adoption of School District Budget, and 206: Public Participation in School Board Deliberations

B. New Business 171

1. Approve the Academic Calendar for 2024-25 178
Speaker(s): Dr. Chris Bellmont, Assistant Superintendent
2. Approve Third Party Administrator and Stop Loss Insurance Provider 180
Speaker(s): Stacey Sovine, Executive Director of Administrative Services
3. Adopt the Open Facilities Resolution 181
Speaker(s): Stacey Sovine, Executive Director of Administrative Services

VI. Adjourn



**Agenda III.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Imina Oftedahl, director of curriculum, instruction and assessment, Dr. Brandon Lowe, SISA coordinator, Colleen Coleman, continuous improvement coach, and Mollie Bousu, social studies teacher

Date: March 23, 2023

Re: Student Performance and Achievement Committee: World's Best Workforce College and Career Readiness and Graduation Rates

College and Career Readiness & Graduation

Imina Oftedahl,
director of curriculum,
instruction and assessment

Dr. Brandon Lowe,
SISA coordinator

Colleen Coleman,
continuous improvement coach

Mollie Bousu,
social studies teacher

one91
Burnsville · Eagan · Savage

March 23, 2023

Overview

- World's Best Workforce (WBWF)-Graduation
- Rigorous Course Report
- AVID Schoolwide

Strategic Goals

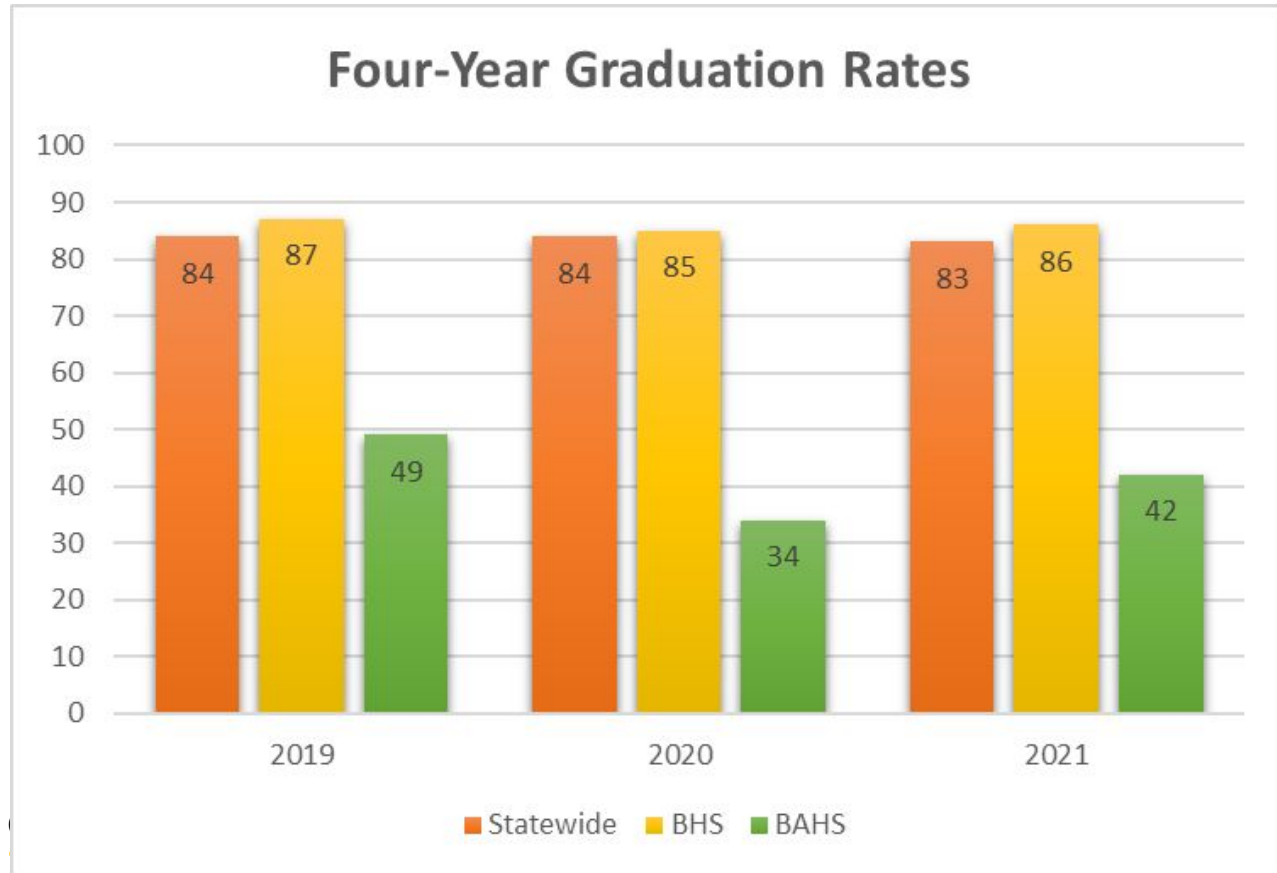
World's Best Workforce

- All children ready for school
- All third-graders read at grade level
- All racial and economic gaps between students closed
- **All students ready for career and college**
- **All students graduate**

Achievement & Integration

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

Four-Year Graduation Rate



A&I - All Students Graduate

Four-year graduation rate at Burnsville High School

Black or African Am	2019	2020	2021
BHS	83%	82%	91%
State	70%	69%	70%

Goal: 85% (plan target 77%)

Latino	2019	2020	2021
BHS	71%	60%	66%
State	70%	70%	69%

Goal: 72%

Native and Indigenous	2019	2020	2021
BHS	60% n=5	24% n=4	67% n=3
State	51% n=1213	56% n=1254	53% n=1257

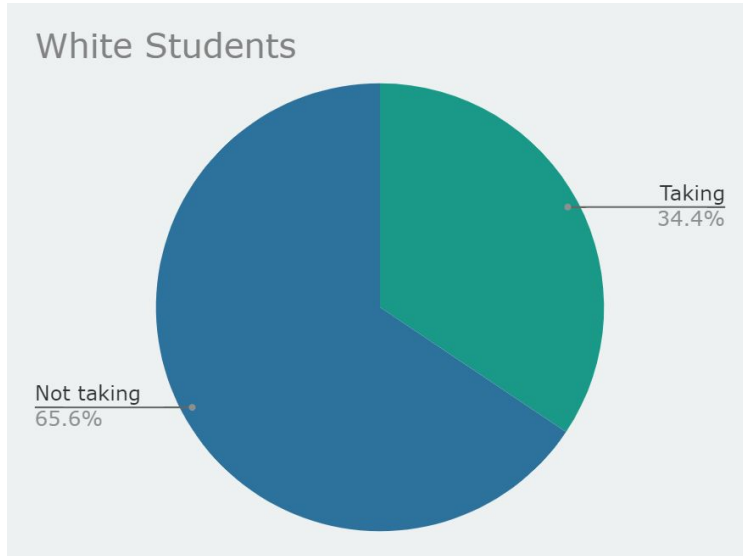
Goal: 72%

Rigorous courses: opportunity to earn college credit

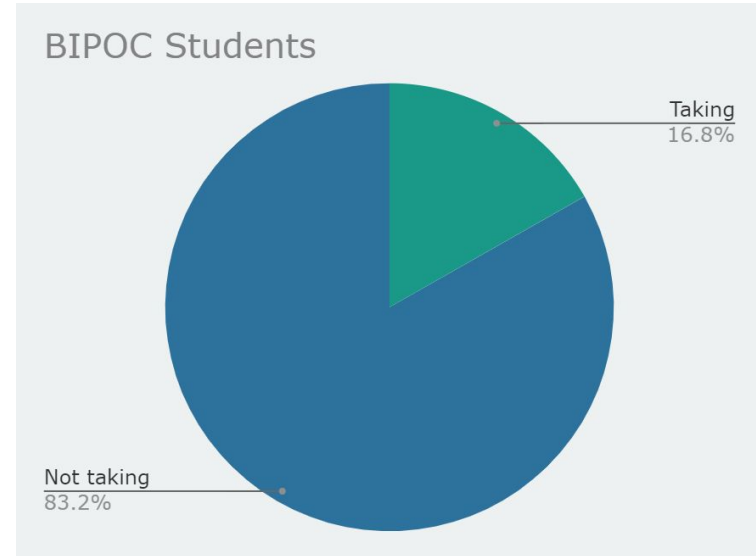
- Advanced Placement (AP)
- College in the Schools (CIS - dual enrollment with University of Minnesota)
- Dual Enrollment (Inver Hills Community College - IH)
- Post Secondary Enrollment Options (PSEO)

Rigorous Course Enrollment

Which students are taking rigorous courses?



White: 34%

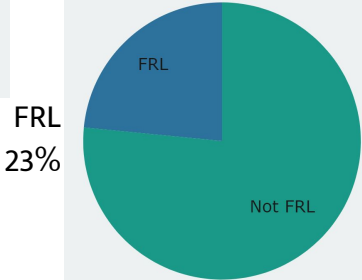
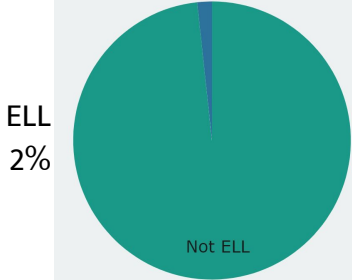
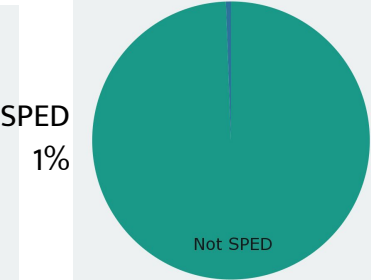
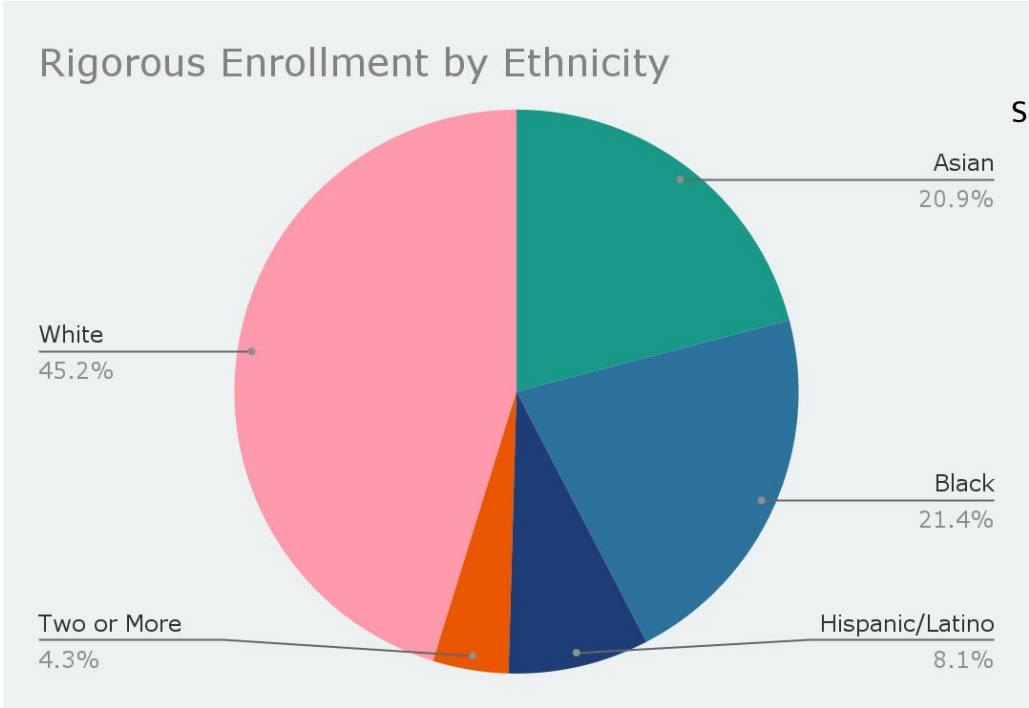


BIPOC: 17%

Rigorous Course Enrollment

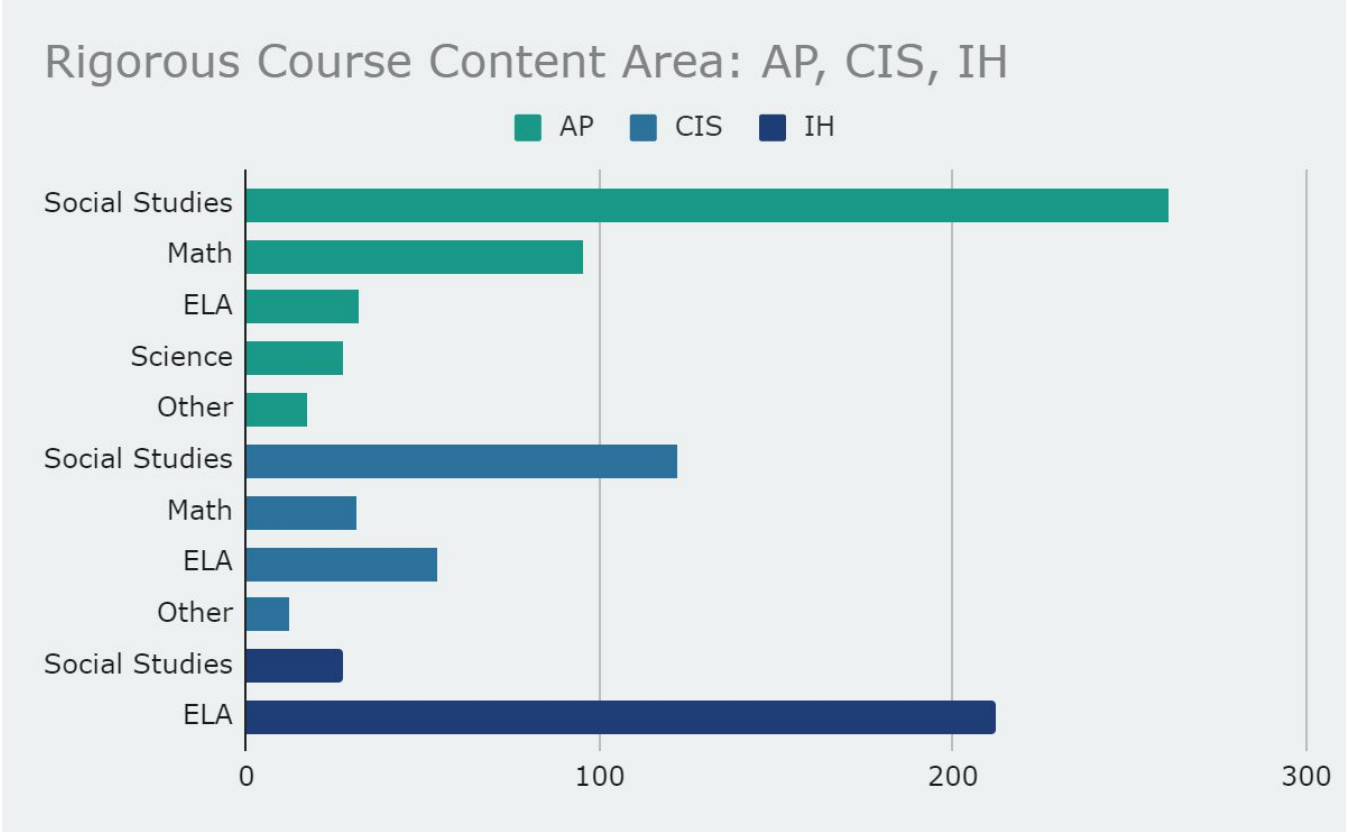
Who are represented in rigorous courses?

23-24 9th Grade Enrollment by Ethnicity	
Asian	5.8%
Black	30.3%
Hispanic/Latino	25.5%
Two or More	7.0%
White	30.5%
American Indian	0.7%
Other Pacific Islander	0.3%



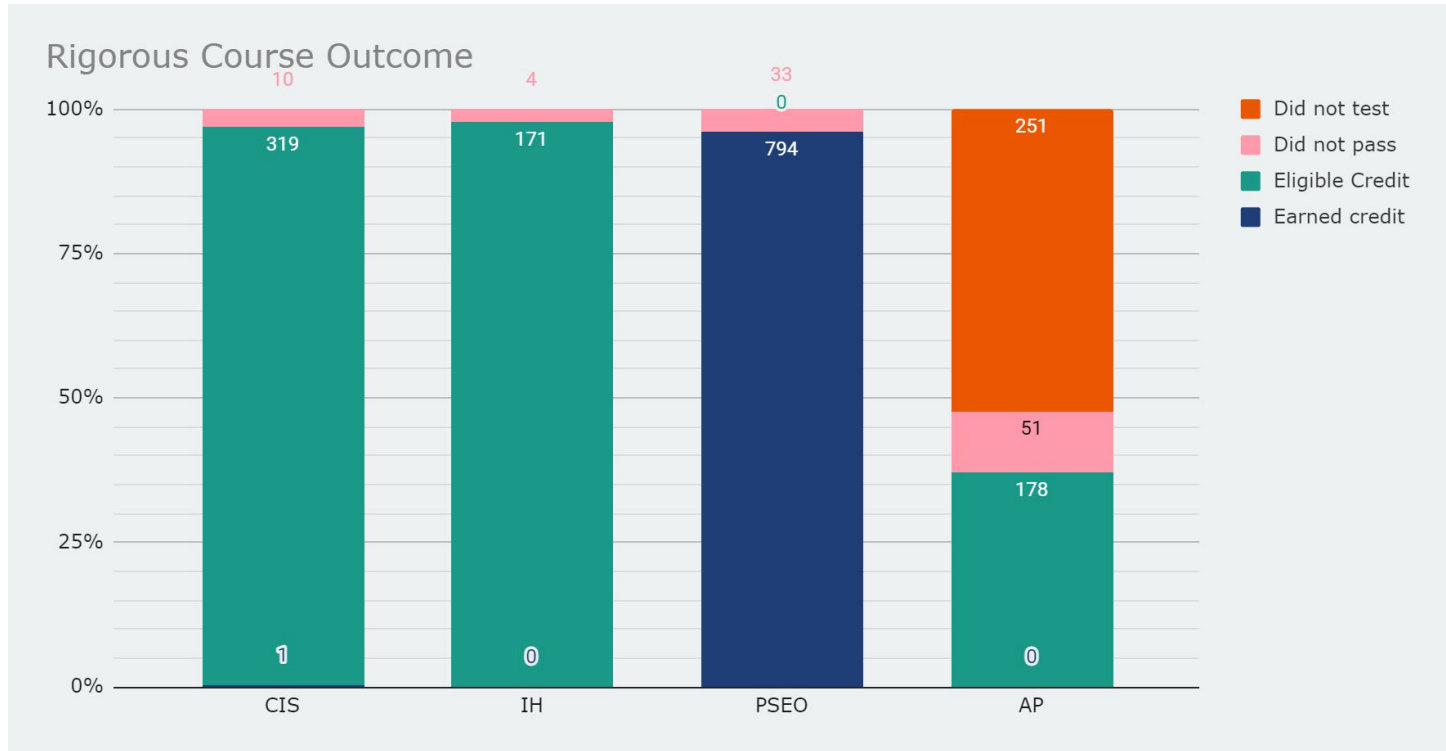
Rigorous Course Enrollment

Which graduation requirements are being met by rigorous courses?

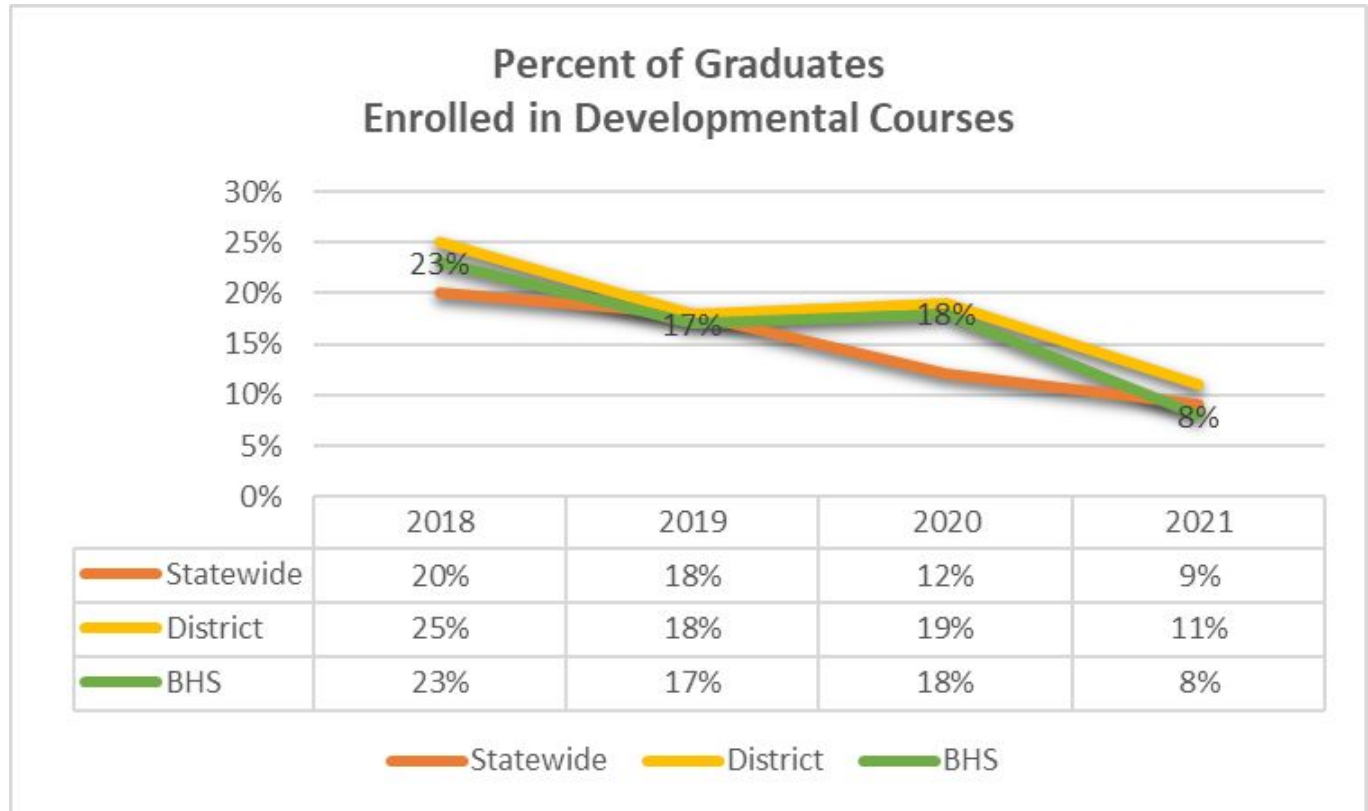


Rigorous Coursework Outcomes

How well did students perform in 21-22?



Post-Secondary Developmental Courses



Action: Middle School Feeder Program

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Ongoing collaboration between middle schools and high schools regarding 9th grade registration

- The percentage of 9th-graders choosing to take rigorous courses is now at pre-pandemic levels.
 - 19-20: 32% of 9th-graders in rigorous courses
 - 23-24: 37% of 9th-graders in rigorous courses
- Enrollment in 9th-grade rigorous courses is more equitably distributed among race.

Action: Summer AVID Bootcamp

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- Ensure that all students entering 9th grade are prepared for rigorous high school courses
- Focus on organization skills, study skills, and critical thinking
- Instill core research-based AVID strategies
 - Focused Note Taking, Costa's Level of Thinking, and the critical reading process
- Build collaborative skills and organization skills through relational capacity activities

AVID Schoolwide



AVID - Schoolwide

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AVID Elective

students in academic middle
build skills to college readiness

AVID Schoolwide

all students
support rigor in reading, writing, reasoning
instructional practices
general academic skill development

Annual Certification: AVID Schoolwide Site

Emerging AVID Schoolwide

AVID Schoolwide

Sustaining AVID Schoolwide

AVID Schoolwide - Teacher's Perspective

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Mollie Bousu

AP Human Geography Teacher, BHS

Colleen Coleman

Instructional Coach at BHS and BAHS

How has the rigor in your classroom been impacted by WICOR (writing, inquiry, collaboration, organization, & reading) schoolwide?

