



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
April 25, 2024
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 Mursal and Director Hume

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Approval of Agenda

III. Information

- A. Student Performance and Achievement Committee: College and Career Readiness Graduation Rates 3
Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction and Assessment. Becky Ackerson, Associate of Arts Coordinator and Counselor, and Burnsville High School Students
- B. Equity Plan 2024-2025 18
Speaker(s): Isis Buchanan, Director of Educational Equity, Dawndra Broge, Multilingual Project Manger, Sahro Abdullahi and Rynanne Mikunda, English Learner Teachers
- C. FY25 Budget Feedback Report 35
Speaker(s): Dr. Theresa Battle, Superintendent and Stacey Sovine, Executive Director of Administrative Services
- D. Early Childhood Special Education Stretch Calendar

Speaker(s): Kristi Wanzek, Special Education Supervisor	2
E. Committee, Board Appointment and School Assignment Reports	52
IV. Business Meeting	54
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	56
2. Approve Personnel Recommendations	60
3. Adopt a Resolution to Accept Donations	61
4. Approve Payroll, Receipts, Expenses and Investments	63
5. Accept the Budget Analysis	123
6. Receive a Report about the Listening Session	128
7. Approve Southwest West Central Service Cooperative Contract	129
8. Approve Non-substantive Changes to Policy 204: <i>School Board Meeting Minutes</i>	149
9. Approve Non-substantive Changes to Policy 526: <i>Hazing Prohibition</i>	154
10. Approve No Changes to Policy 203.5: <i>School Board Meeting Agenda</i> and Policy 205: <i>Open Meeting and Closed Meetings</i>	161
11. Approve No Changes to Policy 502: <i>Search of Student Lockers, Desks, Personal Possession and Student's Person</i> and Policy 531: <i>The Pledge of Allegiance</i>	174
B. New Business	179
1. Adopt a Resolution Terminating Non-Licensed Staff Hours at the End of the 2023-2024 School Year	181
Speaker(s): Stacey Sovine, Executive Director of Administrative Services	
2. Adopt a Resolution Terminating Non-Licensed Staff at the End of the 2023-2024 School Year	182
Speaker(s): Stacey Sovine, Executive Director of Administrative Services	
3. Approve Early Childhood Special Education Stretch Calendar for 2024-2025 School Year	183
Speaker(s): Kristi Wanzek, Special Education Supervisor	
V. Work Session: Labor Acknowledgement	185
Speaker(s): Chair Miller	
VI. Closed Session, as permitted by Minnesota Statutes Section 13D.03, to Discuss Labor Negotiation Strategy.	186
Speaker(s): Stacey Sovine, Executive Director of Administrative Services	
VII. Adjourn	

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.



**Agenda III.A.
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Imina Oftedahl, director of curriculum, instruction and assessment, Becky Ackerson, associate of arts coordinator and counselor, and Burnsville High School students

Date: April 25, 2024

Re: Student Performance and Achievement committee: College and Career Readiness Graduation Rates

College and Career Readiness

April 25, 2024

Imina Oftedahl, Director of Curriculum, Instruction and Assessment

Rebecca Ackerson, Associate of Arts Coordinator and Counselor

Mariana Jimenez, Burnsville High School Student

Nick Vitez, Burnsville High School Student

College and Career Readiness

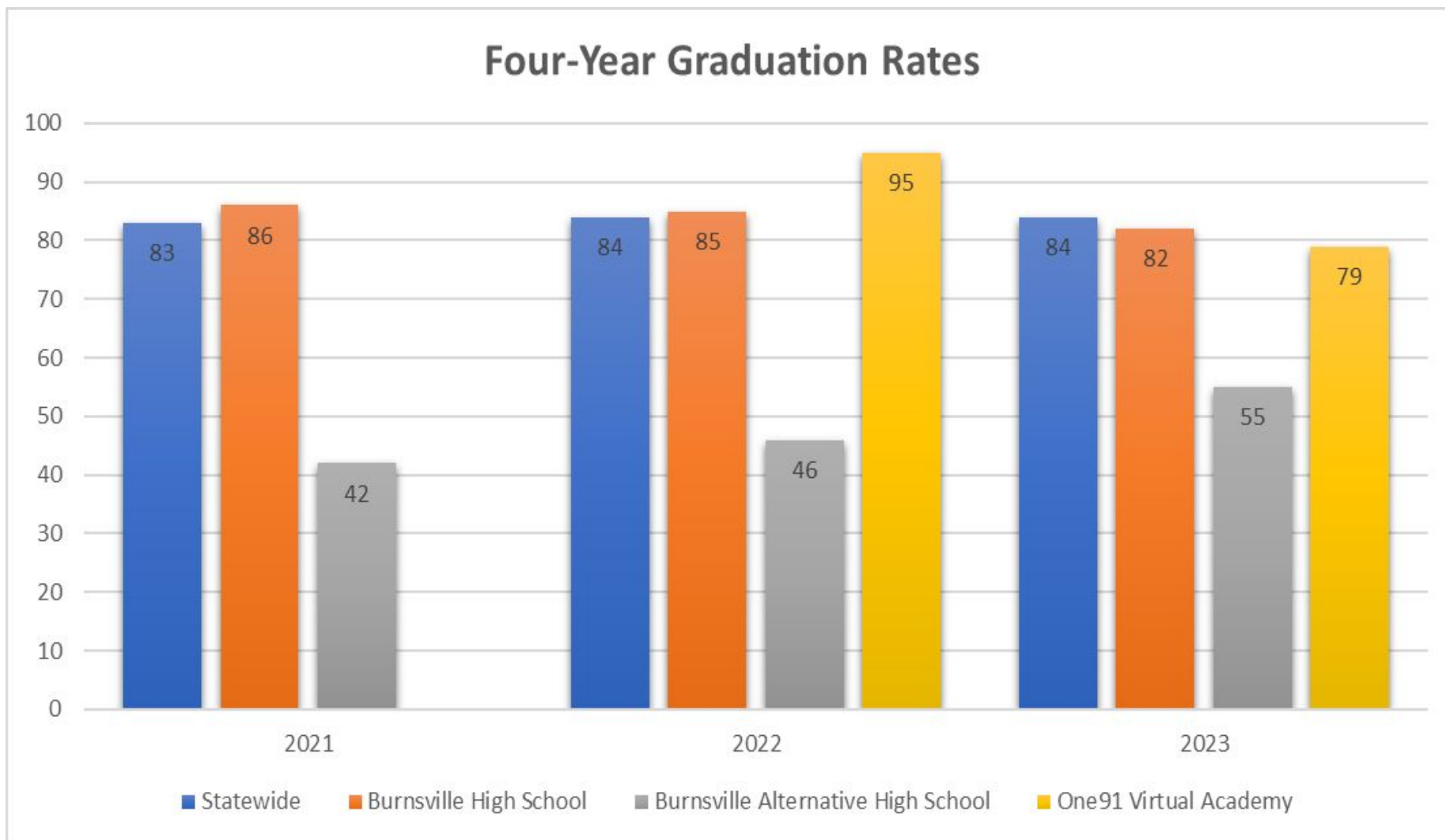
- Graduation
- Rigorous Coursework
- College Credit
- Associate of Arts Degree

Graduation

Increase the four-year graduation rate for BHS from 85% (class of 2022) to 90% (class of 2023)

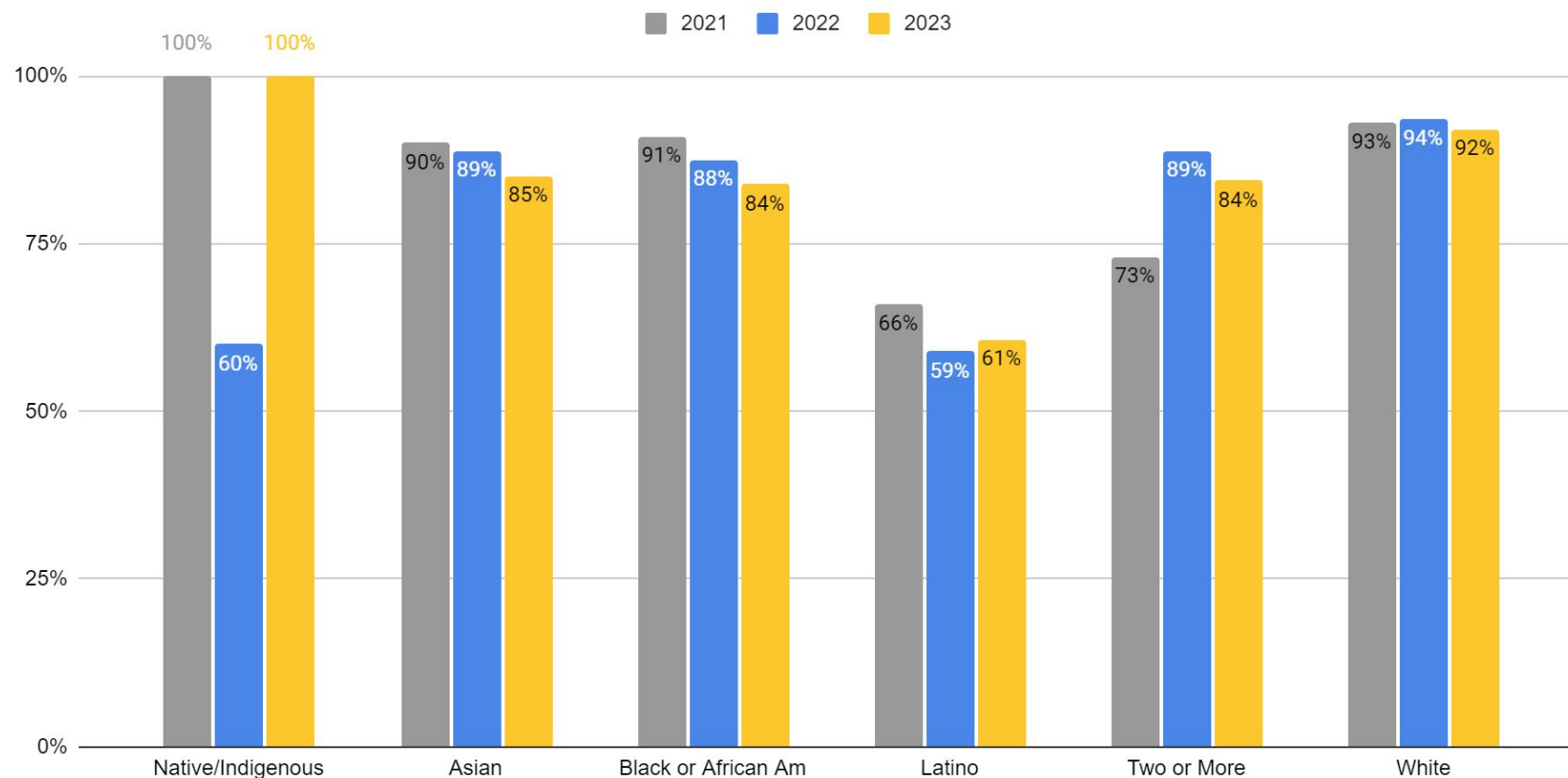
Results: 82%

Number of Graduates			
	2021	2022	2023
Statewide	57,137	58,586	58,293
BHS	445	416	409
BAHS	59	55	80
VA		35	30



BHS Graduation

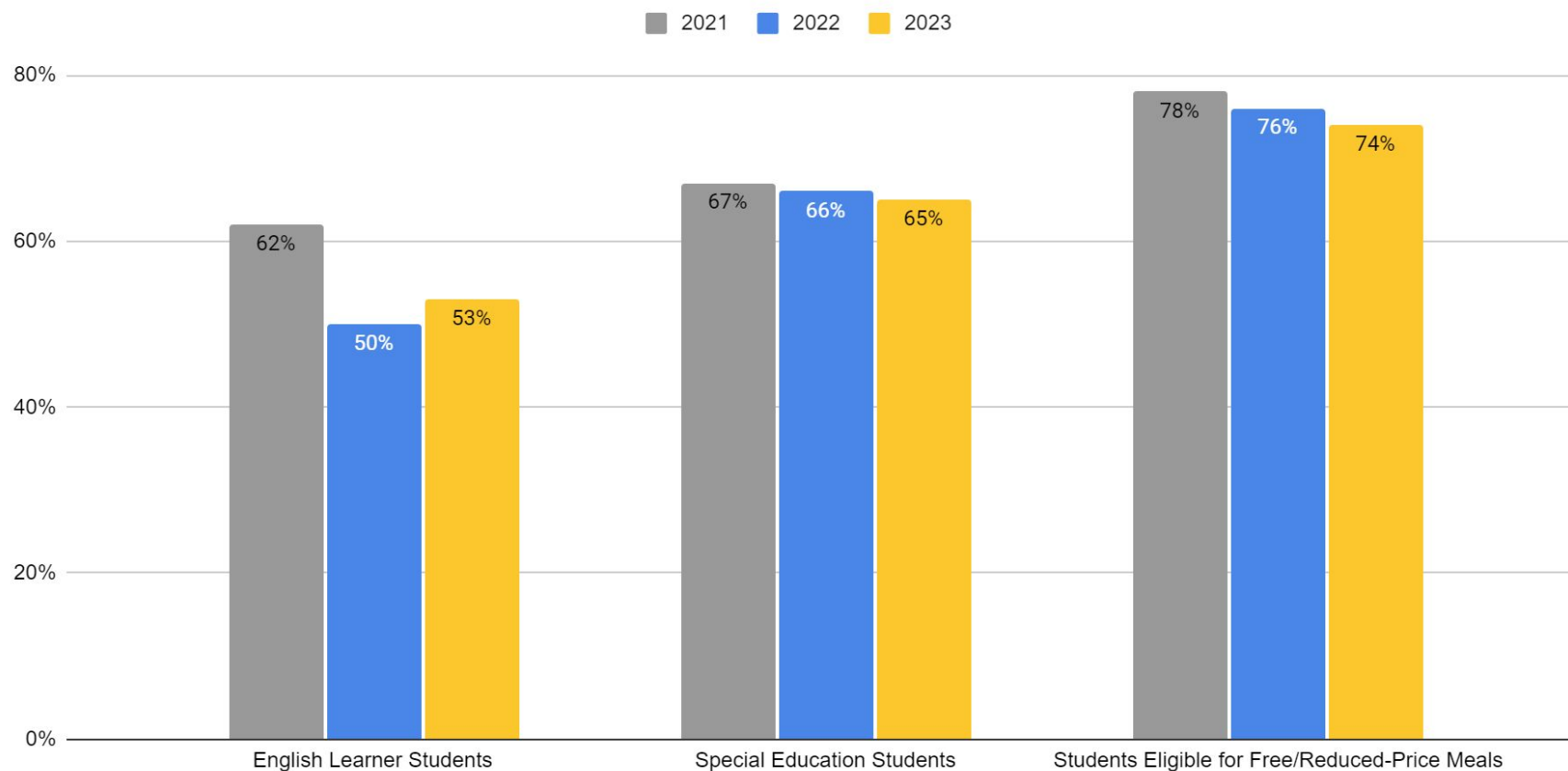
4-Year Graduation Rate Trend



Number of Graduates			
	2021	2022	2023
Native/Indigenous	3	3	3
Asian	46	48	40
Black or African American	101	105	109
Latino	63	53	68
Two or More Races	24	16	27
White	208	191	162
BIPOC	237	225	247
All	445	416	409

BHS Graduation

4-Year Graduation Rate Trend



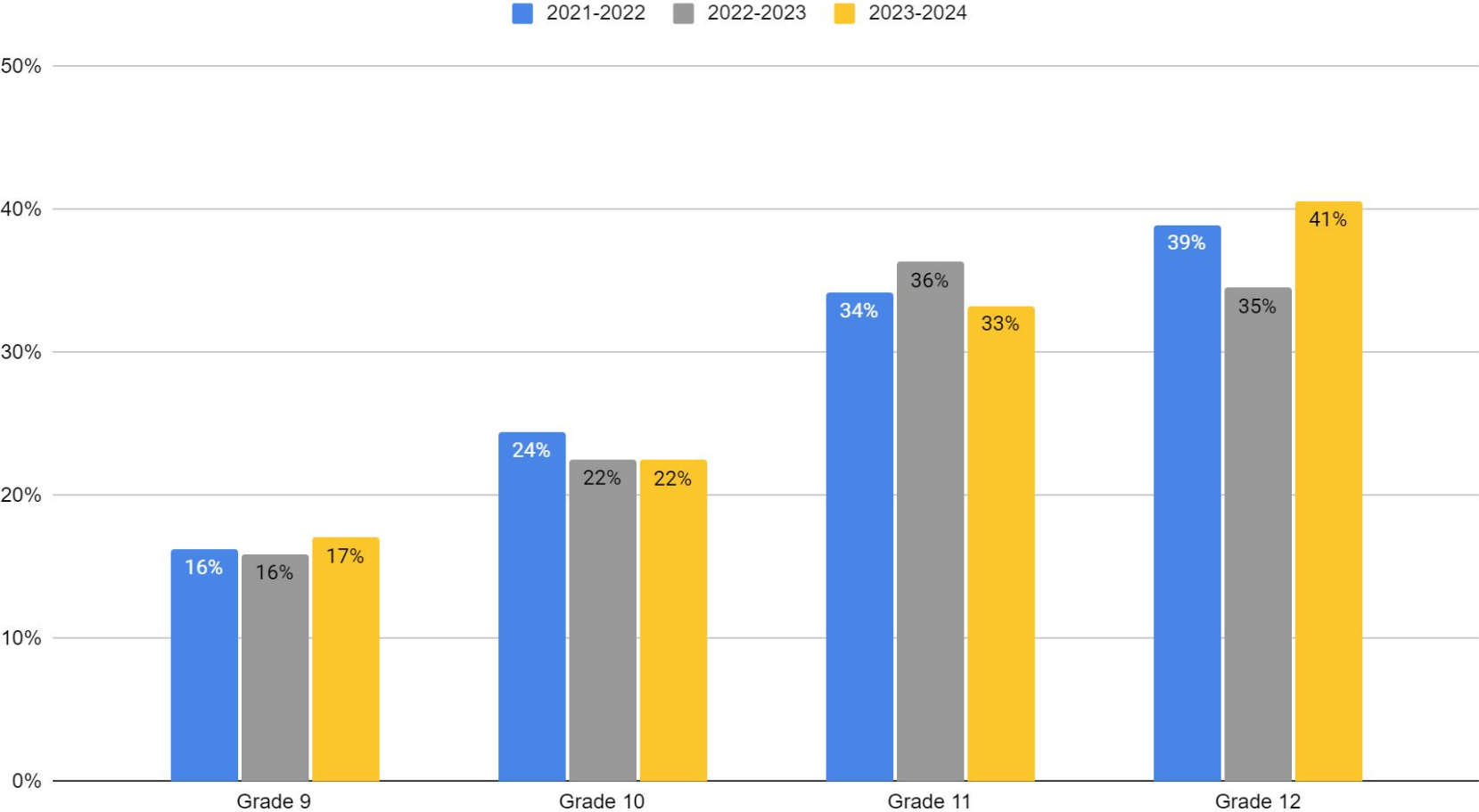
Number of Graduates			
	2021	2022	2023
English Learners	57	40	59
Special Education	53	47	53
Free/Reduced Price Meals	210	187	217

Graduation Supports

- Credit Recovery Expanded Access
- Multi-Tiered Systems of Support (MTSS) Teams
- Multilingual Project Manager and ML Site Teams
- BAHS Academic Interventionist and Unit Completion
- BAHS and BHS Early Identification Partnership
- AVID Schoolwide Professional Development and Strategy Implementation

Rigorous Coursework

Rigorous Course Enrollment by Grade

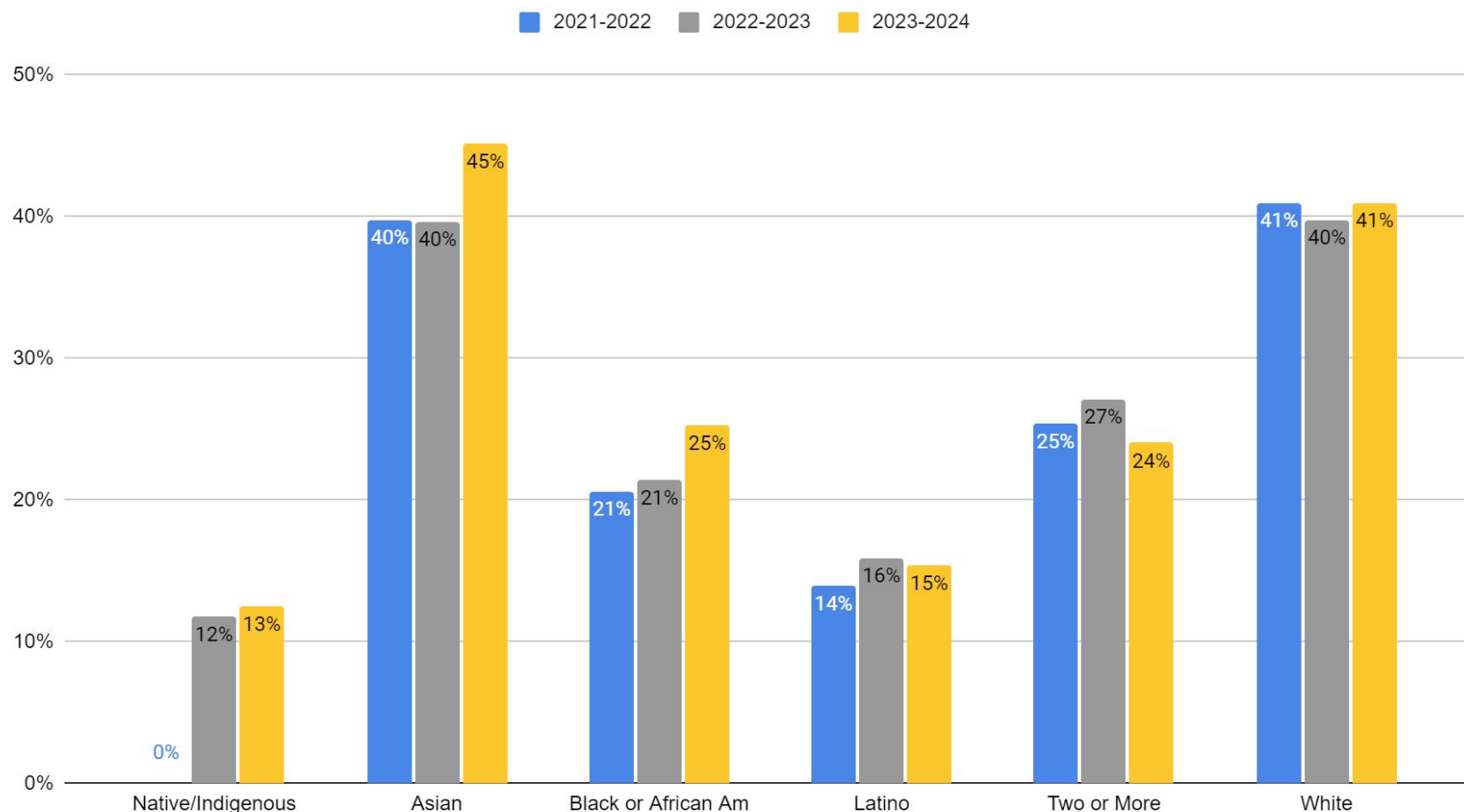


Rigorous Coursework

Decrease the demographic disproportionality of BIPOC students enrolled in rigorous high school courses from 17% in 2021-2022 to 14% in 2022-23

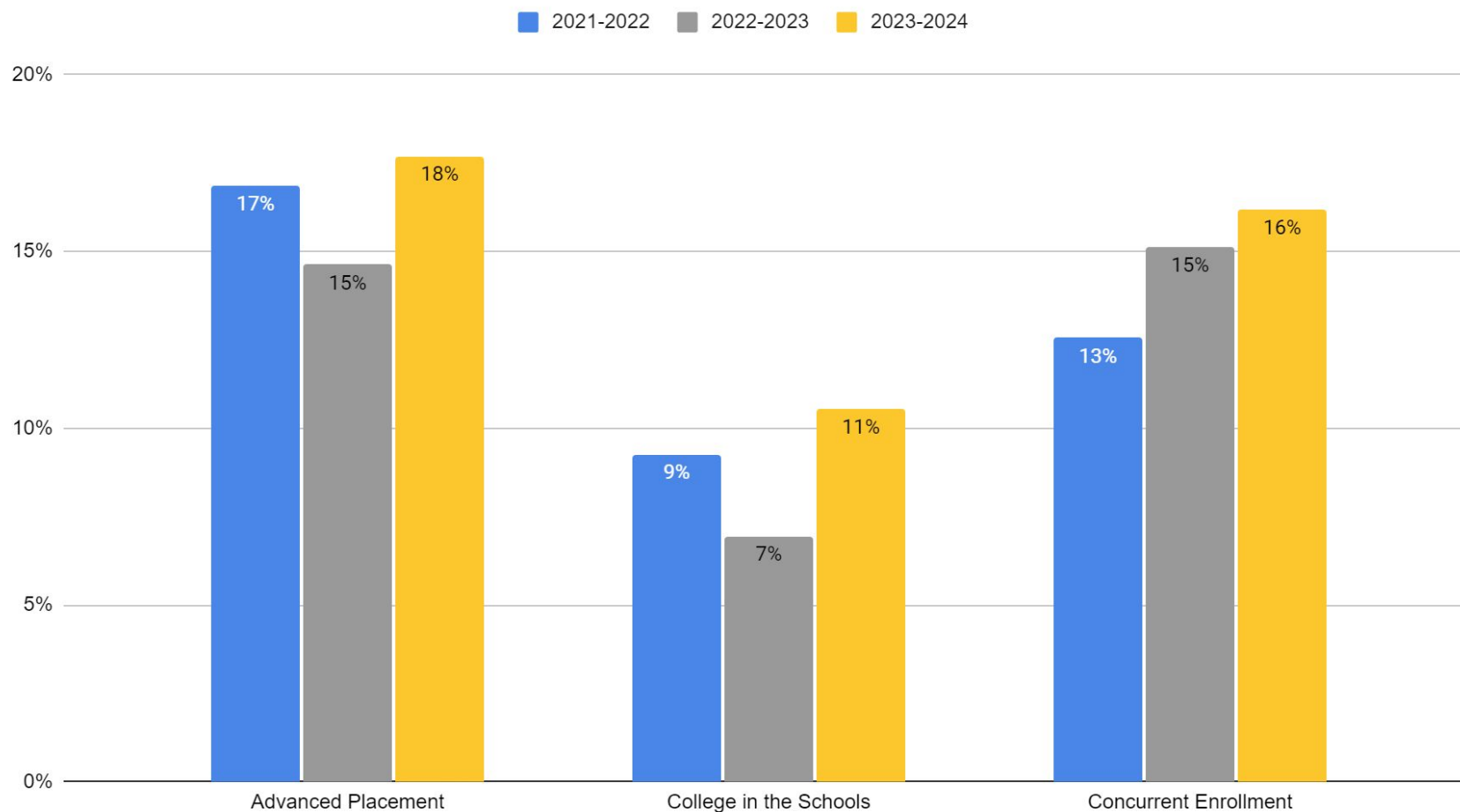
Results: 15%

Rigorous Course Enrollment by Race/Ethnicity



Rigorous Coursework

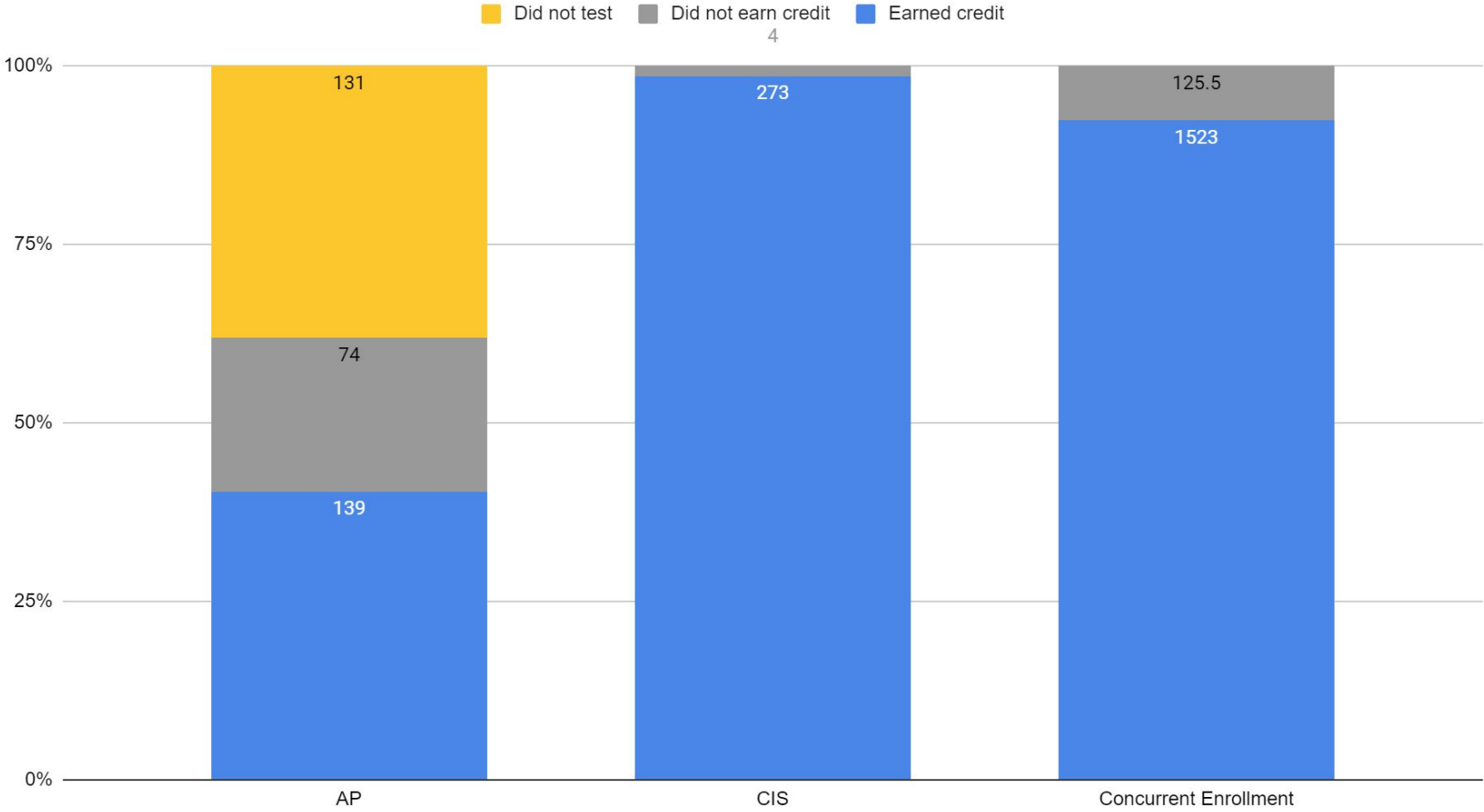
Rigorous Course Enrollment by Course Type



Percentage of Burnsville High School students enrolled in at least one rigorous course by course type.