- **Writing and Organization:**
 - Focused Notes - Used to scaffold the AP Human Geography textbook
- **Collaboration:**
 - Peer Review of Written Work
 - Collaborative Discussions - Map and Data Analysis
- **Inquiry and Reading:**
 - Socratic Seminars - Connecting high level concepts to real-world issues
 - High Level Questioning - identifying limitations of data, comparing concepts, etc.

How have you observed rigor and classroom instruction, culture, and relational capacity being impacted through the use of WICOR strategies?

- Opportunity to facilitate and participate in **191 AVID WICOR Academy** at BHS and BAHS
- Schoolwide WICOR, culture of college and career readiness, strategies from many years of AVID professional development (both in-house and through AVID)
- WICOR = increase of rigor, inquiry, and collaboration for students





**Agenda IV.A.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent and Brad Robb, elementary principal

Date: March 23, 2023

Re: Report about One91 Virtual Academy

Receive a report about One91 Virtual Academy from Dr. Chris Bellmont, assistant superintendent and Brad Robb, elementary principal.



One91 Virtual Academy²⁵

March 23, 2023

Brad Robb, Elementary Principal

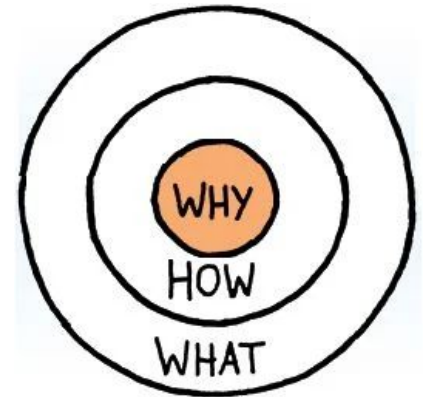
Dr. Chris Bellmont, Assistant
Superintendent



One91 Virtual Academy

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Our goal is to provide online, high-quality, and flexible learning opportunities that offer the next generation of K-12 learning.



One91 Virtual Academy

District **one91** District 191 Strategic Roadmap 2015-2020

OUR MISSION

Each Student. Future Ready. Community Strong.

VALUES

- Expectations:** I will set a high bar for myself and others in learning, behavior, commitment to do one's best and service to others and community.
- Respect:** I will honor the uniqueness of myself and others
- Integrity:** I will do the right thing, even when no one is looking
- Partnership:** I will engage in relationships and action which empowers learning for ALL

STRATEGIC DIRECTION

- Close gaps and raise achievement for all students
- Create a culturally proficient school system
 - Maximize resources for optimal student learning
 - Increase the capacity for partnership with community

VISION 2020

ISD 191 will become the leading and preferred source of learning and education for its students and adult learners because we:

- Utilize technology for instruction to provide rigorous, personalized learning, and maximize operational systems.
- Serve the unique needs of our students, families and communities first and foremost.
- Provide relevant and engaging student learning and enrichment leading to college and career readiness for all.
- Develop innovative, attractive and aligned academic programs, support services and opportunities.
- Invest and engage in real partnership across those with differing interests, talents, assets and opportunities aligned with District mission and core values.
- Energize and leverage our community diversity in all forms as unique and valued assets for developing true real-world ready learners and citizens.
- Attract, value, retain and develop the very best employees in education and operations to serve our students and families.

Originally shared
Jan 2021

One91 Virtual Academy

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Caring Community *"...fosters their individual growth and pursuit of learning."*

Cultural Proficiency *"...adapt education to meet the needs of each student."*

Future Readiness *"...adventurous exploration and rigorous academics."*

Inclusive Partnership *"...a culture of trust where students, families and staff are reflected in decisions..."*

Student Agency *"...personalize their learning journey..."*



District 191 Strategic Roadmap

Each Student. Future Ready. Community Strong.

VISION STATEMENT

Our vision statement uses aspirational language to communicate our purpose – it's the change we intend to make in the world.

We will be a school district that provides transformative learning experiences that mirror students' own stories, and where students will:

- Be equipped to meet rigorous academic challenges that build their capacity to pursue excellence,
- Embrace the humanity of all people and welcome diverse perspectives and voices, and
- Be supported by a caring community that sparks their curiosity and fuels their progress down a self-determined path.

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

CORE VALUES

Our core values express what we stand for and what we believe in. They are our foundation. They represent the lens through which all our work is done.

In District 191, we believe in (stand for) ...


Caring Community – Our culture will actively encourage and embrace each member of the community, creating a sense of support that fosters their individual growth and pursuit of learning.

Cultural Proficiency – Our school community will work to understand our assumptions and biases, making a commitment to value and manage cultural uniquenesses and adapt education to meet the needs of each student.

Future Readiness – Our students will know they are ready to meet every next challenge through the confidence that comes from adventurous exploration and rigorous academics.

Inclusive Partnership – Our collaboration and communication will inspire a culture of trust where students, families and staff are reflected in decisions that shape our district.

Student Agency – Our students will make choices that personalize their learning journey, proactively building a day-to-day experience that leads them toward their passion and purpose.



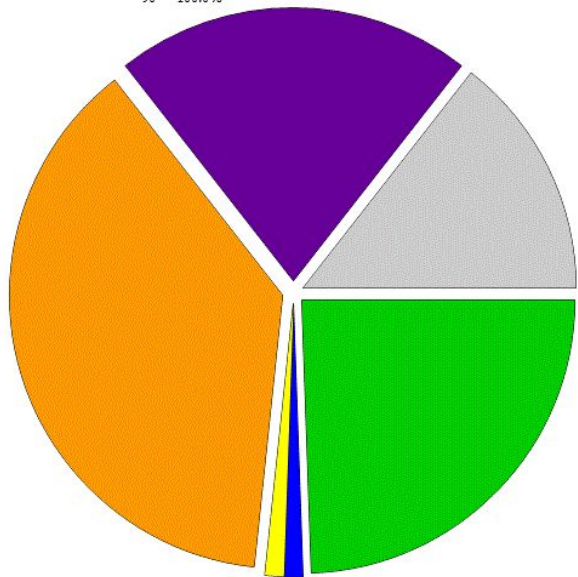
- Enrollment
 - 63 Open-enrolled students
 - 2021-22 ADM - 454.88
 - 2022-23 - 307 students enrolled - Increased enrollment over the course of the year
 - New open enrollments from other online schools have already occurred

Current Reality

Demographic Breakdown

Hispanic/Latino	22	24.4%
American Indian or Alaska Native	1	1.1%
Asian	1	1.1%
Black or African American	34	37.8%
White	19	21.1%
Two or More Races	13	14.4%
Total	90	100.0%

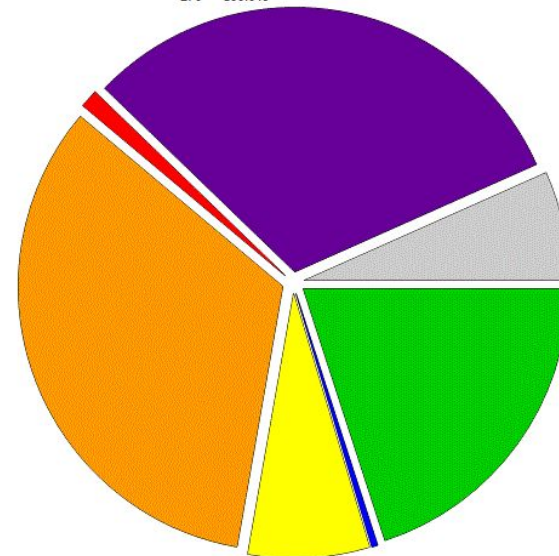
Elementary



Demographic Breakdown

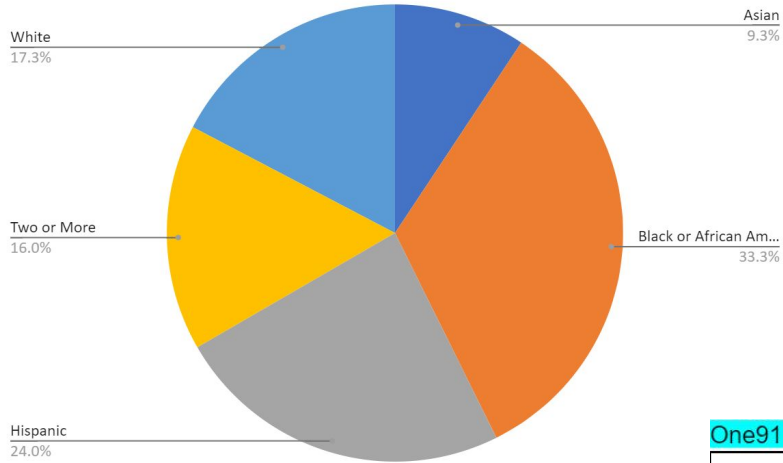
Hispanic/Latino	54	20.0%
American Indian or Alaska Native	1	0.4%
Asian	20	7.4%
Black or African American	90	33.3%
Native Hawaiian or Other Pacific Islander	3	1.1%
White	84	31.1%
Two or More Races	18	6.7%
Total	270	100.0%

Secondary



Current Reality - Semester 1 22-23

VA Secondary Number of students with 1 or more NC



One91 Virtual Middle School (6-8)

Time period	Students earning all credits	Students earning most credits (3-4)	Students earning few credits (0-2)
2022-23 S1	Total: 25.4% (18)	Total: 26.8% (19)	Total: 47.8% (34)

One91 Virtual High School (9-12)

Time period	Students earning all credits	Students earning most credits (3-4)	Students earning few credits (0-2)
2022-23 S1	Total: 33.8% (49)	Total: 14.5% (21)	Total: 51.7% (75)

Current Reality - Financial Snapshot

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- Financial
 - 2021-22
 - Revenue - \$5.1 million
 - Expenditure - \$2.6 million
 - 2022-23 - Budgeted
 - Revenue - \$3.8 million
 - Expenditure - \$2.7 million

2021-22
Net \$2.5 million

2022-23
Budgeted Net \$1.1 million

- Programming
 - Synchronous Learning (Elem & MS)
 - Asynchronous Learning (HS)
 - Extension Activities
 - Services (SpEd, ML, Intervention, Advanced Learning)
 - Pathways Connection
 - Split enrollment options (BHS)
 - Burnsville Diploma



Awareness Points

- Some staff have split responsibilities
- Engagement, credit attainment trends
- Unpredictable enrollment trends
- Elementary academic scores show slower growth in some student cases



Best Practices for Improvement

35

- Increase efficiency and effectiveness of Multi-Tiered Systems of Support
- Increase collaboration, cohesion for staffing
- Increase parent partnership efforts
- Benchmark assessments with progress monitoring



One91 Virtual Academy



Thank You.



**Agenda IV.B.
March 23, 2023**

To: Board of Education

From: Dr. Theresa Battle, superintendent, and Stacey Sovine, executive director of administrative services

Date: March 23, 2023

Re: Update about the Proposed FY24 Budget

Receive an update about the Proposed FY24 Budget from Dr. Theresa Battle, superintendent and Stacey Sovine, executive director of administrative services.

Fiscal Year (FY) 24
Initial 38
Budget
Recommendations

**Dr. Theresa Battle, superintendent,
Stacey Sovine, executive director of
administrative services**

March 23, 2023



- **Review**
 - Timeline
 - Process
 - Assumptions
 - Use of federal funds
 - Share feedback from stakeholders and share additional feedback opportunities
 - Research themes and consideration
 - Strategies for structurally sustainable budget
- **Provide preliminary FY24 budget recommendations**

FY24 Adopted Budget: Timeline

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- **January - February**
 - Board approves FY23 revised budget
 - Board receives report on FY24 budget assumptions
- **March**
 - Board discussion of Governor and legislative funding updates in workshop
 - Superintendent presents adjusted budget recommendations to the Board
- **April - May**
 - Staff and community presentations and feedback opportunities
 - Board report on feedback
- **June 8** - FY24 Adopted Budget presented
- **June 22** - FY24 Adopted Budget approved

- **Each budget manager is responsible for the following:**
 - Review the budget to ensure that all expenditures for 2022-23 school year have been coded correctly
 - Identify priority expenditures
 - Identify any cost savings
 - Make decisions about discretionary funds
- Submit budget adjustments and/or request for additional funding
- Cross-functional team reviews before submission to Superintendent

FY24 Preliminary Budget Revenue Assumptions

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- **Local Aid**

- K-12 enrollment projected for FY23 was 7219
- K-12 enrollment actual on 3/13/23 was 7457 (+238)
- *K-12 Enrollment assumed for FY24 will be 7,363 (-94)*
- Projected to generate \$6 million in levy aid

- **State Aid**

- Compensatory revenue increase
- *Assumption of 3% increase on General Education formula*
- *Assumption of \$5 million increase to address cross subsidies (Special Education and English Learner)*

FY24 Preliminary Budget Revenue Assumptions

43

- **Federal Aid**
 - Elementary and Secondary School Emergency Relief Fund (ESSER) III funds will decrease compared to FY23.
- **Combined revenue increase**
 - Approximately **\$17 million**

FY24 Preliminary Expenditure Assumptions

44

- 2.5% salary assumptions for all contracts applied
- 6% transportation increase assumed based on contract
- 18% increase on utilities
- 5% increase on supplies, materials, and other services
- 9% increase on medical insurance premiums
- ESSER III funds for all additional positions considered to be continuing

- Combined expenditure increase approximately **\$9 million**

Current Reality FY 23-24

General Fund Budget Comparative Summary

	Actual Results 2020-21	Actual Results 2021-22	Adopted Budget 2022-23	Revised Budget 2022-23
Total Beginning Fund Balance	\$ 20,326,027	\$ 29,521,880	\$ 29,371,898	\$ 32,521,899
Revenues	129,973,192	126,974,994	125,658,061	127,778,817
Federal Relief Revenues for current costs	4,673,195	3,902,488	3,400,000	4,027,847
Federal Relief Revenues for new costs		5,443,165	6,270,499	5,949,046
Expenditures	120,777,339	127,877,463	130,869,041	131,854,440
Federal Relief Expenditures for new costs	4,673,195	5,443,165	6,270,499	5,949,046
Variance (Revenues - Expenditures)	9,195,853	3,000,019	(1,810,980)	(47,776)
Total Ending Fund Balance	\$ 29,521,880	\$ 32,521,899	\$ 27,560,918	\$ 32,474,123
Breakdown of Fund Balance Categories				
Nonspendable	\$ 382,338	\$ 254,436	\$ 382,338	\$ 254,436
Restricted	9,020,782	9,841,889	8,637,897	10,819,678
Committed	1,849,491	1,837,017	1,168,634	1,394,580
Assigned	5,081,823	1,810,980	-	-
Unassigned	13,187,446	18,777,577	17,372,049	20,005,429
Total Ending Fund Balance	\$ 29,521,880	\$ 32,521,899	\$ 27,560,918	\$ 32,474,123
Unassigned Fund Balance %	10.51%	14.08%	12.67%	14.52%

FY 24 Assumptions

Revenue: **\$17 million**
 Expenditures: **\$9 million**

FY24 Fund Balance Increase:
\$8 million

FY 23 projected Ending Fund
 Balance: **\$32.5 million**

FY 24 projected Ending Fund
 Balance: **\$40.5 million**

ESSER III allocations for FY 24

FY 24 Funding Source	Description	Full-time Equivalency (FTE)	Total	
FIN 160 - ESSER III 80%	Amount to Supplant Current Costs	–	\$ 3,400,000.00	
	Behavior Analyst for NMS	1 fte	\$ 125,000.00	
	High School Credit Recovery	2 fte	\$ 239,400.00	
	Middle School Math Interventionist	2 fte	\$ 239,400.00	
	Clerical Virtual Academy	1 fte	\$ 78,750.00	
	Tech level 1	1 fte	\$ 58,800.00	
	Cultural Liaison Translation Support	2 fte	\$ 175,000.00	
	Level III Education Assistants	8 fte	\$ 450,000.00	
	Class Size Reduction K,1,2 and Virtual Academy	4 fte	\$ 478,800.00	
	Secondary Virtual Academy Teacher	2 fte	\$ 239,400.00	
	Special Education and Federal Fund Grant management	1 fte	\$ 105,000.00	
	Support to address impact of classes under 25 at BHS	3 fte	\$ 359,100.00	
	FIN 161 - ESSER III 20%	Social Services Specialist	1 fte	\$ 140,000.00
		2 wk Aug summer GTI program for students who are registered for Summer school.	–	\$ 200,000.00
DEC Outdoor classroom ECSE and ECFE students		–	\$ 570,000.00	
EDGE free for all students		–	\$ 400,000.00	
Tutoring or afterschool programming to support core curriculum in students' first languages		–	\$ 75,000.00	
Extended Kindergarten Jumpstart		–	\$ 200,000.00	
Summer School Programming		–	\$ 620,000.00	
FIN 169 - ESSER III 5%		Multi Tier Support System / Positive Behavioral Interventions Support and Tutoring Services	–	\$ 22,661.00
	Grand Total		\$ 8,176,311.00	

FY 24 Input Survey Summary

Priorities

- Mental health & behavior support
- Targeted student supports (EL, social workers, early grades)
- Rebuild performing music programs (elementary & middle)

24 Responses
(as of March 3)

Efficiencies

- Reduce administration
- 4-day school week

FY24 Strategies for Structurally Sustainable Budget

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- Prioritize investment for instructional priorities, including PK-12 Pathways.
- Maintain current class size parameters (Enrollment Rightsizing).
- Use of restricted funds before general undesignated funds.
- Understand ebb and flow of revenue streams and expenses.
- Strategic use of federal resources to accelerate learning post pandemic and to position budget for sustainable programming once funds end.

FY24 Strategies: How we maintain class sizes

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- Staffing allocations provided to building principals based on current Board approved class size averages.
 - K-5 average : 24.5 students per class with fewer students in Kindergarten and more in 5th grade classes.
 - 6-8 average : 21 students per FTE*
 - 9-12 average : 26 students per FTE*

*secondary program class sizes vary based on course type, external class size restrictions, instructional models, student interest, and graduation requirements.

Rightsizing

Line Item	Adjustment Category and Item Description/ Department	F.T.E.	Budget Unit	Budget Adjustment	Account Code	Rationale and Implications
1.1	Maintaining Class Sizes (K-12)	-2.157	Various	-\$245,898.00	Various	Maintaining class sizes based on enrollment
1.2	EL Teacher	2	07060	\$228,000.00	01 E 005 219 317 143 000	Additional EL students with lower levels of English Proficiency
1.3	Director of Equity (Part of A&I approved budget)	1	12020 12030 13020	\$180,000.00	01 E 200 204 414 143 000 01 E 200 205 417 143 000 01 E 005 610 313 110 685	Position will absorb EL Coordinator position and oversee EL, Cultural Liaisons, and equity programming.
1.4	Pathways	0	Various	\$0.00	Various	Continue current levels of funding.

Strategic Roadmap

2		Strategic Roadmap				
2.1	Advertising - Virtual Academy Focus	0	16060	\$50,000.00	01 E 079 130 000 305 000 01 E 479 130 000 305 000	Invest in growing enrollment in Virtual Academy, especially as neighboring districts are discontinuing their online learning options
2.2	Counselor - Virtual Academy / Associates of Arts Degree Focus	1	07030	\$114,000.00	01 E 079 710 000 169 000 01 E 479 710 000 169 000	Support focusing on 6-12 VA students and the ongoing development of the AA program both in person and potentially through VA.

Initial Budget Adjustments

3 Preliminary Adjustments						
3.1	LEVEL 4 Tech Security	1	14020	\$121,229.71	01 E 200 630 795 172 000	Addition of a Level 4 Technology Security position to provide technical background and capacity to implement critical controls.
3.2	Middle School Volleyball	0	11021	\$33,000.00	Various	Allowing students to play with and against students of similar age and ability level will increase our participation numbers as they move into high school.
3.2	Reduction of EL Coordinator	1	12020 12030 13020	-\$149,830.33	01 E 200 204 414 143 000 01 E 200 205 417 143 000 01 E 005 610 313 110 685	Position will be assumed under Director of Equity

Initial Budget Adjustments

3 Preliminary Adjustments						
3.3	Elementary TOSA's	4	01010	\$456,000.00	Various	Creation of School Success teams at the Elementary level. Coordination of services will increase capacity in the short and long term. These success team leads will engage in MTSS work that will address the disproportionality of student behavior and learning results.
3.4	Behavior Analyst	1	Various	\$92,747.31	01 E 200 420 419 143 000 01 E 200 206 433 144 000	Additional behavior analysts will address K-12 response needs and the disproportionate student behavior and learning results.
3.5	VA/BAHS Social Worker	1	Various	\$114,000.00	Various	Increasing MTSS supports, like school counselor and social worker, support will address K-12 academic learning concerns that is occurring disproportionately for some of our students in Virtual Academy.

Use of Federal Funding for Current Expenditures

4	Maximizing Federal Funding				
4.1	Use ESSER III 80% funds for current positions for the FY 24 year			-\$3,400,000.00	

Line Item	Adjustment Category and Description/ Department	F.T. E.	Budget Unit	Budget Adjustment	Account Code	Rationale and Implications	
1.1	Maintaining Class Size (K-12)	-2	157	Vertica	\$245,550.00	Vertica	Maintaining class size based on enrollment
1.2	EL Teacher	2	07060	\$220,000.00	01 E 008 219 317 143 000		Additional EL students with lower levels of English Proficiency
1.3	Director of Equity (Part of All approved budget)	1	13020 13030	\$180,000.00	01 E 200 204 414 143 000 01 E 200 205 417 143 000 01 E 008 610 313 110 085		Position will absorb EL Coordinator position and oversee EL, Cultural Liaison, and equity programming
1.4	Pathways	0	Vertica	\$0.00	Vertica		Continue current levels of funding.
1.5							
2	Strategic Roadmap						
2.1	Advertising - Virtual Academy Foc	0	19000	\$50,000.00	01 E 079 130 000 305 000 01 E 479 130 000 305 000		Invest in growing enrollment in Virtual Academy, especially as neighboring districts are discontinuing their online learning options.
2.2	Counselor - Virtual Academy / Associates of Arts Degree Focus	1	07030	\$114,000.00	01 E 079 710 000 180 000 01 E 479 710 000 180 000		Support housing on 6-12 VA students and the ongoing development of the AA program both in person and potentially through VA.
3	Preliminary Adjustments						
3.1	LEVEL 4 Tech Security	1	14200	\$121,226.71	01 E 209 600 795 172 000		Addition of a Level 4 Technology Security position to provide technical background and capacity to implement critical controls.
3.2	Middle School Volleyball	0	11021	\$30,000.00	Vertica		Allowing students to play with and against students of similar age and ability level will increase our participation numbers as they move into high school.
3.2	Reduction of EL Coordinator	1	13020 13030	-\$148,830.33	01 E 200 204 414 143 000 01 E 008 610 313 110 085		Position will be assumed under Director of Equity
3.3	Elementary TOSA's	4	01010	\$490,000.00	Vertica		Creation of School Success teams with the Elementary level. Coordinator of services will increase capacity in the short and long term. These success team leads will engage in MTSS work that will address the appropriateness of student behavior and learning results.
3.4	Behavior Analyst	1	Vertica	\$82,747.31	01 E 200 420 419 143 000 01 E 200 206 433 144 000		Additional behavior analysts will address K-12 response needs and the disproportionate student behavior and learning results.
3.5	VA/AA/IS Social Worker	1	Vertica	\$114,000.00	Vertica		Increasing MTSS supports, the school counselor and social worker support will address K-12 academic learning concerns that is occurring disproportionately for some of our students in Virtual Academy.
4	Maximizing Federal Funding						
4.1	Use ESSER III 80% funds for current positions for the FY 24 year			-\$3,400,000.00			

[Complete List in PDF Format](#)

Recommended Budget FY 23-24

General Fund Budget Comparative Summary

	Actual Results 2020-21	Actual Results 2021-22	Adopted Budget 2022-23	Revised Budget 2022-23
Total Beginning Fund Balance	\$ 20,326,027	\$ 29,521,880	\$ 29,371,898	\$ 32,521,899
Revenues	129,973,192	126,974,994	125,658,061	127,778,817
Federal Relief Revenues for current costs	4,673,195	3,902,488	3,400,000	4,027,847
Federal Relief Revenues for new costs		5,443,165	6,270,499	5,949,046
Expenditures	120,777,339	127,877,463	130,869,041	131,854,440
Federal Relief Expenditures for new costs	4,673,195	5,443,165	6,270,499	5,949,046
Variance (Revenues - Expenditures)	9,195,853	3,000,019	(1,810,980)	(47,776)
Total Ending Fund Balance	\$ 29,521,880	\$ 32,521,899	\$ 27,560,918	\$ 32,474,123
Breakdown of Fund Balance Categories				
Nonspendable	\$ 382,338	\$ 254,436	\$ 382,338	\$ 254,436
Restricted	9,020,782	9,841,889	8,637,897	10,819,678
Committed	1,849,491	1,837,017	1,168,634	1,394,580
Assigned	5,081,823	1,810,980	-	-
Unassigned	13,187,446	18,777,577	17,372,049	20,005,429
Total Ending Fund Balance	\$ 29,521,880	\$ 32,521,899	\$ 27,560,918	\$ 32,474,123
Unassigned Fund Balance %	10.51%	14.08%	12.67%	14.52%

FY 24 Assumptions with Recommendations

Additional Revenue: **\$17 million**
 Total FY24 Revenue: **\$145 million**

Additional Expenditures: **\$10 million**
 Total FY24 Expenditures: **\$142 million**

FY24 Fund Balance Increase:
\$7 million

FY 23 projected Ending Fund Balance:
\$32.5 million

FY 24 projected Ending Fund Balance:
\$39.5 million

Thank You.



**Agenda IV.C.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent, Brad Robb, elementary principal, and
Wendy Drugge, BEA president

Date: March 23, 2023

Re: Report about the Calendar Design & Recommendations for the 2024-25 School Year

Receive a report about the Calendar Design & Recommendations for the 2024-25 School Year from Dr. Chris Bellmont, assistant superintendent, Brad Robb, elementary principal, and Wendy Drugge, BEA president.

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Calendar Design⁵⁸ & Recommendations for the 2024-25 School Year

**Dr. Chris Bellmont, Assistant
Superintendent**

Wendy Drugge, BEA President

Brad Robb, Elementary Principal

March 23, 2023

one91
Burnsville · Eagan · Savage

Policy Supported Parameters (602)

59

- ❑ 170 Student Days
- ❑ 184 Teacher work days
- ❑ 187 Days for new teachers
 - ❑ 3 Additional days prior to workshop
- ❑ Five non-student days for PD and prep
 - ❑ One must be after 1st semester
 - ❑ One must be placed in preparation for fall conferences
 - ❑ One must be placed in preparation for spring conferences

Policy Supported Parameters (602)

60

- ❑ Four workshop days prior to first day
- ❑ One end-of-year professional day after the last student day
- ❑ Must start after Labor Day unless special circumstance
- ❑ Minimum four K-12 Family Conference days; Two fall, Two spring

Policy Supported Parameters (602)

61

Additional Non Student Days (beyond conferences and professional development days):

- Labor Day
- Two Days in October for the annual MEA convention
- Thanksgiving and the Friday after Thanksgiving
- A Winter Break of at least seven days (excluding weekends)
- MLK Jr Day
- Memorial Day



Design Team

Multi-Year Calendar Design Team including:

- ❑ Students
- ❑ Parents
- ❑ Administrators
- ❑ Teachers
- ❑ Liaisons
- ❑ Wendy Drugge and Chris Bellmont = Co-Facilitators

Grounded in our Core Values and CPSS



Design Team Recommendations

63

- ❑ Increase uninterrupted weeks to prioritize learning momentum
- ❑ Early intervention for parent partnership (conferences) whenever possible. Continue conferences in-person and virtual
- ❑ No in-person school on election day (safety)
- ❑ Blended Learning Days provide chances for much-needed data action planning / professional development time
- ❑ Seek out time for job embedded professional development
- ❑ A full two weeks for Winter Break

2024-25 Features to Highlight

64

- ❑ A 12.5% increase in 5-day weeks
- ❑ A 40% reduction in 2-day and 3-day weeks
- ❑ A full 5-day MEA week (with Family Conferences)
- ❑ 2 Blended Learning Days - 1 each semester
- ❑ Balance between semesters

Calendar Snapshot

- Fall Conferences: October 14th - 16th
- Blended Learning: November 5th (Election Day)
- Winter Break: December 23rd - January 1st
- Spring Conferences: March 5th - 7th
- Spring Break: March 31st - April 4th
- Blended Learning: May 2nd
- Graduation: June 6th

Burnsville-Eagan-Savage School District 191 2024-2025 School Year Calendar

July 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
Su	M	Tu	W	Th	F	Sa
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23	24	25	26	27	28	29

March 2025						
Su	M	Tu	W	Th	F	Sa
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30	31					

April 2025						
Su	M	Tu	W	Th	F	Sa
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25	26	27	28	29	30	

May 2025						
Su	M	Tu	W	Th	F	Sa
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- AUGUST**
 20-22 New Teacher Workshop (No Students)
 26-29 Professional Day (No Students)
- SEPTEMBER**
 2 Labor Day (No Staff/No Students)
 3 First Day of School Most Grades
 5 First Day of School Some Grades
- OCTOBER**
 14-16 Parent-Teacher Conferences & Teacher Prep (No Students)
 17-18 Minnesota Educator Academy (No Staff/No Students)
- NOVEMBER**
 5 Blended Learning Day
 11 Professional Day (No Students)
 28-29 Fall Break (No Staff/No Students)
- DECEMBER**
 23-31 Winter Break (No Staff/No Students)
- JANUARY**
 1 Winter Break (No Staff/No Students)
 16 Last Day of 1st Semester
 17 Professional Day (No Students)
 20 MLK, Jr. Day (No Staff/No Students)
- FEBRUARY**
 17 Professional Day (No Students)
- MARCH**
 5-7 Parent-Teacher Conferences & Teacher Prep (No Students)
 31 Spring Break (No Staff/No Students)
- APRIL**
 1-4 Spring Break (No Staff/No Students)
- MAY**
 2 Blended Learning Day
 26 Memorial Day (No Staff/No Students)
- JUNE**
 5 Last Day of School
 6 Graduation & Professional Day (No Students)

- 2024-2025 Calendar:**
Quarter 1
 September 3 - November 8
 44 days
- Quarter 2**
 November 12 - January 16
 38 days
- Semester 1**
 September 3 - January 16
 82 days
- Quarter 3**
 January 21 - March 21
 40 days
- Quarter 4**
 March 24 - June 5
 48 days
- Semester 2**
 January 21 - June 5
 88 days

Total School Days.....170
 Total Teacher Work Days.....184

Color Key:

No School for All Students
New Teacher Workshop (No Students)
Professional Day (No Students)
Parent-Teacher Conferences & Teacher Prep (No Students)
Holiday (No Staff/No Students)
Blended Learning Day
First & Last Day of School
Graduation

Appreciation

- ❑ Thank you to all who helped contribute to this important collaboration.



Thank You

Burnsville-Eagan-Savage School District 191
2024-2025 School Year Calendar

July 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
Su	M	Tu	W	Th	F	Sa
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
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2	3	4	5	6	7	8
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
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					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2025						
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1	2	3	4	5	6	7
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22	23	24	25	26	27	28
29	30					

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Professional Day (No Students)
Parent-Teacher Conferences & Teacher Prep (No Students)
Holiday (No Staff/No Students)
Blended Learning Day
First & Last Day of School
Graduation

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20-22 New Teacher Workshop (No Students)
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1-4 Spring Break (No Staff/No Students)

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6 Graduation & Professional Day (No Students)

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Semester 1
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Quarter 3
 January 21 - March 21
 40 days

Quarter 4
 March 24 - June 5
 48 days

Semester 2
 January 21 - June 5
 88 days





**Agenda IV.D..
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Scott Hume, board chair

Date: March 23, 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	Scott Hume
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
 March 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, Mursal, Werb, and Chair Hume were present. Director Miller was absent. Superintendent Dr. Battle, administrators, staff and members of the public were also present. Attendance

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

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

Mursal arrived at 6:31 p.m.

Received a report about Gideon Pond Elementary School and Harriet Bishop Elementary School from Ms. Salma Hussein, Mr. Ken Essay, principals, and students. Reports

Received a Technology Update from Rachel Gorton, director of technology.

Received a report about Fundraising from Stacey Sovine, executive director of administrative services.

Received a report from Dr. Theresa Battle, superintendent.

Received verbal reports from board members Chester, Werb, and Chair Hume.

Moved by Chester, seconded by Werb, to approve the consent agenda:
 -Approve the special board meeting minutes for February 27, 2023.
 -Approve personnel recommendations for Amanda Ewers, Andrew Tofte, Andrew Tofte, Jameson Gillispie, Jill Miller, Sahro Abdullahi, Brian Pickett, Daniel Hartman, Jill Pieper, John O'Laughlin, Patrick O'Neal, Sahro Abdullahi, Samuel Schliemann, Solomon Rosenthal, Thomashia Harper-Jackson, Amanda Seppala, Derek Schlager, Mohamud Ali, Rich Leonard, Roxanne Leake, Thao Vo, and Sarah Hansen.
 -Adopt a resolution to approve and accept donations as presented.
 -Approve assigning Scott Hume to the Burnsville Chamber of Commerce Policy Committee for 2023.
 -Approve, on a first reading basis, non-substantive changes to Policies 704: *Development and Maintenance of an Inventory of Fixed Assets and a Fixed Accounting System*, 711: *Video Recording on School Buses*, 713:

Consent Agenda Minutes

Personnel Recommendation

Donations

Policies

Student Activity Accounting, 701.1: Modification of School District Budget, and 505: Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees.

-Approve no changes to Policy 530: *Immunization Requirements*.
The motion carried unanimously (6, 0).

Moved by Conner, seconded by Chester, to approve, on a first reading basis, changes to Policy 527: *Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches*. The motion carried unanimously (6, 0).

Policy 527

Moved by Werb, seconded by Chester, to approve, on a first reading basis, changes to Policy 624: *Online Learning Options*. The motion carried unanimously (6, 0).

Policy 624

Moved by Conner, seconded by Chester, to approve, on a first reading basis, changes to Policies 714: *Fund Balance*, and 701: *Establishment and Adoption of School District Budget*. The motion carried unanimously with discussion (6, 0).

Policies 714 and 701

Moved by Conner, seconded by Wertb, to approve, on a first reading basis, changes to Policy 206: *Public Participation in School Board Deliberations*. The motion carried unanimously (6, 0).

Policy 206

The meeting adjourned at 7:58p.m. to a board workshop to discuss Open Facilities and the FY24 Preliminary Budget.

Adjourn to workshop

The workshop adjourned at 9:20 p.m.

March 23, 2023

Lesley Chester, Clerk

Date Approved

**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: March 23, 2023

CLASSIFICATION	ACTION	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Appointment	Christine Fischer McDonald		Vista View Elementary School	Long Term Substitute Principal	03/27-06/15/2023	8 hours/day
Certified	Leave of Absence	Layne Santele		Vista View Elementary School	Teacher	05/03-06/09/2023	1.0 FTE
Certified	Resignation	Paul McDevitt		Burnsville High School	Future Teachers of America	05/15/2023	Stipend
Classified	Appointment	Barbara Gierada		WM. Byrne Elementary School	Science Fair Leader	Year Round	Stipend
Classified	Appointment	Brian Pickett		Eagle Ridge Middle School	Boys Track Coach- Assistant	Spring Season	Stipend
Classified	Appointment	Edward Byrne		Eagle Ridge Middle School	Boys Track Coach- Head	Spring Season	Stipend
Classified	Appointment	Joseph Anderson	*	Burnsville High School	Baseball Coach- Assistant	Spring Season	Stipend
Classified	Appointment	Kit Tran		Burnsville High School	Badminton Coach-Assistant	Spring Season	Stipend
Classified	Appointment	Loralie Van Der Woude	*	Burnsville High School	Girls Golf Coach- Assistant	Spring Season	Stipend
Classified	Appointment	Maryann Evans-Vorhies		Eagle Ridge Middle School	Yearbook Advisor	Year Round	Stipend
Classified	Appointment	Morgan Hazelton		Burnsville High School	Track and Field Coach- Assistant	Spring Season	Stipend
Classified	Appointment	Trey Blanchard		Burnsville High School	Track and Field Coach- Assistant	Spring Season	Stipend
Classified	Change of Assignment	Jean Kiehn	*	District-wide	Custodial	03/20/2023	8 hours/day
Classified	Resignation	Cathleen Murray		Eagle Ridge Middle School	Educational Assistant	03/22/2023	7.25 hours/day



**Agenda V.A.3.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Tyler Dehne, director of finance

Date: March 23, 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 March 23, 2023.

Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
1/5/2023	Home Depot	Burnsville High School	To help with cleaning supplies and batteries for the foods classes.	gift voucher valid at Burnsville HD for supplies needed.
1/25/2023	Donors Choose	Burnsville High School	Help foods labs be more sanitary.	80 dish cloths, 90 dry towels, 2 broom/dustpan sets, broom wall clips
9/9/2022	Donors Choose	Burnsville High School	help kids understand how food waste can make an impact on thier environment	class set of Food Foolish books
3/13/2023	Joanne Morrissey	Community Education	Brainpower in a Bakpack	\$50
3/13/2023	Donald and Mary Anne Bennett	Community Education	Brainpower in a Backpack	\$100
3/13/2023	Debra Meagher	Community Education	Brainpower in a Backpack	\$20
3/13/2023	Minnesota Valley Electric Trust	Community Education	Brainpower in a Backpack	\$500
3/13/2023	William Byrne PTO	Community Education	Brainpower in a Backpack	\$350
8/1/2023	Subaru	Edward Neill Elementary	art supplies	\$7500 to be split between classroom teachers

Total monetary donation received: \$1,020.00



**Agenda V.A.4
March 23, 2023**

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

From: Tyler Dehne, director of finance

Date: March 14, 2023

Re: January Payroll, Claims and Receipts

Recommendation: That the Board approves January payroll checks in the net amount of \$4,005,562.07. January claims to date, wire transfers and adjustments totaling \$17,444,743.00. Also, that the Board accepts January receipts of \$15,707,687.05 and investments for the General Fund, 2015A School Building Bonds, and OPEB of \$63,163,740.24 as of January 31, 2023.

January 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
January 2023

Cash Receipts

Receipts	\$15,707,687.05
Miscellaneous Adjustments	_____

TOTAL January CASH RECEIVED	<u><u>\$15,707,687.05</u></u>
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CASH DISBURSEMENTS

January Payroll	\$4,005,562.07
-----------------	----------------

A/P		
January Claims	Checks 487076-487319	\$2,371,877.13
	Virtual Card 6000000951-6000000997	\$325,401.90
	ACH-Emp/Vend 9000003815-9000003884	\$208,197.19

January A/P Wires+P-card+Fleet card	\$14,539,266.78
January Bank Fees	\$0.00

TOTAL January CASH DISBURSED	<u><u>\$21,450,305.07</u></u>
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TOTAL TO BE APPROVED	<u><u>\$21,450,305.07</u></u>
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	<u>Money Market</u>	<u>(Original Cost)</u> <u>Investments</u>	<u>1/31/2023</u>
GENERAL FUND	\$9,054,398.45	\$42,821,248.45	\$51,875,646.90
OPEB	\$2,566.21	\$5,874,796.72	\$5,877,362.93
OPEB EQUITY INV	\$29,647.71	\$5,381,082.70	\$5,410,730.41
	\$9,086,612.37	\$53,877,127.87	\$63,163,740.24

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



Total Portfolio Report CAR

Report as of 1/31/2023

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 78
 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		01/31/2023			IS Balance	\$2,566.21	\$2,566.21	\$2,566.21	
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 →						\$6,088,467.02	\$5,877,362.93	\$5,804,701.17	
Totals →						\$6,088,467.02	\$5,877,362.93	\$5,804,701.17	

Time and Dollar Weighted Average Portfolio Yield: 1.37%

Weighted Average Portfolio Maturity: 344.52 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	87.86	\$5,084,998.78	Securities
CD	12.09	\$699,796.72	Certificate of Deposit
IS	0.04	\$2,566.21	IS Account

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

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

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

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

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



Total Portfolio Report CAR

Report as of 1/31/2023

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 80
 Phone: 630-657-6400
 Fax: 630-718-8701

Burnsville ISD 191 (31134-101 - General Fund)

Type	Holding ID	Settle Date	Maturity	FDIC #	Instrument	Cost	Par-Val/Mat. Val	Lower of Cost/Par	Rate
IS		01/31/2023			IS Balance	\$9,054,398.45	\$9,054,398.45	\$9,054,398.45	
LTD		01/31/2023			LTD Balance		\$10,150,306.47	\$10,150,306.47	
SDA	SDA-1285862-1	01/31/2023			Savings Deposit Account - MNTRUST – Term Series-Flex (PenFed LOC)	\$4,097,956.09	\$4,097,956.09	\$4,097,956.09	
SDA	SDA-1287414-1	01/31/2023		19581	Savings Deposit Account - BELL BANK	\$15,553,248.59	\$15,553,248.59	\$15,553,248.59	
SDA	SDA-1291160-1	01/31/2023			Savings Deposit Account - MNTRUST – Term Series-Flex (Pref HCC)	\$3,035,618.62	\$3,035,618.62	\$3,035,618.62	
SDA	SDA-1291161-1	01/31/2023			Savings Deposit Account - MNTRUST – Term Series-Flex (Pref PHLV)	\$1,520,855.94	\$1,520,855.94	\$1,520,855.94	
CD	CD-289645-1	05/10/2021	05/11/2023	60269	GREENSTATE CREDIT UNION	\$249,200.00	\$249,948.63	\$249,200.00	0.150
SEC	SEC-48342-1	05/14/2021	05/15/2023	35141	BMW BANK NORTH AMERICA	\$249,099.57	\$249,000.00	\$249,000.00	0.130
CD	CD-291023-1	08/16/2021	08/18/2023	58629	ALLEGIANCE BANK TEXAS	\$249,000.00	\$249,501.86	\$249,000.00	0.101
SEC	SEC-48820-1	08/25/2021	08/25/2023	57565	UBS BANK USA	\$249,743.75	\$249,000.00	\$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	\$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	\$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	\$246,000.00	2.320
CD	CD-1346204-1	01/25/2023	01/25/2024	31840	Financial Federal Bank	\$238,450.00	\$249,895.60	\$238,450.00	4.800
CD	CD-1346208-1	01/25/2023	01/25/2024	57512	Western Alliance Bank	\$238,650.00	\$249,849.84	\$238,650.00	4.693
CD	CD-1346209-1	01/25/2023	01/25/2024	4147	Bank 7	\$238,800.00	\$249,882.71	\$238,800.00	4.641
CD	CD-1346210-1	01/25/2023	01/25/2024	57993	ServisFirst Bank	\$238,500.00	\$249,848.25	\$238,500.00	4.758
SEC	SEC-58549-1	01/30/2023	01/30/2024	68574	GE CREDIT UNION	\$247,354.20	\$247,000.00	\$247,000.00	4.803
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	\$1,750,000.00	4.449
SEC	SEC-57091-1	11/04/2022	05/06/2024	34444	CUSTOMERS BANK	\$244,632.85	\$244,000.00	\$244,000.00	4.520
CD	CD-293933-1	06/01/2022	06/03/2024	33686	BANK HAPOALIM	\$236,700.00	\$249,288.42	\$236,700.00	2.648
SEC	SEC-53308-1	06/09/2022	06/10/2024	57803	ALLY BANK	\$246,429.86	\$246,000.00	\$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	\$246,000.00	2.603
CD	CD-1346205-1	01/25/2023	07/23/2024	24045	Pacific Western Bank	\$233,700.00	\$249,885.56	\$233,700.00	4.610
CD	CD-1346207-1	01/25/2023	07/23/2024	61797	ELGA CREDIT UNION	\$234,000.00	\$249,886.54	\$234,000.00	4.520
TS	TS-294471-1	08/18/2022	08/19/2024		MN TRUST TERM SERIES	\$2,000,000.00	\$2,124,339.73	\$2,000,000.00	3.100
Sub Totals →						\$41,399,174.46	\$51,875,646.90	\$51,544,384.16	
Totals →						\$41,399,174.46	\$51,875,646.90	\$51,544,384.16	

Time and Dollar Weighted Average Portfolio Yield: 3.66%

Weighted Average Portfolio Maturity: 131.32 Days

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

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Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
SDA	46.70	\$24,207,679.24	SDA Account
CD	7.94	\$4,113,923.01	Certificate of Deposit
SEC	4.22	\$2,186,813.83	Securities
TS	4.10	\$2,124,339.73	Term Series
IS	17.47	\$9,054,398.45	IS Account
LTD	19.58	\$10,150,306.47	LTD Account

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

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

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

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

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



**Burnsville ISD 191 OPEB
Investment Review**
January 1 - January 31, 2023

CLIENT
Burnsville ISD 191 OPEB

INCEPTION DATE
11/01/2014

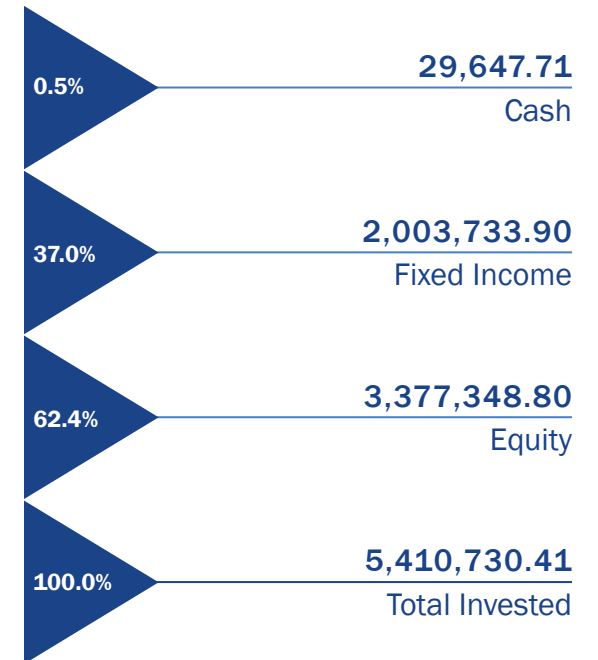
RELATIONSHIP TEAM
Kendra Shelland
Institutional Portfolio
Manager
(612) 509-2579
kshelland@pmanetwork.com

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

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	5,132,691.68
Contributions	0.00
Withdrawals	0.00
Net Investment Income	(2,029.07)
Unrealized Gain/Loss	280,067.80
Realized Gain/Loss	0.00
Ending Market Value	5,410,730.41

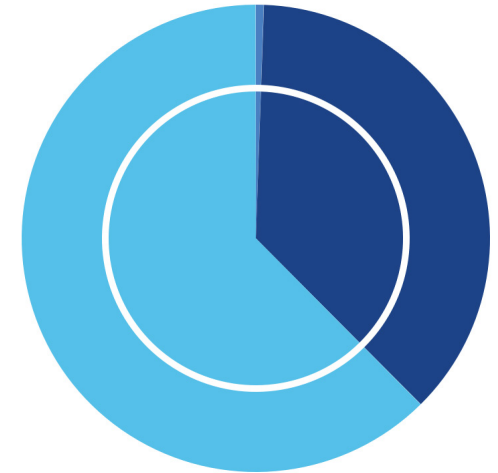
Compliance	Status
As of 01/31/2023	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	29,647.71	0.55%	(2,029.07)	(6.41%)
Fixed Income				
TOTAL Credit	2,003,733.90	37.03%	62,169.00	3.20%
Funds - Corporate	2,003,733.90	37.03%	62,169.00	3.20%
TOTAL Fixed Income	2,003,733.90	37.03%	62,169.00	3.20%
Equity				
TOTAL Domestic Equity	3,377,348.80	62.42%	217,898.80	6.90%
Funds - Large Cap	3,377,348.80	62.42%	217,898.80	6.90%
TOTAL Equity	3,377,348.80	62.42%	217,898.80	6.90%
TOTAL Invested	5,410,730.41	100.00%	278,038.73	5.42%