Rigorous Coursework

College Credit Earned



Associate of Arts Degree

The Associate of Arts Degree Pathway enables students to take college level courses and graduate from Burnsville High School with both their high school diploma and a 2-year associate of arts college degree from Inver Hills Community College

Courses for Year 1:

- Inver Hills English 11 A and 11 B
- Inver Hills Chemistry A and B
- CIS American History A and B
- CIS Introduction to African American Studies
- Inver Hills Environmental Studies
- Inver Hills Mindfulness, Meditation and Movement
- College Electives

- The University of Minnesota
- Inver Hills Community College- Associate of Arts Degree Awarding Institution
- Metropolitan State- Education Electives
- Normandale Community College- Nursing Elective
- Dakota County Technical College- Child Development Elective

Associate of Arts Degree

Class of 2025- 41 total

- 53% Students of Color: 7/41- Asian (Filipino, Vietnamese, Indian) 17%, 7/41- Black 17%, 8/41- Asian 19%
- 1 Non-binary 2%, 24 Female 58%, 16 Male 39%

Class of 2026- 42 (24 committed)

- 66% Students of Color: 8/42- Asian 19%, 13/42- Black (African American/ Somali) 31%, 7/42- Latinx 16%
- 2 Non-binary 4%, 25 Female 59%, 15 Male 35%

Associate of Arts Degree

Rebecca Ackerson
Associate of Arts Coordinator and Counselor



Mariana Jimenez
Grade 11



Nick Vitez
Grade 11





**Agenda III.B.
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Isis Buchanan, director of educational equity, Dawndra Broge, multilingual project manager, Sahro Abdullahi and Ryanne Mikunda, English learner teachers

Date: April 25, 2024

Re: Equity Plan 2024-2025

Receive a report on the Equity Plan for the 2024-2025 school year.

Educational Equity Plan 2024-2025

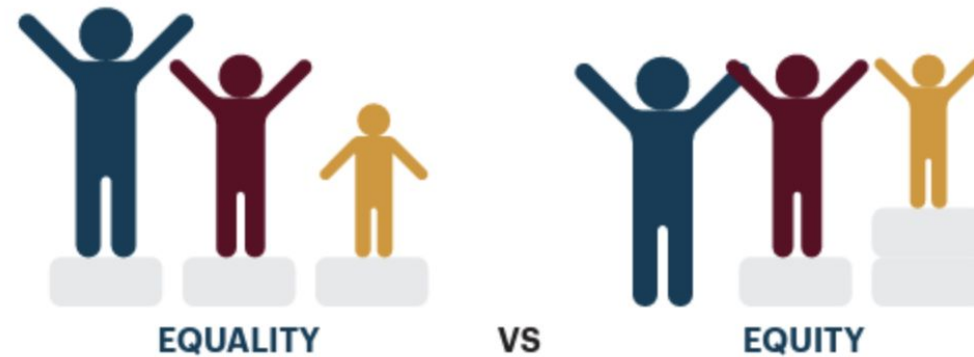
April 25, 2024

Isis Buchanan, Director of Educational Equity
Dawndra Broge, Multilingual Project Manager
Sahro Abdullahi, English Learner Teacher
Ryenne Mikunda, English Learner Teacher

Agenda

- Vision
- Data
- Draft Plan: Action Steps/Strategies/Timeline, Metrics
- Innovative Projects

Equity in Education



Equity in education refers to the principle of ensuring that all students have access to the resources, support, and opportunities they need to succeed academically, regardless of their background or circumstances.

Policy 105

Equity, Access and Excellence in Education

Adopted: 8/22/2019

Reviewed: 1/13/2022

Revised: 1/27/2022

I. PURPOSE

The purpose of this policy is to ensure that educational equity, access and excellence is provided for each learner. Each of the school district's students deserves respectful learning environments in which the student's identity and background is valued and contributes to successful academic outcomes for all students.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to raise achievement levels by creating a school district system which ensures equity, access and excellence for each student.

III. DEFINITIONS

A. "Equal" in education means of the same measure, quantity, amount or access.

B. "Equity" in education means each student has access to what they need to be successful.



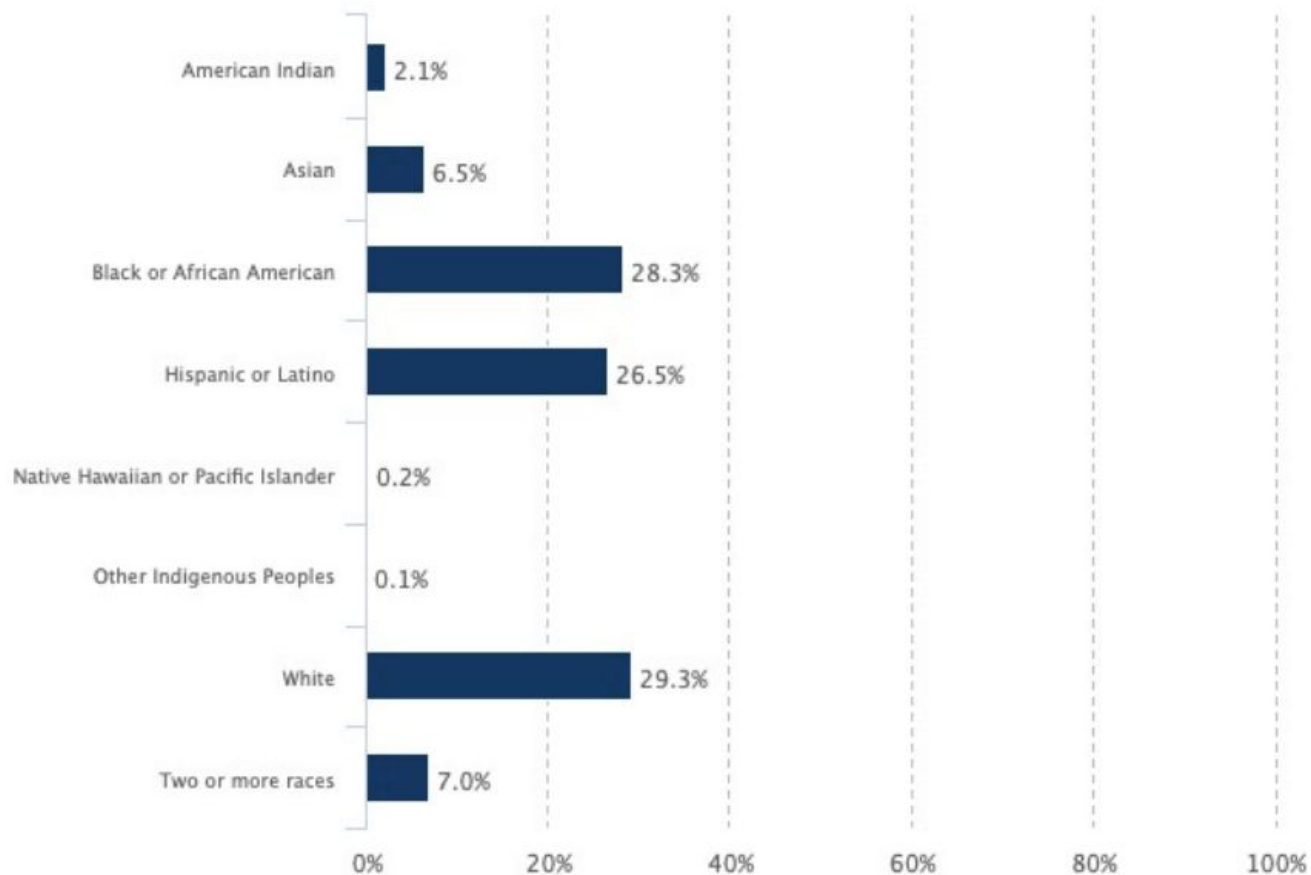
Educational Equity Vision

The vision of our Culturally Proficient School Systems work is to ensure that educational equity, access and excellence is provided for each learner. We work to create respectful learning environments in which each student's identity and background is valued, while maintaining high academic standards for all students.



Enrollment Data

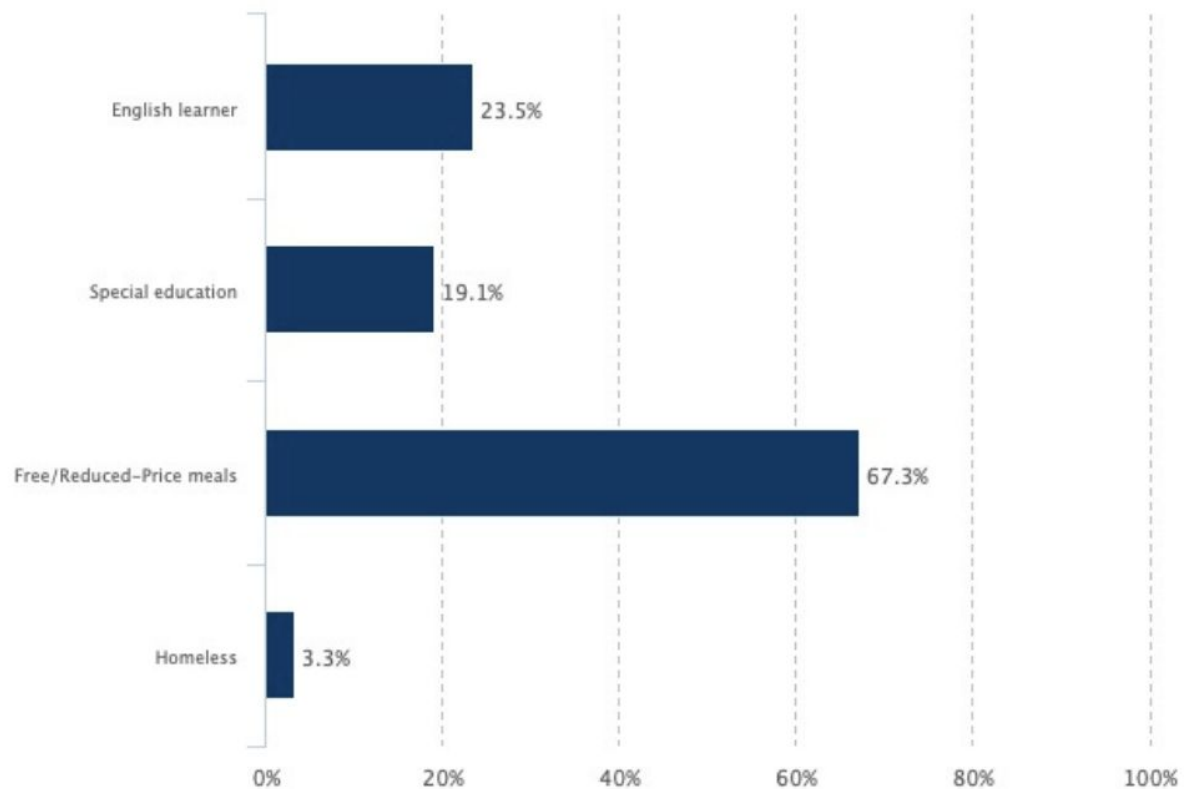
2024 Enrollment by Race/Ethnicity



Race/Ethnicity	Count	Percent
American Indian	163	2.1%
Asian	494	6.5%
Black or African American	2,149	28.3%
Hispanic or Latino	2,013	26.5%
Native Hawaiian or Pacific Islander	12	0.2%
Other Indigenous Peoples	5	0.1%
White	2,224	29.3%
Two or more races	534	7.0%

Enrollment Data

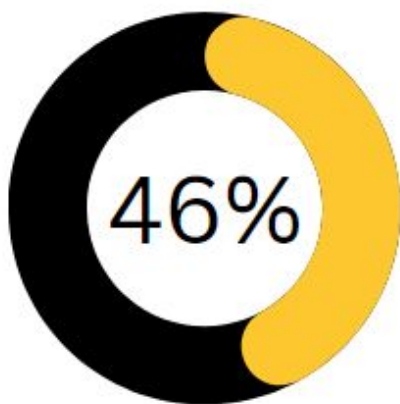
2024 Enrollment by Other Criteria



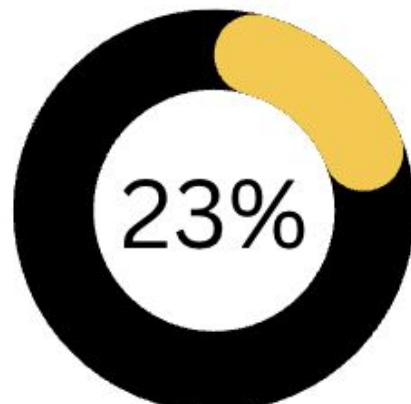
	Count	Percent
English learner	1,788	23.5%
Special education	1,450	19.1%
Free/Reduced-Price meals	5,112	67.3%
Homeless	253	3.3%



Multilingual Student Data



3,754 Multilingual Students
8,168 Total Students



1,872 Multilingual Students
Qualify for English Learner
Programming

Demographic Breakdown
Burnsville-Eagan-Savage School District, 2023 - 2024
Status: Active Students Only

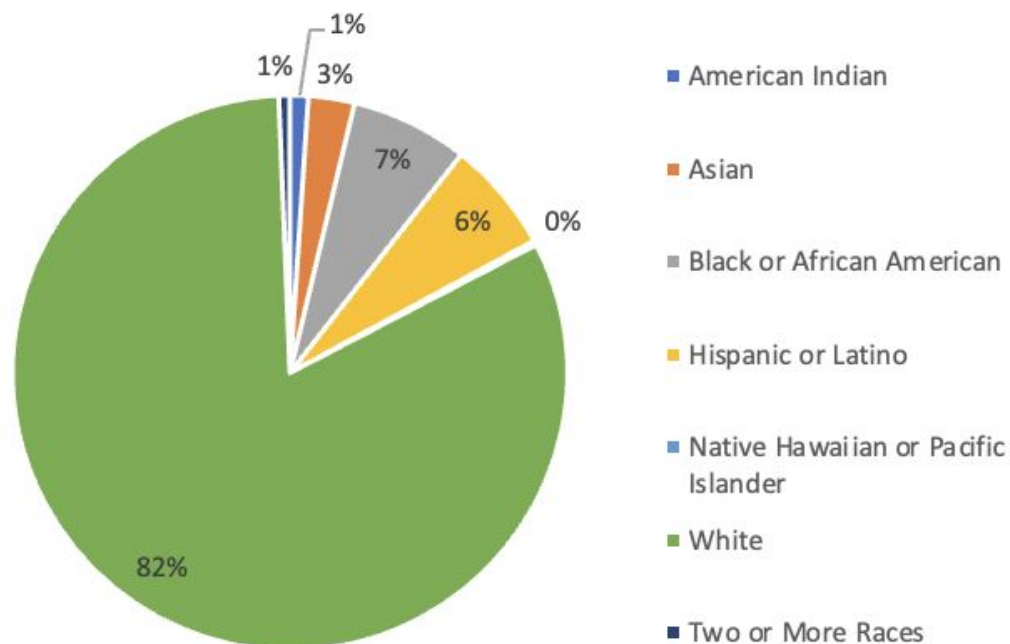
Demographic: Home Language

Demographic Breakdown			Demographic Breakdown			Demographic Breakdown		
Afrikaans/Anuak	1	0.0%	Hausa	5	0.1%	Karen	16	0.2%
Arabic	65	0.8%	Lingola	4	0.1%	Edo	1	0.0%
Cambodian/Khmer	107	1.3%	Nepali	7	0.1%	Tigre	1	0.0%
Cantonese/Chinese	14	0.2%	Somali	972	12.2%	Mende	1	0.0%
Dakotah/Lacotah/Santee	3	0.0%	Swahili	42	0.5%	Akan	3	0.0%
Bengali/Cutchi/Gujarati	2	0.0%	Tigrinya	20	0.3%	Dagbani	1	0.0%
English	4,324	54.1%	Tibetan	3	0.0%	Ewe	6	0.1%
Finnish	2	0.0%	Oromo	35	0.4%	Twi	17	0.2%
French	30	0.4%	Yoruba	5	0.1%	Tonga	7	0.1%
Nuer	7	0.1%	Krio	1	0.0%	Abkhazian	2	0.0%
German	3	0.0%	Polish	2	0.0%	Afar	2	0.0%
Hmong	25	0.3%	Haitian Creole	1	0.0%	Ainu	1	0.0%
Japanese/Okinawan	6	0.1%	Rwanda/Sotho/Zulu	1	0.0%	Asturian	1	0.0%
Korean	2	0.0%	Uzbek	14	0.2%	Cree	1	0.0%
Kurdish	5	0.1%	Belorussian	1	0.0%	French, Creolized	1	0.0%
Lao/Laotian	48	0.6%	Anuak	14	0.2%	Gbii	1	0.0%
Chippewa/Ojibwe	2	0.0%	Tajik	2	0.0%	Gissi (aka Kissi)	1	0.0%
Cebuano/Ilocano/Ilonko	1	0.0%	Cantonese	10	0.1%	Kosraean	6	0.1%
Portuguese	43	0.5%	Lakota	2	0.0%	Maasai	1	0.0%
Russian	38	0.5%	Gujarati	2	0.0%	Mandingo	1	0.0%
Serbo-Croatian	4	0.1%	Kannada	1	0.0%	Minangkabau	1	0.0%
Sign Language	4	0.1%	Malayalam	2	0.0%	Xhosa	1	0.0%
Spanish	1,773	22.2%	Marathi	2	0.0%	Karen, Pwo	1	0.0%
Thai	4	0.1%	Punjabi	4	0.1%	Chaldean Neo-Aramaic	1	0.0%
Ukrainian	30	0.4%	Telugu	3	0.0%	Chin	1	0.0%
Vietnamese	92	1.2%	Dari	3	0.0%	Bisaya/Basaya/Dusun	2	0.0%
Burmese	2	0.0%	Urdu	4	0.1%	Tem/Cocotoli/Temba/Tim	1	0.0%
English, Creolized	2	0.0%	Ilocano	1	0.0%			
Amharic	96	1.2%	Filipino	12	0.2%			
						Total	7,989	100.0%

86 languages represented
in Viewpoint

Staff Demographic Data

District 191 Staff Demographic Data



Ethnicity/Race	Number of Staff Members
American Indian	13
Asian	33
Black or African American	84
Hispanic or Latino	80
Native Hawaiian or Pacific Islander	3
White	1006
Two or More Races	8

Equity Action Plan

Action Step/Strategy:

Re-establish District Equity Team

- Site representation
- Multiple perspectives and voices of BIPOC staff
- Creating a plan to define allies and identifying strategies to continue to move CPSS work forward
- Focus on district improvement and sustainability
- Learning about Gender Inclusive School Practices

Metrics:

- *Review past practices and create updated action plan to support CPSS professional development system wide*
- *Developing plans for system wide ways to support gender inclusion to ensure that every student feels welcomed and supported at school*
- *CPSS Participation and Equimetrics Data*

Action Step/Strategy:

Support Site Based Equity Teams

- Embed ongoing professional development at school sites
- Focus on equity in instructional practices and school climate
- Implementation of district response protocol to acts of racism, bias, and personal harm
- Implementing practices that support gender inclusion

Metrics:

- *Team representation*
- *Meeting schedules and agendas*
- *Value Diversity: Learning about our diverse student population by creating professional development focused on cultures of our students*
- *Non-exclusionary Discipline Practices*

Equity Action Plan

Action Step/Strategy:

CPSS Indicators for Instruction

- Strengthen institutional knowledge and practices with CPSS tools
- Align teaching evaluation with CPSS
- Increase knowledge and expertise for site teams
- Equity based grading
- Collective Efficacy focused on supporting multilingual learners
- Establish collaborative partnerships to prepare for ethnic studies and Indigenous Education for All

Metrics:

- *District PD sessions PK-12 Focused on CPSS and Lesson Look Fors*
- *Use of Updated Rubric for instruction in Danielson Framework for Teaching*
- *Curriculum Resources and preparing learning materials for Ethnic Studies and Indigenous Education for All*
- *Asset based mindset to support multilingual learners use of SIOP Strategies: Making content Comprehensible and Student Use of Academic Language*
- *Creation of English Learner Action Plan*

Action Step/Strategy:

Attract, Support and Retain Diverse Staff

- Support Amplify One91
- Adapt application and hiring process to remove institutionalized barriers
- Continued work with District 191 Grow Your Own Program

Metrics:

- *Staff member demographic data*
- *Work to create pathways for international applicants*
- *Adding additional Indigenous and Spanish Speaking Cultural Liaison*

Equity Action Plan

Action Step/Strategy:

Increase diversity and representation on school & district teams and advisory groups

- Active recruiting for site parent advisory and PTO
- Actively recruit for diverse perspectives and representation on SASIAC
- Support student and staff affinity groups
- Support the American Indian Parent Advisory Committee (AIPAC)
- Support Multilingual Parent Group

Metrics:

- *Representation of diverse staff on each district advisory committee and building advisory groups*
- *Agenda of sessions will align with needs presented by families/community*
- *Attendance data to understand participation in affinity groups in the district*
- *Indigenous families participation data*

Action Step/Strategy:

CPSS/Equity Training for District Leadership

- Evaluate and interrupt practices that perpetuate inequities and create barriers
- Learning about Indigenous Heritage and Culture
- Supporting inclusive learning spaces that include windows and mirrors

Metrics:

- *Dedicated CPSS learning on HR/Business Monthly Meeting*
- *Establish a way to offer asynchronous Training*
- *Professional Learning feedback data collected*

Equity Action Plan

Action Step/Strategy:

Evaluation of impact and effectiveness

- Conduct district equity audits/walkthroughs/Equimetrics Surveys
- Align metrics with World's Best Work Force and Achievement & Integration Plans which include reducing student achievement gap goals
- Develop a plan to conduct "Stay Interviews"

Metrics:

- *Equity Audit/Walkthrough Summary Report*
- *Updated Equity Action Plan*
- *WBWF/A&I Combined Progress Report*
- *Stay Interview data*
- *Equimetrics Staff Survey Data*

Action Step/Strategy:

Embed System Sustainable Professional Development

- Identify professional development focus areas
- Ongoing training for all staff

Metrics:

- *CPSS embedded in onboarding new staff*
- *CPSS and Equity professional development in Instructional Leadership agendas*
- *Feedback & Survey data*

Staff Recruitment/Retention Efforts

- MN Educator Career Fair
- MN School Jobs Virtual Job Fairs
- Hosting Student Teachers from various Colleges/Universities
- Hiring International Teacher Candidates
- Grow Your Own Program



Innovative Projects

1. Affinity Groups
2. Multilingual Site Teams
3. Somali Heritage and Culture Class
4. Southwest Metro Regional Equity Summit

Burnsville High School
Multilingual Department

Andrea Parent	Juan Reyes
Jef Winterlin	Sarah Linner
Mel Persons	Sahro Abdullahi
Mina Moukrim	Sophie Koloski
Eduardo Edmondson	Suzanna Sieren



Thank you



**Agenda III.C.
April 25, 2024**

To: Board of Education

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

Date: April 25, 2024

Re: FY25 Budget Feedback Report

2024-25 Budget Updated Recommendations

April 25, 2024

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

Agenda

- Timeline
- What's affecting our budget for 2024-2025
- Current reality
- Our approach (values/strategies)
- Proposed Adjustments

Timeline

- **January - February**
 - Board approves FY24 revised budget
 - Board receives report on FY25 budget assumptions and Parameter Options
- **March**
 - Superintendent presents initial budget recommendations to the Board
- **April - May**
 - Staff and community presentations and feedback opportunities
 - Board report on feedback and board work session
- **June 13** - FY25 Adopted Budget presented
- **June 20** - FY25 Adopted Budget approved

COVID Relief Funds

\$8.5 million going away

The federal government provided school districts with temporary funding to help respond to and recover from the effects of the COVID pandemic.

District 191 used some of those funds to ensure stability in current programs and some for new, temporary positions specifically in response to student needs through and after the pandemic.