CURRENT PERIOD ALLOCATION



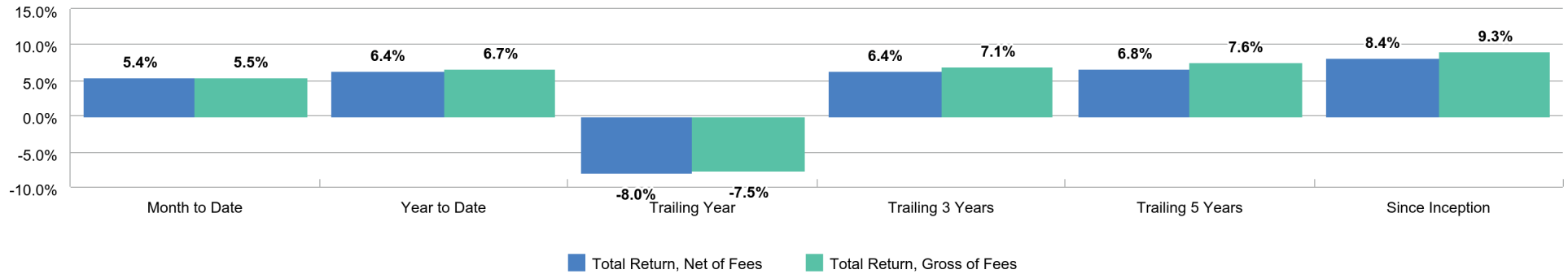
Asset Class

- Cash - 0.5%
- Fixed Income - 37.0%
- Equity - 62.4%

Sector

- Cash - 0.5%
- Credit - 37.0%
- Domestic Equity - 62.4%

HISTORICAL PERFORMANCE



HISTORICAL PERFORMANCE

	Month to Date	Year to Date	Trailing Year	Trailing 3 Years	Trailing 5 Years	Since Inception
Total Return, Net of Fees	5.42%	6.38%	(7.97%)	6.43%	6.83%	8.43%
Total Return, Gross of Fees	5.46%	6.69%	(7.51%)	7.10%	7.61%	9.30%

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	29,647.71	0.59%	0.36%	0.00%
Fixed Income	2,003,733.90	37.63%	3.20%	1.21%
Equity	3,377,348.80	61.78%	6.90%	4.25%
Portfolio Total	5,410,730.41	100.00%	5.46%	5.46%



Transaction and Interest Summary

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January 1 - January 31, 2023

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
01/19/2023	01/19/2023	(2,138.62)	US DOLLAR	USD	CCYUSD	—	(2,138.62)	0.00
—	—	(2,138.62)	Total Management Fee	—	—	—	(2,138.62)	0.00
<i>Money Market Fund Interest</i>								
01/31/2023	01/31/2023	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	109.55	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	109.55	—

Ticker	Identifier	Current Units	Description	Rating	Coupon Rate	Effective Maturity	Final Maturity	Original Cost	Market Price	Market Value + Accrued	Interest / Dividend Income	Dividend Yield	Yield	Book Yield
Cash														
<i>Cash</i>														
FGTXX	38141W273	29,538.16	GOLDMAN:FS GOVT INST	AAA	4.42%	01/31/2023	01/31/2023	29,538.16	1.0000	29,538.16	355.24	—	4.24%	4.24%
USD	CCYUSD	109.55	Receivable	AAA	0.00%	01/31/2023	01/31/2023	109.55	1.0000	109.55	0.00	—	0.00%	0.00%
—	—	29,647.71	—	AAA	4.40%	—	—	29,647.71	—	29,647.71	355.24	—	4.22%	4.22%
Fixed Income														
<i>Credit</i>														
<i>Funds - Corporate</i>														
BND	921937835	27,030.00	VANGUARD TOT BD ETF	—	—	—	—	2,266,729.04	74.1300	2,003,733.90	27,133.32	2.52%	—	—
—	—	27,030.00	—	NA	—	—	—	2,266,729.04	—	2,003,733.90	27,133.32	2.52%	—	—
Equity														
<i>Domestic Equity</i>														
<i>Funds - Large Cap</i>														
VTI	922908769	16,520.00	VANGUARD TSM IDX ETF	—	—	—	—	2,177,004.79	204.4400	3,377,348.80	28,851.61	1.56%	—	—
—	—	16,520.00	—	—	—	—	—	2,177,004.79	—	3,377,348.80	28,851.61	1.56%	—	—
Total Invested		73,197.71	—	AAA	4.40%	—	—	4,473,381.55	—	5,410,730.41	56,340.17	1.92%	4.22%	4.22%

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

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

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

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

Custodian Bank

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

Legal or Tax Information

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

Account Assets, Cost, Valuation and Performance

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

Ratings

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

Risk

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

Account Control

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

Notification of Changes

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

ADV Firm Brochure

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

Affiliated Entities

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

Review of Report

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



PMA Asset Management, LLC

2135 CityGate Lane, 7th Floor

Naperville, IL 60563

630-657-6400

For more information visit www.pmanetwork.com

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January 2023

Wire Transfers

Date	From	To	Amount	For
01/17/2023	MSDLAF	Internal Revenue Service	700,933.79	1/13/23 Payroll- Federal Taxes
01/31/2023	MSDLAF	Internal Revenue Service	714,659.38	1/31/23 Payroll- Federal Taxes
01/17/2023	MSDLAF	State of Minnesota	119,747.87	1/13/23 Payroll- State Taxes
01/31/2023	MSDLAF	State of Minnesota	122,601.83	1/31/23 Payroll- State Taxes
01/03/2023	MSDLAF	First Bank & Trust	186,937.38	12/29/22 Payroll- TSA Wire
01/18/2023	MSDLAF	First Bank & Trust	191,127.76	1/13/23 Payroll- TSA Wire
01/31/2023	MSDLAF	First Bank & Trust	193,701.47	1/31/23 Payroll- TSA Wire
01/04/2023	MSDLAF	PERA	115,983.90	12/29/22 Payroll- PERA
01/17/2023	MSDLAF	PERA	114,008.35	1/13/23 Payroll- PERA
01/31/2023	MSDLAF	PERA	112,783.35	1/31/23 Payroll- PERA
01/17/2023	MSDLAF	TRA	373,424.48	1/13/23 Payroll- TRA
02/01/2023	MSDLAF	TRA	377,952.77	1/31/23 Payroll - TRA
01/03/2023	MSDLAF	Teachers Federal Credit Union	33,032.83	12/29/22 Payroll- Teacher's Dues
01/17/2023	MSDLAF	Teachers Federal Credit Union	32,920.93	1/13/23 Payroll- Teacher's Dues
01/31/2023	MSDLAF	Teachers Federal Credit Union	32,920.93	1/31/23 Payroll- Teacher's Dues
01/03/2023	MSDLAF	BMO Harris Bank	1,107.00	12/29/22 Payroll- EA Dues
01/17/2023	MSDLAF	BMO Harris Bank	1,098.00	1/13/23 Payroll- EA Dues
01/31/2023	MSDLAF	BMO Harris Bank	1,098.00	1/31/23 Payroll- EA Dues
01/26/2023	MN Trust	Ehlers Bond Trust Services	9,188,222.50	Debt Service Payments
01/03/2023	MSDLAF	State of Minnesota	2,995.07	12/29/23 Payroll- Child Support
01/17/2023	MSDLAF	State of Minnesota	3,323.48	1/13/23 Payroll- Child Support
01/17/2023	MSDLAF	State of Minnesota	71.32	1/13/23 Payroll- Garnishments
01/17/2023	MSDLAF	State of Minnesota	82.37	1/13/23 Payroll- Garnishments
01/20/2023	MSDLAF	MN Department of Revenue	1,647.00	December Sales tax
01/12/2023	MSDLAF	Preferred One	204,886.12	PreferredOne Admin Fees

01/03/2023	MSDLAF	Preferred One	184,365.21	Health Insurance
01/03/2023	MSDLAF	Preferred One	72,453.14	Health Insurance
01/09/2023	MSDLAF	Preferred One	257,862.29	Health Insurance
01/09/2023	MSDLAF	Preferred One	90,780.83	Health Insurance
01/17/2023	MSDLAF	Preferred One	190,994.41	Health Insurance
01/17/2023	MSDLAF	Preferred One	93,466.57	Health Insurance
01/23/2023	MSDLAF	Preferred One	164,855.37	Health Insurance
01/23/2023	MSDLAF	Preferred One	100,495.59	Health Insurance
01/30/2023	MSDLAF	Preferred One	(613.78)	Health Insurance Claim Adjustment
01/30/2023	MSDLAF	Preferred One	216,934.07	Health Insurance
01/20/2023	MSDLAF	Further	6,412.50	Further Admin Fees
01/04/2023	MSDLAF	Further	20,178.38	Further Medical Claims
01/10/2023	MSDLAF	Further	28,517.70	Further Medical Claims
01/18/2023	MSDLAF	Further	22,506.54	Further Medical Claims
01/24/2023	MSDLAF	Further	25,813.22	Further Medical Claims
01/31/2023	MSDLAF	Further	28,050.70	Further Medical Claims
01/04/2023	MSDLAF	Further	4,917.28	Further Flex Claims
01/10/2023	MSDLAF	Further	10,308.69	Further Flex Claims
01/18/2023	MSDLAF	Further	10,942.26	Further Flex Claims
01/24/2023	MSDLAF	Further	16,177.11	Further Flex Claims
01/31/2023	MSDLAF	Further	11,405.55	Further Flex Claims
01/03/2023	MSDLAF	Delta Dental	10,168.69	Dental Insurance
01/06/2023	MSDLAF	Delta Dental	12,835.70	Dental Insurance
01/13/2023	MSDLAF	Delta Dental	17,952.23	Dental Insurance
01/20/2023	MSDLAF	Delta Dental	16,085.55	Dental Insurance
01/20/2023	MSDLAF	Delta Dental	4,606.85	Delta Dental Admin Fees
01/27/2023	MSDLAF	Delta Dental	19,166.31	Dental Insurance
01/31/2023	MSDLAF	Fairview	4,601.69	Clearscript/Fairview December Administrative Invoice

AP Check Register

AP Run: 20230105 EACH — Post Date: 2023-01-05 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/05/2023	9000003815	ACH	Ali, Maryan H	017991	1 AP5800	320.99
01/05/2023	9000003816	ACH	Amos, Susan K	020121	1 AP5800	6.25
01/05/2023	9000003817	ACH	Bates, Daniel W	017214	1 AP5800	55.00
01/05/2023	9000003818	ACH	Battle, Theresa F	019927	1 AP5800	500.00
01/05/2023	9000003819	ACH	Bellmont, Chris	014183	1 AP5800	200.00
01/05/2023	9000003820	ACH	Black, Kristine C	017563	1 AP5800	156.79
01/05/2023	9000003821	ACH	Blandin, Melissa	011821	1 AP5800	15.82
01/05/2023	9000003822	ACH	Blaylark, Eddie D	019621	1 AP5800	2,500.00
01/05/2023	9000003823	ACH	Blood, Kelsey Jo	017981	1 AP5800	108.94
01/05/2023	9000003824	ACH	Coleman, Colleen M	013413	1 AP5800	553.12
01/05/2023	9000003825	ACH	Dehne, Tyler	020322	1 AP5800	200.00
01/05/2023	9000003826	ACH	Derusha, Jessalynn	019284	1 AP5800	65.69
01/05/2023	9000003827	ACH	Gauer-Kloos, Megan	019574	1 AP5800	52.87
01/05/2023	9000003828	ACH	Gorton, Rachel	016735	1 AP5800	200.00
01/05/2023	9000003829	ACH	Hammer, Jeffrey	011818	1 AP5800	64.78
01/05/2023	9000003830	ACH	Holewa, Mary A	011153	1 AP5800	45.50
01/05/2023	9000003831	ACH	Johnson, Ronna E	014613	1 AP5800	111.24
01/05/2023	9000003832	ACH	Kosloski, Scott	019322	1 AP5800	86.25
01/05/2023	9000003833	ACH	Lotze, Timothy	014122	1 AP5800	75.00
01/05/2023	9000003834	ACH	Lund, Elliott J	017435	1 AP5800	24.75

AP Check Register

AP Run: 20230105 EACH — Post Date: 2023-01-05 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/05/2023	9000003835	ACH	Meyer, Jessica M	018679	1 AP5800	81.25
01/05/2023	9000003836	ACH	Mousseau, Rebecca J	020278	1 AP5800	181.73
01/05/2023	9000003837	ACH	O'Meara, Cassi M	020644	1 AP5800	65.87
01/05/2023	9000003838	ACH	Oscarson Wanzek, Kristi R	012479	1 AP5800	53.00
01/05/2023	9000003839	ACH	Pieper, Jill	017753	1 AP5800	23.06
01/05/2023	9000003840	ACH	Robb, Brad E	013654	1 AP5800	5,457.65
01/05/2023	9000003841	ACH	Sellars, Jason A	019217	1 AP5800	58.34
01/05/2023	9000003842	ACH	Sovine, Stacey	017487	1 AP5800	200.00
01/05/2023	9000003843	ACH	Tarnofsky, John J	020438	1 AP5800	24.75
01/05/2023	9000003844	ACH	Tinklenberg, Aaron D	017462	1 AP5800	200.00
01/05/2023	9000003845	ACH	Voigt, Pamela M	017183	1 AP5800	1,091.10
01/05/2023	9000003846	ACH	Zupke, Samuel	009298	1 AP5800	34.33
Total:						\$12,814.07

20230105 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	32	12,814.07
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	32	\$12,814.07

AP Check Register

AP Run: 20230112 EACH — Post Date: 2023-01-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/12/2023	9000003847	ACH	Berge, Sara K	015616	1 AP5800	75.00
01/12/2023	9000003848	ACH	Bernier, Brionna	017751	1 AP5800	50.00
01/12/2023	9000003849	ACH	Black, Kristine C	017563	1 AP5800	90.68
01/12/2023	9000003850	ACH	Cherep, Nancy M	007805	1 AP5800	11.44
01/12/2023	9000003851	ACH	Crosbie, Cindy	015885	1 AP5800	75.00
01/12/2023	9000003852	ACH	Elliott, Rachel R	017222	1 AP5800	53.83
01/12/2023	9000003853	ACH	Erbes, Sarah L	017283	1 AP5800	75.00
01/12/2023	9000003854	ACH	Erickson, Kayla M	020006	1 AP5800	104.25
01/12/2023	9000003855	ACH	Ewert, Casey B	019158	1 AP5800	39.19
01/12/2023	9000003856	ACH	Gehrke, Andrew R	016612	1 AP5800	12.06
01/12/2023	9000003857	ACH	Gorton, Rachel	016735	1 AP5800	75.00
01/12/2023	9000003858	ACH	Grundstrom, Katie M	020222	1 AP5800	50.00
01/12/2023	9000003859	ACH	Haberlack, Cheryl A	007546	1 AP5800	75.00
01/12/2023	9000003860	ACH	Hemmah, Katy M	020015	1 AP5800	32.21
01/12/2023	9000003861	ACH	Henderson, Sean M	017644	1 AP5800	166.00
01/12/2023	9000003862	ACH	Holman, Sandra L	020020	1 AP5800	75.00
01/12/2023	9000003863	ACH	Howe, Jaimie K	020412	1 AP5800	18.25
01/12/2023	9000003864	ACH	Johnson, Brian J	018190	1 AP5800	51.25
01/12/2023	9000003865	ACH	Kachman, Angela	010826	1 AP5800	480.00
01/12/2023	9000003866	ACH	Koch, Rebecca M	018297	1 AP5800	11.96

AP Check Register

AP Run: 20230112 EACH — Post Date: 2023-01-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/12/2023	9000003867	ACH	Konopa, Stacey	008088	1 AP5800	39.52
01/12/2023	9000003868	ACH	Kronabetter, Julie R	016789	1 AP5800	346.69
01/12/2023	9000003869	ACH	Kuhlman, Susan M	016375	1 AP5800	50.00
01/12/2023	9000003870	ACH	Lake, David	017436	1 AP5800	120.00
01/12/2023	9000003871	ACH	Lian, Jocelyn M	020194	1 AP5800	50.00
01/12/2023	9000003872	ACH	Mauroy, Renee D	020449	1 AP5800	11.50
01/12/2023	9000003873	ACH	Mosley, Julie G	010976	1 AP5800	100.00
01/12/2023	9000003874	ACH	Nelson, Katie L	015010	1 AP5800	45.56
01/12/2023	9000003875	ACH	Omodt, Jane	008791	1 AP5800	50.00
01/12/2023	9000003876	ACH	Oscarson Wanzek, Kristi R	012479	1 AP5800	75.00
01/12/2023	9000003877	ACH	Pearson, Genevieve L	019994	1 AP5800	104.38
01/12/2023	9000003878	ACH	Ruiz, Cynthia	020623	1 AP5800	18.75
01/12/2023	9000003879	ACH	Seamen, Michelle A	018634	1 AP5800	62.88
01/12/2023	9000003880	ACH	Simmons, Sean D	017795	1 AP5800	23.25
01/12/2023	9000003881	ACH	Smalley, Amy C	013470	1 AP5800	50.00
01/12/2023	9000003882	ACH	Voigt, Pamela M	017183	1 AP5800	59.81
01/12/2023	9000003883	ACH	Warmka, Cheri R	007858	1 AP5800	121.95
Total:						\$2,950.41

AP Check Register

AP Run: 20230112 EACH — Post Date: 2023-01-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

<u>Check Date</u>	<u>Check Number</u>	<u>Payment Type</u>	<u>Name</u>	<u>Vendor Number</u>	<u>Bank Account Code</u>	<u>Check Amount</u>
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20230112 EACH Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	37	2,950.41
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	37	\$2,950.41

AP Check Register

AP Run: 20230113 VACH — Post Date: 2023-01-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/13/2023	9000003884	ACH	CDW Government Inc	920289-1	1 AP5800	192,432.71
Total:						\$192,432.71

20230113 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	1	192,432.71
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$192,432.71

AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	204,685.16
02 - FOOD SERVICE	562.44
04 - COMMUNITY SERVICE	1,913.35
22 - ISF - HEALTH SELECT 105	925.00
50 - STUDENT ACTIVITY FUND	111.24
	\$208,197.19

AP Check Register

AP Run: 20230106 FS — Post Date: 2023-01-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/06/2023	487076	Check	Enterprise Leasing Company of MN, LLC	926613	2 AP8845	37,335.50
Total:						\$37,335.50

20230106 FS Summary

Type	Count	Amount
Regular	1	37,335.50
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$37,335.50

AP Check Register

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AP Run: 20230110 AP — Post Date: 2023-01-10 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/10/2023	487077	Check	A.J. Moore Electric Inc	928491	2 AP8845	6,362.22
01/10/2023	487078	Check	Advanced Imaging Solutions	928551-1	2 AP8845	5,549.00
01/10/2023	487079	Check	Ahmed, Hesham	930002	2 AP8845	80.00
01/10/2023	487080	Check	All Strings Attached, Inc	930543	2 AP8845	115.08
01/10/2023	487081	Check	American Mailing Machines	929771	2 AP8845	304.09
01/10/2023	487082	Check	Andersen, Helen	930769	2 AP8845	360.00
01/10/2023	487083	Check	Anoka Senior High School	900287-1	2 AP8845	240.00
01/10/2023	487084	Check	Armstrong Torseth Skold & Rydeen Inc	926500	2 AP8845	80,787.41
01/10/2023	487085	Check	Arvig	928649	2 AP8845	2,956.95
01/10/2023	487086	Check	Association Of Clerical Employees	904895	2 AP8845	360.00
01/10/2023	487087	Check	Backupify Inc	928803	2 AP8845	3,000.00
01/10/2023	487088	Check	Burnsville Ice Center	900435	2 AP8845	2,652.75
01/10/2023	487089	Check	California Department of Child Support Services	930653	2 AP8845	132.50
01/10/2023	487090	Check	Carlson, Gerri	929243	2 AP8845	771.60
01/10/2023	487091	Check	Casperson, Julie	928973	2 AP8845	655.50
01/10/2023	487092	Check	Centerpoint Energy	902519	2 AP8845	5,624.21
01/10/2023	487093	Check	Chaska-Chan Coop	907014	2 AP8845	105.00
01/10/2023	487094	Check	City of Burnsville	900673	2 AP8845	11,007.50
01/10/2023	487095	Check	City of Burnsville - Utilities	904226	2 AP8845	12,053.18
01/10/2023	487096	Check	City of Eagan - Utilities	901002	2 AP8845	1,476.82

AP Check Register

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AP Run: 20230110 AP — Post Date: 2023-01-10 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/10/2023	487097	Check	City of Savage	909588-4	2 AP8845	50.00
01/10/2023	487098	Check	City of Savage - Utilities	909588	2 AP8845	4,354.14
01/10/2023	487099	Check	Commercial Kitchen Services	927640	2 AP8845	4,500.00
01/10/2023	487100	Check	Community Education Prior Lake-Savage Area Schools	921458-2	2 AP8845	30.00
01/10/2023	487101	Check	Connett, Myrna	501034	2 AP8845	10.88
01/10/2023	487102	Check	Conquer Ninja Athletics	929462-2	2 AP8845	3,772.00
01/10/2023	487103	Check	Dakota County 4-H	907857-4	2 AP8845	1,558.00
01/10/2023	487104	Check	Dakota Outdoors LLC	922059	2 AP8845	99,482.50
01/10/2023	487105	Check	Dalco	904186-1	2 AP8845	12,579.47
01/10/2023	487106	Check	Dewald, Rina C	920524	2 AP8845	480.00
01/10/2023	487107	Check	Dotas, Gene	930086	2 AP8845	93.00
01/10/2023	487108	Check	DS Erickson & Associates PLLC	927334	2 AP8845	387.52
01/10/2023	487109	Check	Education Minnesota	928531	2 AP8845	94.00
01/10/2023	487110	Check	Electro Watchman Inc	901078	2 AP8845	2,999.00
01/10/2023	487111	Check	Enpointe	929863	2 AP8845	7,610.00
01/10/2023	487112	Check	Fastsigns	924696	2 AP8845	164.69
01/10/2023	487113	Check	Fedex	901463	2 AP8845	213.13
01/10/2023	487114	Check	Foundation 191	928202	2 AP8845	165.32
01/10/2023	487115	Check	Goswami, Alpa	929031	2 AP8845	171.50

AP Check Register

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AP Run: 20230110 AP — Post Date: 2023-01-10 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/10/2023	487116	Check	Hanushchak, Oksana	930258	2 AP8845	80.00
01/10/2023	487117	Check	Hastings Bus Company	907139	2 AP8845	2,263.65
01/10/2023	487118	Check	Health Counseling Services LLC	924154-1	2 AP8845	26.00
01/10/2023	487119	Check	Heartland Tire, Inc.	930160	2 AP8845	118.79
01/10/2023	487120	Check	Jama, Osman A	930185	2 AP8845	270.00
01/10/2023	487121	Check	John's Sewer And Drain Cleaning Inc	928929	2 AP8845	840.00
01/10/2023	487122	Check	Kamiri, Anne	930578	2 AP8845	135.00
01/10/2023	487123	Check	Kennedy and Graven Chartered	908356	2 AP8845	9,691.50
01/10/2023	487124	Check	Kiecker, Dana	927044	2 AP8845	128.00
01/10/2023	487125	Check	Link Interpret	929933	2 AP8845	1,185.62
01/10/2023	487126	Check	Merry, Vanessa	929912	2 AP8845	340.00
01/10/2023	487127	Check	Metro Dining Club	922948	2 AP8845	3,415.00
01/10/2023	487128	Check	Mid City Services	930092	2 AP8845	93.75
01/10/2023	487129	Check	Midwest Blinds	927063	2 AP8845	500.00
01/10/2023	487130	Check	Midwest Playscapes Inc	922012	2 AP8845	80.00
01/10/2023	487131	Check	Minnesota Education Job Fair	903212	2 AP8845	675.00
01/10/2023	487132	Check	Minnesota Valley Electric Cooperative	907448	2 AP8845	13,605.36
01/10/2023	487133	Check	MN Assoc of Secondary School Principal (MASSP)	908338	2 AP8845	565.00
01/10/2023	487134	Check	MN DECA District 2	927788-3	2 AP8845	1,440.00