Supplement - \$4.5 million

Lower class sizes K-2

Math interventionists

Credit recovery teachers

Free summer programming



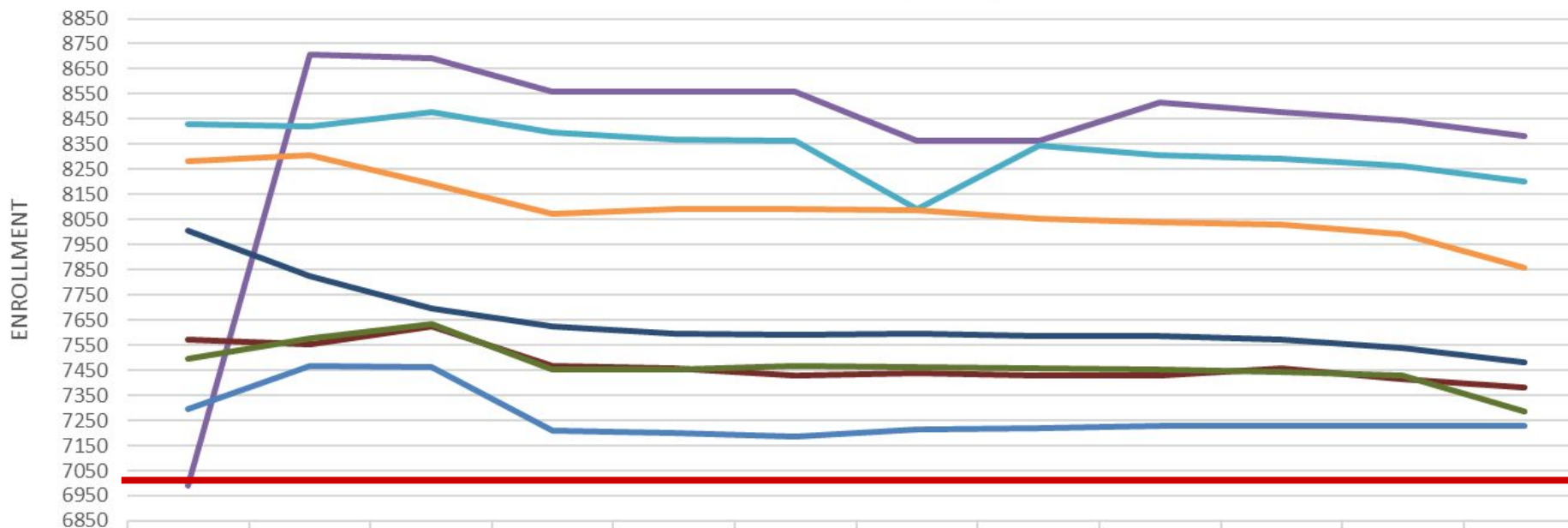
Supplant - \$4.0 million

Cover existing expenses

Help build reserve to provide long-term stability

Enrollment Projections

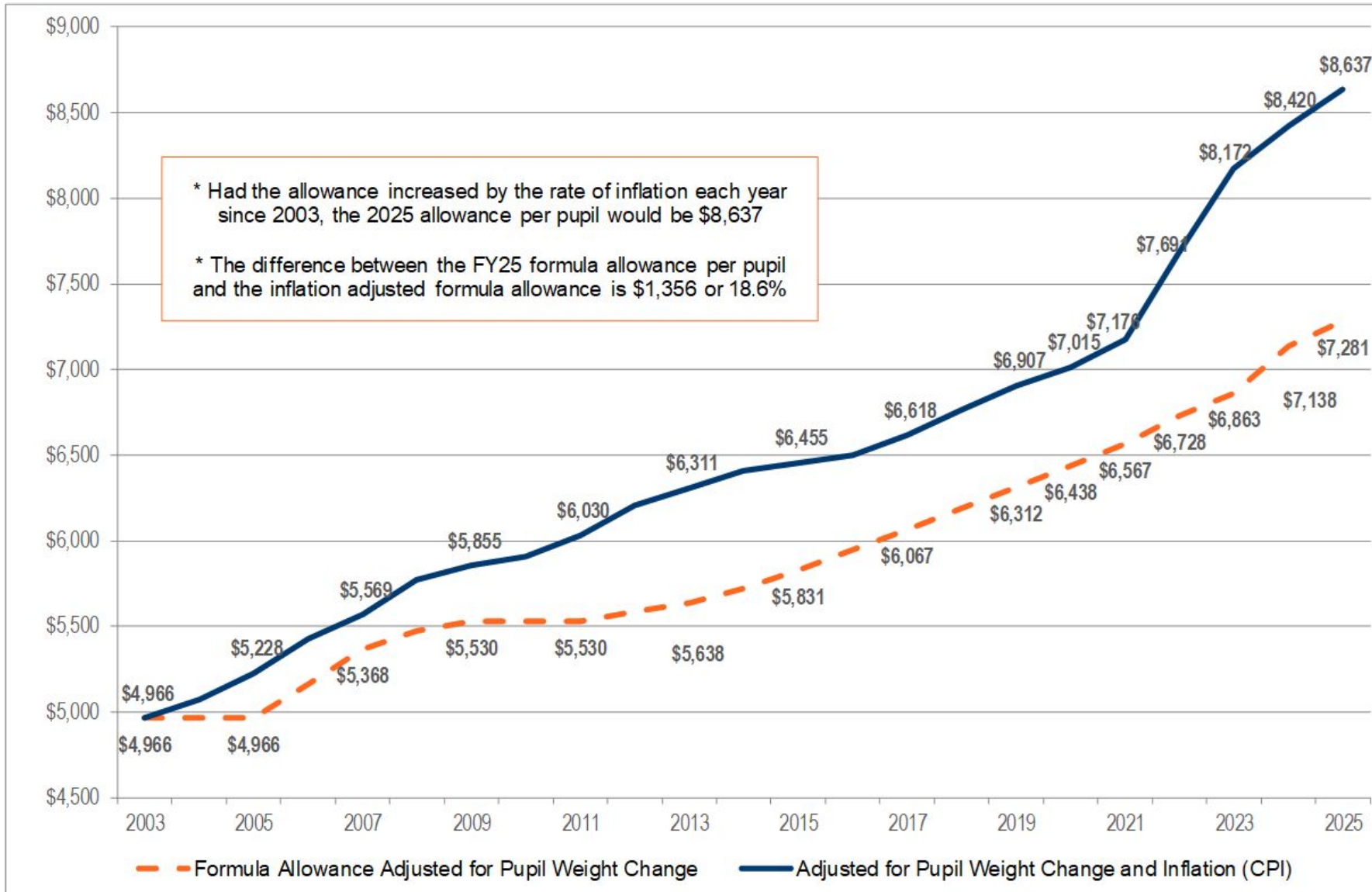
Year Over Year K-12 Enrollment: **FY25 Project 7,000 K-12 Students**



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2018	6991	8708	8693	8561	8557	8557	8364	8364	8516	8478	8446	8381
2019	8432	8419	8477	8395	8369	8364	8093	8343	8308	8291	8261	8201
2020	8283	8305	8191	8075	8093	8093	8086	8055	8041	8031	7994	7858
2021	8006	7825	7695	7626	7597	7593	7595	7587	7585	7571	7539	7480
2022	7572	7551	7624	7467	7458	7429	7440	7431	7431	7459	7415	7383
2023	7496	7579	7636	7452	7452	7469	7463	7458	7452	7443	7428	7286
2024	7293	7466	7464	7207	7202	7185	7212	7220	7229	7230	7230	7230

General Education Formula Allowance, 2003-2025

Adjusted for Pupil Weight Change and Inflation (CPI)



Revenue and Expense Changes

Increased Revenue

- 2% or \$143 per student on general aid (approximately \$1 million)
- English Learner (EL):
 - Supplemental aid \$50,000 (flat over FY24).
 - No formula increase per eligible student (over FY24)
- Special Education (SPED):
 - Cross Subsidy \$1.5 million over FY24
- Capital Projects levy:
 - Increase \$500k
- Other miscellaneous new funding (\$500k)

Increased Expenses

- 2.5% increase to salary schedules (\$1.7 million, not including built in increases due to step advancement)
- 18.5% insurance increase (~\$3.0 million)
- 3% transportation increase per 5 year contract (\$300k; does not include increase in costs for activities, athletics, primary age transportation, and mandated needs. Contract has an adjustment clause up to 5% based on Consumer Price Index (CPI))
- Other areas including utilities, supplies, capital, etc with modest inflationary increase (2.5%, \$480,000)

Strategies for Structurally Sustainable Budget

- Prioritize investment for instructional priorities, including PK-12 Pathways
- Maintain current class size parameters (Enrollment Rightsizing)
- Maintain balance in expenditures and revenue for restricted funds
- Use of restricted funds before general undesignated funds
- Understand ebb and flow of revenue streams and expenses

Initial Input Survey Summary

- **Community Input (23 responses as of Feb. 1)**
 - More specialist opportunities (Pathways programming, music, arts)
 - Increased staff compensation
 - Smaller class sizes
 - Targeted student supports (EL, social workers, early grades)
 - Mental health and behavior support
 - Reduce administration
- **Principal Feedback**
 - Non-licensed support for instruction / behaviors
 - Instructional support for Multilingual students
 - Full-time specialists
 - Additional clerical support
 - Smaller class sizes
 - Continued Behavior Analyst support
 - Middle School House model
 - Reading Specialist

Community Budget Meeting Feedback

Received 47 responses to the online feedback form; schools held 27 staff and family meetings; departments also shared information with staff and encouraged feedback.

Positives

- Prioritizing support for teachers and families
- Increased advanced learning opportunities
- Appreciate listening to the community
- Additional EL support
- Maintaining class sizes

Challenges

- Large class sizes
- Equity between buildings for class sizes, services, interventionists
- Need more literacy supports
- Elementary principal support
- Maintaining and compensating staff
- Managing student behaviors with current staffing

Questions

- How will the district maintain support for teachers/staff going forward with limited funding and declining enrollment?
- Why are cuts to teaching positions and not administration?
- Why are we prioritizing advanced learning?
- How can you have a 2.5 percent increase in the budget without a contract?
- How can we work together to advocate for more funding?

Budget Adjustment Revisions

Adjustment	Financial Impact
● Change banking services	\$50,000
● Remove .5 Finance Manager	\$52,398
● Add 1.0 Finance Accountant	-\$84,000
<hr/>	
Savings	\$18,398

Initial Budget Adjustments

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)	-22.9	Various	-\$2,689,165.23	Various	Maintaining class sizes based on enrollment
1.2	EL Teacher	4.6	07060	\$529,000.00	01 E 005 219 339 143 000	Additional multi language students with lower levels of English Proficiency
1.3	Special Education Supervisor	-0.5	09010	-\$76,399.70	Various	Realignment within Department
1.4	Elementary Advanced Learning Specialist	4	13030	\$508,094.28	Various	Increase Advanced Learning Specialist positions to 1 per elementary building to provide support for elementary Pathways programming.
1.5						
2	Strategic Roadmap					
2.1	Infinity Systems Organometrics and Equimetrics surveys	0		\$34,000.00		Identify gaps in the organization's alignment toward mission and vision and show us the areas where we can improve.
2.2						
3	Preliminary Adjustments					
3.1	Elem LVL 3 EA's	7.68	13030	\$412,310.76	Various Compensatory Codes	Instruction / Behavior Support
3.2	Math Interventionist (MS)	2	13030	\$269,485.18	Various Compensatory Codes	Instruction Intervention
3.3	Elementary Classroom Teachers	9	13030	\$1,143,212.13	Various Compensatory Codes	Class size reductions
3.4	Finance Accountant	1	16051	\$84,000.00	01 E 005 110 000 114 111	Additional demands on reporting
3.5	Community Connections Associate	2	Various	\$120,448.18	Various Community Education Codes	Coding changes to Community Education
3.6	Middle School (School within a School)	2.8	10010	\$355,666.00	Various	Maximizing Schedule to fund additional SWAS positions.
3.7	BHS Credit Recovery	2	10010	\$151,894.54	Various	Coding changes to Alternative Learning Center restricted funds
3.8	BHS Boys Volleyball		11020	\$35,000.00	Various	Adding Athletic Programming
3.9	Student Svcs Acct Specialist	1	09010	\$119,618.82	Various	Coding changes to Third Party Billing
3.10	Cultural Liaison	0.5	13020	\$26,067.00	Various	.5 FTE Additional Spanish Cultural Liaison
3.11	Changing banking services	0	16051	-\$50,000.00	Various	Reducing fees and maximizing rebates
4	Maximizing Federal Funding					
4.1	Elem LVL 3 EA's	-7.68	21100	-\$412,310.76	Various	Elimination of ESSR Funds June 30, 2024
4.2	BHS Class Size Reduction	-4.5	21100	-\$551,153.57	Various	Elimination of ESSR Funds June 30, 2024
4.3	VA Secondary	-2	21100	-\$208,419.88	Various	Elimination of ESSR Funds June 30, 2024
4.4	Math Interventionist (MS)	-2	21100	-\$269,485.18	Various	Elimination of ESSR Funds June 30, 2024
4.5	Elementary Classroom Teachers	-4	21100	-\$508,094.28	Various	Elimination of ESSR Funds June 30, 2024
4.6	Finance Project Manager	-1	21100	-\$104,796.83	Various	Elimination of ESSR Funds June 30, 2024
4.7	Behavior Analyst	-1	21100	-\$111,986.28	Various	Elimination of ESSR Funds June 30, 2024
4.8	Cultural Liaison	-3	21100	-\$180,672.27	Various	Elimination of ESSR Funds June 30, 2024
4.9	CE Social Services Specialist	-1	21100	-\$12,129.33	Various	Elimination of ESSR Funds June 30, 2024
4.10	BHS Credit Recovery	-2	21100	-\$151,894.54	Various	Elimination of ESSR Funds June 30, 2024
4.11	Student Svcs Acct Specialist	-1	21100	-\$119,618.82	Various	Elimination of ESSR Funds June 30, 2024

~\$2,386,560 Million in Reductions in Unassigned

~\$500,000 recoded during budget process in FY24 to maximize remaining ESSR funds and other restricted areas

[Complete List in PDF Format](#)

Recommended Budget FY 25

General Fund Budget Comparative Summary

	Actual Results 2021-22	Actual Results 2022-23	Adopted Budget 2023-24	Revised Budget 2023-24	Projected 2024-25
Total Beginning Fund Balance	\$ 29,521,880	\$ 32,521,898	\$ 32,474,122	\$ 37,483,214	\$ 44,088,212
Revenues	126,974,993	132,752,660	148,085,390	151,684,494	152,694,092
Federal Relief Revenues for current costs	3,902,488	4,349,350	3,400,000	4,029,706	-
Federal Relief Revenues for new costs	5,443,165	5,172,694	4,829,226	4,472,051	-
Expenditures	127,877,463	132,090,694	148,663,759	149,109,202	156,995,034
Federal Relief Expenditures for new costs	5,443,165	5,222,694	4,829,226	4,472,051	-
Variance (Revenues - Expenditures)	3,000,018	4,961,316	2,821,631	6,604,998	(4,300,942)
Total Ending Fund Balance	\$ 32,521,898	\$ 37,483,214	\$ 35,295,753	\$ 44,088,212	\$ 39,787,270
Breakdown of Fund Balance Categories					
Nonspendable	\$ 254,436	\$ 603,936	\$ 254,436	\$ 603,936	\$ 503,936
Restricted	9,841,890	12,855,738	12,350,354	13,589,347	12,462,168
Committed	1,837,017	1,505,311	1,016,319	1,385,058	1,485,058
Assigned	1,810,980	-	-	-	-
Unassigned	18,777,575	22,518,230	21,674,644	28,509,871	25,336,108
Total Ending Fund Balance	\$ 32,521,898	\$ 37,483,214	\$ 35,295,753	\$ 44,088,212	\$ 39,787,270
Unassigned Fund Balance %	14.08%	16.40%	14.12%	18.56%	16.14%

Reductions \$2,386,560

Thank You.



**Agenda III.D.
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Kristi Wanzek, special education supervisor

Date: April 25, 2024

Re: Early Childhood Special Education Stretch Calendar

Notes:

This calendar affects the Birth-to-Three Early Childhood Special Education Program and Evaluation Team. Services for infants and toddlers are provided through an Individual Family Services Plan (IFSP) and referrals are taken by the Birth-to-Three Early Childhood Special Education Program year-round. Legal mandates require that an evaluation for program eligibility occur within 45 calendar days of the referral and that services start without delay. This calendar has been developed in order for the program staff to meet these timelines. This calendar reflects the same number of contracted staff-work days “stretched” across the entire year to limit the length of breaks. The professional development and conference days have been aligned with the district school calendar to facilitate collaboration with other district programs.

2024/25 School Year - Stretch SP

	T=17	JULY	S=0		T=16	NOVEMBER	S=18		T=15	MARCH	S=17				
<u>July</u>	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F
17	1	2	3	4	5					1	3	4	5	6	7
	8	9	10	11	12	4	5	6	7	8	10	11	12	13	14
<u>Aug</u>	15	16	17	18	19	11	12	13	14	15	17	18	19	20	21
5	22	23	24	25	26	18	19	20	21	22	24	25	26	27	28
	29	30	31			25	26	27	28	29	31				

<u>Sept</u>	T=5	AUGUST	S=0		T=15	DECEMBER	S=15		T=18	APRIL	S=18				
20	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F
				1	2	2	3	4	5	6		1	2	3	4
<u>Oct</u>						9	10	11	12	13	7	8	9	10	11
18	5	6	7	8	9	16	17	18	19	20	14	15	16	17	18
	12	13	14	15	16	23	24	25	26	27	21	22	23	24	25
<u>Nov</u>	19	20	21	22	23	30	31				28	29	30		
16	26	27	28	29	30										

<u>Dec</u>	T=20	SEPTEMBER	S=20		T=19	JANUARY	S=20		T=21	MAY	S=21				
15	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F
	2	3	4	5	6			1	2	3				1	2
<u>Jan</u>						6	7	8	9	10	5	6	7	8	9
19	9	10	11	12	13	13	14	15	16	17	12	13	14	15	16
	16	17	18	19	20	20	21	22	23	24	19	20	21	22	23
<u>Feb</u>	23	24	25	26	27	27	28	29	30	31	26	27	28	29	30
15	30														

<u>March</u>	T=18	OCTOBER	S=18		T=15	FEBRUARY	S=19		T=5	JUNE	S=4				
15	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F
		1	2	3	4	3	4	5	6	7	2	3	4	5	6
	7	8	9	10	11	10	11	12	13	14	9	10	11	12	13
<u>April</u>	14	15	16	17	18	17	18	19	20	21	16	17	18	19	20
18	21	22	23	24	25	24	25	26	27	28	23	24	25	26	27
	28	29	30	31							30				

<u>May</u>	21		PD Days
			Breaks/Non Work Days

Full Year: 261



**Agenda III.E.
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Eric Miller, board chair

Date: April 25, 2024

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	Safio Mursal (Chair), Toni Conner, Abigail Alt
Negotiations	Abigail Alt (Chair), Scott Hume, Lesley Chester

Board Assignments	Board Member(s) Assigned
Association of Metropolitan School Districts (AMSD)	Toni Conner (primary) Anna Werb (alternate)
Burnsville Chamber of Commerce Policy Committee	Scott Hume (primary) Safio Mursal (alternate)
ISD 917	Lesley Chester (primary)
Foundation 191	Anna Werb(primary) Abigail Alt (alternate)
MN School Board Association (MSBA)	Scott Hume (primary) Eric Miller (alternate)

Burnsville Festival & Fire Muster	Abigail Alt
MN State HS League (MSHSL)	Eric Miller
Burnsville HS Hall of Fame Committee	Toni Conner

School Assignments

School Name	Board Member Assigned
Burnsville Alternative HS (BAHS)	Scott Hume
Burnsville HS	Lesley Chester
Nicollet Middle School	Abigail Alt
Gideon Pond Elementary	Safio Mursal
Edward Neill Elementary	Eric Miller
Hidden Valley Elementary	Anna Werb
Eagle Ridge Middle School	Toni Conner

April 25, 2024 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(SPA College and Career Readiness)

Board Member Question	Staff Response
<p>For each grad rate slide, please include the 'n' for each student group. Understanding both the annual student count in addition to the grad rate (percentage who graduated) by group is important context.</p>	<p>Thanks for the feedback. We will update each of the slides.</p>

(FY 25 Update)

Board Member Question	Staff Response
<p>For the FY25 update, it appears that Budget Line Item 3.5 (Cultural Liaison initially. Now Community Connections Associate) would also be included in the "Budget Adjustment Revision" slide.</p>	<p>It was not the intent to move liaisons to CE. We believed that the individuals would be able to apply for positions in CE, but the titles and job descriptions had yet to be determined at the time. Not really a change but clarification of the position title.</p>

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(Topic)

Board Member Question	Staff Response

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 April 18, 2024

The regular meeting of the Board of Education was called to order by Chair Miller 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, Hume, Mursal, Werb, and Chair Miller were present. Director Conner was absent. Superintendent Dr. Battle, administrators, staff and members of the public were also present. Attendance

Chair Miller welcomed the audience and asked Director Alt to lead the Pledge of Allegiance. Pledge of Allegiance

Moved by Chester, seconded by Hume, to approve the agenda. The motion carried unanimously (6,0). Agenda

Received a report about the Burnsville Eagan Savage Transition (BEST) Program from Dr. Jennifer Middendorf, special education supervisor to the BEST program, Kasey Anderson and Erik Chrissis, teachers. Reports

Received a report about the Community Survey Results from Aaron Tinklenberg, director of communications and Peter Leatherman of the Morris Leatherman Company.

Received a report about the Annual Pupil Transportation Services Agreement from Stacey Sovine, executive director of administrative services.

Received a report about Policy 602: *Organization of the School Calendar and School Day* from Dr. Chris Belmont, assistant superintendent.

Received a report from Cody Hoang, student representative.

Received a report from Dr. Theresa Battle, superintendent.

There were no verbal reports from board members.

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

-Approve the minutes for March 28, 2024. Consent Agenda Minutes

-Approve personnel recommendations for Amanda Malz, Melanie Johnson, Zachary Thompson, Alesha Wening, Alexis Rollie, Alta Simon, Anthony Coronis, Dawn Hoins, Debra Wurdeman, Jennifer McCarthy, Julia Ulrich, Kerianne Green, Kimberly Moren, Meghan Bartling, Stacy Coronis, DarylAnn Webb, Hodan Ibrahim, Samuel Zupke, Elizabeth Heger, Eric Otto, Jackson Kieffer, Meg Pawley, Ragan Fimbach, Ryan King, Sean Simmons, Tracy Morales, Paul McDevitt, Preston Parks, Annica Reddemann, Bouthavy Khamratthanome, Britney Lallier, Fartun Ali, John Personnel Recommendation

Baker, Marla Reuvers, Michele Carroll, Pamela Jensen.

- Adopt a resolution to approve and accept donations as presented.
 - Receive report about listening session from March 28, 2024.
 - Approve Dissolution of Girls Hockey Cooperative with St. Paul Academy and Summit School, St. Agnes High School, De La Salle High School, Fairbault High School and Bethlehem Academy.
- The motion carried unanimously (6,0).

Donations
Listening Session
Dissolution

Moved by Mursal, seconded by Hume, to approve premiums and rates for employee benefits. The motion carried unanimously (6,0).

Insurance Rates

Moved by Alt, seconded by Werb, to adopt the following resolution:

BE IT RESOLVED, by the Board of Education of School District 191, that the teaching contracts of the following long-term substitute teachers be terminated at the close of the 2023-2024 school year.

Long-term
Substitute
Teachers

Last Name	First Name	Building
Baumann	Michelle	Rahn
Bjoin	Connie	Sky Oaks
Daly	Julie	Edward Neill
Ewers	Amanda	Eagle Ridge
Lake	Cassey	Vista View
Malz	Amanda	Harriet Bishop
McGee	Anne	Burnsville Alternative High School
Nordmark	Pamela	Eagle Ridge
Reuter	Lisa	Rahn
Reyes	Juan	Burnsville High School
Schlink	Joanne	Hidden Valley
Spangler	John	Vista View
Teerlinck	Louis	Hidden Valley
Tofte	Andrew	Rahn
Van Hattum	David	Burnsville High School

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of their contract as provided by law. The motion carried unanimously (6, 0).

Moved by Hume, seconded by Mursal, to adopt the following resolution:

BE IT RESOLVED, by the Board of Education of Independent School District 191 that the portion of teaching contracts of staff in excess of 1.0 and/or contractual rights be terminated at the close of the 2023-2024 school year.

Teaching
Contracts of Staff
in Excess of 1.0

Last Name	First Name	Full Time Equivalent (FTE)
Abdullahi	Ibrahim	0.03095
Adkins	Abigail	0.03075
Blair	Michael	0.065
Blazquez	Javier	0.04157
Brown	Christopher	0.065
Challgren	Peg	0.065
Glas	John	0.065
Grueneich	Janelle	0.065
Hammer	Jeffrey	0.065
Hermes	Shelley	0.02183
Huemoeller	Michael	0.00277
Kammueler	Inga	0.065
Moran	Molly	0.02152
Morgan	William	0.00184

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of their contract as provided by law. The motion carried unanimously (6, 0).

Moved by Alt, seconded by Hume, to adopt the following resolution:

BE IT RESOLVED, by the Board of Education of Independent School District 191, pursuant to Minnesota Statute § 122A.40 that the teaching contracts of the following licensed probationary teachers in Independent School District 191 be terminated at the end of the 2023-2024 school year.

Probationary
Teachers

Last Name	First Name	Building	Full Time Equivalent (FTE)
Abdullahi	Sahro	Burnsville High School	1.0
Alt	Brett	Burnsville High School	1.0
Armstrong	Ryann	Edward Neill	1.0
Athey	Callie	Rahn	1.0
Baumann	Michelle	Rahn	1.0
Bolfing	Alisha	Vista View	1.0
Boogerd	Amanda	Burnsville High School	1.0
Borup	Melissa	Burnsville High School	1.0
Branham	Elizabeth	Edward Neill and Vista View	1.0
Brevik	Lori	Burnsville High School	1.0
Bunney	Brandon	Nicollet Middle School	1.0
Carver	Emily	Gideon Pond	1.0
Clark- Miles	Dorothy	Burnsville High School	0.6
Cranston	Alice	Hidden Valley	1.0
DeDomines	Jennifer	Early Childhood Special Education	1.0

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of their contract as provided by law. The motion carried unanimously (6,0).

Moved by Werb, seconded by Mursal, to approve revisions to the school board-superintendent communication practices. The motion carried unanimously (6,0).

Moved by Alt, seconded by Chester, to approve the pupil transportation services agreement CESO Transportation, LLC. The motion carried unanimously (6,0).

Moved by Miller, seconded by Chester, to move to a recess to at 8:12 p.m. before starting the work session. The motion carried unanimously (6,0).

A work session to establish an election timeline began at 8:22 p.m. and concluded at 8:33 p.m.

A work session to discuss the FY25 Budget began at 8:33 p.m. and concluded at 8:34 p.m.

Moved by Chester, seconded by Mursal, to move to a closed session at 8:35 p.m., as permitted by MN State Statutes Section 13D.03 to discuss Labor Negotiations Strategy. The motion carried unanimously (6,0).

The Closed session to discuss labor negotiations strategy started at 8:45 p.m., in attendance were Directors Alt, Chester, Hume, Mursal, Werb, and Chair Miller, Stacey Sovine, executive director of administrative services, Dr. Theresa Battle, superintendent, Dr. Chris Bellmont, assistant superintendent and Aaron Tinkleberg, director of communications. Director Mursal exited the meeting at 8:57 p.m. The closed session ended at 8:59 p.m.

The open meeting resumed at 9:00 p.m.

Moved by Miller, seconded by Werb, to adjourn the meeting. The motion carried unanimously (5,0).

The meeting adjourned at 9:00 p.m.