AP Check Register

AP Run: 20230110 AP — Post Date: 2023-01-10 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/10/2023	487135	Check	MRI Software LLC	929957	2 AP8845	122.00
01/10/2023	487136	Check	Naseema Omer LLC	930381	2 AP8845	408.00
01/10/2023	487137	Check	NCPERS Group Life Ins	908769	2 AP8845	32.00
01/10/2023	487138	Check	Nelco	929915	2 AP8845	719.39
01/10/2023	487139	Check	Northern Tool & Equipment	902861-2	2 AP8845	264.99
01/10/2023	487140	Check	Occupational Health of MN, PC	929919	2 AP8845	344.00
01/10/2023	487141	Check	Orkin Commercial Services	926086	2 AP8845	1,243.00
01/10/2023	487142	Check	Perez, Melissa M	924879	2 AP8845	1,020.00
01/10/2023	487143	Check	Pioneer SecureShred	930098	2 AP8845	400.00
01/10/2023	487144	Check	Ramacher, Thuy	921343	2 AP8845	60.00
01/10/2023	487145	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	125.00
01/10/2023	487146	Check	Richert, Andrea	930496	2 AP8845	2,172.50
01/10/2023	487147	Check	Ryan Mechanical Inc	923241	2 AP8845	21,000.00
01/10/2023	487148	Check	Sachs, Alice	925562	2 AP8845	217.50
01/10/2023	487149	Check	Safeway Driving School	926796	2 AP8845	6,990.00
01/10/2023	487150	Check	Sandino, Jeff	926126	2 AP8845	396.00
01/10/2023	487151	Check	School Services Employees Local 284	907382	2 AP8845	2,913.05
01/10/2023	487152	Check	Scott County Treasurer	904683	2 AP8845	1,432.51
01/10/2023	487153	Check	Second Harvest Heartland	928183	2 AP8845	2,464.41
01/10/2023	487154	Check	SFM	923848	2 AP8845	42,891.00

AP Check Register

AP Run: 20230110 AP — Post Date: 2023-01-10 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/10/2023	487155	Check	Simon, Eileen	501033	2 AP8845	153.76
01/10/2023	487156	Check	Stamm, Amanda	930020	2 AP8845	147.00
01/10/2023	487157	Check	Star Tribune	909180	2 AP8845	246.40
01/10/2023	487158	Check	Sunbelt Staffing LLC	930586	2 AP8845	5,088.00
01/10/2023	487159	Check	Teachers On Call	929847	2 AP8845	123,537.94
01/10/2023	487160	Check	The Hartford	924486	2 AP8845	50,453.14
01/10/2023	487161	Check	The Trophy House Inc	903986	2 AP8845	183.70
01/10/2023	487162	Check	Third Party Integrity Inc	930282	2 AP8845	13,616.66
01/10/2023	487163	Check	T-Mobile	929345	2 AP8845	9,679.66
01/10/2023	487164	Check	Transportation Plus, Inc.	906215	2 AP8845	1,383.00
01/10/2023	487165	Check	Tyler Technologies Inc	926380	2 AP8845	7,482.93
01/10/2023	487166	Check	Upper Lakes Foods Inc	929826	2 AP8845	5,618.46
01/10/2023	487167	Check	Viking Electric Supply Inc	904243	2 AP8845	66.04
01/10/2023	487168	Check	Xcel Energy	902776	2 AP8845	15,641.57
Total:						\$627,275.24

20230110 AP Summary

Type	Count	Amount
Regular	92	627,275.24
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	92	\$627,275.24

AP Check Register

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AP Run: 20230113 AP — Post Date: 2023-01-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/13/2023	487169	Check	Bix Produce Company	900477	2 AP8845	13,391.28
01/13/2023	487170	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	5,471.57
01/13/2023	487171	Check	Upper Lakes Foods Inc	929826	2 AP8845	59,127.98
Total:						\$77,990.83

20230113 AP Summary

Type	Count	Amount
Regular	3	77,990.83
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	3	\$77,990.83

AP Check Register

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AP Run: 20230120 FS — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487172	Check	Viveros, Ann	930768	2 AP8845	450.00
Total:						\$450.00

20230120 FS Summary

Type	Count	Amount
Regular	1	450.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$450.00

AP Check Register

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AP Run: 20230120 AP — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487173	Check	Ali, Salma	930217	2 AP8845	60.00
01/20/2023	487174	Check	Alihayder, Akil	501035	2 AP8845	60.00
01/20/2023	487175	Check	Amplified IT LLC	929297	2 AP8845	401.97
01/20/2023	487176	Check	Association Of Clerical Employees	904895	2 AP8845	360.00
01/20/2023	487177	Check	Backupify Inc	928803	2 AP8845	1,500.00
01/20/2023	487178	Check	Berg, Lucas	930797	2 AP8845	64.00
01/20/2023	487179	Check	Bimbo Bakeries USA	902333-1	2 AP8845	3,526.00
01/20/2023	487180	Check	Bingham, Mark	929416	2 AP8845	101.00
01/20/2023	487181	Check	Bix Produce Company	900477	2 AP8845	10,826.54
01/20/2023	487182	Check	Bothof, Tim	928709	2 AP8845	64.00
01/20/2023	487183	Check	Breitlow, Jeffrey	927506	2 AP8845	101.00
01/20/2023	487184	Check	Bro-Tex Inc	900397	2 AP8845	4,825.44
01/20/2023	487185	Check	Brown, Chris	925016	2 AP8845	183.00
01/20/2023	487186	Check	Burnsville Chamber of Commerce	900706-1	2 AP8845	425.00
01/20/2023	487187	Check	California Department of Child Support Services	930653	2 AP8845	132.50
01/20/2023	487188	Check	Cantone, Mike	923663	2 AP8845	82.00
01/20/2023	487189	Check	Capernaum Pediatric Therapy	930712	2 AP8845	2,527.21
01/20/2023	487190	Check	Captivate Media + Consulting	929000	2 AP8845	2,754.00
01/20/2023	487191	Check	Carrier Corporation	900707-1	2 AP8845	2,684.00
01/20/2023	487192	Check	Carter, Amy	930819	2 AP8845	300.00

AP Check Register

AP Run: 20230120 AP — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487193	Check	Cengage Learning	903622-1	2 AP8845	2,490.00
01/20/2023	487194	Check	Centurylink	902781	2 AP8845	266.02
01/20/2023	487195	Check	CESO Communications LLC	930130	2 AP8845	4,877.79
01/20/2023	487196	Check	CESO HR, LLC	930763	2 AP8845	2,313.75
01/20/2023	487197	Check	CESO Transportation LLC	930220	2 AP8845	15,921.24
01/20/2023	487198	Check	Charchenko, Bradley	924528	2 AP8845	71.00
01/20/2023	487199	Check	Churchill, Lee	909840	2 AP8845	101.00
01/20/2023	487200	Check	City of Savage - Utilities	909588	2 AP8845	200.14
01/20/2023	487201	Check	Clancy, Ryan	927559	2 AP8845	82.00
01/20/2023	487202	Check	Comcast	923547	2 AP8845	9.95
01/20/2023	487203	Check	Comcast	926565-1	2 AP8845	5,459.48
01/20/2023	487204	Check	Consolidated Communications	906231	2 AP8845	3,911.39
01/20/2023	487205	Check	Consortium of State School Boards Association	930809	2 AP8845	1,098.00
01/20/2023	487206	Check	Coons, Melissa	501036	2 AP8845	50.00
01/20/2023	487207	Check	Cottens NAPA Main Office	929846	2 AP8845	87.57
01/20/2023	487208	Check	Crown Rental Inc	900647	2 AP8845	35.88
01/20/2023	487209	Check	CST MN - BIN# 170065	929862	2 AP8845	72,376.23
01/20/2023	487210	Check	Dalco	904186-1	2 AP8845	24,372.44
01/20/2023	487211	Check	De Jarnett, Joseph	930804	2 AP8845	156.00
01/20/2023	487212	Check	Department Of Human Services	909837-2	2 AP8845	2,912.00

AP Check Register

AP Run: 20230120 AP — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487213	Check	Devine, Patrick	930367	2 AP8845	64.00
01/20/2023	487214	Check	Dialog One LLC	927732	2 AP8845	1,235.00
01/20/2023	487215	Check	DS Erickson & Associates PLLC	927334	2 AP8845	400.66
01/20/2023	487216	Check	Education Minnesota	928531	2 AP8845	94.00
01/20/2023	487217	Check	Ehlers	920802-1	2 AP8845	3,987.50
01/20/2023	487218	Check	Eichacker, Eric	929302	2 AP8845	82.00
01/20/2023	487219	Check	Ellingson, Todd	930584	2 AP8845	64.00
01/20/2023	487220	Check	Etter, Kyle	501039	2 AP8845	50.00
01/20/2023	487221	Check	Fedex	901463	2 AP8845	302.69
01/20/2023	487222	Check	Field Environmental Consulting Inc	926109	2 AP8845	2,405.35
01/20/2023	487223	Check	Foundation 191	928202	2 AP8845	165.32
01/20/2023	487224	Check	Freeberg, Ryan	930815	2 AP8845	101.00
01/20/2023	487225	Check	Frykman, Eric	930243	2 AP8845	95.00
01/20/2023	487226	Check	Fun & Friendship Club	905604	2 AP8845	1,355.71
01/20/2023	487227	Check	Garfield, Barrett	930795	2 AP8845	78.00
01/20/2023	487228	Check	Genachowski, Jacob	930803	2 AP8845	82.00
01/20/2023	487229	Check	Global Communications Wiring & Services LLC	927736	2 AP8845	120.00
01/20/2023	487230	Check	GreatAmerica Financial Services	929729	2 AP8845	395.00
01/20/2023	487231	Check	Griffiths, Dan	924168	2 AP8845	82.00
01/20/2023	487232	Check	Groth Music Company	900575	2 AP8845	1,005.38

AP Check Register

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AP Run: 20230120 AP — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487233	Check	H&B Specialized Products Inc	901641	2 AP8845	245.00
01/20/2023	487234	Check	Hahn, Ryan	930181	2 AP8845	78.00
01/20/2023	487235	Check	Hanushchak, Oksana	930258	2 AP8845	60.00
01/20/2023	487236	Check	Headway Emotional Health Services	927811	2 AP8845	25,000.00
01/20/2023	487237	Check	Heck, Matthew	929695	2 AP8845	173.00
01/20/2023	487238	Check	Holt, James, Jr	901950	2 AP8845	164.00
01/20/2023	487239	Check	Hooks, Desmond	930379	2 AP8845	202.00
01/20/2023	487240	Check	Hosanna Church	930816	2 AP8845	50.00
01/20/2023	487241	Check	House of Print	920347	2 AP8845	17,316.04
01/20/2023	487242	Check	Hyerdall, Jason	930814	2 AP8845	182.00
01/20/2023	487243	Check	Intermediate School Dist 917	909327	2 AP8845	347,727.42
01/20/2023	487244	Check	Inver Hills Community College	901029	2 AP8845	11,597.76
01/20/2023	487245	Check	Jacobson, Zachary	930813	2 AP8845	122.00
01/20/2023	487246	Check	Jensen, Randy	907850	2 AP8845	93.00
01/20/2023	487247	Check	JTM Provisions Co Inc	928622	2 AP8845	5,616.80
01/20/2023	487248	Check	Lampron, Benjamin	930812	2 AP8845	93.00
01/20/2023	487249	Check	Lentsch, Jordan	930802	2 AP8845	135.00
01/20/2023	487250	Check	Leonard, Patricia	930641	2 AP8845	1,300.00
01/20/2023	487251	Check	Literacy Resources, LLC	930694	2 AP8845	1,376.40
01/20/2023	487252	Check	Macario Corporation	930770	2 AP8845	1,175.00

AP Check Register

AP Run: 20230120 AP — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487253	Check	Mansfield Oil Company	928793	2 AP8845	11,580.93
01/20/2023	487254	Check	Marshall, James	908647	2 AP8845	347.00
01/20/2023	487255	Check	Marshall, Jen	926427	2 AP8845	289.00
01/20/2023	487256	Check	Miner, Ltd.	930731	2 AP8845	401.74
01/20/2023	487257	Check	Minnesota Energy Resources	903029	2 AP8845	32,911.02
01/20/2023	487258	Check	MN Dept of Labor and Industry	907914-2	2 AP8845	100.00
01/20/2023	487259	Check	MN Highway Safety & Research Center	926466	2 AP8845	309.00
01/20/2023	487260	Check	Mobile Edge Team	930788	2 AP8845	2,175.00
01/20/2023	487261	Check	Moore, Kenan	928308	2 AP8845	82.00
01/20/2023	487262	Check	Mrozinski, Clinton	929980	2 AP8845	173.00
01/20/2023	487263	Check	MYRA	921858-3	2 AP8845	15.00
01/20/2023	487264	Check	Nelson, Richard	930811	2 AP8845	300.00
01/20/2023	487265	Check	Nuvera	902483	2 AP8845	187.72
01/20/2023	487266	Check	Occupational Health of MN, PC	929919	2 AP8845	185.00
01/20/2023	487267	Check	O'Connor, Joseph	929965	2 AP8845	20.00
01/20/2023	487268	Check	Office of MNIT Services	906477	2 AP8845	3,045.00
01/20/2023	487269	Check	Olympic Communications Inc	927700	2 AP8845	385.00
01/20/2023	487270	Check	Orkin Commercial Services	926086	2 AP8845	1,243.00
01/20/2023	487271	Check	Outfront Minnesota Community Services	930808	2 AP8845	200.00

AP Check Register

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AP Run: 20230120 AP — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487272	Check	PBBS Equipment Corporation	930000	2 AP8845	635.00
01/20/2023	487273	Check	Per Mar Security Services	930354	2 AP8845	1,871.48
01/20/2023	487274	Check	Phoenix School Counseling, LLC	930806	2 AP8845	7,300.00
01/20/2023	487275	Check	Politz, Jordan	930801	2 AP8845	200.00
01/20/2023	487276	Check	PowerSecure	928310	2 AP8845	4,143.76
01/20/2023	487277	Check	Precision Signs & Imaging LLC	930404	2 AP8845	275.00
01/20/2023	487278	Check	Procure Therapy	930780	2 AP8845	3,132.50
01/20/2023	487279	Check	Pump And Meter Service Inc	903101	2 AP8845	2,727.04
01/20/2023	487280	Check	RAK Construction Inc	929749	2 AP8845	6,989.72
01/20/2023	487281	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	250.00
01/20/2023	487282	Check	Regents of The University of Minnesota	908798-12	2 AP8845	1,500.00
01/20/2023	487283	Check	Rekstad, Brad	924947	2 AP8845	82.00
01/20/2023	487284	Check	Richert, Andrea	930496	2 AP8845	1,430.00
01/20/2023	487285	Check	Rock Hard Landscape Supply	928528	2 AP8845	15.75
01/20/2023	487286	Check	Roczniak, Eugene A	007829	2 AP8845	2,429.20
01/20/2023	487287	Check	Rodgers, David	930800	2 AP8845	173.00
01/20/2023	487288	Check	Russell, Bridget	930703	2 AP8845	500.00
01/20/2023	487289	Check	Ryan Mechanical Inc	923241	2 AP8845	21,982.35
01/20/2023	487290	Check	Sandino, Jeff	926126	2 AP8845	561.00

AP Check Register

AP Run: 20230120 AP — Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487291	Check	Sayers, Kevin	930587	2 AP8845	82.00
01/20/2023	487292	Check	Schiller, Thomas	922306	2 AP8845	82.00
01/20/2023	487293	Check	School Services Employees Local 284	907382	2 AP8845	2,980.14
01/20/2023	487294	Check	Schrade-Stiith, ShiVonne	930810	2 AP8845	192.00
01/20/2023	487295	Check	Second Harvest Heartland	928183	2 AP8845	1,517.47
01/20/2023	487296	Check	SFM	923848	2 AP8845	20,703.39
01/20/2023	487297	Check	Shibley, Jeremy	928797	2 AP8845	118.00
01/20/2023	487298	Check	Simms, Ann	928189	2 AP8845	77.00
01/20/2023	487299	Check	Solarte Health Inc.	930099	2 AP8845	6,474.76
01/20/2023	487300	Check	Sommer, Heather	501037	2 AP8845	12.30
01/20/2023	487301	Check	Souers, Randy	929049	2 AP8845	82.00
01/20/2023	487302	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	8,913.82
01/20/2023	487303	Check	Starfall Education Foundation	930798	2 AP8845	355.00
01/20/2023	487304	Check	Sunbelt Staffing LLC	930586	2 AP8845	2,027.25
01/20/2023	487305	Check	The Retrofit Companies Inc	927677	2 AP8845	5,826.92
01/20/2023	487306	Check	The Trophy House Inc	903986	2 AP8845	327.85
01/20/2023	487307	Check	Third Party Integrity Inc	930282	2 AP8845	2,500.00
01/20/2023	487308	Check	Tony's Appliance Inc	921785	2 AP8845	72.00
01/20/2023	487309	Check	Transportation Plus, Inc.	906215	2 AP8845	1,014.00
01/20/2023	487310	Check	Tri-State Bobcat	924444	2 AP8845	1,783.06

AP Check Register

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AP Run: 20230120 AP --- Post Date: 2023-01-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/20/2023	487311	Check	Upper Lakes Foods Inc	929826	2 AP8845	71,848.38
01/20/2023	487312	Check	Vogel, Cory	926996	2 AP8845	118.00
01/20/2023	487313	Check	Westermayer, Keli	501038	2 AP8845	29.75
Total:						\$829,924.87

20230120 AP Summary

Type	Count	Amount
Regular	141	829,924.87
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	141	\$829,924.87

AP Check Register

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AP Run: 20230125 AP — Post Date: 2023-01-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/25/2023	487314	Check	Schmitt & Sons Inc	909331	2 AP8845	18,798.43
01/25/2023	487315	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	3,380.21
01/25/2023	487316	Check	Teachers On Call	929847	2 AP8845	100,825.52
01/25/2023	487317	Check	T-Mobile	929345	2 AP8845	2,878.78
01/25/2023	487318	Check	Upper Lakes Foods Inc	929826	2 AP8845	28,549.07
Total:						\$154,432.01

20230125 AP Summary

Type	Count	Amount
Regular	5	154,432.01
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	5	\$154,432.01

AP Check Register

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AP Run: 20230125 S&S — Post Date: 2023-01-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/25/2023	487319	Check	Schmitt & Sons - Contract	909331-2	2 AP8845	644,468.68
Total:						\$644,468.68

20230125 S&S Summary

Type	Count	Amount
Regular	1	644,468.68
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$644,468.68

AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	1,346,060.16
02 - FOOD SERVICE	222,082.53
03 - TRANSPORTATION	742,512.73
04 - COMMUNITY SERVICE	48,991.19
16 - FACILITIES RENTAL	55.18
21 - ISF - POST RETIREMENT BENEFITS	2,429.20
22 - ISF - HEALTH SELECT 105	7,896.16
50 - STUDENT ACTIVITY FUND	1,849.98
	\$2,371,877.13

AP Check Register

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AP Run: 20230104 CB — Post Date: 2023-01-04 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/04/2023	6000000951		Advanced Imaging Solutions	928551	2 Virtua	4,858.82
01/04/2023	6000000952		BrainPOP LLC	927006-1	2 Virtua	5,685.62
01/04/2023	6000000953		Cole Papers Inc	927279-1	2 Virtua	585.44
01/04/2023	6000000954		Conney Safety Products	900552-1	2 Virtua	152.71
01/04/2023	6000000955		Cornerstone Copy Center	900502	2 Virtua	555.63
01/04/2023	6000000956		ECM Publishers Inc	909272	2 Virtua	178.20
01/04/2023	6000000957		Grainger	904387-1	2 Virtua	4,969.91
01/04/2023	6000000958		Horizon Commercial Pool Supply	904818	2 Virtua	915.79
01/04/2023	6000000959		Johnson Controls Fire Protection LP	903587	2 Virtua	5,157.21
01/04/2023	6000000960		MEI Total Elevator Solutions	908999-1	2 Virtua	2,826.52
01/04/2023	6000000961		State Supply Co Inc	903689	2 Virtua	1,619.15
01/04/2023	6000000962		The Language Banc	924523	2 Virtua	2,730.00
01/04/2023	6000000963		Trane US Inc	904045	2 Virtua	18,065.00
01/04/2023	6000000964		Tri-Dim Filter Corp	929519	2 Virtua	2,507.62
01/04/2023	6000000965		Trio Supply	903802	2 Virtua	9,745.60
01/04/2023	6000000966		Universal Athletic LLC	928417	2 Virtua	2,748.86
Total:						\$63,302.08

AP Check Register

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AP Run: 20230104 CB — Post Date: 2023-01-04 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

<u>Check Date</u>	<u>Check Number</u>	<u>Payment Type</u>	<u>Name</u>	<u>Vendor Number</u>	<u>Bank Account Code</u>	<u>Check Amount</u>
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20230104 CB Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	16	63,302.08
Total:	16	\$63,302.08

AP Check Register

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AP Run: 20230113 CB — Post Date: 2023-01-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/13/2023	6000000967		American Time & Signal Co	903503	2 Virtua	2,039.40
01/13/2023	6000000968		Aramark Refreshment Services	900428	2 Virtua	179.15
01/13/2023	6000000969		Automated Logic Contracting Services	925449	2 Virtua	730.00
01/13/2023	6000000970		Conney Safety Products	900552-1	2 Virtua	192.46
01/13/2023	6000000971		Dicks Sanitation Service Inc	900641	2 Virtua	9,347.15
01/13/2023	6000000972		ECM Publishers Inc	909272	2 Virtua	554.42
01/13/2023	6000000973		Grainger	904387-1	2 Virtua	3,584.40
01/13/2023	6000000974		Johnson Controls Fire Protection LP	903587	2 Virtua	11,751.76
01/13/2023	6000000975		Northern Air Corporation (NAC)	920320	2 Virtua	875.00
01/13/2023	6000000976		ODP Business Solutions LLC	902489	2 Virtua	22.46
01/13/2023	6000000977		QBS LLC	930033	2 Virtua	148.00
01/13/2023	6000000978		Schmitt Music	903532	2 Virtua	224.99
01/13/2023	6000000979		The Language Banc	924523	2 Virtua	277.50
01/13/2023	6000000980		Trio Supply	903802	2 Virtua	7,741.45
Total:						\$37,668.14

AP Check Register

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AP Run: 20230113 CB — Post Date: 2023-01-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

<u>Check Date</u>	<u>Check Number</u>	<u>Payment Type</u>	<u>Name</u>	<u>Vendor Number</u>	<u>Bank Account Code</u>	<u>Check Amount</u>
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20230113 CB Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	14	37,668.14
Total:	14	\$37,668.14

AP Check Register

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AP Run: 20230125 CB — Post Date: 2023-01-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/25/2023	6000000981		Automated Logic Contracting Services	925449	2 Virtua	2,790.00
01/25/2023	6000000982		Barnes & Noble Inc	900386	2 Virtua	2,705.09
01/25/2023	6000000983		Center For The Collaborative Classroom	924466-1	2 Virtua	259.20
01/25/2023	6000000984		Ecolab	908846-2	2 Virtua	1,933.94
01/25/2023	6000000985		Grainger	904387-1	2 Virtua	19,513.57
01/25/2023	6000000986		Learning A-Z	927439	2 Virtua	1,125.00
01/25/2023	6000000987		Mackin Educational Resources	902196	2 Virtua	4,400.82
01/25/2023	6000000988		McDowall Comfort Management	930006	2 Virtua	1,709.30
01/25/2023	6000000989		Medco Supply Company	904333-1	2 Virtua	1,105.60
01/25/2023	6000000990		MEI Total Elevator Solutions	908999-1	2 Virtua	1,422.00
01/25/2023	6000000991		Professional Wireless Communications	924681	2 Virtua	261.90
01/25/2023	6000000992		Siemens Industry Inc	902217	2 Virtua	1,001.00
01/25/2023	6000000993		Trane US Inc	904045	2 Virtua	153,737.00
01/25/2023	6000000994		Tri-Dim Filter Corp	929519	2 Virtua	780.38
01/25/2023	6000000995		TriMark Marlinn LLC	925854	2 Virtua	17,411.26
01/25/2023	6000000996		Trio Supply	903802	2 Virtua	6,341.67

AP Check Register

123

AP Run: 20230125 CB — Post Date: 2023-01-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
01/25/2023	6000000997		Universal Athletic LLC	928417	2 Virtua	7,933.95
Total:						\$224,431.68

20230125 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	17	224,431.68
Total:	17	\$224,431.68

AP Check Register

124

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	298,192.25
02 - FOOD SERVICE	25,411.91
04 - COMMUNITY SERVICE	1,797.74
	\$325,401.90



**Agenda V.A.5
March 23,2023**

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

From: Tyler Dehne, Director of Finance

Date: March 15, 2023

Re: Budget Analysis for the Month Ending January 31, 2023

Recommendation: That the Board accepts the Budget Analysis for the month ending January 31, 2023.