School Board-
Superintendent
Communication

Pupil
Transportation
Services

Recess

Election Timeline

FY25 Budget

Closed Session
Labor Negotiations
Strategy

Adjourn

Abigail Alt, Clerk

April 25, 2024
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: April 25, 2024

CLASSIFICATION	ACTION	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Leave of Absence	Abra Christianson	*	ECSE Center	Occupational Therapist	2024-2025 School Year	.25 FTE
Certified	Leave of Absence	Alice Cranston	*	Hidden Valley Elementary	Teacher	05/25/2024-06/07/2024	1.0 FTE
Certified	Leave of Absence	Emily Beckmann		Eagle Ridge Middle School	Teacher	2024-2025 School Year	.17 FTE
Certified	Resignation	Amethyst Stegbauer		WM. Byrne Elementary School	Teacher	06/07/2024	1.0 FTE
Certified	Resignation	Kathryn Huaman	*	Gideon Pond Elementary	Teacher	06/07/2024	1.0 FTE
Certified	Resignation	Meg Pawley		Burnsville High School	Teacher	06/07/2024	1.0 FTE
Certified	Resignation	Megan Huterer	*	Rahn Elementary School	Teacher	06/07/2024	1.0 FTE
Classified	Appointment	Ann Bakken		Burnsville High School	Musical Choreographer	Spring Stipend	1.0 FTE Stipend
Classified	Appointment	Courtney Kruse	*	Burnsville High School	Fall Dance Team- Assistant Coach	Fall Stipend	.56 FTE Stipend
Classified	Appointment	Erin O'Hara		Burnsville High School	Musical Set Design Assistant	Spring Stipend	1.0 FTE Stipend
Classified	Appointment	Gabriel Hubbard		Burnsville High School	Musical Production Assistant	Spring Stipend	1.0 FTE Stipend
Classified	Appointment	Hannah Alderson		Burnsville High School	Fall Dance Team- Assistant Coach	Fall Stipend	.5 FTE Stipend
Classified	Appointment	John Spangler	*	Vista View Elementary School	Long Term Substitute Teacher *Correction	03/27/2024	1.0 FTE
Classified	Appointment	Keith French		Burnsville High School	Musical Instrumental Showcase	Spring Stipend	1.0 FTE Stipend
Classified	Appointment	Kimberly Wakal	*	ECSE Center	Special Education Supervisor	07/01/2024	8 hours/day
Classified	Appointment	Rachael Theis		Gideon Pond Elementary	Registered Behavior Technician	04/02/2023	8 hours/day
Classified	Change of Assignment	Amra Omerovic	*	Nicollet Middle School	Assistant Food Service Manager	04/16/2024	7.5 hours/day
Classified	Change of Assignment	Jennifer Green		Diamondhead Education Center	Community Education Manager	07/01/2024	8 hours/day
Classified	Change of Assignment	Nicholas Sanborn	*	Hidden Valley Elementary	Community Education	06/01/2024	8 hours/day
Classified	Leave of Absence	Ruth Davila	*	Hidden Valley Elementary	Educational Assistant	04/30/2024-05/19/2024	7.25 hours/day
Classified	Resignation	Amal Osman	*	District-wide	Behavior Specialist	05/03/2024	8 hours/day
Classified	Resignation	Helen Gullikson	*	Nicollet Middle School	Girls Tennis- Head Coach	04/18/2024	.83 FTE Stipend
Classified	Resignation	Kimberly Wakal	*	ECSE Center	Special Education Coordinator	06/30/2024	8 hours/day
Classified	Resignation	Meg Pawley		Burnsville High School	Strength and Conditioning Coach	06/07/2024	.40 FTE Stipend
Classified	Resignation	Michelle Henderson	*	Nicollet Middle School	Girls Volleyball- Assistant Coach	04/18/2024	.50 FTE Stipend
Classified	Resignation	Michelle Henderson	*	Nicollet Middle School	Girls Volleyball- Head Coach	04/18/2024	.50 FTE Stipend
Classified	Resignation	Rachael Theis		Gideon Pond Elementary	Educational Assistant	04/01/2023	7.25 hours/day



**Agenda IV.A.3
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Tyler Dehne, director of finance

Date: April 25, 2024

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 April 25, 2024.

Clerk – Board of Education

4/19/2024	Burnsville Savage Lion's Club	ISD 191 Secondary Schools	Purchase flags for secondary school classrooms	\$2,500
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Total monetary donations received: \$2,500



**Agenda IV.A.4
April 25, 2024**

**To: Board of Educators
Dr. Theresa Battle, Superintendent**

From: Tyler Dehne, Director of Finance

Date: April 16, 2024

Re: February Payroll, Claims and Receipts

Recommendation: That the Board approves February payroll checks in the net amount of \$4,155,998.81. February claims to date, wire transfers and adjustments totaling \$11,402,137.66. Also, that the Board accepts February receipts of \$16,939,581.25 and investments for the General Fund and OPEB of \$73,805,023.79 as of February 29, 2024.

February 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
February 2024**

Cash Receipts

Receipts	\$16,939,581.25	
Miscellaneous Adjustments		

TOTAL FEBRUARY CASH RECEIVED		\$16,939,581.25
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CASH DISBURSEMENTS

February Payroll		\$4,155,998.81
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A/P February Claims	Checks 491166-491533		\$3,206,083.58
	Virtual Card 6000001532-6000001562		\$99,818.96
	ACH-Emp/Vend 9000005327-9000005446		\$418,305.18

February A/P Wires+P-card		\$7,670,289.45
February Bank Fees		\$7,640.49

TOTAL FEBRUARY CASH DISBURSED		\$15,558,136.47
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TOTAL TO BE APPROVED		\$15,558,136.47
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	<u>Money Market</u>	<u>(Original Cost)</u> <u>Investments</u>	<u>2/29/2024</u>
GENERAL FUND	\$31,091,319.06	\$31,249,979.76	\$62,341,298.82
OPEB	\$3,646,658.20	\$1,624,796.72	\$5,271,454.92
OPEB EQUITY INV	\$33,153.85	\$6,159,116.20	\$6,192,270.05
	\$34,771,131.11	\$38,033,892.68	\$73,805,023.79

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

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		02/29/2024			IS Balance	\$31,091,319.06	\$31,091,319.06	\$31,091,319.06	65
LTD		02/29/2024			LTD Balance		\$10,665,907.79	\$10,665,907.79	
SDA	SDA-1285862-1	02/29/2024			Savings Deposit Account - MNTrust Term Series-Flex (PenFed LOC)	\$2,315,372.67	\$2,315,372.67	\$2,315,372.67	
SDA	SDA-1287414-1	02/29/2024		19581	Savings Deposit Account - BELL BANK	\$71,446.85	\$71,446.85	\$71,446.85	
SDA	SDA-1348596-1	02/29/2024			Savings Deposit Account - MNTrust Term Series-Flex (VNB)	\$1,566,682.02	\$1,566,682.02	\$1,566,682.02	
CD	CD-1346972-1	03/16/2023	03/14/2024	3212	ANCA FCU	\$237,600.00	\$249,738.82	\$237,600.00	5.137
CD	CD-1346974-1	03/16/2023	03/14/2024	58816	Royal Business Bank	\$237,600.00	\$249,772.42	\$237,600.00	5.137
CD	CD-1346977-1	03/16/2023	03/14/2024	33539	Preferred Bank	\$237,500.00	\$249,870.79	\$237,500.00	5.223
TS	TS-295772-1	04/19/2023	04/18/2024		MN TRUST TERM SERIES	\$1,500,000.00	\$1,572,900.00	\$1,500,000.00	4.860
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	Banc of California / 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
CD	CD-1352467-1	08/17/2023	08/16/2024	63373	NORTH BAY	\$237,000.00	\$249,755.22	\$237,000.00	5.382
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
CD	CD-1346971-1	03/16/2023	09/10/2024	5214	The First National Bank of Moose Lake	\$233,100.00	\$249,668.17	\$233,100.00	4.741
CD	CD-1355832-1	11/17/2023	11/18/2024	29209	NexBank	\$237,050.00	\$249,872.06	\$237,050.00	5.380
CD	CD-1355833-1	11/17/2023	11/18/2024	34742	EagleBank	\$236,850.00	\$249,890.97	\$236,850.00	5.476
CD	CD-1355834-1	11/17/2023	11/18/2024	1373	BOM Bank	\$236,700.00	\$249,857.49	\$236,700.00	5.550
CD	CD-1357801-1	01/10/2024	01/09/2025	58626	GBank	\$237,500.00	\$249,870.00	\$237,500.00	5.208
CD	CD-1357804-1	01/10/2024	01/09/2025	58263	Global Bank	\$237,800.00	\$249,895.48	\$237,800.00	5.086
CD	CD-1357807-1	01/10/2024	01/09/2025	58716	Third Coast Bank, SSB	\$237,400.00	\$249,896.74	\$237,400.00	5.264
CD	CD-1352463-1	08/17/2023	01/27/2025	10344	Schertz Bank & Trust	\$232,550.00	\$249,874.66	\$232,550.00	5.140
CD	CD-1352464-1	08/17/2023	01/27/2025	60269	GREENSTATE CREDIT UNION	\$231,600.00	\$249,892.47	\$231,600.00	5.450
CD	CD-1352465-1	08/17/2023	01/27/2025	5496	Cornerstone Bank	\$231,850.00	\$249,667.88	\$231,850.00	5.268
CD	CD-1352470-1	08/17/2023	01/27/2025	68187	Baxter Credit Union	\$232,300.00	\$249,861.90	\$232,300.00	5.187
TS	TS-296280-1	08/23/2023	01/27/2025		MN TRUST TERM SERIES	\$1,500,000.00	\$1,610,259.87	\$1,500,000.00	5.130
SEC	SEC-58541-1	02/02/2023	02/03/2025	3511	WELLS FARGO BANK NA	\$248,691.31	\$248,000.00	\$248,000.00	4.355
SEC	SEC-61293-1	08/30/2023	02/28/2025	65722	FREEDOM NORTHWEST CU	\$248,519.78	\$248,000.00	\$248,000.00	5.354
CD	CD-1346973-1	03/16/2023	03/14/2025	4256	First National Bank	\$227,550.00	\$249,866.48	\$227,550.00	4.819
CD	CD-1346975-1	03/16/2023	03/14/2025	14028	First Guaranty Bank	\$227,800.00	\$249,638.84	\$227,800.00	4.800
CD	CD-1346976-1	03/16/2023	03/14/2025	58741	Fieldpoint Private Bank & Trust	\$227,550.00	\$249,610.79	\$227,550.00	4.770
CD	CD-1346978-1	03/16/2023	03/14/2025	4185	First Priority Bank	\$227,550.00	\$249,610.79	\$227,550.00	4.770
SEC	SEC-62444-1	11/30/2023	05/30/2025	66847	EAGLE CMTY CREDIT UNION	\$248,516.34	\$248,000.00	\$248,000.00	5.455
CD	CD-1357805-1	01/10/2024	07/08/2025	57416	Patriot Bank	\$233,050.00	\$249,870.80	\$233,050.00	4.834
CD	CD-1357806-1	01/10/2024	07/08/2025	68430	LATINO COMMUNITY CREDIT UNION	\$232,700.00	\$249,868.39	\$232,700.00	4.941
SEC	SEC-62977-1	01/17/2024	07/17/2025	639	BANK OF NEW YORK MELLON	\$244,507.46	\$244,000.00	\$244,000.00	4.455

SEC	SEC-62982-1	01/17/2024	07/17/2025	65378	MID AMERICAN CREDIT UNIO	\$248,522.79	\$248,000.00	\$248,000.00	4.704
CD	CD-1352469-1	08/17/2023	08/18/2025	61093	VIBRANT CREDIT UNION	\$225,550.00	\$249,642.18	\$225,550.00	5.216
SEC	SEC-61291-1	08/25/2023	08/25/2025	66538	CONNEXUS CREDIT UNION	\$248,679.47	\$248,000.00	\$248,000.00	5.206
SEC	SEC-61294-1	08/28/2023	08/28/2025	60784	CALIFORNIA CREDIT UNION	\$243,653.17	\$243,000.00	\$243,000.00	5.2566
CD	CD-1355830-1	11/17/2023	11/18/2025	35518	The Federal Savings Bank	\$226,100.00	\$249,852.60	\$226,100.00	5.137
CD	CD-1355831-1	11/17/2023	11/18/2025	3887	First National Bank	\$226,950.00	\$249,869.26	\$226,950.00	5.036
CD	CD-1357803-1	01/10/2024	01/12/2026	34607	First Internet Bank of Indiana	\$228,800.00	\$249,859.51	\$228,800.00	4.509
Sub Totals →						\$50,786,075.85	\$62,341,298.82	\$61,446,128.39	

Totals →						\$50,786,075.85	\$62,341,298.82	\$61,446,128.39	
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Total Portfolio Report CAR

Report as of 2/29/2024

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 67
 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		02/29/2024			IS Balance	\$3,646,658.20	\$3,646,658.20	\$3,646,658.20	
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 →						\$5,200,743.16	\$5,271,454.92	\$5,200,743.16	
Totals →						\$5,200,743.16	\$5,271,454.92	\$5,200,743.16	



**Burnsville ISD 191 OPEB
Investment Review**
February 1 - February 29, 2024

CLIENT
Burnsville ISD 191 OPEB

INCEPTION DATE
11/01/2014

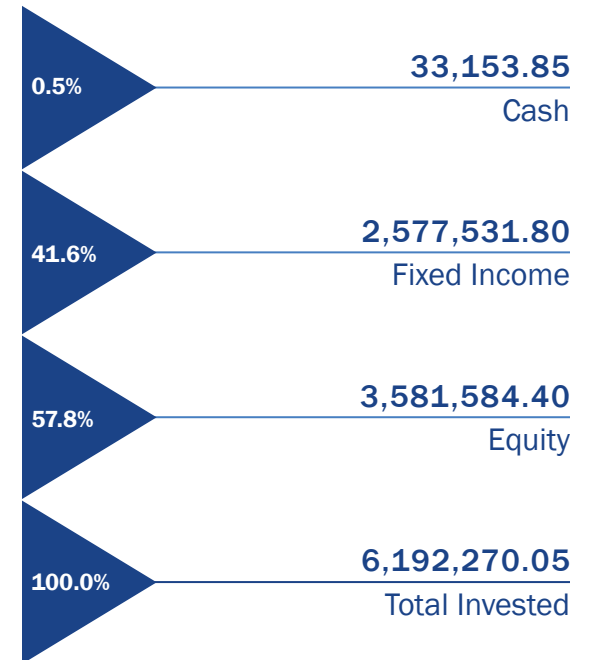
RELATIONSHIP TEAM
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Institutional Portfolio
Manager
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Steve Pumper
VP, Investment Services
(612) 509-2565
SPumper@pmanetwork.com

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	6,050,047.59
Contributions	0.00
Withdrawals	0.00
Net Investment Income	5,179.56
Unrealized Gain/Loss	137,042.90
Realized Gain/Loss	0.00
Ending Market Value	6,192,270.05

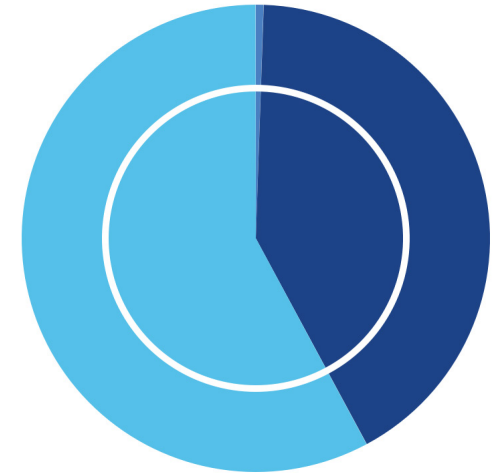
Compliance	Status
As of 02/29/2024	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	33,153.85	0.54%	5,179.56	18.52%
Fixed Income				
TOTAL Credit	2,577,531.80	41.62%	(43,184.90)	(1.65%)
Funds - Corporate	2,577,531.80	41.62%	(43,184.90)	(1.65%)
TOTAL Fixed Income	2,577,531.80	41.62%	(43,184.90)	(1.65%)
Equity				
TOTAL Domestic Equity	3,581,584.40	57.84%	180,227.80	5.30%
Funds - Large Cap	3,581,584.40	57.84%	180,227.80	5.30%
TOTAL Equity	3,581,584.40	57.84%	180,227.80	5.30%
TOTAL Invested	6,192,270.05	100.00%	142,222.46	2.35%

CURRENT PERIOD ALLOCATION



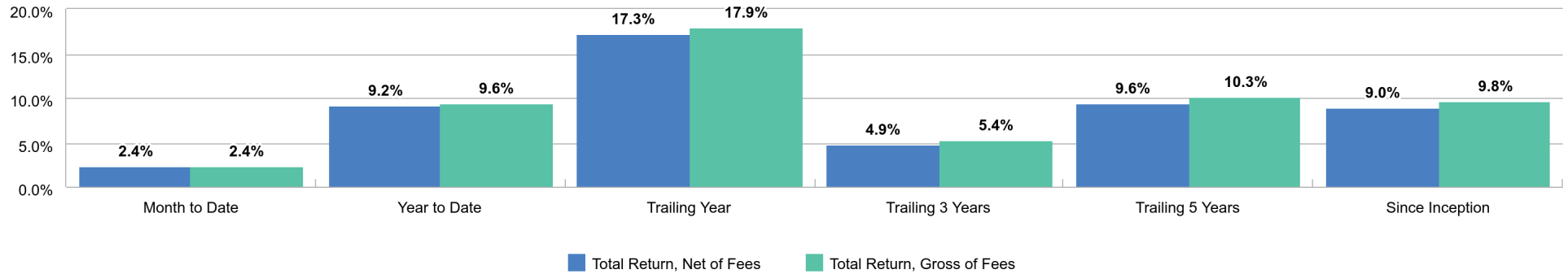
Asset Class

- Cash - 0.5%
- Fixed Income - 41.6%
- Equity - 57.8%

Sector

- Cash - 0.5%
- Credit - 41.6%
- Domestic Equity - 57.8%

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	2.35%	9.23%	17.35%	4.85%	9.61%	8.99%
Total Return, Gross of Fees	2.39%	9.59%	17.94%	5.38%	10.32%	9.82%

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	33,153.85	0.57%	0.40%	0.00%
Fixed Income	2,577,531.80	42.10%	(1.36%)	(0.59%)
Equity	3,581,584.40	57.32%	5.30%	2.98%
Portfolio Total	6,192,270.05	100.00%	2.39%	2.39%



Transaction and Interest Summary

73

February 1 - February 29, 2024

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
02/21/2024	02/21/2024	(2,520.85)	US DOLLAR	USD	CCYUSD	—	(2,520.85)	0.00
—	—	(2,520.85)	Total Management Fee	—	—	—	(2,520.85)	0.00
<i>Money Market Fund Interest</i>								
02/29/2024	02/29/2024	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	138.41	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	138.41	—
Funds - Corporate								
<i>Equity Dividend</i>								
02/01/2024	02/06/2024	0.00	VANGUARD TOT BD ETF	BND	921937835	—	7,562.00	—
—	—	0.00	Total Equity Dividend	—	—	—	7,562.00	—

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	33,015.44	GOLDMAN:FS GOVT INST	AAA	5.20%	02/29/2024	02/29/2024	33,015.44	1.0000	33,015.44	1,448.98	—	5.22%	5.22%
USD	CCYUSD	138.41	Receivable	AAA	0.00%	02/29/2024	02/29/2024	138.41	1.0000	138.41	0.00	—	0.00%	0.00%
—	—	33,153.85	—	AAA	5.18%	—	—	33,153.85	—	33,153.85	1,448.98	—	5.20%	5.20%
Fixed Income														
<i>Credit</i>														
<i>Funds - Corporate</i>														
BND	921937835	35,690.00	VANGUARD TOT BD ETF	—	—	—	—	2,892,328.64	72.2200	2,577,531.80	51,254.75	3.19%	—	—
—	—	35,690.00	—	NA	—	—	—	2,892,328.64	—	2,577,531.80	51,254.75	3.19%	—	—
Equity														
<i>Domestic Equity</i>														
<i>Funds - Large Cap</i>														
VTI	922908769	14,180.00	VANGUARD TSM IDX ETF	—	—	—	—	1,981,284.12	252.5800	3,581,584.40	25,717.05	1.35%	—	—
—	—	14,180.00	—	—	—	—	—	1,981,284.12	—	3,581,584.40	25,717.05	1.35%	—	—
Total Invested		83,023.85	—	AAA	5.18%	—	—	4,906,766.61	—	6,192,270.05	78,420.78	2.12%	5.20%	5.20%

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.

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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.

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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.

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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.

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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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AP Check Register

76

AP Run: 20240202 VACH — Post Date: 2024-02-02 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/02/2024	9000005327	ACH	Burnsville Association of Educational Assistants	909991	1 AP5800	1,044.00
02/02/2024	9000005328	ACH	Teachers On Call	929847	1 AP5800	37,664.62
Total:						\$38,708.62

20240202 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	2	38,708.62
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$38,708.62

AP Check Register

AP Run: 20240207 EACH — Post Date: 2024-02-07 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/07/2024	9000005329	ACH	Albersheim-Carter, Marcina	018646	1 AP5800	120.67
02/07/2024	9000005330	ACH	Battle, Theresa F	019927	1 AP5800	30.00
02/07/2024	9000005331	ACH	Blood, Kelsey Jo	017981	1 AP5800	98.62
02/07/2024	9000005332	ACH	Cantolla, Kaitlin M	019617	1 AP5800	172.22
02/07/2024	9000005333	ACH	Claiborn, LaShunda R	020839	1 AP5800	752.25
02/07/2024	9000005334	ACH	Clancy, Carissa	016999	1 AP5800	122.01
02/07/2024	9000005335	ACH	Cloutier, Dana	016633	1 AP5800	70.89
02/07/2024	9000005336	ACH	Coleman, Colleen M	013413	1 AP5800	47.17
02/07/2024	9000005337	ACH	Czapar, Kelly N	017322	1 AP5800	48.98
02/07/2024	9000005338	ACH	Derusha, Jessalynn	019284	1 AP5800	12.33
02/07/2024	9000005339	ACH	Hagen, Aimee E	016614	1 AP5800	25.39
02/07/2024	9000005340	ACH	Henderson, Sean M	017644	1 AP5800	134.74
02/07/2024	9000005341	ACH	Hovde, Lynelle R	018969	1 AP5800	6.16
02/07/2024	9000005342	ACH	Howe, Jaimie K	020412	1 AP5800	14.27
02/07/2024	9000005343	ACH	Johnson, Brian J	018190	1 AP5800	67.00
02/07/2024	9000005344	ACH	Johnson, Cory Charles	017755	1 AP5800	67.76
02/07/2024	9000005345	ACH	Johnson, Ronna E	014613	1 AP5800	398.80
02/07/2024	9000005346	ACH	Jordan, Joanna	014624	1 AP5800	42.88
02/07/2024	9000005347	ACH	Kennedy, Jennifer K	013375	1 AP5800	15.59
02/07/2024	9000005348	ACH	Kirchner, Amy	014600	1 AP5800	40.54

AP Check Register

AP Run: 20240207 EACH — Post Date: 2024-02-07 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/07/2024	9000005349	ACH	Kolstad, Michele M	007847	1 AP5800	17.62
02/07/2024	9000005350	ACH	Lake, Lisa L	017600	1 AP5800	36.51
02/07/2024	9000005351	ACH	Lorincz, Kristen L	018602	1 AP5800	58.56
02/07/2024	9000005352	ACH	Martinez, Jose A	020999	1 AP5800	62.98
02/07/2024	9000005353	ACH	Mauser, Courtney	012243	1 AP5800	48.78
02/07/2024	9000005354	ACH	McDowell, Morgan	018635	1 AP5800	28.21
02/07/2024	9000005355	ACH	Mehring, Siri	021011	1 AP5800	73.70
02/07/2024	9000005356	ACH	Mitsch, Kelli L	018974	1 AP5800	22.04
02/07/2024	9000005357	ACH	Mousseau, Rebecca J	020278	1 AP5800	28.50
02/07/2024	9000005358	ACH	Nelson, Katie L	015010	1 AP5800	253.51
02/07/2024	9000005359	ACH	Nemeth, Heather	014991	1 AP5800	35.24
02/07/2024	9000005360	ACH	Ness, Katie L	018356	1 AP5800	26.33
02/07/2024	9000005361	ACH	Nesseth, Paul L	020590	1 AP5800	200.00
02/07/2024	9000005362	ACH	Niffenegger, Kamala N	018055	1 AP5800	18.69
02/07/2024	9000005363	ACH	O'Laughlin, John M	020956	1 AP5800	98.83
02/07/2024	9000005364	ACH	Ontiveros, Eddieca	019147	1 AP5800	128.99
02/07/2024	9000005365	ACH	Robran, Kimberly J	020836	1 AP5800	259.97
02/07/2024	9000005366	ACH	Schut, Jennie A	021071	1 AP5800	67.34
02/07/2024	9000005367	ACH	Tarnofsky, John J	020438	1 AP5800	41.41
02/07/2024	9000005368	ACH	Troldahl, Monica L	020519	1 AP5800	5.43

AP Check Register

79

AP Run: 20240207 EACH — Post Date: 2024-02-07 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/07/2024	9000005369	ACH	Voigt, Pamela M	017183	1 AP5800	59.63
02/07/2024	9000005370	ACH	Warmka, Cheri R	007858	1 AP5800	67.87
02/07/2024	9000005371	ACH	Zondag-Hamer, Kimberly	014127	1 AP5800	400.07
02/07/2024	9000005372	ACH	Zyskowski, Karly M	021041	1 AP5800	136.95
Total:						\$4,465.43

20240207 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	44	4,465.43
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	44	\$4,465.43

AP Check Register

80

AP Run: 20240208 VACH — Post Date: 2024-02-08 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/08/2024	9000005373	ACH	Casperson, Julie	928973	1 AP5800	236.00
02/08/2024	9000005374	ACH	CDW Government Inc	920289-1	1 AP5800	10,700.15
02/08/2024	9000005375	ACH	Teachers On Call	929847	1 AP5800	120,254.89
Total:						\$131,191.04

20240208 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	3	131,191.04
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	3	\$131,191.04

AP Check Register

AP Run: 20240216 VACH — Post Date: 2024-02-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/16/2024	9000005376	ACH	Casperson, Julie	928973	1 AP5800	383.50
02/16/2024	9000005377	ACH	CDW Government Inc	920289-1	1 AP5800	44,898.21
02/16/2024	9000005378	ACH	Goswami, Alpa	929031	1 AP5800	343.00
02/16/2024	9000005379	ACH	Teachers On Call	929847	1 AP5800	55,365.55
02/16/2024	9000005380	ACH	VITAL WorkLife, Inc.	930974	1 AP5800	8,887.50
Total:						\$109,877.76

20240216 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	5	109,877.76
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	5	\$109,877.76

AP Check Register

AP Run: 20240221 EACH — Post Date: 2024-02-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/21/2024	9000005381	ACH	Ayers, Gabrielle J	020127	1 AP5800	340.00
02/21/2024	9000005382	ACH	Becker, Cynthia M	021112	1 AP5800	85.00
02/21/2024	9000005383	ACH	Bernal, Reginne Ma Aubrey Esguerra	021147	1 AP5800	85.00
02/21/2024	9000005384	ACH	Buckrey, Susan E	019475	1 AP5800	71.70
02/21/2024	9000005385	ACH	Delgado, Yanira M	021115	1 AP5800	15.22
02/21/2024	9000005386	ACH	Doege Sackman, Lynn	021120	1 AP5800	85.00
02/21/2024	9000005387	ACH	Elbeiali, Rosenda	020877	1 AP5800	85.00
02/21/2024	9000005388	ACH	Ewert, Casey B	019158	1 AP5800	98.62
02/21/2024	9000005389	ACH	Funston, Kathy L	017175	1 AP5800	27.26
02/21/2024	9000005390	ACH	Hartl, Aran J	014112	1 AP5800	118.28
02/21/2024	9000005391	ACH	Helke, David M	014077	1 AP5800	149.38
02/21/2024	9000005392	ACH	Henle, Angela G	015131	1 AP5800	4.25
02/21/2024	9000005393	ACH	Huemoeller, Michael T	009394	1 AP5800	2,010.34
02/21/2024	9000005394	ACH	Jordan, Allison A	016428	1 AP5800	37.45
02/21/2024	9000005395	ACH	Kennedy, Jennifer K	013375	1 AP5800	33.50
02/21/2024	9000005396	ACH	Kirchner, Amy	014600	1 AP5800	96.48
02/21/2024	9000005397	ACH	Lake, David	017436	1 AP5800	199.66
02/21/2024	9000005398	ACH	Lian, Jocelyn M	020194	1 AP5800	134.34
02/21/2024	9000005399	ACH	Meilleur, Stephanie J	013329	1 AP5800	96.48
02/21/2024	9000005400	ACH	Meuser, Teresa	010805	1 AP5800	24.12

AP Check Register

AP Run: 20240221 EACH — Post Date: 2024-02-21 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/21/2024	9000005401	ACH	Middendorf, Jennifer L	019196	1 AP5800	250.93
02/21/2024	9000005402	ACH	Morris, Angela J	013156	1 AP5800	96.48
02/21/2024	9000005403	ACH	Neal, Bryeny B	013693	1 AP5800	12.06
02/21/2024	9000005404	ACH	O'brien, Brianna	018085	1 AP5800	49.71
02/21/2024	9000005405	ACH	Omerovic, Amra	019486	1 AP5800	85.00
02/21/2024	9000005406	ACH	Parks, Preston R	021210	1 AP5800	85.00
02/21/2024	9000005407	ACH	Petersen, Holly M	018849	1 AP5800	25.33
02/21/2024	9000005408	ACH	Retzlaff, Billie Jean	020995	1 AP5800	72.16
02/21/2024	9000005409	ACH	Schiffman, Suzanne	007869	1 AP5800	10.05
02/21/2024	9000005410	ACH	Slattery, Cara	014619	1 AP5800	342.00
02/21/2024	9000005411	ACH	Smith-Lossiah, Sharon Kay	008182	1 AP5800	15.08
02/21/2024	9000005412	ACH	Sweeney, Michael J	016376	1 AP5800	157.65
02/21/2024	9000005413	ACH	Turzynski, Adrienne K	021000	1 AP5800	73.10
02/21/2024	9000005414	ACH	Xie, Wanyi	021169	1 AP5800	85.00
02/21/2024	9000005415	ACH	Zavala, Melissa I	021134	1 AP5800	85.00
02/21/2024	9000005416	ACH	Zondag-Hamer, Kimberly	014127	1 AP5800	41.00
Total:						\$5,282.63

AP Check Register

84

AP Run: 20240221 EACH — Post Date: 2024-02-21 — 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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20240221 EACH Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	36	5,282.63
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	36	\$5,282.63

AP Check Register

AP Run: 20240223 VACH — Post Date: 2024-02-23 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2024	9000005417	ACH	Burnsville Association of Educational Assistants	909991	1 AP5800	1,062.00
02/23/2024	9000005418	ACH	Sachs, Alice	925562	1 AP5800	217.50
02/23/2024	9000005419	ACH	Teachers On Call	929847	1 AP5800	124,550.20
Total:						\$125,829.70

20240223 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	3	125,829.70
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	3	\$125,829.70

AP Check Register

AP Run: 20240229 EACH — Post Date: 2024-02-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/29/2024	9000005420	ACH	Battle, Theresa F	019927	1 AP5800	500.00
02/29/2024	9000005421	ACH	Bellmont, Chris	014183	1 AP5800	200.00
02/29/2024	9000005422	ACH	Bohr, Jennifer L	009302	1 AP5800	50.00
02/29/2024	9000005423	ACH	Burke, Katie J	014101	1 AP5800	75.00
02/29/2024	9000005424	ACH	Dehne, Tyler	020322	1 AP5800	200.00
02/29/2024	9000005425	ACH	Demuth, Joy S	017174	1 AP5800	50.00
02/29/2024	9000005426	ACH	Dwire, Melinda	008217	1 AP5800	100.00
02/29/2024	9000005427	ACH	Evans-Vorhies, Maryann C	020240	1 AP5800	50.00
02/29/2024	9000005428	ACH	Fani, Simin	021082	1 AP5800	75.00
02/29/2024	9000005429	ACH	Galland, John	008297	1 AP5800	50.00
02/29/2024	9000005430	ACH	Gallus, Jeffrey	008289	1 AP5800	75.00
02/29/2024	9000005431	ACH	Gorton, Rachel	016735	1 AP5800	250.00
02/29/2024	9000005432	ACH	Graff, Jenn	011282	1 AP5800	50.00
02/29/2024	9000005433	ACH	Holcombe, Sara J	010142	1 AP5800	50.00
02/29/2024	9000005434	ACH	Hovde, Lynelle R	018969	1 AP5800	75.00
02/29/2024	9000005435	ACH	Johnson, Michael A	018761	1 AP5800	75.00
02/29/2024	9000005436	ACH	Keuler, Lori J	016667	1 AP5800	100.00
02/29/2024	9000005437	ACH	Kuhlman, Susan M	016375	1 AP5800	50.00
02/29/2024	9000005438	ACH	Lehner, Timothy	009773	1 AP5800	100.00
02/29/2024	9000005439	ACH	Meyer, Nancy L	009216	1 AP5800	50.00

AP Check Register

87

AP Run: 20240229 EACH — Post Date: 2024-02-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/29/2024	9000005440	ACH	Oftedahl, Imina P	020003	1 AP5800	100.00
02/29/2024	9000005441	ACH	Omodt, Jane	008791	1 AP5800	50.00
02/29/2024	9000005442	ACH	Pohl, Angie J	019145	1 AP5800	75.00
02/29/2024	9000005443	ACH	Sovine, Stacey	017487	1 AP5800	200.00
02/29/2024	9000005444	ACH	Strand, Nate R	012944	1 AP5800	50.00
02/29/2024	9000005445	ACH	Tinklenberg, Aaron D	017462	1 AP5800	200.00
02/29/2024	9000005446	ACH	Tomala, Crystal M	018008	1 AP5800	50.00
Total:						\$2,950.00

20240229 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	27	2,950.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	27	\$2,950.00

AP Check Register

88

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - General	401,385.25
02 - Food Service	728.78
04 - Community Service	5,454.85
22 - Internal Service - Health Insurance	10,337.50
50 - Student Activity Fund	398.80
	\$418,305.18

AP Check Register

AP Run: 20240206 AP — Post Date: 2024-02-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2024	491166	Check	Adams, Jill	501228	2 AP8845	100.95
02/06/2024	491167	Check	Advanced Commercial Kitchens	930100	2 AP8845	5,014.79
02/06/2024	491168	Check	Anchor Solar Investments LLC	929704	2 AP8845	2,096.09
02/06/2024	491169	Check	Andrews, Guy L	924108	2 AP8845	84.00
02/06/2024	491170	Check	Association Of Clerical Employees	904895	2 AP8845	336.00
02/06/2024	491171	Check	BHS Quiz Bowl Boosters	930823	2 AP8845	180.00
02/06/2024	491172	Check	Bix Produce Company	900477	2 AP8845	4,503.44
02/06/2024	491173	Check	Britt, Kevin	927066	2 AP8845	84.00
02/06/2024	491174	Check	Busby, Trevor	926588	2 AP8845	84.00
02/06/2024	491175	Check	Capernaum Pediatric Therapy	930712	2 AP8845	4,019.08
02/06/2024	491176	Check	Carlson, Gerri	929243	2 AP8845	1,023.00
02/06/2024	491177	Check	Carolina Biological Supply Company	900529-1	2 AP8845	53.35
02/06/2024	491178	Check	Centerpoint Energy	902519	2 AP8845	37,828.21
02/06/2024	491179	Check	CESO HR, LLC	930763	2 AP8845	6,156.25
02/06/2024	491180	Check	Chanhassen High School Boosters Speech	929976	2 AP8845	60.00
02/06/2024	491181	Check	Conney Safety Products	900552-1	2 AP8845	389.89
02/06/2024	491182	Check	Cottens NAPA Main Office	929846	2 AP8845	377.74
02/06/2024	491183	Check	Cub Foods	900645	2 AP8845	507.87
02/06/2024	491184	Check	Custom Ink	927836	2 AP8845	1,891.86

AP Check Register

AP Run: 20240206 AP — Post Date: 2024-02-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2024	491185	Check	Dakota Outdoors LLC	922059	2 AP8845	13,123.75
02/06/2024	491186	Check	Dalco	904186-1	2 AP8845	5,911.30
02/06/2024	491187	Check	Do Good Diapers LLC	928051	2 AP8845	35.00
02/06/2024	491188	Check	DS Erickson & Associates PLLC	927334	2 AP8845	441.35
02/06/2024	491189	Check	Education Minnesota	928531	2 AP8845	79.00
02/06/2024	491190	Check	Ehlers	920802-1	2 AP8845	1,050.00
02/06/2024	491191	Check	Electro Watchman Inc	901078	2 AP8845	14,723.10
02/06/2024	491192	Check	Elyea-Wheeler, Kurt	929471	2 AP8845	66.00
02/06/2024	491193	Check	Faust, Tyler	931125	2 AP8845	128.00
02/06/2024	491194	Check	Fedex	901463	2 AP8845	36.72
02/06/2024	491195	Check	Fondern, Lamont	931086	2 AP8845	66.00
02/06/2024	491196	Check	Foundation 191	928202	2 AP8845	153.85
02/06/2024	491197	Check	Gateway Music Festivals & Tours Inc	927831	2 AP8845	1,966.98
02/06/2024	491198	Check	Graphic Source	902858-2	2 AP8845	1,840.00
02/06/2024	491199	Check	Groth Music Company	900575	2 AP8845	213.90
02/06/2024	491200	Check	Gruenhagen, Jacob	931133	2 AP8845	66.00
02/06/2024	491201	Check	Gurstel Law Firm PC	920324	2 AP8845	28.97
02/06/2024	491202	Check	Hansen, Brian	926078	2 AP8845	84.00
02/06/2024	491203	Check	Hanuschak, Oksana	930258	2 AP8845	160.00
02/06/2024	491204	Check	Heartland Tire, Inc.	930160	2 AP8845	45.00

AP Check Register

AP Run: 20240206 AP — Post Date: 2024-02-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2024	491205	Check	Hodges, Larinda	501229	2 AP8845	20.20
02/06/2024	491206	Check	Horwath, Karl	930387	2 AP8845	103.00
02/06/2024	491207	Check	Hoyo	930875	2 AP8845	1,442.50
02/06/2024	491208	Check	Hughes, Scott	931132	2 AP8845	66.00
02/06/2024	491209	Check	Interstate All Battery Center	928877	2 AP8845	910.95
02/06/2024	491210	Check	Inver Hills Community College	901029	2 AP8845	8,292.90
02/06/2024	491211	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	1,287.91
02/06/2024	491212	Check	Junior Achievement North	923140	2 AP8845	1,700.00
02/06/2024	491213	Check	Kasner, Daniel	929032	2 AP8845	97.00
02/06/2024	491214	Check	Kennedy and Graven Chartered	908356	2 AP8845	3,670.50
02/06/2024	491215	Check	Kittel, Max	929088	2 AP8845	84.00
02/06/2024	491216	Check	Klein, Ian	930376	2 AP8845	70.00
02/06/2024	491217	Check	Knepper, Moira	930853	2 AP8845	70.00
02/06/2024	491218	Check	Korba, Jerry	906519	2 AP8845	66.00
02/06/2024	491219	Check	Kraus-Anderson Ins Agency Inc	902102	2 AP8845	6,667.72
02/06/2024	491220	Check	Link Interpret	929933	2 AP8845	208.14
02/06/2024	491221	Check	Lopez, Jen	931065	2 AP8845	1,000.00
02/06/2024	491222	Check	Louis, Andrew	930386	2 AP8845	84.00
02/06/2024	491223	Check	Ludowese, David	929991	2 AP8845	84.00
02/06/2024	491224	Check	Luong, Joe	925433	2 AP8845	120.00

AP Check Register

AP Run: 20240206 AP — Post Date: 2024-02-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2024	491225	Check	Luong, Joe	925433	2 AP8845	240.00
02/06/2024	491226	Check	Mace, Kyle	931130	2 AP8845	79.00
02/06/2024	491227	Check	Marsnik, Anne	931074	2 AP8845	600.00
02/06/2024	491228	Check	Martin, Emma	930688	2 AP8845	70.00
02/06/2024	491229	Check	Mavo Systems Inc	927552	2 AP8845	2,513.00
02/06/2024	491230	Check	Merry, Vanessa	929912	2 AP8845	500.00
02/06/2024	491231	Check	Midwest Educational Consultants Inc	927440	2 AP8845	2,525.00
02/06/2024	491232	Check	Minnesota Energy Resources	903029	2 AP8845	393.94
02/06/2024	491233	Check	MN Elementary School Principals Assoc (MESPA)	902538	2 AP8845	500.00
02/06/2024	491234	Check	MN School Psychologists Association (MSPA)	905981	2 AP8845	850.00
02/06/2024	491235	Check	Mohammoud, Zahra Ali	928322	2 AP8845	180.00
02/06/2024	491236	Check	Molly Hawkins House Inc	906838	2 AP8845	96.44
02/06/2024	491237	Check	Murtha, William	930927	2 AP8845	66.00
02/06/2024	491238	Check	Naseema Omer LLC	930381	2 AP8845	269.50
02/06/2024	491239	Check	NCPERS Group Life Ins	908769	2 AP8845	48.00
02/06/2024	491240	Check	Norcostco Inc	902765	2 AP8845	381.79
02/06/2024	491241	Check	Orkin Commercial Services	926086	2 AP8845	1,243.00
02/06/2024	491242	Check	Park, Jonghwa	501227	2 AP8845	114.30
02/06/2024	491243	Check	Per Mar Security Services	930354	2 AP8845	1,114.60
02/06/2024	491244	Check	Perez, Melissa M	924879	2 AP8845	1,755.00

AP Check Register

AP Run: 20240206 AP — Post Date: 2024-02-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2024	491245	Check	Play Quiz Bowl LLC	925680	2 AP8845	175.00
02/06/2024	491246	Check	Playpower LT Farmington Inc	925589	2 AP8845	306.00
02/06/2024	491247	Check	Prior Lake High School	921458	2 AP8845	135.00
02/06/2024	491248	Check	QiVitality LLC	929413	2 AP8845	183.00
02/06/2024	491249	Check	Quadiant Inc	930262	2 AP8845	710.03
02/06/2024	491250	Check	Ressie, Katie	931135	2 AP8845	84.00
02/06/2024	491251	Check	Richert, Andrea	930496	2 AP8845	2,328.75
02/06/2024	491252	Check	Riemersma, Tyler	931131	2 AP8845	103.00
02/06/2024	491253	Check	Ryan Mechanical Inc	923241	2 AP8845	39,533.76
02/06/2024	491254	Check	Samreth Creations LLC	931136	2 AP8845	160.00
02/06/2024	491255	Check	School Services Employees Local 284	907382	2 AP8845	2,955.91
02/06/2024	491256	Check	Second Harvest Heartland	928183	2 AP8845	1,384.11
02/06/2024	491257	Check	Southwest Metro Intermediate 288	928611	2 AP8845	4,428.00
02/06/2024	491258	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	4,452.61
02/06/2024	491259	Check	Steve Weiss Music	927704	2 AP8845	333.95
02/06/2024	491260	Check	Struzyk, Todd	931046	2 AP8845	95.00
02/06/2024	491261	Check	Sunbelt Staffing LLC	930586	2 AP8845	91,041.49
02/06/2024	491262	Check	Teton Trade Cloth LLC	930616	2 AP8845	425.00
02/06/2024	491263	Check	The Food Group	928651	2 AP8845	430.50
02/06/2024	491264	Check	The Hartford	924486	2 AP8845	52,560.63

AP Check Register

AP Run: 20240206 AP — Post Date: 2024-02-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2024	491265	Check	Third Party Integrity Inc	930282	2 AP8845	2,500.00
02/06/2024	491266	Check	Upper Lakes Foods Inc	929826	2 AP8845	33,194.91
02/06/2024	491267	Check	Warfa, Osman	930700	2 AP8845	70.00
02/06/2024	491268	Check	Wayzata High School	909814	2 AP8845	35.00
02/06/2024	491269	Check	Ziegler Inc	904566	2 AP8845	4,777.03
Total:						\$386,996.51

20240206 AP Summary

Type	Count	Amount
Regular	104	386,996.51
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	104	\$386,996.51

AP Check Register

AP Run: 20240213 AP — Post Date: 2024-02-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/13/2024	491270	Check	A.J. Moore Electric Inc	928491	2 AP8845	2,593.17
02/13/2024	491271	Check	Adan, Kifaya	501231	2 AP8845	40.00
02/13/2024	491272	Check	Advanced Imaging Solutions	928551-1	2 AP8845	5,924.63
02/13/2024	491273	Check	Anchich, Hasnaa	501234	2 AP8845	213.75
02/13/2024	491274	Check	Anderson, Jesse	922218	2 AP8845	97.00
02/13/2024	491275	Check	Andrews, Guy L	924108	2 AP8845	84.00
02/13/2024	491276	Check	Aramark	901365	2 AP8845	687.27
02/13/2024	491277	Check	Berg, Jason	929291	2 AP8845	84.00
02/13/2024	491278	Check	BHS Quiz Bowl Boosters	930823	2 AP8845	190.00
02/13/2024	491279	Check	Bix Produce Company	900477	2 AP8845	6,774.18
02/13/2024	491280	Check	Brown, Chris	925016	2 AP8845	84.00
02/13/2024	491281	Check	Brown's Ice Cream Co	904655	2 AP8845	461.64
02/13/2024	491282	Check	Buck, Steve	501232	2 AP8845	15.00
02/13/2024	491283	Check	Burns, Sean	931137	2 AP8845	1,000.00
02/13/2024	491284	Check	Cantone, Mike	923663	2 AP8845	84.00
02/13/2024	491285	Check	Cardenas, Adriana	501230	2 AP8845	275.00
02/13/2024	491286	Check	Cengage Learning	903622-1	2 AP8845	1,165.50
02/13/2024	491287	Check	CESO Transportation LLC	930220	2 AP8845	16,080.45
02/13/2024	491288	Check	City of Burnsville	900673	2 AP8845	165.00
02/13/2024	491289	Check	City of Burnsville - Utilities	904226	2 AP8845	11,527.44

AP Check Register

AP Run: 20240213 AP — Post Date: 2024-02-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/13/2024	491290	Check	City of Savage - Utilities	909588	2 AP8845	4,411.26
02/13/2024	491291	Check	Clancy, William	908232	2 AP8845	84.00
02/13/2024	491292	Check	Consolidated Communications	906231	2 AP8845	7,698.32
02/13/2024	491293	Check	Cub Foods	900645	2 AP8845	164.18
02/13/2024	491294	Check	Dakota County Treasurer Auditor	924217-1	2 AP8845	72.93
02/13/2024	491295	Check	Dakota Printing Inc	926840	2 AP8845	54.00
02/13/2024	491296	Check	Dalco	904186-1	2 AP8845	6,728.88
02/13/2024	491297	Check	Dialog One LLC	927732	2 AP8845	2,011.50
02/13/2024	491298	Check	Digital Insurance, LLC	929385	2 AP8845	6,250.00
02/13/2024	491299	Check	Dose, Benjamin	930042	2 AP8845	188.00
02/13/2024	491300	Check	Dotas, Gene	930086	2 AP8845	190.00
02/13/2024	491301	Check	Earl F Andersen	901064-2	2 AP8845	82.35
02/13/2024	491302	Check	Global Communications Wiring & Services LLC	927736	2 AP8845	178.50
02/13/2024	491303	Check	Gruse, Jackson	929687	2 AP8845	84.00
02/13/2024	491304	Check	H&B Specialized Products Inc	901641	2 AP8845	890.00
02/13/2024	491305	Check	Hanuschak, Oksana	930258	2 AP8845	80.00
02/13/2024	491306	Check	Hastings Bus Company	907139	2 AP8845	1,891.33
02/13/2024	491307	Check	High Point Networks LLC	929536	2 AP8845	22,654.00
02/13/2024	491308	Check	Hout, Brady	931078	2 AP8845	80.00
02/13/2024	491309	Check	Intermediate School Dist 917	909327	2 AP8845	378,984.66

AP Check Register

AP Run: 20240213 AP — Post Date: 2024-02-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/13/2024	491310	Check	Inver Hills Community College	901029	2 AP8845	6,287.50
02/13/2024	491311	Check	Jarvis, Gary L	929943	2 AP8845	103.00
02/13/2024	491312	Check	John A Dalsin & Son Inc	905816	2 AP8845	608.23
02/13/2024	491313	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	2,521.03
02/13/2024	491314	Check	Johnstone Supply	907486	2 AP8845	397.46
02/13/2024	491315	Check	Kaldahl, Kristin	931108	2 AP8845	79.00
02/13/2024	491316	Check	Kraft, Gregory	931075	2 AP8845	720.00
02/13/2024	491317	Check	Kraus-Anderson Ins Agency Inc	902102	2 AP8845	15,150.00
02/13/2024	491318	Check	Kuseske, Grant	930859	2 AP8845	66.00
02/13/2024	491319	Check	Lano Equipment	925133	2 AP8845	91.48
02/13/2024	491320	Check	Lexia Learning Systems LLC	931111	2 AP8845	250.00
02/13/2024	491321	Check	Link Interpret	929933	2 AP8845	382.78
02/13/2024	491322	Check	Litchy, Lori	501233	2 AP8845	190.00
02/13/2024	491323	Check	Macario Corporation	930770	2 AP8845	1,175.00
02/13/2024	491324	Check	Marshall, James	908647	2 AP8845	139.00
02/13/2024	491325	Check	Mart, Jackie	931085	2 AP8845	135.00
02/13/2024	491326	Check	MASA Jobsite	909181-2	2 AP8845	1,173.00
02/13/2024	491327	Check	Minnesota Energy Resources	903029	2 AP8845	14,505.95
02/13/2024	491328	Check	Minnesota School Boards Association - MSBA	902540	2 AP8845	245.00

AP Check Register

AP Run: 20240213 AP — Post Date: 2024-02-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/13/2024	491329	Check	Minnesota Valley Electric Cooperative	907448	2 AP8845	15,042.66
02/13/2024	491330	Check	MN Assoc of Alternative Programs (MAAP)	903333	2 AP8845	350.00
02/13/2024	491331	Check	MN Assoc of Secondary School Principal (MASSP)	908338	2 AP8845	175.00
02/13/2024	491332	Check	MN Dept of Labor and Industry	907914-2	2 AP8845	100.00
02/13/2024	491333	Check	Mn State Chess Association	908616	2 AP8845	275.00
02/13/2024	491334	Check	MRI Software LLC	929957	2 AP8845	101.00
02/13/2024	491335	Check	Mros, Richard	903216	2 AP8845	1,525.00
02/13/2024	491336	Check	Multilingual Word Inc	922324	2 AP8845	740.00
02/13/2024	491337	Check	Music Theatre International	900421	2 AP8845	1,040.00
02/13/2024	491338	Check	Naseema Omer LLC	930381	2 AP8845	243.50
02/13/2024	491339	Check	NE Metro ISD 916	902440	2 AP8845	13,266.00
02/13/2024	491340	Check	New Dominion School	924335	2 AP8845	1,825.53
02/13/2024	491341	Check	Novak, Janice S	902467	2 AP8845	234.00
02/13/2024	491342	Check	Perez, Melissa M	924879	2 AP8845	1,260.00
02/13/2024	491343	Check	Peterson, Scott	930638	2 AP8845	84.00
02/13/2024	491344	Check	Pfieffer, Ethan	929966	2 AP8845	97.00
02/13/2024	491345	Check	Phoenix School Counseling, LLC	930806	2 AP8845	9,988.97
02/13/2024	491346	Check	Pioneer SecureShred	930098	2 AP8845	408.00
02/13/2024	491347	Check	PowerSecure	928310	2 AP8845	13,000.00

AP Check Register

AP Run: 20240213 AP — Post Date: 2024-02-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/13/2024	491348	Check	RAK Construction Inc	929749	2 AP8845	24,787.15
02/13/2024	491349	Check	Richert, Andrea	930496	2 AP8845	1,351.25
02/13/2024	491350	Check	Riemersma, Tyler	931131	2 AP8845	66.00
02/13/2024	491351	Check	Ryan Mechanical Inc	923241	2 AP8845	27,765.04
02/13/2024	491352	Check	Schaefer, Edward	931087	2 AP8845	80.00
02/13/2024	491353	Check	Schmit, Jeff	904844	2 AP8845	84.00
02/13/2024	491354	Check	Second Harvest Heartland	928183	2 AP8845	814.58
02/13/2024	491355	Check	SFM	923848	2 AP8845	40,046.92
02/13/2024	491356	Check	Siemens Industry Inc	902217	2 AP8845	1,112.00
02/13/2024	491357	Check	Spiess, Kelley	930952	2 AP8845	2,000.00
02/13/2024	491358	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	2,964.02
02/13/2024	491359	Check	Struzyk, Todd	931046	2 AP8845	95.00
02/13/2024	491360	Check	Summit 360	930892	2 AP8845	471.23
02/13/2024	491361	Check	Sunbelt Staffing LLC	930586	2 AP8845	27,795.52
02/13/2024	491362	Check	Superior Striping Inc	928140	2 AP8845	525.00
02/13/2024	491363	Check	Teamworks International Inc	924234	2 AP8845	700.00
02/13/2024	491364	Check	The Formidable Genealogist, LLC	930975	2 AP8845	100.00
02/13/2024	491365	Check	The Retrofit Companies Inc	927677	2 AP8845	21,408.73
02/13/2024	491366	Check	Tony's Appliance Inc	921785	2 AP8845	401.00
02/13/2024	491367	Check	Transportation Plus, Inc.	906215	2 AP8845	1,122.00

AP Check Register

100

AP Run: 20240213 AP — Post Date: 2024-02-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/13/2024	491368	Check	Tryggestad, Matthew	930834	2 AP8845	80.00
02/13/2024	491369	Check	United Rentals (North America) Inc	908379	2 AP8845	730.38
02/13/2024	491370	Check	Upper Lakes Foods Inc	929826	2 AP8845	45,651.90
02/13/2024	491371	Check	Washburn Center for Children	931077	2 AP8845	289,000.00
02/13/2024	491372	Check	Wiese USA, Inc.	930549	2 AP8845	140.00
02/13/2024	491373	Check	Xcel Energy	902776	2 AP8845	2,155.51
02/13/2024	491374	Check	Zeyen, Don	922288	2 AP8845	103.00
02/13/2024	491375	Check	Zillyon Solutions, LLC	931104	2 AP8845	1,500.00

Total: \$1,077,349.26

20240213 AP Summary

Type	Count	Amount
Regular	106	1,077,349.26
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	106	\$1,077,349.26