The January 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	\$78,468,784	42.67%	\$96,009,805	51.72%
General Fund	\$64,142,678	46.56%	\$65,677,169	47.66%

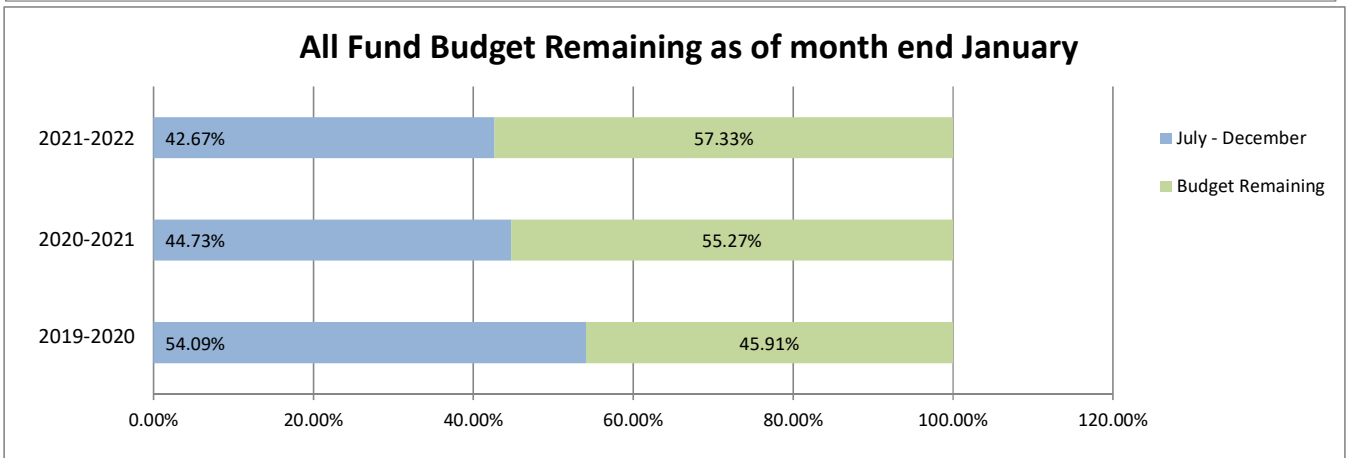
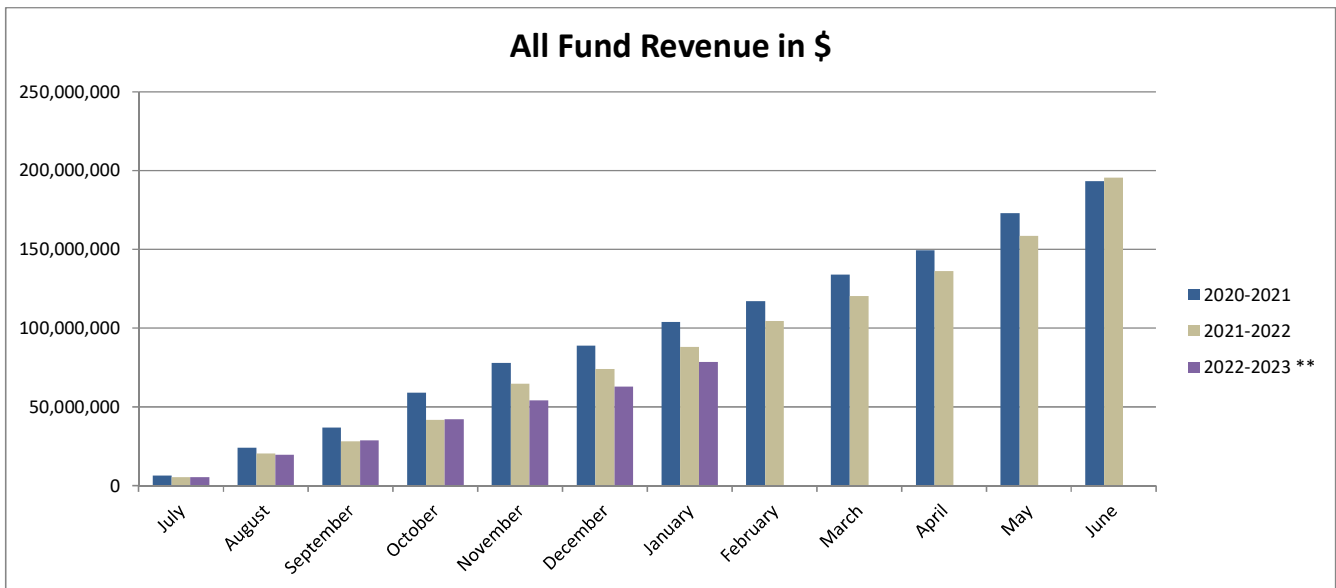
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

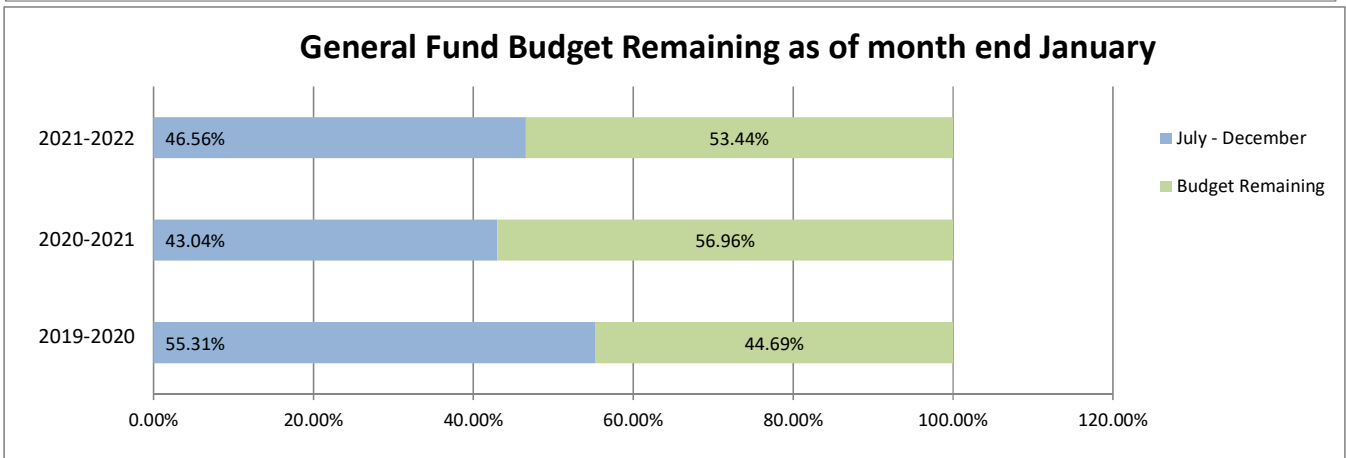
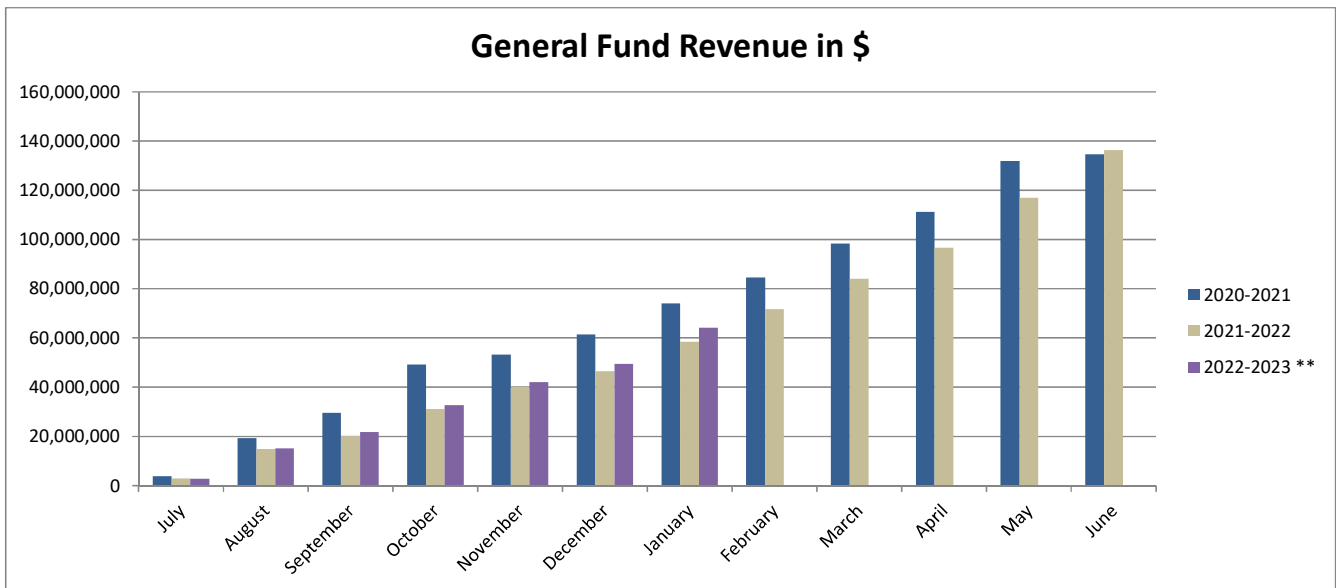
	2020-2021		2021-2022		2022-2023 **	
	\$	%	\$	%	\$	%
July	6,287,193	3.27%	5,298,428	2.69%	5,211,222	2.83%
August	24,061,844	12.52%	20,358,554	10.34%	19,546,851	10.63%
September	36,829,976	19.17%	28,136,656	14.30%	28,812,784	15.67%
October	59,014,681	30.72%	41,631,893	21.15%	42,091,259	22.89%
November	77,976,654	40.59%	64,659,908	32.86%	54,008,693	29.37%
December	88,949,514	46.30%	73,979,823	37.59%	62,834,053	34.17%
January	103,921,863	54.09%	88,036,615	44.73%	78,468,784	42.67%
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**

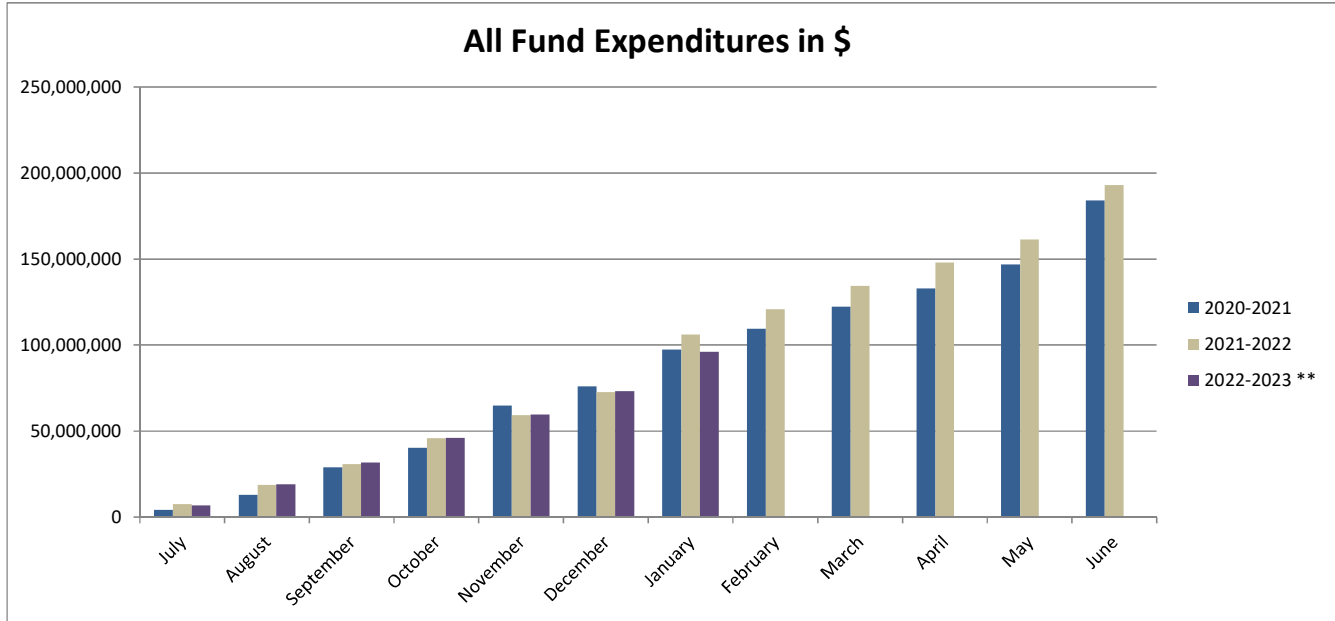
	2020-2021		2021-2022		2022-2023 **	
	\$	%	\$	%	\$	%
July	3,817,036	2.85%	2,907,172	2.14%	2,782,571	2.02%
August	19,274,187	14.41%	14,923,642	10.98%	15,069,992	10.94%
September	29,519,205	22.07%	20,264,600	14.91%	21,696,447	15.75%
October	49,179,583	36.77%	31,072,851	22.87%	32,616,003	23.68%
November	53,171,053	39.76%	40,153,389	29.55%	42,026,148	30.51%
December	61,389,953	45.90%	46,491,149	34.21%	49,460,991	35.90%
January	73,970,734	55.31%	58,485,580	43.04%	64,142,678	46.56%
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%



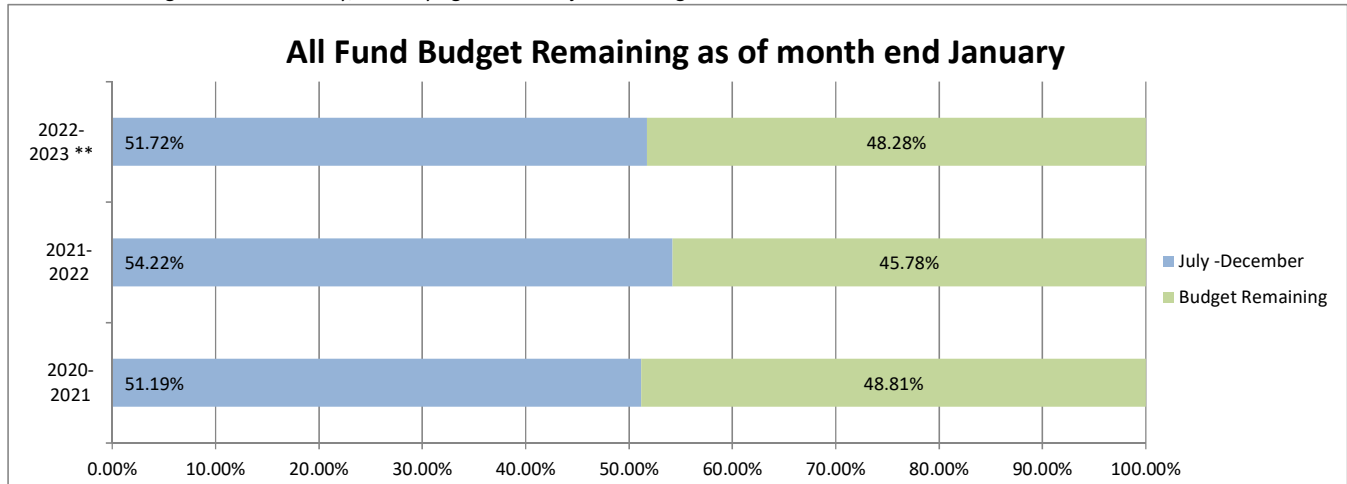
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**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%	59,542,604	32.08%
December	76,102,321	40.00%	72,545,028	37.04%	73,153,115	39.41%
January	97,403,339	51.19%	106,184,839	54.22%	96,009,805	51.72%
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%

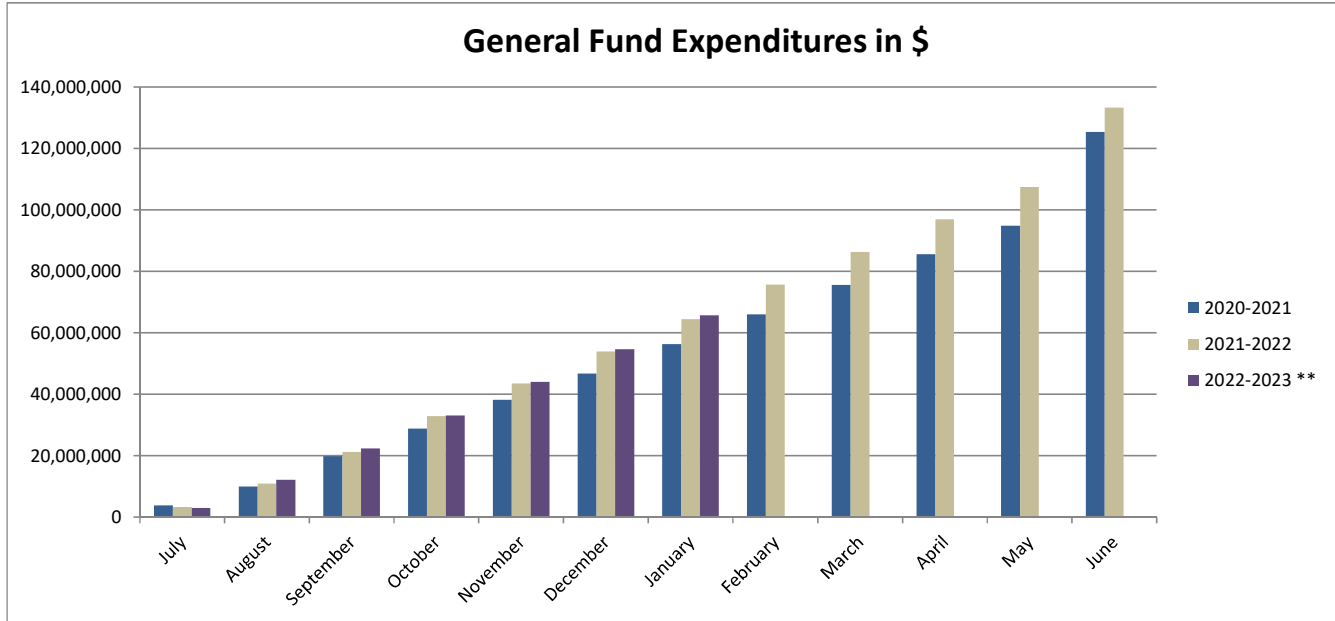


**based on timing of financial activity, monthly figures are subject to change

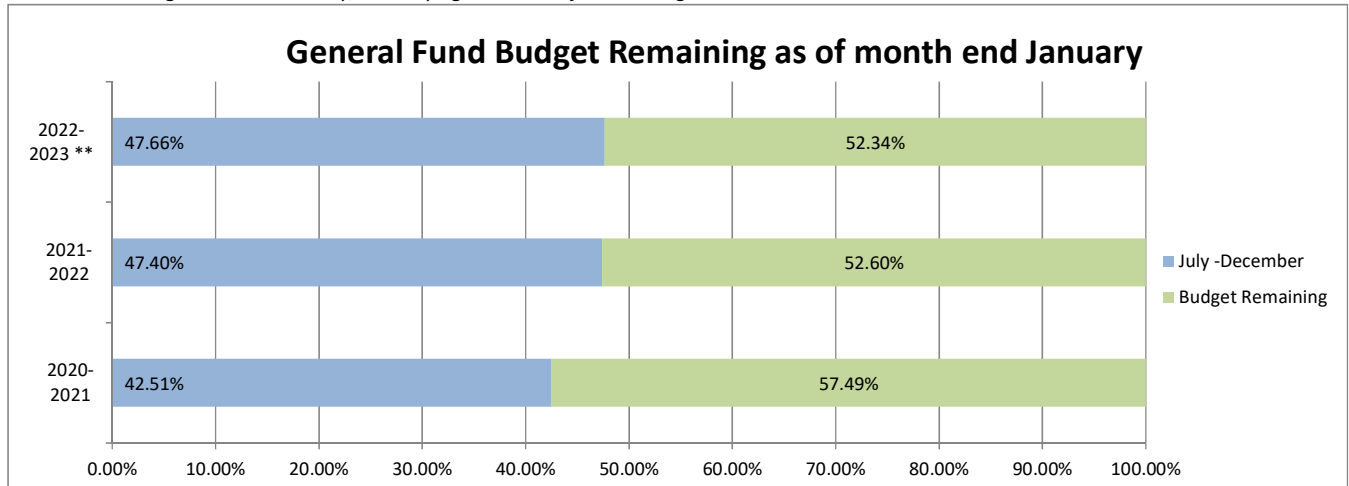


**EXPENDITURE COMPARISON
GENERAL FUND**

	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%	43,998,192	31.93%
December	46,736,045	35.25%	53,909,332	39.63%	54,592,585	39.62%
January	56,357,446	42.51%	64,483,325	47.40%	65,677,169	47.66%
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.
March 23, 2023**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: March 23, 2023

Re: Report about the Listening Session

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

No one spoke at the listening session on March 9, 2023.



**Agenda IV.A.7.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Chair Scott Hume

Date: March 23, 2023

Re: Schedule a Board Retreat on April 11, 2023

Recommendation: That the Board of Education approves scheduling a Board Retreat for board development on April 11, 2023, from 5:00 p.m. to 7:30 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN.

**Agenda V.A.8.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services, and Dr. Chris Bellmont, assistant superintendent

Date: March 23, 2023

Re: Policies 704: *Development and Maintenance of an Inventory of Fixed Assets and a Fixed Accounting System*, 711: *Video Recording on School Buses*, 713: *Student Activity Accounting*, 701.1: *Modification of School District Budget*, and 505: *Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees*

Recommendation: Approve, on a second reading basis, non-substantive changes to Policies 704: *Development and Maintenance of an Inventory of Fixed Assets and a Fixed Accounting System*, 711: *Video Recording on School Buses*, 713: *Student Activity Accounting*, 701.1: *Modification of School District Budget*, and 505: *Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees*.

The policies were reviewed by the Policy Review Committee on February 28, 2023. The first reading was approved by the Board on March 9, 2023.

Below is a summary of changes:

- Policy 704 – MSBA updated references
- Policy 711 – MSBA updated references
- Policy 713 – MSBA updated references
- Policy 701.1 – MSBA updated references
- Policy 505 - Changes suggested by administration

Adopted: 3/10/2016
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 704

704 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that a fixed asset accounting system and an inventory of fixed assets be developed and maintained.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or designee be responsible for the development and maintenance of an inventory of the fixed assets of the school district and for the establishment and maintenance of a formal fixed asset accounting system. The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS). Capital assets are defined as those with an initial, individual cost of \$5,000 or more, which benefit more than one fiscal year. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

IV. REPORT

The administration shall annually update the property records of the school district and provide an inventory of the fixed assets of the school district as part of the annual audit.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.51 (Schoolhouse and Sites; Uses for School and Nonschool Purposes; Closings)

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

Adopted: 4/14/2016
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 711

711 VIDEO RECORDING ON SCHOOL BUSES

I. PURPOSE

The transportation of students to and from school is an important function of the school district, and transportation by the school district is a privilege and not a right for an eligible student. The behavior of students and employees on the bus is a significant factor in the safety and efficiency of school bus transportation. Student and employee misbehavior increases the potential risks of injury. Therefore, the school district believes that video recording student passengers and employees on the school bus will encourage good behavior and, as a result, promote safety. The purpose of this policy is to establish a school bus video recording system.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. Each and every school bus owned, leased, contracted, and/or operated by the school district shall be equipped with a fully enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded.
2. A video camera will not necessarily be installed in each and every school bus owned, leased, contracted, and/or operated by the school district, but cameras may be rotated from bus to bus without prior notice to students.
3. Video cameras will be placed on a particular school bus, to the extent possible, where the school district has received complaints of inappropriate behavior.