AP Check Register

101

AP Run: 20240220 AP — Post Date: 2024-02-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/20/2024	491376	Check	A.J. Moore Electric Inc	928491	2 AP8845	3,981.18
02/20/2024	491377	Check	AHS Staffing LLC	931141	2 AP8845	4,794.81
02/20/2024	491378	Check	Arvig	928649	2 AP8845	2,987.20
02/20/2024	491379	Check	Association Of Clerical Employees	904895	2 AP8845	336.00
02/20/2024	491380	Check	Bergamasco, Robert	929941	2 AP8845	97.00
02/20/2024	491381	Check	BHS Swim-Dive Boosters	909039	2 AP8845	1,200.00
02/20/2024	491382	Check	Bix Produce Company	900477	2 AP8845	5,552.33
02/20/2024	491383	Check	Burfeind, Joel	931145	2 AP8845	66.00
02/20/2024	491384	Check	Burnsville Chamber of Commerce	900706-1	2 AP8845	425.00
02/20/2024	491385	Check	CESO Communications LLC	930130	2 AP8845	2,520.83
02/20/2024	491386	Check	Comcast	926565-1	2 AP8845	5,590.91
02/20/2024	491387	Check	Conney Safety Products	900552-1	2 AP8845	173.39
02/20/2024	491388	Check	CST MN	929862	2 AP8845	81,993.08
02/20/2024	491389	Check	Cub Foods	900645	2 AP8845	175.42
02/20/2024	491390	Check	Dalco	904186-1	2 AP8845	6,204.18
02/20/2024	491391	Check	DS Erickson & Associates PLLC	927334	2 AP8845	434.72
02/20/2024	491392	Check	Education Minnesota	928531	2 AP8845	79.00
02/20/2024	491393	Check	Educators Benefit Consultants LLC	926262-1	2 AP8845	830.34
02/20/2024	491394	Check	Ehlers	920802-1	2 AP8845	3,597.50
02/20/2024	491395	Check	Essig, Bradley	931144	2 AP8845	84.00

AP Check Register

AP Run: 20240220 AP — Post Date: 2024-02-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/20/2024	491396	Check	Fagerness, Joyce	924275	2 AP8845	534.06
02/20/2024	491397	Check	Foundation 191	928202	2 AP8845	153.85
02/20/2024	491398	Check	Frisch, Benjamin	931143	2 AP8845	66.00
02/20/2024	491399	Check	Gurstel Law Firm PC	920324	2 AP8845	28.97
02/20/2024	491400	Check	Habermann, Henry	930363	2 AP8845	103.00
02/20/2024	491401	Check	Hemphill, Trevor	930388	2 AP8845	66.00
02/20/2024	491402	Check	Himmerick, Brent	920474	2 AP8845	84.00
02/20/2024	491403	Check	Holtz, Todd	926444	2 AP8845	84.00
02/20/2024	491404	Check	Hughes, Mikayla	931153	2 AP8845	250.00
02/20/2024	491405	Check	Intermediate School Dist 917	909327	2 AP8845	3,799.70
02/20/2024	491406	Check	Interstate All Battery Center	928877	2 AP8845	1,677.00
02/20/2024	491407	Check	Jarvis, Mitchell	931142	2 AP8845	206.00
02/20/2024	491408	Check	Jensen, Randy	907850	2 AP8845	95.00
02/20/2024	491409	Check	Klein, Ian	930376	2 AP8845	70.00
02/20/2024	491410	Check	Kuseske, Grant	930859	2 AP8845	103.00
02/20/2024	491411	Check	Link Interpret	929933	2 AP8845	370.72
02/20/2024	491412	Check	Madison, Paul	929671	2 AP8845	168.00
02/20/2024	491413	Check	Marshall, James	908647	2 AP8845	139.00
02/20/2024	491414	Check	Martin, Emma	930688	2 AP8845	70.00
02/20/2024	491415	Check	Matrix Communications Inc	906559-1	2 AP8845	150.00

AP Check Register

AP Run: 20240220 AP — Post Date: 2024-02-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/20/2024	491416	Check	Merry, Vanessa	929912	2 AP8845	200.00
02/20/2024	491417	Check	Midwest Educational Consultants Inc	927440	2 AP8845	7,150.00
02/20/2024	491418	Check	Minnesota Community Education Assoc (MCEA)	903814	2 AP8845	50.00
02/20/2024	491419	Check	Minnesota State University Mankato	902579	2 AP8845	500.00
02/20/2024	491420	Check	MN Assoc of Secondary School Principal (MASSP)	908338	2 AP8845	405.00
02/20/2024	491421	Check	Monkey Wrench Productions LLC	930727	2 AP8845	700.00
02/20/2024	491422	Check	Mountain, Marilyn	930639	2 AP8845	1,400.00
02/20/2024	491423	Check	Mousseau, Joseph	930435	2 AP8845	650.00
02/20/2024	491424	Check	Nong, Kosal	501016	2 AP8845	45.90
02/20/2024	491425	Check	Perez, Melissa M	924879	2 AP8845	660.00
02/20/2024	491426	Check	Piazza, Maria	931139	2 AP8845	150.00
02/20/2024	491427	Check	Play Quiz Bowl LLC	925680	2 AP8845	85.00
02/20/2024	491428	Check	Prior Lake High School	921458	2 AP8845	91.00
02/20/2024	491429	Check	Professional Beverage Systems	924473	2 AP8845	149.50
02/20/2024	491430	Check	Ray, Chelsea	929044	2 AP8845	177.00
02/20/2024	491431	Check	Red Bear, Zacheriah	930894	2 AP8845	150.00
02/20/2024	491432	Check	Rekstaf, Brad	924947	2 AP8845	84.00
02/20/2024	491433	Check	Rifton Equipment	909053	2 AP8845	2,512.50
02/20/2024	491434	Check	Rivera, Ashley	501235	2 AP8845	131.75

AP Check Register

104

AP Run: 20240220 AP — Post Date: 2024-02-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/20/2024	491435	Check	Rodriguez Embroidery	930774	2 AP8845	447.00
02/20/2024	491436	Check	Russell, Nicole	931149	2 AP8845	250.00
02/20/2024	491437	Check	Schmitt & Sons - Contract	909331-2	2 AP8845	1,120,844.00
02/20/2024	491438	Check	Schmitt & Sons Inc	909331	2 AP8845	35,926.85
02/20/2024	491439	Check	School Services Employees Local 284	907382	2 AP8845	3,031.03
02/20/2024	491440	Check	Scott, Destiny	931140	2 AP8845	84.00
02/20/2024	491441	Check	Second Harvest Heartland	928183	2 AP8845	1,034.79
02/20/2024	491442	Check	Shibley, Jeremy	928797	2 AP8845	84.00
02/20/2024	491443	Check	Simmons, Anthony	931146	2 AP8845	860.00
02/20/2024	491444	Check	Sora Pediatric Therapy	931150	2 AP8845	10,417.92
02/20/2024	491445	Check	Souers, Randy	929049	2 AP8845	84.00
02/20/2024	491446	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	2,642.11
02/20/2024	491447	Check	State of Minnesota Dept of Public Safety	906710-1	2 AP8845	325.00
02/20/2024	491448	Check	Styer, Adam L	930195	2 AP8845	84.00
02/20/2024	491449	Check	Sunbelt Staffing LLC	930586	2 AP8845	26,244.68
02/20/2024	491450	Check	Tech Academy/Computer Explorers	927274	2 AP8845	45.00
02/20/2024	491451	Check	The Sanneh Foundation	930655	2 AP8845	8,333.33
02/20/2024	491452	Check	Third Party Integrity Inc	930282	2 AP8845	2,500.00
02/20/2024	491453	Check	T-Mobile	929345	2 AP8845	2,346.90
02/20/2024	491454	Check	TMS Johnson, Inc.	930962	2 AP8845	4,428.00

AP Check Register

105

AP Run: 20240220 AP — Post Date: 2024-02-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/20/2024	491455	Check	Tschida, Brian	930309	2 AP8845	79.00
02/20/2024	491456	Check	Two Rivers High School	906408-4	2 AP8845	56.00
02/20/2024	491457	Check	UHL Company, Inc.	931094	2 AP8845	552.00
02/20/2024	491458	Check	Upper Lakes Foods Inc	929826	2 AP8845	33,519.04
02/20/2024	491459	Check	Wicker, David	930984	2 AP8845	2,000.00
02/20/2024	491460	Check	Wonder Workshop Inc	930714	2 AP8845	3,957.26
Total:						\$1,404,808.75

20240220 AP Summary

Type	Count	Amount
Regular	85	1,404,808.75
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	85	\$1,404,808.75

AP Check Register

AP Run: 20240227 AP — Post Date: 2024-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/27/2024	491461	Check	A.J. Moore Electric Inc	928491	2 AP8845	1,494.79
02/27/2024	491462	Check	AHS Staffing LLC	931141	2 AP8845	4,168.63
02/27/2024	491463	Check	American Red Cross	900128	2 AP8845	172.00
02/27/2024	491464	Check	Armstrong, Maureen	900778	2 AP8845	125.00
02/27/2024	491465	Check	Ayaquica, Sheri	922108	2 AP8845	60.00
02/27/2024	491466	Check	Backpack Yogurt LLC	930580	2 AP8845	2,224.95
02/27/2024	491467	Check	Backupify Inc	928803	2 AP8845	1,500.00
02/27/2024	491468	Check	BHS Band Boosters	900550	2 AP8845	298.20
02/27/2024	491469	Check	Bix Produce Company	900477	2 AP8845	6,786.94
02/27/2024	491470	Check	Bloomington Friends of Forensics	900722-4	2 AP8845	105.00
02/27/2024	491471	Check	Brin Glass Service	928124	2 AP8845	698.00
02/27/2024	491472	Check	Broveleit, Brenda	931151	2 AP8845	360.00
02/27/2024	491473	Check	Brunner, Renae A	917009	2 AP8845	360.00
02/27/2024	491474	Check	Buddha Birdie	931156	2 AP8845	200.00
02/27/2024	491475	Check	Burnsville Rotary Breakfast	908957-1	2 AP8845	125.00
02/27/2024	491476	Check	Capernaum Pediatric Therapy	930712	2 AP8845	6,478.65
02/27/2024	491477	Check	Captivate Media + Consulting	929000	2 AP8845	2,809.08
02/27/2024	491478	Check	Centerpoint Energy	902519	2 AP8845	47,440.12
02/27/2024	491479	Check	Centurylink	902781	2 AP8845	268.44
02/27/2024	491480	Check	Cory, Brent	924816	2 AP8845	750.00

AP Check Register

AP Run: 20240227 AP — Post Date: 2024-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/27/2024	491481	Check	CST MN	929862	2 AP8845	35,000.00
02/27/2024	491482	Check	Cub Foods	900645	2 AP8845	50.65
02/27/2024	491483	Check	Dakota Electric Association	900809	2 AP8845	67,393.52
02/27/2024	491484	Check	Dakota Printing Inc	926840	2 AP8845	645.00
02/27/2024	491485	Check	Dalco	904186-1	2 AP8845	16,015.52
02/27/2024	491486	Check	Effertz, Cole	931154	2 AP8845	56.00
02/27/2024	491487	Check	Enpointe	929863	2 AP8845	1,846.00
02/27/2024	491488	Check	GreatAmerica Financial Services	929729	2 AP8845	621.00
02/27/2024	491489	Check	Hanuschak, Oksana	930258	2 AP8845	160.00
02/27/2024	491490	Check	Hauwiller, Cindy	501236	2 AP8845	31.00
02/27/2024	491491	Check	Hillstead, Charles	930759	2 AP8845	66.00
02/27/2024	491492	Check	Huson, Jere	931155	2 AP8845	80.00
02/27/2024	491493	Check	Hyvee	929410	2 AP8845	489.78
02/27/2024	491494	Check	Innovational Water Solutions, Inc.	930169	2 AP8845	5,181.80
02/27/2024	491495	Check	Irie Delights Personal Chef Service LLC	931147	2 AP8845	200.00
02/27/2024	491496	Check	Jensen, Randy	907850	2 AP8845	95.00
02/27/2024	491497	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	1,368.28
02/27/2024	491498	Check	Johnson, Dennis	924067	2 AP8845	66.00
02/27/2024	491499	Check	Klein, Ian	930376	2 AP8845	70.00
02/27/2024	491500	Check	Lee, Susan	930630	2 AP8845	450.00

AP Check Register

108

AP Run: 20240227 AP — Post Date: 2024-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/27/2024	491501	Check	Link Interpret	929933	2 AP8845	180.00
02/27/2024	491502	Check	Maxwell, Susan	930632	2 AP8845	360.00
02/27/2024	491503	Check	MEI Total Elevator Solutions	908999-1	2 AP8845	6,036.77
02/27/2024	491504	Check	Merry, Vanessa	929912	2 AP8845	360.00
02/27/2024	491505	Check	Minnesota Energy Resources	903029	2 AP8845	311.88
02/27/2024	491506	Check	MN DECA	927788-1	2 AP8845	2,117.00
02/27/2024	491507	Check	MN Dept of Health-Certified Food Protection Manager	908543-7	2 AP8845	35.00
02/27/2024	491508	Check	MSOPA- Int School Dist 917	902956	2 AP8845	360.00
02/27/2024	491509	Check	Nelco	929915	2 AP8845	2,084.43
02/27/2024	491510	Check	Nuvera	902483	2 AP8845	197.35
02/27/2024	491511	Check	Olympic Communications Inc	927700	2 AP8845	3,051.00
02/27/2024	491512	Check	OPG-3 Inc	924471	2 AP8845	410.00
02/27/2024	491513	Check	Orkin Commercial Services	926086	2 AP8845	1,243.00
02/27/2024	491514	Check	Perez, Melissa M	924879	2 AP8845	600.00
02/27/2024	491515	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	479.39
02/27/2024	491516	Check	Richert, Andrea	930496	2 AP8845	2,558.75
02/27/2024	491517	Check	Ryan Mechanical Inc	923241	2 AP8845	14,753.57
02/27/2024	491518	Check	Ryder Truck Rental, Inc	930646	2 AP8845	359.05
02/27/2024	491519	Check	Science Museum of Minnesota	903609	2 AP8845	225.00

AP Check Register

AP Run: 20240227 AP — Post Date: 2024-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/27/2024	491520	Check	Second Harvest Heartland	928183	2 AP8845	1,116.51
02/27/2024	491521	Check	Siemens Industry Inc	902217	2 AP8845	1,112.00
02/27/2024	491522	Check	SNA Depository	926552	2 AP8845	90.00
02/27/2024	491523	Check	Southwest Metro Intermediate 288	928611	2 AP8845	3,573.33
02/27/2024	491524	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	4,039.41
02/27/2024	491525	Check	Sunbelt Staffing LLC	930586	2 AP8845	23,995.38
02/27/2024	491526	Check	Teamworks International Inc	924234	2 AP8845	1,610.37
02/27/2024	491527	Check	The Food Group	928651	2 AP8845	3,630.97
02/27/2024	491528	Check	The Morris Leatherman Company	928810	2 AP8845	12,000.00
02/27/2024	491529	Check	Tony's Appliance Inc	921785	2 AP8845	494.00
02/27/2024	491530	Check	Upper Lakes Foods Inc	929826	2 AP8845	41,433.55
02/27/2024	491531	Check	Walberg, Erika	931152	2 AP8845	360.00
02/27/2024	491532	Check	Willow Testing and Consulting LLC	931102	2 AP8845	1,081.00

AP Check Register

110

AP Run: 20240227 AP — Post Date: 2024-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/27/2024	491533	Check	Zetah, Jeanine	930636	2 AP8845	360.00
Total:						\$336,929.06

20240227 AP Summary

Type	Count	Amount
Regular	73	336,929.06
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	73	\$336,929.06

AP Check Register

<u>Fund</u>	<u>Total</u>
01 - General	1,705,552.31
02 - Food Service	202,889.38
03 - Transportation	1,255,808.86
04 - Community Service	32,531.40
16 - Facility Rental	105.64
22 - Internal Service - Health Insurance	1,175.00
50 - Student Activity Fund	8,020.99
	\$3,206,083.58

AP Check Register

AP Run: 20240201 CB — Post Date: 2024-02-01 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/01/2024	6000001532		Cummins Sales & Service	929228-1	2 Virtua	5,932.57
02/01/2024	6000001533		Ecolab	908846-2	2 Virtua	3,313.49
02/01/2024	6000001534		Grainger	904387-1	2 Virtua	2,154.72
02/01/2024	6000001535		Horizon Commercial Pool Supply	904818	2 Virtua	1,972.74
02/01/2024	6000001536		Meca Sportswear	924921	2 Virtua	165.50
02/01/2024	6000001537		Northern Air Corporation (NAC)	920320	2 Virtua	2,133.00
02/01/2024	6000001538		Occupational Health of MN, PC	929919	2 Virtua	582.00
02/01/2024	6000001539		Professional Wireless Communications	924681	2 Virtua	235.45
02/01/2024	6000001540		Trio Supply	903802	2 Virtua	5,534.42
Total:						\$22,023.89

20240201 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	9	22,023.89
Total:	9	\$22,023.89

AP Check Register

AP Run: 20240208 CB — Post Date: 2024-02-08 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/08/2024	6000001541		Advanced Imaging Solutions	928551	2 Virtua	2,949.65
02/08/2024	6000001542		Barnes & Noble Inc	900386	2 Virtua	3,953.53
02/08/2024	6000001543		Cornerstone Copy Center	900502	2 Virtua	512.81
02/08/2024	6000001544		ECM Publishers Inc	909272	2 Virtua	814.00
02/08/2024	6000001545		Mackin Educational Resources	902196	2 Virtua	3,749.85
02/08/2024	6000001546		Northern Air Corporation (NAC)	920320	2 Virtua	1,188.00
02/08/2024	6000001547		Occupational Health of MN, PC	929919	2 Virtua	194.00
02/08/2024	6000001548		Scenario Learning LLC	928849	2 Virtua	1,987.50
02/08/2024	6000001549		Trane US Inc	904045	2 Virtua	629.00
02/08/2024	6000001550		TriMark Marlinn LLC	925854	2 Virtua	930.42
02/08/2024	6000001551		Trio Supply	903802	2 Virtua	3,904.28
Total:						\$20,813.04

20240208 CB Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	11	20,813.04
Total:	11	\$20,813.04

AP Check Register

AP Run: 20240223 CB — Post Date: 2024-02-23 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2024	6000001552		Advanced Imaging Solutions	928551	2 Virtua	913.60
02/23/2024	6000001553		Cintas Corp	903681	2 Virtua	756.88
02/23/2024	6000001554		Dicks Sanitation Service Inc	900641	2 Virtua	18,530.57
02/23/2024	6000001555		ECM Publishers Inc	909272	2 Virtua	262.38
02/23/2024	6000001556		Game One	928417	2 Virtua	8,817.87
02/23/2024	6000001557		Grainger	904387-1	2 Virtua	2,148.11
02/23/2024	6000001558		Horizon Commercial Pool Supply	904818	2 Virtua	1,243.16
02/23/2024	6000001559		Mackin Educational Resources	902196	2 Virtua	8,393.85
02/23/2024	6000001560		Northern Air Corporation (NAC)	920320	2 Virtua	575.00
02/23/2024	6000001561		ODP Business Solutions LLC	902489	2 Virtua	7,466.52
02/23/2024	6000001562		Trio Supply	903802	2 Virtua	7,874.09

Total: \$56,982.03

20240223 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	11	56,982.03
Total:	11	\$56,982.03

AP Check Register

<u>Fund</u>	<u>Total</u>
01 - General	68,404.55
02 - Food Service	21,857.86
03 - Transportation	405.15
04 - Community Service	9,151.40
	\$99,818.96

Monthly Void/Wire Report

116

AP Run: 20240215 Wires PR — Post Date: 2024-02-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/15/2024	8000000895	Wire Transfer	Commissioner Of Revenue	118,342.62
02/15/2024	8000000896	Wire Transfer	Educators Benefit Consultants	193,997.09
02/15/2024	8000000897	Wire Transfer	Internal Revenue Service	718,790.21
02/15/2024	8000000898	Wire Transfer	ISD 191 Flex Account	46,601.88
02/15/2024	8000000899	Wire Transfer	ISD 191 Self Insurance Account	911,390.86
02/15/2024	8000000900	Wire Transfer	MN Child Support	2,372.87
02/15/2024	8000000901	Wire Transfer	Mn Teachers Retirement Assoc	399,620.58
02/15/2024	8000000902	Wire Transfer	PERA	119,939.24
02/15/2024	8000000903	Wire Transfer	Teachers Federal Credit Union	35,506.66
Total:				\$2,546,562.01

20240215 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	9	2,546,562.01
Epayables:	0	0.00
Total:	9	\$2,546,562.01

Monthly Void/Wire Report

117

AP Run: 20240229 Wires PR — Post Date: 2024-02-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/29/2024	8000000904	Wire Transfer	Commissioner Of Revenue	117,314.19
02/29/2024	8000000905	Wire Transfer	Educators Benefit Consultants	192,513.21
02/29/2024	8000000906	Wire Transfer	Internal Revenue Service	711,753.29
02/29/2024	8000000907	Wire Transfer	ISD 191 Flex Account	46,701.46
02/29/2024	8000000908	Wire Transfer	ISD 191 Self Insurance Account	915,744.60
02/29/2024	8000000909	Wire Transfer	MN Child Support	2,244.65
02/29/2024	8000000910	Wire Transfer	MN Dept of Revenue	354.82
02/29/2024	8000000911	Wire Transfer	Mn Teachers Retirement Assoc	392,482.84
02/29/2024	8000000912	Wire Transfer	PERA	119,282.59
02/29/2024	8000000913	Wire Transfer	Teachers Federal Credit Union	35,401.74
Total:				\$2,533,793.39

20240229 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	10	2,533,793.39
Epayables:	0	0.00
Total:	10	\$2,533,793.39

Monthly Void/Wire Report

118

AP Run: 20240229 Wires 1MSDLAF — Post Date: 2024-02-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/29/2024	8000000914	Wire Transfer	Delta Dental Plan Of Minnesota	65,625.27
02/29/2024	8000000915	Wire Transfer	GreatAmerica Postage	5,000.00
02/29/2024	8000000916	Wire Transfer	MN Dept of Revenue-Sales Tax	529.00
02/29/2024	8000000917	Wire Transfer	Solutran, Inc	2,590.62
Total:				\$73,744.89

20240229 Wires 1MSDLAF Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	4	73,744.89
Epayables:	0	0.00
Total:	4	\$73,744.89

Monthly Void/Wire Report

119

AP Run: 20240229 Wires 8 Flex — Post Date: 2024-02-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/29/2024	66	Wire Transfer	Further	41,975.95
Total:				\$41,975.95

20240229 Wires 8 Flex Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	41,975.95
Epayables:	0	0.00
Total:	1	\$41,975.95

Monthly Void/Wire Report

120

AP Run: 20240229 20 S.Ins — Post Date: 2024-02-29 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/29/2024	172	Wire Transfer	Further	105,037.15
02/29/2024	173	Wire Transfer	Paydhealth	8,447.79
02/29/2024	174	Wire Transfer	Preferredone Admin Services	108,660.67
02/29/2024	175	Wire Transfer	UMR, Inc	2,148,373.46
Total:				\$2,370,519.07

20240229 20 S.Ins Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	4	2,370,519.07
Epayables:	0	0.00
Total:	4	\$2,370,519.07

Monthly Void/Wire Report

121

AP Run: 20240226 P-Card — Post Date: 2024-02-26 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/26/2024	8000000918	Wire Transfer	US Bank	103,694.14
Total:				\$103,694.14

20240226 P-Card Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	103,694.14
Epayables:	0	0.00
Total:	1	\$103,694.14

Monthly Void/Wire Report

<u>Fund</u>	<u>Total</u>
01 - General	4,922,236.55
02 - Food Service	105,918.81
04 - Community Service	195,238.42
16 - Facility Rental	6,861.36
20 - Internal Service - Dental	65,625.27
22 - Internal Service - Health Insurance	2,373,109.69
50 - Student Activity Fund	1,299.35
	\$7,670,289.45



**Agenda IV.A.5
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, Superintendent

From: Tyler Dehne, Director of Finance

Date: April 15, 2024

Re: Budget Analysis for the Month Ending February 29, 2024

Recommendation: That the Board accepts the Budget Analysis for the month ending February 29, 2024.

The February 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	\$ 102,919,054	49.35%	\$ 118,252,837	58.15%
General Fund	\$ 75,447,748	47.10%	\$ 83,195,216	54.17%

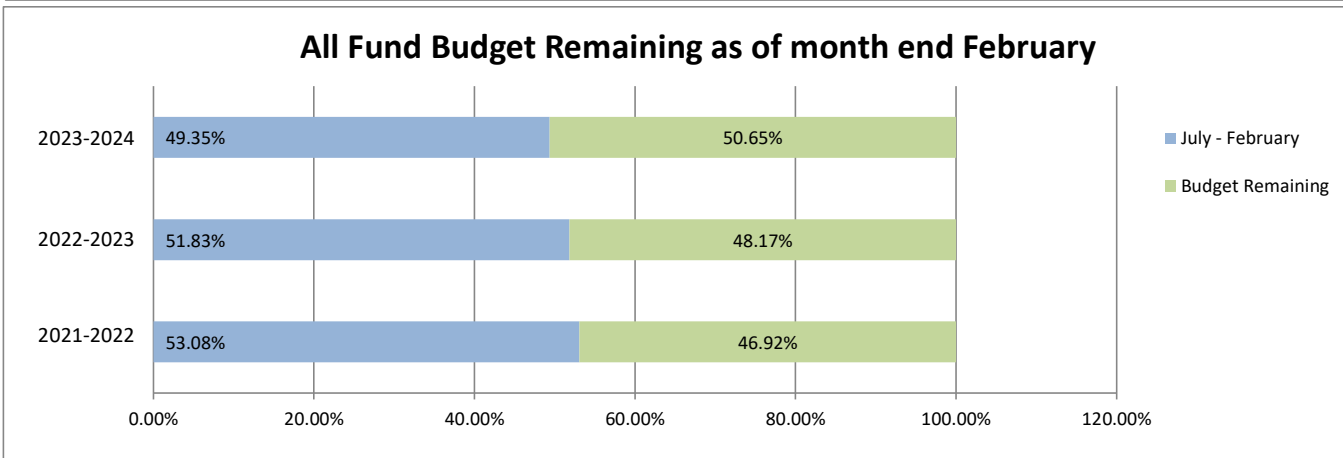
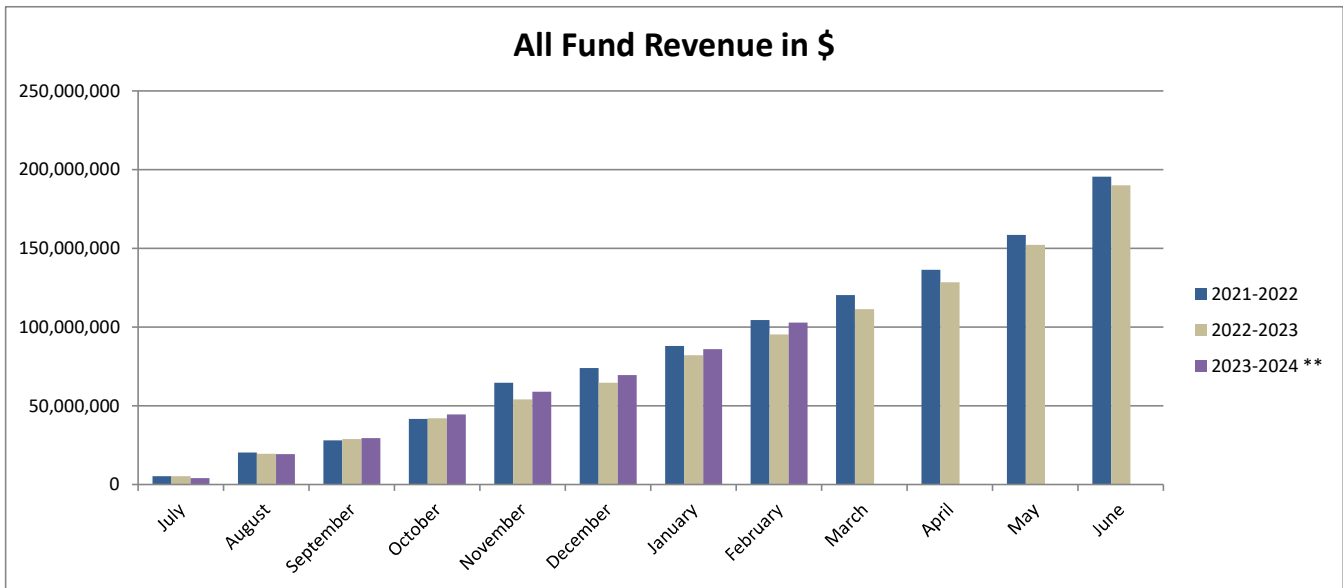
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

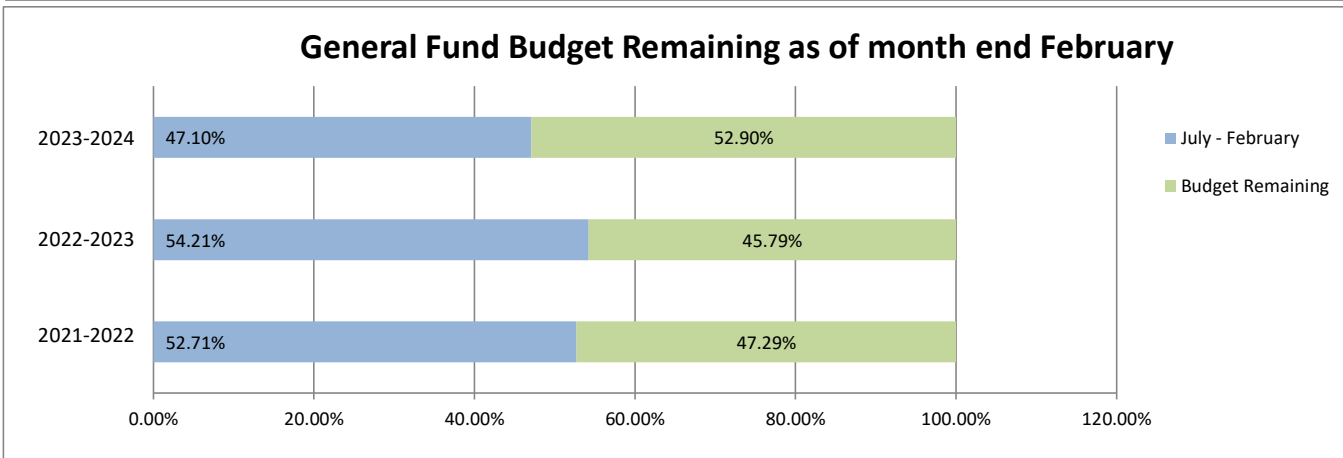
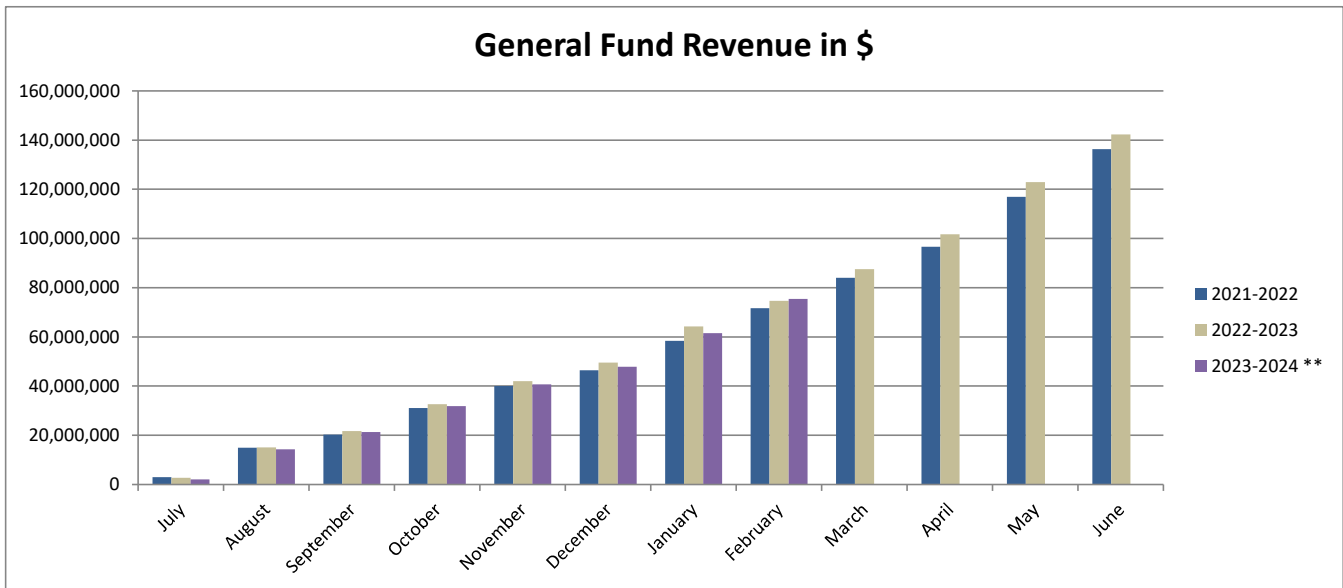
	2021-2022		2022-2023		2023-2024 **	
	\$	%	\$	%	\$	%
July	5,298,428	2.69%	5,211,222	2.83%	3,923,767	1.88%
August	20,358,554	10.34%	19,546,851	10.63%	19,367,531	9.29%
September	28,136,656	14.30%	28,812,784	15.67%	29,426,322	14.11%
October	41,631,893	21.15%	42,091,259	22.89%	44,587,953	21.38%
November	64,659,908	32.86%	54,008,523	29.37%	58,912,738	28.25%
December	73,979,823	37.59%	64,648,180	35.15%	69,535,132	33.34%
January	88,036,615	44.73%	82,067,715	44.62%	85,949,535	41.22%
February	104,470,173	53.08%	95,325,754	51.83%	102,919,054	49.35%
March	120,312,724	61.13%	111,508,111	60.63%	0	0.00%
April	136,207,121	69.21%	128,551,918	69.90%	0	0.00%
May	158,547,029	80.56%	152,059,166	82.68%	0	0.00%
June	195,607,991	99.39%	190,043,786	103.33%	0	0.00%
BUDGET	196,799,175	100.00%	183,913,084	100.00%	208,539,165	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**

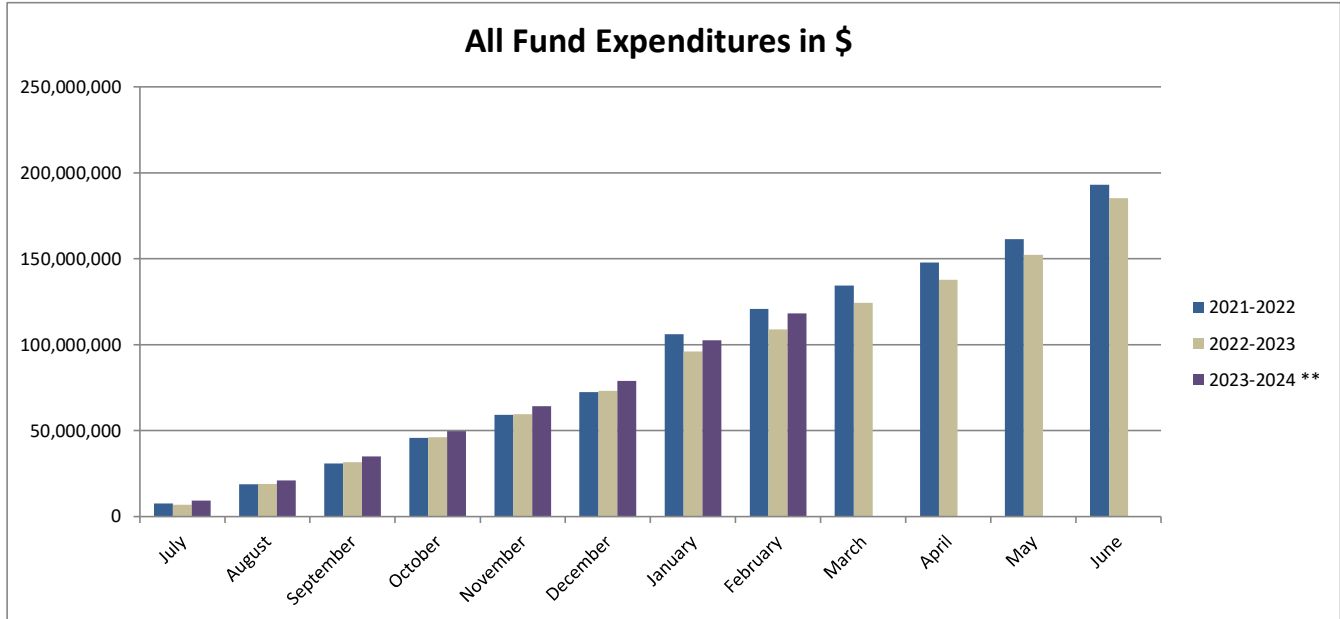
	2021-2022		2022-2023		2023-2024 **	
	\$	%	\$	%	\$	%
July	2,907,172	2.14%	2,782,571	2.02%	2,054,035	1.28%
August	14,923,642	10.98%	15,069,992	10.94%	14,217,775	8.88%
September	20,264,600	14.91%	21,696,447	15.75%	21,337,010	13.32%
October	31,072,851	22.87%	32,616,003	23.68%	31,945,444	19.94%
November	40,153,389	29.55%	42,025,977	30.51%	40,706,009	25.41%
December	46,491,149	34.21%	49,535,706	35.96%	47,800,679	29.84%
January	58,485,580	43.04%	64,158,526	46.57%	61,461,736	38.37%
February	71,619,316	52.71%	74,679,348	54.21%	75,447,748	47.10%
March	84,028,770	61.84%	87,518,465	63.53%	0	0.00%
April	96,590,415	71.08%	101,791,548	73.89%	0	0.00%
May	116,854,949	86.00%	122,924,136	89.23%	0	0.00%
June	136,320,648	100.32%	142,274,703	103.28%	0	0.00%
BUDGET	135,885,717	100.00%	137,755,710	100.00%	160,186,251	100.00%



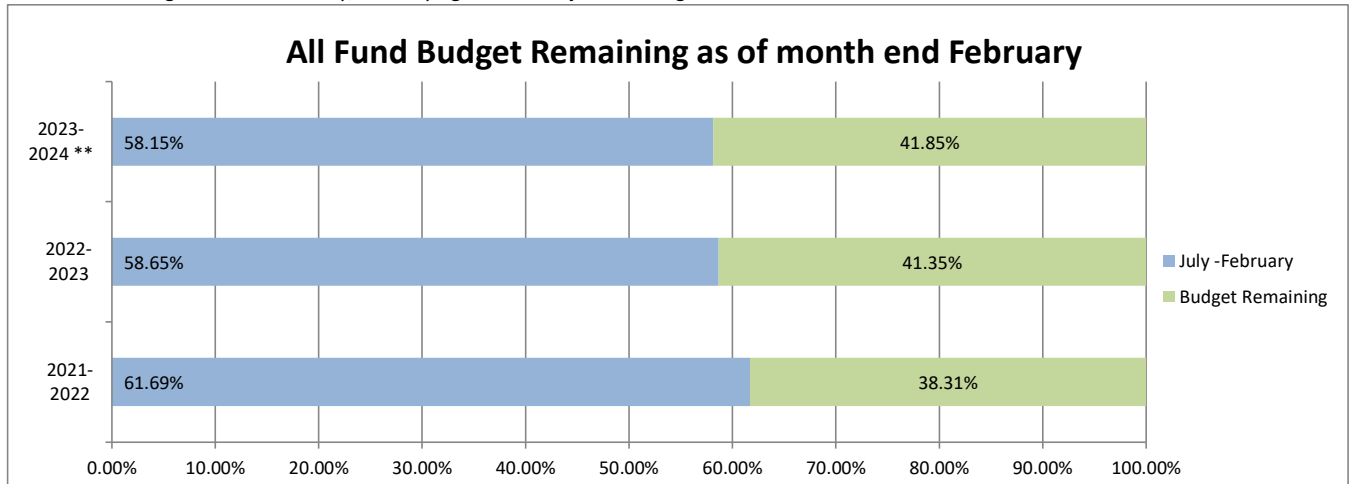
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON
ALL FUNDS**

	2021-2022		2022-2023		2023-2024 **	
	\$	%	\$	%	\$	%
July	7,576,301	3.87%	6,846,145	3.69%	9,311,625	4.58%
August	18,666,589	9.53%	18,979,577	10.22%	20,942,388	10.30%
September	30,852,672	15.75%	31,646,042	17.05%	35,122,008	17.27%
October	45,790,996	23.38%	46,123,533	24.85%	49,720,835	24.45%
November	59,277,157	30.27%	59,574,576	32.09%	64,276,579	31.61%
December	72,545,028	37.04%	73,187,172	39.43%	78,945,654	38.82%
January	106,184,839	54.22%	96,054,702	51.75%	102,672,354	50.49%
February	120,813,912	61.69%	108,872,180	58.65%	118,252,837	58.15%
March	134,387,435	68.62%	124,261,557	66.94%	0	0.00%
April	147,917,512	75.53%	137,800,461	74.24%	0	0.00%
May	161,442,665	82.43%	152,188,528	81.99%	0	0.00%
June	192,966,400	98.53%	185,336,975	99.85%	0	0.00%
BUDGET	195,843,777	100.00%	185,621,470	100.00%	203,361,619	100.00%

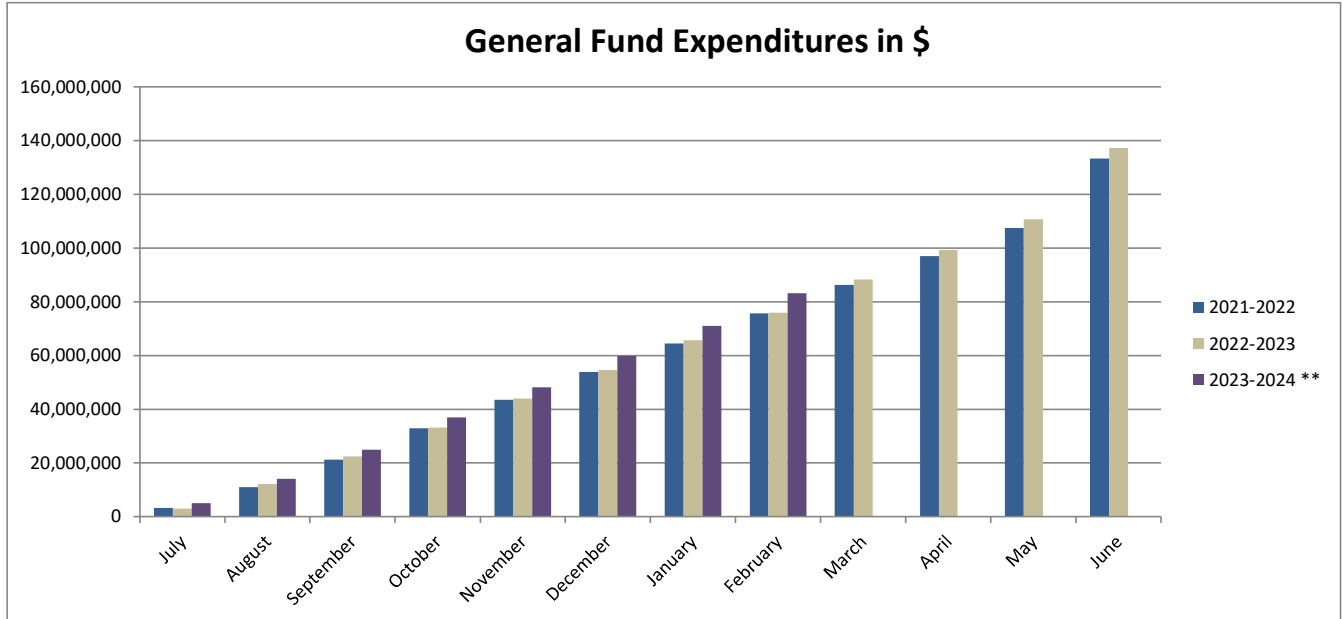


**based on timing of financial activity, monthly figures are subject to change

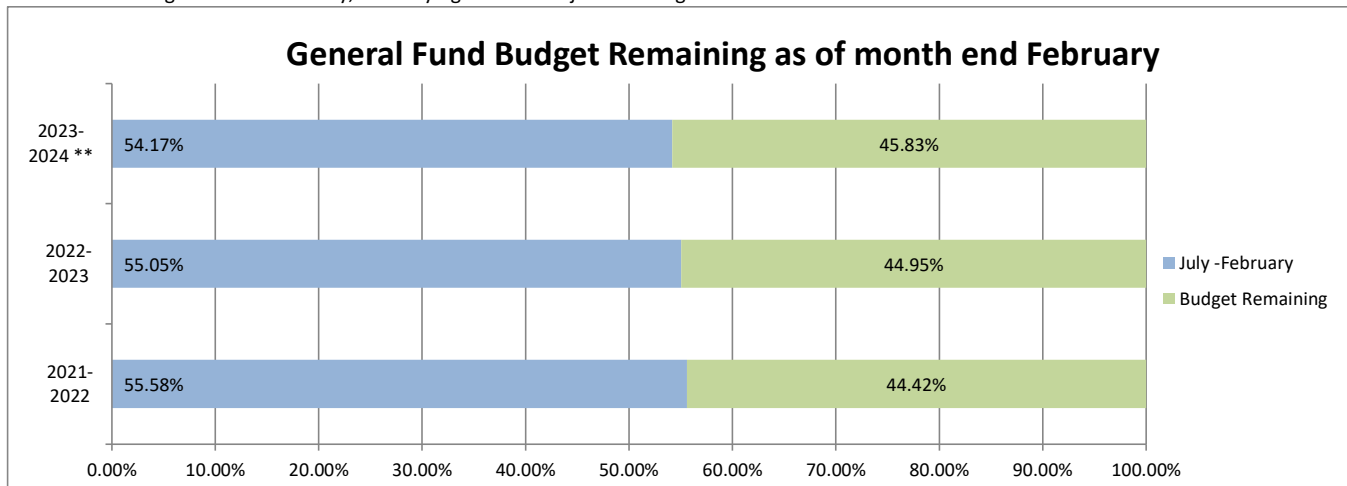


**EXPENDITURE COMPARISON
GENERAL FUND**

	2021-2022		2022-2023		2023-2024 **	
	\$	%	\$	%	\$	%
July	3,258,178	2.40%	2,991,235	2.17%	5,034,065	3.28%
August	10,886,189	8.00%	12,150,968	8.82%	14,041,027	9.14%
September	21,189,447	15.58%	22,316,375	16.19%	24,985,208	16.27%
October	32,864,644	24.16%	33,077,014	24.00%	36,953,232	24.06%
November	43,449,234	31.94%	44,001,209	31.93%	48,220,445	31.40%
December	53,909,332	39.63%	54,594,640	39.62%	59,804,086	38.94%
January	64,483,325	47.40%	65,687,324	47.67%	70,996,511	46.23%
February	75,609,009	55.58%	75,861,166	55.05%	83,195,216	54.17%
March	86,292,890	63.43%	88,349,602	64.11%	0	0.00%
April	97,013,445	71.31%	99,274,558	72.04%	0	0.00%
May	107,457,075	78.99%	110,663,496	80.31%	0	0.00%
June	133,320,629	98.00%	137,313,387	99.64%	0	0.00%
BUDGET	136,035,698	100.00%	137,803,486	100.00%	153,581,253	100.00%



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





**Agenda IV.A.4.
April 25, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: April 25, 2024

Re: Report about the Listening Session

Recommendation: Receive a report about the listening session scheduled on April 18, 2024

No one spoke at the meeting on April 18, 2024.



**Agenda IV.A.7.
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Rachel Gorton, director of technology

Date: April 25, 2024

Re: Approval of Southwest West Central Service Cooperative Contract

Recommendation: To approve the continuation of services with Southwest West Central Services.

History:

The services we contract with this cooperative is for review of instructional programs/software/applications against the MN Student Data Privacy law. This ensures that we do not need to do these reviews and enter into DPA agreements ourselves.

Note that last year's agreement did include District 191 becoming an associate member of SWWC (which included a one-time \$50 fee) which is required to purchase services from SWWC. With the district being an Associate Member of SWWC, this year's membership agreement is a continuation of services, it does not include the membership component. All of our contracts are done through this membership agreement process, unless it is a purchase of goods or an agreement for a project that is non-recurring.

1420 East College Drive
Marshall, MN 56258
www.swsc.org

SWWC Service Cooperative Contracts Summary

	23-24 Contracts	24-25 Contracts
Member: Burnsville-Eagan-Savage School District		
Child Count on Contracts	7,745	7,822
Membership Dues (One-Time)	\$50.00	\$0.00
Administrative Solutions		
Environmental/Occupational Health & Safety Management Program	\$0.00	\$0.00
Health & Safety Management Assistance	\$0.00	\$0.00
Drug & Alcohol Services	No	No
Regional Management Information Center		
<ul style="list-style-type: none"> • Business/SMART Systems Services • Business UFARS Support Services without access to SMART Systems • MARSS/Other Revenue Reporting Services • Extended Services Subscription 	\$0.00	\$0.00
Technology Services		
<ul style="list-style-type: none"> • Basic Technology Services 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Supplemental Technology Support & Integration Block Hours 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Technology Coordinator and/or Integration Services 	\$0.00	\$0.00
<ul style="list-style-type: none"> • E-Rate Coordination Services 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Comprehensive Cyber Security 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Student Data Privacy Program 	\$4,698.00	\$6,934.30
<ul style="list-style-type: none"> • Email Security Service 	No	No
<ul style="list-style-type: none"> • Email Archiving Service 	No	No
<ul style="list-style-type: none"> • Secured Remote Backup Service 	No	No
<ul style="list-style-type: none"> • Website ADA Accessibility and Usability Support with Siteimprove 	No	No
<ul style="list-style-type: none"> • OnDemand IT Certification and Training Solution with Stormwind Studios 	No	No
<ul style="list-style-type: none"> • Moodle Course Hosting Service 	No	No
<ul style="list-style-type: none"> • Moodle in Your School Service 	No	No

Educational Solutions

Special Education Services (excluding Autism Services):		131
• School Psychologist	\$0.00	\$0.00
• Speech/Language Pathologist	\$0.00	\$0.00
• School Social Worker	\$0.00	\$0.00
• Teacher of the Visually Impaired	\$0.00	\$0.00
• Early Childhood Special Education Teacher	\$0.00	\$0.00
• Teacher of the Deaf/Hard of Hearing	\$0.00	\$0.00
• DAPE Teacher	\$0.00	\$0.00
• Occupational Therapy	\$0.00	\$0.00
• Orientation and Mobility Services	\$0.00	\$0.00
• Physical Therapy	\$0.00	\$0.00
• Regional ECSE Coordination	\$0.00	\$0.00
• Special Education Cooperative Membership Fee	\$0.00	\$0.00
• Shared Special Education Administrative Services	\$0.00	\$0.00
• Single District Special Education Administrator	\$0.00	\$0.00
TOTAL SPECIAL EDUCATION SERVICES	\$0.00	\$0.00
Autism Consultant Services	\$0.00	\$0.00
Behavior Analytic Services	\$0.00	\$0.00
Mental Health Services	\$0.00	\$0.00
Licensed School Nursing Services	\$0.00	\$0.00
Teaching & Learning Shared Curriculum & Instruction Coordination Services	\$0.00	\$0.00
Teaching & Learning Customized Services	\$0.00	\$0.00
Instructional Coaching for Teachers	\$0.00	\$0.00
STARRS Online Academy	No	No
Translation/Interpretation	No	No
TOTAL	\$4,748.00	\$6,934.30

**SWWC SERVICE COOPERATIVE
MEMBERSHIP AGREEMENT
2024-25**

132

THIS AGREEMENT, is executed this 1st day of February, 2024, (the “Execution Date”) by and between SWWC Service Cooperative (hereinafter referred to as “SWWC”), and **Burnsville-Eagan-Savage School District**, No. 191, located at Burnsville, Minnesota (hereinafter referred to as the “Member”). The provisions contained herein, along with the addenda and attachments thereto, shall constitute the entire agreement and understanding between the parties.

RECITALS

- A. Pursuant to Minnesota Statute § 123A.21, SWWC was formed to perform planning on a regional basis and to assist in meeting the specific needs of clients in participating school districts, cities, counties, and other governmental agencies that could be better provided by a service cooperative than individually by the members themselves. Minnesota Statute § 123A.21 authorizes SWWC to provide those programs and services which are determined to be priority needs of the particular region pursuant to Minn. Stat. § 123A.21, subd. 7, and to assist in meeting special needs which may arise from the fundamental constraints of SWWC’s members.
- B. Membership in SWWC is not compulsory. Members may subscribe to SWWC programs and services available to all members by payment of a one-time membership fee. At its sole option the member may further subscribe to programs and services beyond those offered to all members (“Additional Services”). Individual members shall collectively share in the costs incurred in providing the Additional Services to which they subscribe.
- C. The parties hereto desire to establish a relationship in which SWWC will provide programs and services to the Member and in which the Member will remit payment for such programs and services specified herein.
- D. SWWC and the Member seek to assure a thorough understanding of the obligations assumed by each.

AGREEMENT

1. **Dues and Fees.**
 - a. **Membership Dues.** The SWWC Board of Directors has determined membership fees (“Annual Membership Dues”) as follows:
 - **Full Membership:** Open to public school districts, cities, counties, and other governmental agencies as defined in Minnesota Statute (M.S. 471.59) and are within the SWWC region. A **one-time fee of \$25** will be assessed.
 - **Associate Membership:** Open to (a) nonpublic schools, partnership agencies, or nonprofit organizations within the SWWC region, and to (b) schools – public and nonpublic, cities, counties, partnership agencies, nonprofit organizations, and other governmental agencies outside the SWWC region. A **one-time fee of \$50** will be assessed.
 - b. **Additional Services Fees.** The Additional Service addenda attached hereto reflect each Additional Service subscribed to by the Member. The cost of such Additional Services may be determined by apportioning the approximate cost of each program and service among the members participating in the Additional Service, or may alternatively be determined by a flat fee schedule (“Additional Services Fees”). The attached Additional Service addenda shall state the manner in which the cost of such Additional Service subscribed to shall be calculated during the Term of this Agreement.
2. **Payment.** Unless modified by any addenda attached hereto, all payments due SWWC by Member shall be paid on or before August 15.
3. **Calculation of Student Enrollment.** If the attached addenda state that the Additional Service Fees are to be assessed on a per student basis, the student enrollment numbers used shall be those identified by the Minnesota Automated Reporting Student System (MARSS) from the second prior fiscal year (22-23). The number of students calculated shall be those enrolled in pre-kindergarten through 12th grade education.
4. **Indemnification by Member.** The Member shall indemnify and hold SWWC harmless from any and all loss, damage, liability, cost or expense (including reasonable attorneys’ fees and expenses) which SWWC may incur or suffer as a result of any claim of any kind whatsoever arising out of:
 - a. any act or omission by Member or any of Member’s agents or employees which violates this Agreement;
 - b. any claim for breach of warranty based upon any warranty or representation given or purportedly given by Member, Member’s agents or employees which is different from or in addition to written warranties and representations given by SWWC, as amended by from time to time;

- c. third party claim for personal injury, damage, economic loss or other damage, caused by or arising out of the use, creation or production of any products proximately caused by or resulting from the negligence of Member, or the Member's agents or employees;
- d. any claim for breach of warranty based upon a defect caused by any act or omission by the Member, or the Member's employees or agents; or
- e. any claim or demand arising from the employment for engagement by Member of any person or entity.