B. Use of Video Recordings

1. A video recording of the actions of student passengers 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 on the bus.
2. 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.

3. Video recordings will be viewed by school district personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the school district.
4. Once the school district retains a video recording, 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, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the rules and/or regulations promulgated thereunder.
5. 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. Rules Parts 1205.0100-1205.2000 (Data Practices)
 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 422 (Policies Incorporated by Reference)
 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 712 (Video Surveillance Other Than on Buses)

Adopted: 4/14/2016
 Reviewed: 3/9/2023
 Revised: 3/23/2023
 Rescinds:

Burnsville-Eagan-Savage School District Policy 713

713 STUDENT ACTIVITY ACCOUNTING

I. PURPOSE

The school board recognizes the need to provide alternative paths to learning, skill development for its students, and activities for student enjoyment. It also understands its commitment to and obligation for assuring maximum accountability for public funds and student activity funds. For these reasons, the school board will assume control over and/or oversee funds for student activities as set forth in this policy.

II. GENERAL STATEMENT OF POLICY

A. Curricular and Cocurricular Activities

The school board shall take charge of, control over, and account for all student activity funds that relate to curricular and cocurricular activities.

B. Extracurricular Activities

The school board shall take charge of, control over, and account for all student activity accounting that relates to extracurricular activities.

C. Non-Student Activities

In overseeing student activity accounts under this policy, the school board shall not maintain or account for funds generated by non-students including, but not limited to, convenience funds of staff members, booster club funds, parent-teacher organization or association funds, or funds donated to the school district for specified purposes other than student activities.

III. DEFINITIONS

A. Cocurricular Activity

A “cocurricular activity” means those portions of the school-sponsored and directed activities designed to provide opportunities for students to participate in such experiences on an individual basis or in groups, at school and at public events, for improvement of skills (i.e., interscholastic sports, band, etc.). Cocurricular activities are not offered for school credit, cannot be counted toward graduation, and have *one or more* of the following characteristics:

1. They are conducted at regular and uniform times during school hours, or at times established by school authorities;
2. They are directed or supervised by instructional staff in a learning environment similar to that found in courses offered for credit; and
3. They are partially, primarily, or totally funded by public moneys for general instructional purposes under direction and control of the school board.

B. Curricular Activity

A “curricular activity” means those portions of the school program for which credit is granted, whether the activity is part of a required or elective program.

C. Extracurricular (Noncurricular/Supplementary) Activity

An “extracurricular (noncurricular/supplementary) activity” means all direct and personal services for students for their enjoyment that are managed and operated under the guidance of an adult or staff member. Extracurricular activities have *all* of the following characteristics:

1. They are not offered for school credit nor required for graduation;
2. They generally are conducted outside school hours or, if partly during school hours, at times agreed by the participants and approved by school authorities;
3. The content of the activities is determined primarily by the student participants under the guidance of a staff member or other adult.

D. Public Purpose Expenditure

A “public purpose expenditure” is one which benefits the community as a whole, is directly related to the functions of the school district, and does not have as its primary objective the benefit of private interest.

IV. MANAGEMENT AND CONTROL OF ACTIVITY FUNDS

A. Curricular and Cocurricular Activities

1. All money received on account of cocurricular activities shall be turned over to the appropriate school personnel, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.

2. The appropriate school personnel shall account for all revenues and expenditures related to curricular and cocurricular activities in accordance with the Uniform Financial Accounting and Reporting Standards (UFARS) and school district policies and procedures.

B. Extracurricular Activities

1. Any and all costs of extracurricular activities under board control may be provided from school revenues.
2. All money received or expended for extracurricular activities shall be recorded in the same manner as other revenues and expenditures of the school district and shall be turned over to the appropriate school personnel, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.
3. The appropriate school personnel shall account for all revenues and expenditures related to extracurricular activities in accordance with UFARS and school district policies and procedures.
4. All student activity funds will be collected and expended:
 - a. in compliance with school district policies and procedures;
 - b. under the general direction of the principal and with the participation of students and faculty members who are responsible for generating the revenue;
 - c. in a manner which does not produce a deficit or an unreasonably large accumulation of money to a particular student activity fund;
 - d. for activities which directly benefit the majority of those students making the contributions in the year the contributions were made whenever possible; and
 - e. in a manner which meets a public purpose.
5. Activity accounts of a graduated class will be terminated prior to the start of the school year following graduation. Any residual money from a graduating class activity fund will remain in the general fund and may be used for any school district purpose. Prior to depositing such accounts, all donations or gifts accepted for the specific purpose of the student activity account shall be

administered in accordance with the terms of the gift or donation and school district policy.

V. DEMONSTRATION OF ACCOUNTABILITY

A. Annual External Audit

The school board shall direct its independent certified public accountants to audit, examine, and report upon student activity accounts as part of its annual school district audit in accordance with state law.

B. Fundraiser Report

The administration will prepare a fundraising report semi-annually which will be reviewed by the school board in May and November. The report will list the activity, type of fundraisers, timing, purpose, and results.

[Note: The school board should conduct periodic reviews of student fundraising. The manner in which such reviews are conducted is in the discretion of the school board.]

Legal References: Minn. Stat. § 123B.02, Subd. 6 (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.35 (General Policy)
 Minn. Stat. § 123B.36 (Authorized Fees)
 Minn. Stat. § 123B.37 (Prohibited Fees)
 Minn. Stat. § 123B.38 (Hearing)
 Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)
 Minn. Stat. § 123B.52 (Contracts)
 Minn. Stat. § 123B.76 (Expenditures; Reporting)
 Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)
 Minn. Rules Part 3500.1050 (Definitions for Pupil Fees)
Visina v. Freeman, 252 Minn. 177, 89 N.W.2d 635 (1958)
 Minn. Op. Atty. Gen. 159a-16 (May 10, 1966)

Cross References: Uniform Financial Accounting and Reporting Standards (UFARS)
 Burnsville-Eagan-Savage School District Policy 510 (Student Activities)
 Burnsville-Eagan-Savage School District Policy 511 (Student Fundraising)
 Burnsville-Eagan-Savage School District Policy 701 (Establishment and Adoption of School District Budget)
 Burnsville-Eagan-Savage School District Policy 701.1 (Modification of School District Budget)
 Burnsville-Eagan-Savage School District Policy 702 (Accounting)
 Burnsville-Eagan-Savage School District Policy 703 (Annual Audit)

Burnsville-Eagan-Savage School District Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)

Burnsville-Eagan-Savage School District Policy 706 (Acceptance of Gifts)

Burnsville-Eagan-Savage Student Activity Handbook

Adopted: 2/1991
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds: DBH

Burnsville-Eagan-Savage School District Policy 701.1

701.1 MODIFICATION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

The purpose of this policy is to establish procedures for the modification of the school district's adopted revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to modify its revenue and expenditure budgets in accordance with the applicable provisions of law.

III. REQUIREMENT

- A. The school district's adopted expenditure budget shall be considered the school board's expenditure authorization for that school year.
- B. If revisions or modifications in the adopted expenditure budget are determined to be advisable by the administration, the superintendent shall recommend the proposed changes to the school board. The proposed changes shall be accompanied by sufficient and appropriate background information on the revenue and policy issues involved to allow the school board to make an informed decision. A school board member may also propose modifications on that board member's own motion, provided, however, the school board member is encouraged to review the proposed modifications with the superintendent prior to their being proposed so that the administration may prepare necessary background materials for the school board prior to its consideration of those proposed modifications.
- C. If sufficient funds are not included in the expenditure budget in a particular fund to allow the proposed expenditure, funds for this purpose may not be expended from that fund prior to the adoption of an expenditure budget amendment by the school board to authorize that expenditure for that school year. An amended expenditure shall not exceed the projected revenues available for that purpose in that fund. Unbudgeted expenditures, in clear alignment with the school district mission, may be made for which revenue is collected for a particular purpose and for which neither revenue nor expenditures were budgeted. Example of such includes; PTO donations, insurance proceeds, miscellaneous grants, etc.
- D. The school district's revenue budget shall be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. The superintendent

shall make recommendations to the school board for appropriate revisions. If necessary, the school board shall also make necessary revisions in the expenditure budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

Legal References: Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)

Cross References: Burnsville-Eagan-Savage School District Policy 701 (Establishment and Adoption of School District Budget)

Adopted: 12/3/2015
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 505

505 DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES

I. PURPOSE

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.
- B. To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of nonschool-sponsored material on school property and at school activities.

III. DEFINITIONS

- A. "Distribute" or "Distribution" means circulation or dissemination of material by electronic means and/or means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in internal staff or student mailboxes.
- B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.
- C. "Obscene to minors" means:
 - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of

minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

D. “Minor” means any person under the age of eighteen (18).

E. “Material and substantial disruption” of a normal school activity means:

1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

F. “School activities” means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.

G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

A. Students and employees of the school district have the right to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, nonschool-sponsored material.

- B. Requests for distribution of nonschool-sponsored material will be reviewed by administration. However, distribution of the materials listed below is always prohibited. Material is prohibited that:
1. is obscene to minors;
 2. is libelous or slanderous;
 3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;
 4. advertises or promotes any product or service not permitted to minors by law;
 5. advocates violence or other illegal conduct;
 6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);
 7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:
1. whether the material is educationally related;
 2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
 3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
 4. the quantity or size of materials to be distributed;
 5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;

6. whether distribution would require that nonschool persons be present on the school grounds;
7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

- A. No nonschool-sponsored material shall be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.
- B. Distribution of nonschool-sponsored material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school, and school parking lots. Distribution shall not impede entrance to or exit from school premises in any way.
- C. No one shall coerce a student or staff member to accept any publication.
- D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

- A. Administration will establish guidelines and procedures for distribution of materials.
- B. If the person is dissatisfied with the decision of the administrator, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays, and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.
- C. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

VII. DISCIPLINARY ACTION

- A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.
- B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and appropriate disciplinary action will be taken,

in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.

- C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

VIII. NOTICE OF POLICY TO STUDENTS AND EMPLOYEES

A copy of this policy will be published in student handbooks and available in school buildings.

Legal References: U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)
Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)
Roark v. South Iron R-1 School Dist., 573 F.3d 556 (8th Cir. 2009)
Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied 565 U.S. 1036, 132 S.Ct. 592 (2011)

Cross References: Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
 Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
 Burnsville-Eagan-Savage School District Policy 512 (School-Sponsored Student Publications)
 Burnsville-Eagan-Savage School District Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

**Agenda V.A.9.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

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

Date: March 23, 2023

Re: Policies 527: *Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches*, 624: *Online Learning Options*, 714: *Fund Balance*, 701: *Establishment and Adoption of School District Budget*, and 206: *Public Participation in School Board Deliberations*

Recommendation: Approve, on a second reading basis, changes to Policies 527: *Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches*, 624: *Online Learning Options*, 714: *Fund Balance*, 701: *Establishment and Adoption of School District Budget*, and 206: *Public Participation in School Board Deliberations*.

These policies were reviewed by the Policy Review Committee on January 24, 2023, and February 28, 2023. The first reading was approved by the Board on March 9, 2023.

Summary of changes:

- Policy 527 - MSBA updated legal references. The parking lot fee language was requested by the Policy Review Committee.
- Policy 624 – MSBA updated legal references.
- Policy 714 - MSBA updated legal references.
- Policy 701 - MSBA updated legal references and Commissioner.
- Policy 206 – The changes to the policy were requested by the Policy Review Committee. On February 28, the Policy Review Committee revised section VI.A.9. by striking the first sentence and adding additional language for clarification, and changed “his or her” to “their” in section VI.A.1.

Adopted: 1/1986
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds: JHFD

Burnsville-Eagan-Savage School District Policy 527

527 STUDENT USE AND PARKING OF MOTOR VEHICLES; PATROLS, INSPECTIONS, AND SEARCHES

I. PURPOSE

The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools, and to protect the health, safety, and welfare of students and school personnel.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to allow the limited use and parking of motor vehicles by students in school district locations. The position of the school district is that a fair and equitable district-wide student motor vehicle policy will contribute to the quality of the student's educational experience, will maintain order and discipline in the schools, and will protect the health, safety, and welfare of students and school personnel. This policy applies to all students in the school district.

III. DEFINITIONS

- A. "Contraband" means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes, but is not limited to, weapons and "look-alikes," alcoholic beverages, controlled substances and "look-alikes," overdue books and other materials belonging to the school district, and stolen property.
- B. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent, or staff member, a student's suspicious behavior, a student's age and past history or record of conduct both in and out of the school context, or other reliable sources of information.
- C. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g., to prevent violence, serious and immediate risk of harm, or destruction of evidence), and the age of the student.

- D. “School district location” means property that is owned, rented, leased, or borrowed by the school district for school purposes, as well as property immediately adjacent to such property that may be used for parking or gaining access to such property. A school district location also shall include off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

IV. STUDENT PARKING OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

- A. Students are permitted to park in a school district location as a matter of privilege, not of right. Students driving a motor vehicle to a high school campus may park the motor vehicle in the parking lot designated for student parking only. Students will not park vehicles in driveways, on private property, or in { other designated areas, eg., parking lots designated for use only by staff or by the general public}.
- B. When there are unauthorized vehicles parked on school district property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator.

V. PATROLS, INSPECTIONS, AND SEARCHES

School officials may conduct routine patrols of school district locations and routine inspections of the exteriors of the motor vehicles of students. In addition, the interiors of motor vehicles of students in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule.

A. Patrols and Inspections

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

B. Search of Interior of Student Motor Vehicle

The interiors of motor vehicles of students in school district locations, including glove or trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search

warrant. A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle under the student's control or its compartments upon the request of a school official.

C. Prohibition of Contraband and Interference with Patrols, Inspections, Searches, and/or Seizures

A violation of this policy occurs when students store or carry contraband in motor vehicles in a school district location or interfere with patrols, inspections, searches, and/or seizures as provided by this policy.

D. Seizure of Contraband

If a search yields contraband, school officials will seize the item and may turn it over to legal officials for ultimate disposition when appropriate.

E. Dissemination of Policy

A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate.

VI. DIRECTIVES AND GUIDELINES

The superintendent is granted authority to develop reasonable directives and guidelines which address specific needs of the school district related to student use and parking of motor vehicles in school district locations, such as a permit system and parking regulations. Approved directives and guidelines shall be attached as an addendum to this policy.

VII. PARKING FEE/PERMIT SYSTEM

If the school district institutes a permit system and intends to charge students a fee for parking permits or makes changes to parking fees, the procedures in Minn. Stat. 123B.38 must be followed before the fees are implemented. The parking fee permit must not exceed \$100 annually per student effective July 1, 2022. Students who qualify for free and reduced-price lunch will not incur a fee upon successful registration

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to withdrawal of parking privileges and/or to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion. In addition, the student may be referred to legal officials when appropriate.

Legal References: U. S. Const., amend. IV
Minn. Const., art. I, §10

Minn. Stat. § 123B.02, Subds. 1 and 5 (General Powers of Independent School Districts)

Minn. Stat. § 123B.38 (Hearing)

New Jersey v. T.L.O., 469 U.S. 325 (1985)

Cross References: Burnsville-Eagan-Savage School District Policy 417 (Chemical Use and Abuse)
Burnsville-Eagan-Savage School District Policy 418 (Drug-Free Workplace/Drug-Free School)
Burnsville-Eagan-Savage School District Policy 501 (School Weapons Policy)
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 712 (Video Surveillance Other Than on Buses)

Adopted: 1/28/2016
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds:

Burnsville-Eagan-Savage School District Policy 624

624 ONLINE LEARNING OPTIONS

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options of students enrolled in Independent School District 191 for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in online learning.
- B. The school district shall grant academic credit for completing the requirements of an online learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district.
- D. The school district shall continue to provide non-academic services to online learning students.
- E. Online learning students may participate in the extracurricular activities of the school district in accordance with other district policies.

III. DEFINITIONS

- A. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- B. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- C. “Enrolling district” means the school district or charter school in which a student is enrolled under Minnesota Statutes section 120A.22, subdivision 4, for purposes of compulsory education.

- D. “Full-time online learning provider” means an enrolling school authorized by the MDE to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- E. “Online learning course syllabus” is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online learning course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student-to-teacher communications, and the academic support available to the online learning student.
- F. “Online learning” is a form of digital learning delivered by an approved online learning provider under Paragraph III.H.
- G. “Online learning student” is a student enrolled in an online learning course or program delivered by an authorized online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.
- I. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minnesota Statutes sections 120A.22 and 120A.24.
- J. “Supplemental online learning” means an online learning course taken in place of a course period at a local district school.

IV. PROCEDURES

- A. Dissemination and Receipt of Information
 1. The school district shall make available information about online learning to all interested people. The school district may utilize the list of approved online learning providers and online learning courses and programs developed, published, and maintained by MDE.
 2. The school district will receive and maintain information provided to it by online learning providers.
 3. The online learning provider must report or make available information on an individual student’s progress and accumulated credit to the student, the student’s parent, and the enrolling district in a manner specified by the Commissioner unless the enrolling district and the online learning provider agree to a different form of notice and notify the Commissioner.

4. The enrolling district must designate a contact person to help facilitate and monitor the student's academic progress and accumulated credits toward graduation.

B. Student Enrollment

1. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.
2. The student and the student's parents must submit an application to the online learning provider and identify the student's reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the enrolling district in writing within ten days if the enrolling district is not the online learning provider. The student and the student's parent must notify the online learning provider of the student's intent to enroll in online learning within ten days of being accepted, at which time the student and the student's parent must sign a statement indicating that they have reviewed the online course or program and understand the expectations of enrolling in online learning. The online learning provider must use a form provided by MDE to notify the enrolling district of the student's application to enroll in online learning.
3. The supplemental online learning notice to the enrolling district when a student applies to the online learning provider will include the courses or program, credits to be awarded, and the start date of the online learning course or program. An online learning provider must make available the supplemental online learning course syllabus to the enrolling district. Within 15 days after the online learning provider makes information in this paragraph available to the enrolling district, the enrolling district must notify the online learning provider whether the student, the student's parent, and the enrolling district agree or disagree that the course meets the enrolling district's graduation requirements. A student may enroll in a supplemental online learning course up to the midpoint of the school district's term. The school district may waive this requirement for special circumstances with the agreement of the online learning provider.
4. An online learning course or program that meets or exceeds a graduation standard or the grade progression requirement of the enrolling district as described in the provider's online learning course syllabus meets the corresponding graduation requirements applicable to the student in the enrolling district. If the enrolling district does not agree that the course or program meets its graduation requirements, then the enrolling district must make available an explanation of its decision to the student, the student's parent, and the online learning provider; and the online learning provider may make available a response to the enrolling district, showing how the

course or program meets the graduation requirements of the enrolling district.

5. An online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term during a single school year, and the student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit or if the enrolling district and the online learning provider agree to the instructional services. To enroll in more than 50 percent of the student's full schedule or courses per term in online learning, the student must qualify to exceed the supplemental online learning registration limit or apply to enroll in an approved full-time online learning program consistent with Paragraph IV.B.2. above. Full-time online learning students may enroll in classes at a local school under a contract for instructional services between the online learning provider and the school district.
6. An online learning student may complete course work at a grade level that is different from the student's current grade level.
7. An online learning student may enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. Classroom Membership and Teacher Contact Time

1. The enrolling district may reduce an online learning student's regular classroom instructional membership in proportion to the student's membership in online learning courses.
2. The school district may reduce the course schedule of an online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from an enrolling district. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.
4. The online learning provider, other than a digital learning provider offering digital learning to its enrolled students only under Minnesota Statutes section 124D.095, subdivision 4(d), must give the Commissioner written assurance that all courses meet state academic standards and the online learning curriculum, instruction, and assessment expectations for actual teacher contact time or other student-teacher communications and academic support meet nationally recognized standards and are described

as such in an online learning course syllabus that meets the Commissioner's requirements.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.
4. The school district shall count secondary credits granted to an online learning student toward its graduation and credit requirements.
5. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
 Minn. Stat. § 120A.24 (Reporting)
 Minn. Stat. § 123B.42, Subd. 1a (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)Minn. Stat. § 124D.03 (Enrollment Options Program)
 Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
 Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References: Burnsville-Eagan-Savage School District Policy 509 (Enrollment of Nonresident Students)
 Burnsville-Eagan-Savage School District Policy 605 (Alternative Programs)
 Burnsville-Eagan-Savage School District Policy 608 (Instructional Services – Special Education)
 Burnsville-Eagan-Savage School District Policy 613 (Graduation Requirements)
 Burnsville-Eagan-Savage School District Policy 620 (Credit for Learning)

Adopted: 5/2001
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds: DAA

Burnsville-Eagan-Savage School District Policy 714

714 FUND BALANCES

I. PURPOSE

The purpose of this policy is to create new fund balance classifications to allow for more useful fund balance reporting and for compliance with the reporting guidelines specified in Statement No. 54 of the Governmental Accounting Standards Board (GASB).

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with GASB Statement No. 54. To the extent a specific conflict occurs between this policy and the provisions of GASB Statement No. 54, the GASB Statement shall prevail.

III. DEFINITIONS

- A. “Assigned” fund balance amounts are comprised of unrestricted funds constrained by the school district’s intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the school district’s intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.
- B. “Committed” fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.
- C. “Enabling legislation” means legislation that authorizes a school district to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.

- D. “Fund balance” means the arithmetic difference between the assets and liabilities reported in a school district fund.
- E. “Nonspendable” fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. They include items that are inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.
- F. “Restricted” fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.
- G. “Unassigned” fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.
- H. “Unrestricted” fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances.

IV. CLASSIFICATION OF FUND BALANCES

The school district shall classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

V. MINIMUM FUND BALANCE

Unassigned balances in the District’s Operating Funds are necessary to:

- A. Maintain a positive cash position at all times.
- B. Provide for reasonable and expected budget variances.
- C. Anticipate appropriation deficiencies.
- D. Retain credit worthiness as determined by bond rating agencies.
- E. Provide for unexpected or emergency expenditures.

The school district will strive to maintain a minimum unassigned general fund balance of 8 percent of the general fund expenditures. Amounts in excess of that goal may be

committed to future years' expenditures upon determination that the accumulation of reserves are not needed for other reasons. If the school board determines that the fund balance goal cannot be met, the policy requirements may be waived upon majority vote when the budget is formally adopted or revised. When conditions permit, subsequent budgets shall reflect an effort to restore the unassigned general fund balance to the desired level.

VI. ORDER OF RESOURCE USE

If resources from more than one fund balance classification could be spent, the school district will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned.

VII. COMMITTING FUND BALANCE

A majority vote of the school board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the board.

VIII. ASSIGNING FUND BALANCE

The school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The board also delegates the power to assign fund balances to the Executive Director of Administrative Services. Assignments so made shall be reported to the school board on a monthly basis, either separately or as part of ongoing reporting by the assigning party if other than the school board.

An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance.

IX. REVIEW

The school board will review the sufficiency of the minimum unassigned general fund balance level at least annually, when the budget is formally adopted or revised.

Legal References: Statement No. 54 of the Governmental Accounting Standards Board

Cross References:

Adopted: 2/1991, 8/1996
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds: DBH

Burnsville-Eagan-Savage School District Policy 701

701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral and collaborative part of program planning so that the annual budget will effectively express and implement school board goals and align with the school district mission and core values of the school district.

III. REQUIREMENT

- A. The superintendent or designee shall each year prepare preliminary revenue and expenditure budgets for review by the school board or its designated committee or committees. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.
- B. The school district must maintain separate accounts to identify revenues and expenditures for each building. Expenditures shall be reported in compliance with Minnesota Statutes section 123B.76.
- C. Prior to July 1 of each year, the school board shall approve and adopt its initial revenue and expenditure budgets for the next school year. The adopted expenditure budget document shall be considered the school board's expenditure authorization for that school year. No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.
- D. Each year, the school district shall publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year, and the projected fund balances for the current year in the form

prescribed by the Minnesota Commissioner of Education within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement shall be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the superintendent. A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district. At the same time as this publication, the school district shall publish the other information required by Minnesota Statutes section 123B.10.