5. **Term; Automatic Renewal.** Unless modified by addenda attached hereto, SWWC's obligations pursuant to this Agreement and any attached addenda shall commence on July 1, 2024 (the "Effective Date") and shall continue for a period of twelve (12) months (the "Initial Term"). This Agreement and all addenda attached hereto shall thereafter automatically and continuously renew from year to year (each, an "Extended Term") unless the Member delivers (a) written notice to SWWC of the Member's intent to withdraw from all SWWC services ("Notice of Intent to Withdraw"), or (b) written notice of the Member's intent to reduce its participation in any previously subscribed-to Additional Services ("Notice of Intent to Reduce Additional Services") by March 1 preceding the first day of the next Extended Term as set forth in Subsections 5(a) and 5(b) below (the "Notice Deadline").

- a. **Notice of Intent to Withdraw.** The Member may deliver to SWWC a written Notice of Intent to Withdraw from membership and all Additional Services by the Notice Deadline. If not delivered, this Agreement shall renew for the next Extended Term and the Member shall be obligated to pay all dues and fees for the next Extended Term. The Member acknowledges and agrees that failure to provide such Notice of Intent to Withdraw on or before the Notice Deadline shall cause the Term of this Membership Agreement and, notwithstanding the receipt of a timely Notice of Intent to Reduce Additional Services from the Member, the Term of all addenda attached hereto to automatically renew for the next Extended Term. The Member further acknowledges and agrees that the Member may not subscribe to any Additional Service unless membership in SWWC is maintained and continued for the full term of any Additional Service. The Member acknowledges and agrees that if the Member subscribes to any Additional Services that extend over a term of greater than twelve (12) months (referred to herein as an "Obligated Term"), the Member shall be prohibited from withdrawing from membership in SWWC or from such subscribed Additional Service until the Obligated Term of the Additional Service has expired.
- b. **Notice of Intent to Reduce Additional Services.** The Member may deliver to SWWC a written Notice of Intent to Reduce Additional Services by the Notice Deadline. If not so delivered, the Additional Services shall not be reduced, and the Member shall be obligated to pay all fees for subscribed Additional Services for the next Extended Term. Additionally, a timely Notice of Intent to Reduce Additional Services shall be effective only for those services expiring in the twelve (12) month period following the Notice Deadline and shall not have the effect of reducing the Term of any Additional Services to which the Member has subscribed; each Additional Service to which the Member has subscribed will not be subject to reduction or termination until the expiration date of the current Term of such Additional Service.

6. **Termination.** Notwithstanding any provision in this Agreement to the contrary, this Agreement may be terminated prior to the expiration of the Initial Term or any Extended Term pursuant to any of the following provisions:

- a. **Breach of Agreement.** Either party may terminate this Agreement by delivery of written notice to the other party if the other party breaches any of the terms and conditions of this Agreement; provided, however, if the breach is curable such notice shall not be effective unless and until such breach remains uncured for a period of thirty (30) days after delivery of such notice. If the breach is nonpayment by the Member of monies due to SWWC the cure period shall be ten (10) days, not thirty (30) days.
- b. **Effect of Termination.** Except as specifically set forth herein, no withdrawal or termination of this Agreement by the Member, whether before or after the Effective Date hereof, and whether voluntary or involuntary, shall relieve the Member of its obligation to pay the full amount due hereunder, including any amounts due pursuant to any attached addenda, nor shall such withdrawal or termination, whether before or after the Effective Date hereof, result in or entitle the Member to the return of any monies previously paid to SWWC for any services subscribed to whether or not such services have been provided or delivered. A breach of this Agreement by SWWC shall entitle the Member to reimbursement of a prorated share of any Additional Service that would remain unused if 1/12 of the service fee were used by SWWC during each month of each Term hereof.

7. **General Provisions.**

- a. **Notices.** Any notice required or permitted to be given under this Agreement shall be deemed to have been duly delivered: (i) when received if delivered by hand; (ii) the same day if delivered by facsimile sent no later than 4:00 pm (receiver's time) on a business day; (iii) the next business day if sent by facsimile on a non-business day

or after 4:00 pm (receiver's time) on a business day; (iv) one (1) business day after placement with a reputable overnight carrier for next morning delivery; or (v) four (4) business days after depositing if placed in the U.S. mails for delivery by registered or certified mail, return receipt requested, postage prepaid and addressed to the appropriate party at the address set forth on the first page of this Agreement. If either party changes its address or facsimile number, such party shall give written notice to the other party of such different address or facsimile number in the manner set forth above.

- b. **Amendment.** The express terms of this Agreement, including all addenda hereto, shall control and supersede any course of performance and/or customary practice inconsistent with such terms. Any agreement between the parties hereafter made shall not change or modify this Agreement unless in writing and signed by the party against whom enforcement of such change or modification is sought.
- c. **Entire Agreement.** This Agreement, together with any addenda referenced herein, constitutes the entire Agreement between the parties and supersedes any and all prior and contemporaneous oral or written understandings between the parties relating to the subject matter hereof.
- d. **Modification and Waiver.** No purported amendment, modification or waiver of any provision hereof shall be binding unless set forth in a writing signed by both parties (in the case of amendments and modifications) or by the party to be charged thereby (in the case of waivers). Any waiver shall be limited to the circumstance or event specifically referenced in the written waiver document and shall not be deemed a waiver of any other term of this Agreement or of the same circumstance or event upon any recurrence thereof.
- e. **Assignment.** The Member shall not assign, transfer or sell all or any part of its rights or obligations hereunder, by operation of law or otherwise, without the prior written consent of SWWC.
- f. **Severability and Interpretation.** In the event that a provision of this Agreement is held invalid by a court of competent jurisdiction, the remaining provisions shall nonetheless be enforced in accordance with their terms. Further, in the event that any provision is held to be overbroad as written, such provision shall be deemed amended to narrow its application to the extent necessary to make the provision enforceable according to applicable law and shall be enforced as amended.
- g. **LIMITATION OF REMEDY.** SWWC SHALL HAVE NO LIABILITY TO ANY PERSON FOR INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY DESCRIPTION, WHETHER ARISING OUT OF WARRANTY OR OTHER CONTRACT, NEGLIGENCE OR OTHER TORT, OR OTHERWISE.

IN WITNESS WHEREOF, the parties have executed this Agreement in the manner appropriate to each to be effective the day and year entered on the first page hereof.

By signing below, the parties agree to be bound by the terms and conditions set out in the membership agreement, along with the addenda, which are effective on the date of the last signature (the "Effective Date"). The parties consent and agree that this Agreement may be electronically signed. The parties agree the electronic signatures appearing on this Agreement are the same as hand-written signatures for purposes of validity, enforceability, and admissibility.

SC MEMBER

SWWC SERVICE COOPERATIVE

BY: _____
Authorized Signature

BY: _____
Authorized Signature

ADDENDUM E
TO MEMBERSHIP AGREEMENT
TECHNOLOGY SERVICES
2024-25

Burnsville-Eagan-Savage School District

This Addendum to the Membership Agreement supplements the Membership Agreement made by the parties and by their acceptance of the terms thereof the parties have agreed to the following additional terms, covenants and responsibilities:

1. **Description of Services.** SWWC is engaged in providing certain technology services listed below to its members at the rates listed below.

a. **Technology Services for Members with NO CONTRACT.**

Non-Contracting Entity:	Technology Service:	\$94.50/Hour
	After Hours Support:	\$117.00/Hour
	On-site Training Fee:	\$190.00/Hour
	Cybersecurity Services:	\$288.00/Hour

Note: Round Trip Mileage will be charged at the current IRS rate.
Round Trip Windshield Time will be assessed at the daily rate.

After-hours support shall be any support provided outside of normal support hours (7:00 a.m. to 5:00 p.m. Monday through Friday) or on an SWWC observed holiday.

Participant capacity for on-site training may be restricted depending on the type of training being provided. Capacity will be determined when training is scheduled.

b. **Basic Technology Services.**

i. A Member subscribing to SWWC’s Basic Technology Services shall be entitled to:

1. Access to SWWC’s basic technology services for any employee of the Member.
2. Access to SWWC technology support and integration at discounted rates (discounted rate is dependent on the Member’s contract level), including:
 - Phone support and assessment (additional charges for extended remote support (more than 10 combined minutes per incident) or remote access and site visit support)
 - Development of purchasing specifications for equipment and software
 - Discount pricing for Technology Days as defined below:
 - Discounted admission to technology workshops and presentations
 - Discounted admission rates for SWWC technology conferences
 - Free or discounted fees for SWWC sponsored training sessions
3. Discounted pricing (2% or higher discount) on SWWC Technology Coordinated Consortium Purchase Programs.
4. Complimentary enrollment and participation in SWWC’s BrightBytes Clarity or Modern Learning offering technology evaluation and assessment toolset. Additional fees may apply for professional development, individualized analysis and trainings that may compliment the Clarity tools.

ii. **Basic Technology Service Fee.**

Enrollment less than 501	\$985.00	Enrollment Over 3,000	\$3,230.00
Enrollment 501 to 1,000	\$1,815.00	CCOGA less than 26 employees	\$260.00
Enrollment 1,001 to 2,000	\$2,290.00	CCOGA with 26 or more employees	\$420.00
Enrollment 2,001 to 3,000	\$2,970.00		

c. **Supplemental Technology Support and Integration Services.** The Member may add the following Supplemental Technology Support and Integration Services to its Technology subscription. Such services will entitle the Member to on-site or remote support of network equipment and software (including installations and updates), as well as general assistance to the Member’s current technology leadership and team. The Member will incur additional costs for each service listed below; the additional cost will be billed according to the Member’s Technology Service Rate.

i. **Supplemental Technology Support and Integration Services (On-Call Services) Fees.**

1. A Member subscribing to SWWC’s Basic Technology Services will further be entitled to receipt of on-call services at the following rates:

Technology Service:	\$85.00/Hour	136
On-site Training Fee:	\$140.00/Hour	
Cybersecurity Services:	\$190.50/Hour	
After Hours Support:	Billed at normal hourly rate	

2. The following additional charges or restrictions may apply:

- Round Trip Mileage will be charged at the current IRS rate;
- After Hours Support shall be billed at the Member’s normal hourly rate;
- Round Trip Windshield Time will be assessed at the daily rate;
- Participant capacity for on-site training may be restricted depending on type of training being provided; capacity will be determined when training is scheduled.

ii. **Supplemental Technology Support and Integration Services “Block Hours”.** A district or entity may purchase block hours at discounted pricing to be utilized on a monthly basis. Block Hours must be used each month and may be carried over one subsequent month. If Block Hours are not used within the following month, they will be forfeited without refund. The following costs, restrictions and stipulations apply to the Member’s purchase of Block Hours:

1. A Basic Technology Services Contract is required in order to receive this pricing.
2. Additional Onsite Trainings will be charged at the rate of \$140.00/hour.
3. Additional Technology Service Hours will be charged at the rate of \$85.00/hour.
4. Block Hour Service Fees:

- 1 day per month block
 - 12 Month Tech Support or Integration Option \$7,824 / year
 - 9 Month Tech Integration Option \$6,120 / year
- 2 days per month block
 - 12 Month Tech Support or Integration Option \$14,928 / year
 - 9 Month Tech Integration Option \$11,790 / year

5. Round Trip Mileage will be charged at the current IRS rate.
6. 9 Month options are for Technology Integration services only and days must be scheduled between September 1 and May 31 of the contract year.

d. **Technology Coordination or Integration Services.** A district or entity may contract with SWWC for Technology Coordination and Integration Services at dramatically reduced rates from the on-call Technology Services. The days reflected in this contract shall be scheduled upon contract execution or July 1 of the contract year, whichever is later. Contracted days do not count as on-call days. The days contracted must be scheduled for usage on a regular basis. On-call visits or remote support will be billed out at the normal Contracting Entity On-Call Technology Service rate in addition to the actual contract amount, as needed. On contracts of (3) days per week or more, Members may elect to stack technology coordination and integration services into a single contract. Scheduling of substituted days must be arranged prior upon the establishment of the contract term and substitution must occur in a consistent format to accommodate staffing.

- i. Onsite Training will be charged at the rate of \$140.00/hour.
- ii. Additional technology service hours will be charged at the daily rate that corresponds with the selected contract level.
- iii. **Technology Coordinator and Integration Services Fees.** *This service is inclusive of Basic Technology Services; Basic Technology Service Subscription Fee Waived. (Daily rates are provided for comparison purposes only; actual monthly billing will be 1/12th of annual contract.)*

12-Month Contract Rates

- 1 Day per week \$612.00/day = \$31,824 annual contract
- 2 Days per week \$572.00/day = \$59,488 annual contract
- 3 Days per week \$532.00/day = \$82,992 annual contract
- 4 Days per week \$512.00/day = \$106,496 annual contract

9-Month Contract Rates

- 1 Day per week \$648.00/day = \$25,920 annual contract
- 2 Days per week \$613.00/day = \$49,040 annual contract

- A SC L2 security assessment between 6 months and 1 year following the initial SC L1 security assessment.
 - A minimum of 2 scans of the Member's internal and external networks will be performed to assess network nodes for potential vulnerabilities that will need to be addressed by the Member and any issues/vulnerabilities noted are not included in the Services and shall be the sole responsibility of the Member to address and/or fix.
 - Firewall configuration security review.
 - Cybersecurity procedural review.
 - Development of baseline cybersecurity policy and procedure templates and guidance in implementing policies at Member district.
4. In years 2 through 5 of the Term, SC shall perform the following:
- 1 SC L3 security assessment.
 - Quarterly scans of the Member's internal and external networks to assess network nodes for potential vulnerabilities that will need to be addressed by the Member and any issues/vulnerabilities noted are not included in the Services and shall be the sole responsibility of the Member to address and/or fix.
 - Firewall configuration security review.
 - Procedural reviews to analyze current practices that may impact cybersecurity mitigation.
 - Development of cybersecurity policy and procedure templates.
 - Development and assistance in implementation of information security templates.
 - Monitoring and coordinating with Member technology department/teams to ensure the proper application of key operating system application, and system patching.
 - Development and monitoring of system lifecycles to ensure Member is eliminating the use of products and systems deemed to be obsolete.
 - Development of model policies that can be implemented by Member.
 - Develop and assist Member in implementation of a "Zero Trust" security architecture. The "Zero Trust" security architecture policies and procedures will be based on the premises that no individual or device, whether internal or external, should be trusted. The "Zero Trust" security architecture will be based on role-based permissions (defined based on network access role-based permissions) and the least amount of access possible that is necessary to complete an individual's job functions to ensure the appropriate access level.
 - Development of security continuity plan templates for Member to customize and implement.
 - Inventory management processes that include: assessment or guidance on the processes and policies for the effective implementation of physical inventory practices and development of templates and assistance in implementing equipment lifecycle management systems.
 - Development of templates and assistance in implementation of data lifecycle management procedures that include: data inventory and mapping, security clearances, data transmission and flow, and review of data destruction processes.
 - Threat monitoring and logging that includes: automatic vulnerability scanning when threats relevant to Member's environment are identified and utilize the Department of Homeland Security and Multistate-I Information Sharing and Analysis Center (MS-ISAC) resources for monitoring and resources.
 - Cyber incident response assistance that includes coordination or response efforts should a cybersecurity event occur and includes the following: providing initial analysis and threat assessment of Member's situation and aid in coordinating an effective and organized response to mitigate further exposure as a result of the incident. SC's response assistance does not replace the cyber forensics response or investigation that may be required by a cyber-liability insurer.
 - Development and assistance in implementing backup and disaster recovery practices that provide effective mitigation practices for cyber events.

- Research, development, and evaluation of services to ensure Member’s is on the forefront of cybersecurity.
- Additional services may be added to this Agreement and added services may require added fees. Any additional services must be agreed to in a writing signed by both Parties.

5. **Term.** The term (“the Term”) of this Agreement shall be from the Effective Date until June 30, 2029.
6. **Services Fees.** The full annual rate will be calculated annually based on the enrollment utilized in all SWWC contracts based on prior year enrollments reported to the Department of Education. All base and per-student fees used to calculate the annual rate for the Term shall remain the same for the full Term unless any additional services are added pursuant to this Agreement. There may be up to 3 discounts that apply to the annual rate. The 3 stackable discounts are whether the Member is a SC member (\$2,571 off the base rate and \$.25 off per student), a SC technology subscriber (\$1,190 off the base rate and \$0.40 off per student), a user of SC technology services of at least 1 day per week (\$2,375 off the base rate and \$0.80 off per student), and a member of the SWWC Wide Area Network Consortium (\$800 off the base rate and \$.60 off per student). Applied discounts to the annual rate shall be applied annually based on Member’s membership and subscribed service participation in each applicable fiscal year. Should SC lower its base or per-student pricing for this service in any of the 5 years of the contractual term, the Member shall receive the service at the lower annual rate.

Comprehensive Cybersecurity Service contract rates for 5-year contracts established on July 1, 2024 and ending on June 30, 2029.

	Base Rate	Per Student
Non-Member	\$10,306.00	\$14.05
SWWC Member	\$7,735.00	\$13.80
SWWC Technology Subscriber	\$6,545.00	\$13.40
SWWC Technology Services Snap-in	\$4,170.00	\$12.60

A detailed multi-year Comprehensive Cybersecurity Service Contract will provided to the District for review and acceptance upon indicating that the District desires to enter into a contractual relationship for the stated services.

g. **E-Rate Coordination Services.**

- i. The Member may additionally subscribe to SWWC’s E-Rate Coordination Services. Such services include the coordination and filing of E-Rate applications and forms to the Federal Communications Commission (“FCC”) and the Universal Service Administrative Company’s (“USAC”) School and Libraries Division (“SLD”). SWWC’s E-Rate staff will work with the Member’s staff to collect all data necessary to perform the filings.
- ii. **Special Term.** Notwithstanding any provisions in this Addendum or the Membership Agreement to the contrary, the term of any E-Rate Coordination Services subscription shall be equal to one Funding Year (as defined by the FCC and the Universal Service Administration Company). Participation in E-Rate services requires the School’s commitment to a 5-year term aligned to the FCC E-Rate program’s 5-year Category 2 Budget Cycle. The Current 5-year budget cycle covers E-Rate Fund Year 2021 (Fiscal Year 2022) through Fund year 2025 (Fiscal Year 2026). A contract signed for E-Rate Services covering Fiscal Year 2024-2025 will cover the work required to manage E-Rate Fund Year 2025. A Member that entered into a 5-year E-Rate services term in the Fiscal Year 2022-2023 contract cycle for Fund Year 2021-2025, are entitled to contract continuation rates defined below. A Member that is entering into the Fund Year 2021-2025 Budget Cycle for E-Rate services for the first time in their Fiscal Year 2024-2025 contract are required to pay the New Contract Rates in Fiscal Year 2024-25 and will then qualify for Continuation Rates in subsequent years of the Category 2 Budget Cycle.

iii. **Services Fees.**

1. Continuation Rates – Standard Rate E-Rate Coordination for Member District with a Fund Year 2021-2025 contract in place during 2023-24:

Enrollment less than 301	\$1,150 annual contract
Enrollment 301 to 700	\$1,950 annual contract
Enrollment 701 to 2,000	\$2,850 annual contract
Enrollment 2,001 to 4,500	\$3,650 annual contract
Enrollment over 4,501	Custom Member Pricing

2. New Contract Rates – Standard Rate E-Rate Coordination for Member District with a Fund Year 2021-2025 contract in place during 2024-25:

Enrollment less than 301	\$5,750 annual contract
Enrollment 301 to 700	\$9,750 annual contract

Enrollment 701 to 2,000	\$14,250 annual contract
Enrollment over 2,001	\$18,250 annual contract

3. Non-Member Continuation Rates – Standard Rate E-Rate Coordination for Non-Member District with a Fund Year 2021-2025 contract in place during 2023-24:

Enrollment less than 301	\$1,610 annual contract
Enrollment 301 to 700	\$2,730 annual contract
Enrollment 701 to 2,000	\$3,990 annual contract
Enrollment 2,001 to 4,500	\$5,110 annual contract
Enrollment 4,501 to 7,000	\$7,840 annual contract
Enrollment 7,001 to 10,000	\$10,640 annual contract
Enrollment 10,001 to 15,000	\$15,050 annual contract
Enrollment 15,001 to 25,000	\$20,720 annual contract
Enrollment over 25,001	Custom Pricing

4. Non-Member New Contract Rates – Standard Rate E-Rate Coordination for Non-Member District with a Fund Year 2021-2025 contract in place during 2024-25:

Enrollment less than 301	\$8,050 annual contract
Enrollment 301 to 700	\$13,650 annual contract
Enrollment 701 to 2,000	\$19,950 annual contract
Enrollment 2,001 to 4,500	\$25,550 annual contract
Enrollment 4,501 to 7,000	\$39,200 annual contract
Enrollment 7,001 to 10,000	\$53,200 annual contract
Enrollment 10,001 to 15,000	\$75,250 annual contract
Enrollment 15,001 to 25,000	\$103,600 annual contract
Enrollment over 25,001	Custom Pricing

5. Holders of full-time, non-shared Technology Coordination contracts shall receive a \$500.00 annual discount on E-Rate Coordination Services and RFP preparation services shall be provided under the terms of the Full-Time Technology Coordination Contract.

6. Contract includes assistance in the research, development, evaluation assistance, and other activities pertaining to requests for proposals (RFP) and appeals, when necessary.

iv. **Current Funding Year.** This Addendum covers all activities pertaining to the E-Rate Funding Year 2025, starting July 1, 2025, through June 30, 2026. The application process will begin in the fall of 2024. Activities pertaining to previous and future funding years falling within the term date of this contract will require a separate contract for the corresponding funding year.

v. Letters of Agency and other contractual documents for E-Rate specific purposes will contain additional regulatory and program rule conditions and contractual language to which SWWC and the Member shall mutually agree.

vi. **SC Duties.** SWWC’s duties with regard to E-Rate Coordination Services include:

1. Track and assist in the submission all E-Rate related forms for the Member.
2. Meet with appropriate Member personnel to determine proper submission process and eligibilities for district.
3. Assure all applications and forms submission meet processing standards and submission deadlines.
4. Assist in assuring that the Member meets requirements for E-Rate eligibility including but not limited to the Children’s Internet Protection Act (“CIPA”) and records retention.
5. Assist the Member in maintaining duplicate records on behalf of district for up to 10 years as required by the SLD. Member is ultimately responsible for maintaining archived records of all E-Rate related communications for 5 years following the end of any contract receiving E-Rate funding.
6. Coordinate with service providers for the appropriate application of E-Rate discounts.

vii. SWWC does not guarantee that applications submitted by its staff or clients will necessarily result in funding commitments given the ever-changing rules and their interpretations by the staff of the FCC’s Schools and Libraries Division (“SLD”). SWWC shall not be held responsible in the incident that a funding request is not successful or goes under Privacy Impact Assessment review or audit with the SLD or FCC.

viii. **IMPORTANT:** *E-Rate coordination services do not relinquish the responsibility from the Member to adhere to the program rules and laws placed on the E-Rate program by USAC, the FCC or any other governing agency. SWWC shall under no circumstance be legally or financially responsible for requested or committed funding that is denied or rescinded by USAC or the FCC. The Member is solely responsible for ensuring that all local bid and contract requirements are met by their district when establishing agreements with vendors for E-Rate funded services.*

h. Student Data Privacy Program.

i. Definitions.

1. Technology Provider - established in Minnesota Statute 13.32.subd.1.g. and defines a provider of systems or solutions utilized in a school district as a part of a one-to-one deployment or otherwise that create, receive or maintain education data. Technology providers can be in the form of hardware, software, apps, extensions, plugins, websites, and other solutions that may result in the creation, processing, or maintenance of education data.
2. Approved Technology Provider – A Technology Provider that has been vetted and determined to be in compliance with the statutory requirements of the Minnesota Student Data Privacy Law as defined within Minnesota Statute 13.32.

ii. A Member subscribing to SWWC’s Student Data Privacy Program shall be entitled to the following.

1. SWWC shall provide to the Member access to the SWWC Data Privacy Program. The Program will provide the Member with several services and functions that will include the assembly of a “Technology Provider” inventory. The listing included in this agreement may not be comprehensive as the Program continues to develop and mature.
2. The Program shall provide a service, that when appropriately implemented by the Member, will provide solutions allowing the Member to develop the materials necessary to provide parents and students with annual notifications of Technology Providers in use within the Member school system.
3. SWWC shall provide through its Clearinghouse approval statuses of Member Technology Providers that are discovered both through automated and manual processes.
4. The Member understands that the status of Technology Providers in the Clearinghouse is determined by assessing the provider against requirements of Minnesota State Law, and the Clearinghouse determined status of products applies universally to all school districts participating in the SWWC Data Privacy Program. SWWC shall hold a contract with on behalf of T to fulfill the contractual obligations of this agreement. The cost of the 3rd party service is covered by the costs associated with this agreement.
 - The Member shall be provided with access to automated “Technology Provider” discovery tools provided by a 3rd party service provider
 - The Member will have access to a Technology Provider Inventory of approved Technology Providers that have been identified as being in use in their schools.
 - SWWC will provide Member with the ability to view lists of those Technology Providers found to be in use in their schools that are not currently approved.
5. Data Privacy Agreements will be obtained from Technology Providers for the SWWC Data Privacy Program. Upon finalization of Data Privacy Agreements with Technology Providers, a fully executed copy of the agreement will be made available through the Clearinghouse and attached to the records available through to the Member and through their Technology Provider Inventory listing.
 - The Member confirms that as a Minnesota School District, it is expressly authorizing SWWC Service Cooperative, a public agency defined as Independent School District 991, a statutorily defined joint powers organization under Minnesota Statute 123A.21, to negotiate and execute Data Privacy Agreements on the Member’s behalf, and the Member shall recognize the Data Privacy Agreement as Amendment E to its contract with the defined Technology Provider.
 - SWWC will not, unless expressly authorized to do so under a separate contractual agreement, enter into any agreement that commits the Member to any financial obligation to a Technology Provider.

iii. In consideration of services covered by this agreement.

1. SWWC will, in good faith, evaluate Technology Provider contracts which may consist of their Terms and Conditions, End User License Agreement, Privacy Policy, Data Privacy Agreement, and other

documentation provided by the Technology Provider to provide evidence of their compliance with the Minnesota Student Data Privacy Law.

142

- SWWC shall not be responsible for any errors or omissions in the assessment of a Technology Provider's compliance.
 - SWWC shall not be responsible for any documentation or statements provided by a Technology Provider to make these determinations.
2. Member District shall review all Technology Provider records identified as being in use in its schools.
 - Member District shall notify SWWC of any known Technology Providers not listed as being in use to have them manually added to the Member District's inventory.
 - Member District shall notify SWWC of any Technology Providers identified as being in use, but not authorized for use in its schools that should be removed from the Member District's inventory.
 - Member District is completely responsible for the timely direct annual communication to parents and students as required by law.
 3. Through participation in the SWWC Data Privacy Program, SWWC and Member District will be working collaboratively and in good faith to perform due diligence in the evaluation and vetting of Technology Providers. Member District acknowledges that it is ultimately responsible for the accuracy of data representing its schools and ensuring that the requirements of the Minnesota Student Data Privacy Law are satisfied for Member District's schools.
- iv. Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2025.
- v. Services Fees.** The "Base Fee" for Student Data Privacy Program shall be \$1,850 per school district per year and the per student fee is \$.65 per student per year. Pro-rated pricing for services beginning after July 1st is not available.

i. Email Security Service.

- i. In consideration of services covered by this agreement.
 1. Services are compatible with GSuite (Google Mail/Gmail), Microsoft 365, Microsoft Exchange on-premises, and SMTP based Email systems.
 2. Email Security service provides Spam Detection (99.7% effectiveness), advanced multi-layer malware detection, security message delivery, message tracking, virus outbreak response service, email data loss prevention, content disarm and reconstruction, URL click protection, impersonation analysis, cloud sandboxing.
 3