- E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board shall review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified in Paragraph III.D. above on the school district's official website, including the link to the school district's report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

- A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but the superintendent maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.
- D. The school district shall make such reports to the Minnesota Commissioner of Education as required relating to initial allocations of revenue, reallocations of revenue, and expenditures of funds.

Legal References: Minn. Stat. § 123B.10 (Publication of Financial Information)
 Minn. Stat. § 123B.76 (Expenditures; Reporting)
 Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)

Cross References: Burnsville-Eagan-Savage School District Policy 701.1 (Modification of

School District Budget)
Burnsville-Eagan-Savage School District Policy 702 (Accounting)

Adopted: 11/2003
Reviewed: 3/9/2023
Revised: 3/23/2023
Rescinds: BDDH

Burnsville-Eagan-Savage School District Policy 206

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The school board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the school board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school board is to encourage input and feedback by the public of subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place, and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.
- C. The Board may hold public meetings where the public will not be invited to address the school board including regular business meetings, work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not necessarily be allotted time during the meeting to address the board.

III. DEFINITIONS

- A. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.
- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the employee's social security number; actual gross salary; salary range; terms and conditions of

employment relationship; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the complete terms of any agreement settling any dispute arising out of the employment relationship, including a buyout agreement as defined in Minn. Stat. § 123B.143, Subd. 2, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; work telephone number; badge number; work-related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- C. Personnel data on current and former applicants for employment that is "public" includes:
- Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.
- D. "Educational data" means data maintained by the school district which relates to a student.
- E. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.
- F. Data about applicants for appointments to a public body, including a school board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. § 15.0597; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address; either

a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

- G. “Public Comment Participants” means individuals who meet one or more of the following categories will seek to address the school board during the public comment period:
1. District student
 2. Parent or guardian of a district student
 3. District resident
 4. District taxpayer
 5. District staff person

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
 2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
 3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data);
 4. right to a private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.
- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);
 2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);

3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

- A. The school board will strive to give all members of the public of the school district an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).
- B. The school board provides three opportunities for public input:

1. Board Listening Sessions

The school board may schedule a listening session prior to a regularly scheduled school board meeting during which time the public may make comments directly to the designated school board members or superintendent that deal with any topic related to the board's conduct of the schools. The school board, however, will not act at that day's/evening's regular meeting on any issue presented during the school board listening sessions if that issue was not previously published as an agenda item. A report summarizing the listening session will be given and distributed to board members via the consent agenda at a future meeting.

2. Public Hearings

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), truth in taxation (Minn. Stat. § 375.065) education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the discretion of the school board.

3. Public Forums

The school board may schedule an open forum to create a venue in which the public can gather to become informed about a specific issue, ask questions, offer input, and/or engage in a public conversation.

VI. LISTENING SESSION PROTOCOL

- A. Agenda Items

1. Members of the public who wish to present on a subject discussed at a public school board listening session are encouraged to notify the

superintendent's office in advance of the listening session. Each speaker must provide their name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.

2. At the start, or in advance (by notifying the district office at 952-707-2005), of the listening session, any person wishing to speak will complete and submit a card with their name, address, name of group representing, if any, and topic.
3. The facilitating board member will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers who have completed a card in section VI.A.2. of this policy shall be recognized to speak by the facilitating board member. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for presentation at a listening session which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
6. The facilitating board member shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.
9. ~~Video and audio recordings of listening sessions are prohibited.~~ The school board reserves the right to conclude the listening session in the event that such audio or video recordings are being made and when such recordings may present a barrier to participation.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.
3. Unresolved complaints from Paragraph 1. of this section or problems concerning the school district should be directed to the superintendent's office.
4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and, in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
 Minn. Stat. § 13.43 (Personnel Data)
 Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)
 Minn. Stat. § 13D.05 (Meetings Having Data Classified as Public)
 Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures; Closed or Open Meeting)
 Minn. Stat. § 122A.33, Subd. 3 (License and Degree Exemption for Head Coach; Notice of Nonrenewal; Opportunity to Respond)
 Minn. Stat. § 122A.40, Subd. 14 ((Employment; Contracts; Termination; Hearing Procedures
 Minn. Stat. § 122A.44 (Contracting with Teachers; Substitute Teachers)

Minn. Stat. § 123B.02, Subd. 14 (General Powers of Independent School Districts; Employees; Contracts for Services)
 Minn. Stat. § 123B.143, Subd. 2 (Superintendents; Disclose Past Buyouts or Contract is Void)
 Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
 Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
 Minn. Op. Atty. Gen. 852 (July 14, 2006)

Cross References: Burnsville-Eagan-Savage School District Policy 103 (Complaints-Students, Employees, Parents, Other Persons/
 Burnsville-Eagan-Savage School District Policy 205 (Open Meetings and Closed Meetings)
 Burnsville-Eagan-Savage School District Policy 207 (Public Hearings)
 Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)
 Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)
 Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)
 MSBA School Law Bulletin “C” (Minnesota’s Open Meeting Law)
 MSBA School Law Bulletin “I” (School Records – Privacy – Access to Data)
 Board Listening Session Guidelines
 Registration Card

March 23, 2023 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(SPA)

Board Member Question	Staff Response
<p>1. As a point of comparison, it would be helpful to insert a new slide before what is currently slide #8: BHS enrollment demographics. The board and our community would then be able to compare our reality of who is taking rigorous courses versus overall student demographics.</p>	<p>We will insert an additional circle graph / or chart to the slide as a reference of the school demographics.</p>
<p>2. Slide 18 - I am asking this in advance to avoid a 'surprise' and allow time for adequate preparation:</p> <p>It will also be helpful to provide an example from a non-AVID, non-AP, non-CIS course in which WICOR is improving student outcomes and to what degree.</p>	<p>BHS Teacher Mollie Bousu will be speaking to how WICOR works in the AP Human Geography course in addition to her application of WICOR in her non-AP courses. Colleen Coleman will share her observations of high school classrooms applying WICOR and the impact on student engagement and agency.</p>

(FY24)

Board Member Question	Staff Response
<p>Regarding input survey summary, no new surveys have been completed since March 3, yes?</p>	<p>We have not pushed out any new surveys. I think that Aaron may have received nine new responses on the one we have out, and they aligned with the themes we already received. Additional cultural liaisons, Additional student support, Continue reading/math curriculum work, Reduce food and energy waste/use, Fewer administrators.</p>

(Virtual Academy)

Board Member Question	Staff Response
<p>1. In Slide #6</p> <p>- Please list a breakdown of funding streams for VA.</p> <p>- Also, please list the other 'buckets' into which VA expenditures are segmented, beyond staffing.</p> <p>This will provide topline visibility and understanding for both board members and our community.</p>	<p>See Chart below:</p>

	VA - Elementary				VA - Secondary			
	21-22 Actual		22-23 Budget		21-22 Actual		22-23 Budget	
	Total \$	Per ADM	Total \$	Per ADM	Total \$	Per ADM	Total \$	Per ADM
Revenue								
General Education	1,942,284	9,793	878,409	10,097	2,946,036	11,484	2,386,848	11,934
Compensatory/EL/Title	54,626	275	364,015	4,184	13,251	52	145,648	728
Special Education	128,920	650	73,490	845	98,186	383	64,871	324
Career & Tech	0	0	0	0	0	0	0	0
Total Revenue	2,125,830	10,718	1,315,914	15,125	3,057,473	11,918	2,597,367	12,987
Expenditures								
General Education	511,423	2,579	720,771	8,285	130,696	509	730,774	3,654
Compensatory/EL/Title	103,546	522	79,550	914	134,677	525	180,457	902
Special Education	207,935	1,048	118,533	1,362	158,364	617	104,631	523
ESSER Funded	465,932	2,349	0	0	836,615	3,261	490,783	2,454
Career & Tech	0	0	0	0	0	0	95,800	479
Total Expenditures	1,288,836	6,498	918,854	10,562	1,260,352	4,913	1,602,445	8,012

	VA - Elementary				VA - Secondary			
	21-22 Actual		22-23 Budget		21-22 Actual		22-23 Budget	
	Total \$	Per ADM	Total \$	Per ADM	Total \$	Per ADM	Total \$	Per ADM
Revenue	2,100,000	10,600	1,300,000	14,900	3,000,000	11,700	2,500,000	12,500
Expenditures	1,300,000	6,600	1,000,000	11,500	1,300,000	5,100	1,700,000	8,500

<p>2. As part of our current reality, please add a slide (after slide #5) which reports on VA student demographic enrollment, broken down by elementary and secondary.</p>	<p>Thank you for this. A slide has been added.</p>																															
<p>3. Slide #8 - We have a minority of VA secondary students earning all credits. This reality is missing from this slide, as is the related fact that the HS VA is underserving our BIPOC students disproportionately. On Thursday night, please plan to speak to what we are doing to reverse this fact.</p>	<ul style="list-style-type: none"> ● We have added this information to the slideshow. ● The intent of the BOE presentation on Thursday is to share our analysis of where we are with VA and provide some general recommendations that came out of this analysis. ● We plan to speak to three realities on Thursday: <ul style="list-style-type: none"> ○ One91 Virtual Academy is still very much in an implementation phase. ○ Approximately half of our students in secondary VA are showing strong signs of success. ○ The data in regards to credits can be misleading because over 20% of students are in blended learning settings. ○ Approximately half of our students in secondary VA are showing that they might be in need of increased access to multi-tiered systems of support. 																															
<p>VA Report - Slide 2. I'm curious to know by how much enrollment has increased since the start of the year and how many open enrollments we have had from other districts.</p>	<table border="1"> <thead> <tr> <th>Location</th> <th>Date</th> <th>Resident Enrollment</th> <th>Open Enrollments</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>0079 VA HS</td> <td>9/6/2022</td> <td>80</td> <td>12</td> <td rowspan="3">266</td> </tr> <tr> <td>0079 VA MS</td> <td>9/6/2022</td> <td>59</td> <td>15</td> </tr> <tr> <td>0479 VA ELEM</td> <td>9/6/2022</td> <td>71</td> <td>29</td> </tr> <tr> <td>0079 VA HS</td> <td>3/20/2023</td> <td>123</td> <td>23</td> <td rowspan="3">326</td> </tr> <tr> <td>0079 VA MS</td> <td>3/20/2023</td> <td>63</td> <td>25</td> </tr> <tr> <td>0479 VA ELEM</td> <td>3/20/2023</td> <td>75</td> <td>17</td> </tr> </tbody> </table>	Location	Date	Resident Enrollment	Open Enrollments	Total	0079 VA HS	9/6/2022	80	12	266	0079 VA MS	9/6/2022	59	15	0479 VA ELEM	9/6/2022	71	29	0079 VA HS	3/20/2023	123	23	326	0079 VA MS	3/20/2023	63	25	0479 VA ELEM	3/20/2023	75	17
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<p>VA Report - Is there an enrollment number where the VA may no longer be financially viable for the district? If so, what is that number (approximately)?</p> <p>VA Report - Slide 10, "Elementary academic scores show slower growth in some student cases." What is being done to address and overcome this concern?</p>	<p>78-80% of our expenses are attributed to salaries and benefits of employees. 20-22% are attached to transportation, facilities, and other expenditures. In other words, VA doesn't have 20-22% of the expenses that our brick and mortar schools have. As long as we are maintaining district class sizes which allows for viable programming we should be able to afford it. When we reach a point where the overall number of students falls below the class size averages we may need to look to partner with other districts to consolidate students to offer the classes.</p> <p>The literacy strategies we are employing, continued professional development for VA teachers, and progress monitoring and assessing students that prompt teachers to adapt their instruction are ways we are addressing gaps. As a new school we will review 3 year trend data and the One91 VA is due for a 3 year program review in 2023-24 by the MN Department of Education. We will learn more from this review.</p>
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(FY 2024-25 Calendar)

Board Member Question	Staff Response
<p>I'd like to understand more about</p> <p>a) extending MEA to one week</p> <p>b) adding the two day week following Winter Break (rather than adjusting to avoid a two day week following 1.5 weeks of Winter Break).</p>	<p>The One91 calendar committee was created strategically to be representative of students, families, teachers, and administrators. The team identified, through the <u>guiding change process</u>, shared understanding that led to the following three recommendations:</p> <ul style="list-style-type: none"> ● Create more instructional continuity. ● Create less transitions for students, families, and staff. ● Create the space for timely family partnership within the term.

	<ul style="list-style-type: none"> • Much of our instructional curriculum is predicated on four to five day weeks. • Our data pull on student attendance from 21-22 suggests that student attendance goes down anywhere from 3-10% following breaks of four days or more. In addition, OSS data pulls for 21-22 states that suspensions go up 8% (on average) on the days right before or right after +4 day breaks. Leading us to believe transitions increase the likelihood of suspensions and decrease the likelihood of attendance. • Our MTSS cohort <u>plan</u> prioritizes authentic, timely, family engagement focused on our systems of support. Having conferences three weeks earlier gives us additional structures to make this priority more timely.
<p>Please elaborate on how these changes benefit our students (academically, social-emotionally, our SpEd students, our McKinney Vento students, etc)</p>	<p>Our calendar committee used the tools of cultural proficiency and our core values to ground our guiding change work. Our committee felt that the recommendations will benefit all our students and families.</p>
<p>How will student engagement and learning be improved with each proposed change?</p>	<p>Our calendar committee believes that their recommendations will improve instructional outcomes for our students.</p>
<p>What data do we have that supports the benefits above, based on our own historical data with MEA week?</p>	<p>Our calendar committee believes that their recommendations will improve outcomes for students and families. We did have team members with historical knowledge around past calendars.</p>
<p>What research or knowledge might explain the benefits of holding conferences during the fifth week of</p>	<p>The calendar committee (Design Team) felt that earlier intervention/partnership will benefit students.</p>

<p>the semester as opposed to the 7th or 8th week, as we do now?</p>	
<p>Please share One91 data for staff and student absenteeism during:</p> <p>a) two day school week.</p> <p>b) during a two or three day week that is just before or just after an extended break (Winter and Spring, for example)</p>	<p>The attendance data our committee used to make the recommendation does suggest, though not tightly correlated, that partial weeks and more transitions can lead to increases in absenteeism. Absenteeism can increase when associated with a break. This helped inform our recommendations.</p>
<p>Please also share family (elem, MS, HS) participation rates: during our historical MEA 'weeks;' and during our current structure of November conferences (virtual and in person).</p>	<p>The calendar committee did examine quantitative and qualitative data while gathering input around conferences. As you point out in the question, we noticed an increase in conference participation by virtual option and intend to keep this format to allow families to access their teachers even if they are not in the immediate geographic area.</p> <p>Some additional reasons the committee was interested in having a full week off for MEA break included:</p> <ul style="list-style-type: none"> ● Having conference time earlier in the quarter allows for more timely intervention and responsive parent partnership, a feature of our MTSS cohort plan. ● Moving MEA to a full week further addresses the overwhelming feedback from students, families, and staff that they would like to see more continuous periods of time for instruction and less transitions within the calendar. ● Having a full week of MEA will remove another fractured, 3 day week, from our current programming. Our curriculum, especially our K-5 literacy curriculum, is built on academic learning flow designed in 4-5 day weeks.

	<ul style="list-style-type: none"> • Here is the MTSS cohort plan outlining the importance of early, proactive, authentic partnership and intervention.
<p>Why is the Eid holiday called out in the calendar presentation?</p>	<p>Thank you so much for this question. While our calendar committee highlighted the positive impact of having Eid fall on a typical Spring Break time, it should not be included as a strategic direction. Thank you for noticing this. It has been removed. The reasons it is not a strategic direction include: (1) it cannot be sustained in its present form as Eid occurs at different times throughout the year and (2) we do not call out other holidays that happen to fall over intended breaks.</p>



**Agenda V.B.1.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: March 23, 2023

Re: Approve the Academic Calendar for 2024-25

Recommendation: That the Board of Education approves the Academic Calendar for 2024-25.

Burnsville-Eagan-Savage School District 191
2024-2025 School Year Calendar

July 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Color Key:

No School for All Students
New Teacher Workshop (No Students)
Professional Day (No Students)
Parent-Teacher Conferences & Teacher Prep (No Students)
Holiday (No Staff/No Students)
Blended Learning Day
First & Last Day of School
Graduation

AUGUST

- 20-22 New Teacher Workshop (No Students)
- 26-29 Professional Day (No Students)

SEPTEMBER

- 2 Labor Day (No Staff/No Students)
- 3 First Day of School Most Grades
- 5 First Day of School Some Grades

OCTOBER

- 14-16 Parent-Teacher Conferences & Teacher Prep (No Students)
- 17-18 Minnesota Educator Academy (No Staff/No Students)

NOVEMBER

- 5 Blended Learning Day
- 11 Professional Day (No Students)
- 28-29 Fall Break (No Staff/No Students)

DECEMBER

- 23-31 Winter Break (No Staff/No Students)

JANUARY

- 1 Winter Break (No Staff/No Students)
- 16 Last Day of 1st Semester
- 17 Professional Day (No Students)
- 20 MLK, Jr. Day (No Staff/No Students)

FEBRUARY

- 17 Professional Day (No Students)

MARCH

- 5-7 Parent-Teacher Conferences & Teacher Prep (No Students)
- 31 Spring Break (No Staff/No Students)

APRIL

- 1-4 Spring Break (No Staff/No Students)

MAY

- 2 Blended Learning Day
- 26 Memorial Day (No Staff/No Students)

JUNE

- 5 Last Day of School
- 6 Graduation & Professional Day (No Students)

Total School Days.....170
 Total Teacher Work Days.....184

2024-2025 Calendar:

Quarter 1
 September 3 - November 8
 44 days

Quarter 2
 November 12 - January 16
 38 days

Semester 1
 September 3 - January 16
 82 days

Quarter 3
 January 21 - March 21
 40 days

Quarter 4
 March 24 - June 5
 48 days

Semester 2
 January 21 - June 5
 88 days





**Agenda V.B.2.
March 23, 2023**

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

From: Stacey Sovine, executive director of administrative services

Date: March 23, 2023

Re: Approve Third Party Administrator and Stop Loss Insurance Provider

RECOMMENDATION: That the Board of Education approves United Health Group as the Stop Loss Insurance provider and UMR as the Third Party Administrator to process claims for the district's self-funded medical plan.

Per MN Statute 471.6161 Health Insurance Transparency Act (HITA), ISD191 requested proposals for its Third-Party Administration of its Self-Funded Medical plan. The district also sought stop loss insurance to cover high claims and protect the district's plan from overages.

The District is required to go through this process every two years unless agreed to by the representative of the largest bargaining unit to extend it. All the final proposals submitted must be opened at the same time in the presence of up to three representatives selected by the exclusive representative of the largest group of employees. We presented the bids during a benefits meeting representing all bargaining units. Seven vendors provided initial offers. The benefits committee reviewed the initial offers and requested that best and final offers be provided by four vendors.

Based on a number of components including administration of claims, risk mitigation, integration of systems, ability to control costs, education and compliance, employee guidance, health and satisfaction, reporting capabilities, and costs the benefit committee is recommending United Health Group and UMR to support our plan.

Our stop loss coverage has been under funded for a number of years by approximately \$1 million per year. The stop loss quotes took this performance into consideration as they provided their bids.

Annual TPA Fee is \$44.00 per employee per month (PEPM).

Stop Loss cost increased approximately 25% over current premium totaling roughly \$2 million.

Both of these rates are embedded in the total premium costs of our employee health care plan.

In addition:

- Annual Wellness Credit: \$25k
- Stop Loss Rate Cap Year 2: 39%
- Admin fee cap for 2024: \$45.32 PEPM Cap
- Confirmed UMR will accommodate the arrangement with Solarte



**Agenda V.B.3.
March 23, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: March 23, 2023

Re: Open Facilities Resolution

Recommendation: That the Board of Education adopts the Open Facilities Resolution.

EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 191
(BURNSVILLE-EAGAN-SAVAGE)
DAKOTA AND SCOTT COUNTIES, MINNESOTA

Pursuant to due call and notice thereof a regular meeting of the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, was held in the School District on _____, 2023 at 6:30 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING MODIFICATIONS TO THE DISTRICT'S OPEN FACILITIES ACTION PLAN AND AUTHORIZING DISTRICT ADMINISTRATION TO CONSIDER OPTIONS FOR THE SALE OR LEASE OF CERTAIN OPEN FACILITIES

BE IT RESOLVED by the School Board (the "Board") of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota (the "District"), as follows:

1. Background. It is hereby determined that:

(a) On October 22, 2020, the Board adopted a resolution (the "Resolution") approving an open facilities action plan (the "Plan") which addressed the potential lease and/or sale of Marion W. Savage Elementary School ("MW Savage"), Sioux Trail Elementary School ("Sioux Trail"), River Ridge Education Center ("River Ridge"), Metcalf Middle School ("Metcalf"), and up to four acres of land at the Diamondhead Center ("Diamondhead")(collectively, the "Open Facilities"), all of which were deemed by the District to be surplus properties and no longer needed for school purposes.

(b) The Resolution further provided that the Open Facilities would not be sold or leased to organizations that would compete with the District for enrollment or funding, or that would interfere with the educational programs taking place on such property.

(c) The Resolution authorized District staff and consultants to implement the Plan including, without limitation, pursuing special legislation (the "Special Legislation") from the Minnesota Legislature which would provide that, notwithstanding the provisions of Minnesota Statutes, Section 123B.51, subdivisions 4 and 6, proceeds of the sale or lease of the Open Facilities may be transferred into the District's general undesignated fund to the fullest extent permitted under applicable federal tax law and associated regulations (the "Tax Laws").

(d) On August 18, 2021, the District sold River Ridge to a private buyer.

(e) In January 2023, the Special Legislation was introduced and is currently pending in the Minnesota Legislature.

(f) In light of events following the Board's adoption of the Resolution, the Board desires to modify the Resolution as set forth below.

2. Authorization to Sell and/or Lease Remaining Open Facilities. District administrators and staff are hereby authorized and directed to take reasonable and appropriate actions to lease and/or sell the remaining Open Facilities as follows:

(a) MW Savage. Subject to Minnesota Statutes, Section 123B.51, Subdivisions 3 and 4, as amended, the Tax Laws, and Board approval, the District may lease some or all space at MW Savage to noncompetitive partner organizations with an understanding that such lease(s) will terminate as of the date the Board agrees to sell the MW Savage site.

(b) Sioux Trail. Subject to Minnesota Statutes, Section 123B.51, Subdivisions 3 and 4, as amended, the Tax Laws, and Board approval, the District may lease some or all space at Sioux

Trail to noncompetitive partner organizations with an understanding that such lease(s) will terminate in the event the Board agrees to sell the Sioux Trail site.

(c) Metcalf. Subject to Minnesota Statutes, Section 123B.51, Subdivisions 3 and 4, as amended, the Tax Laws, and Board approval, the District may lease some or all space at Metcalf to noncompetitive partner organizations with an understanding that such lease(s) will terminate as of the date the Board agrees to sell the Metcalf site.

(d) Diamondhead. Up to 4 (four) acres of land at the Diamondhead site may be sold after the Special Legislation is passed by the Minnesota Legislature and approved by the Board in accordance with Minnesota Statutes, Section 645.021, and the Board approves the proposed sale.

3. Prior Actions. Any actions taken by the District administration and staff in furtherance of the Plan prior to the date of this resolution are hereby ratified, confirmed, and approved.

4. Effect of Resolution. Except as modified and updated herein, the Resolution remains in full force and effect.

(The remainder of this page is intentionally left blank.)

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

and the following voted against:

whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
 COUNTIES OF DAKOTA)
 AND SCOTT) ss.
)
 INDEPENDENT SCHOOL)
 DISTRICT NO. 191)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota (the “District”), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the School Board of the District held on the date specified above, with the original minutes on file in my office and the extract is a full, true, and correct copy of the minutes, insofar as they relate to approving modifications to the District’s open facilities action plan and authorizing the administration to consider options for the sale or lease of certain open facilities of the District.

WITNESS My hand as such Clerk this ____ day of _____, 2023.

 Clerk of the School Board
 Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota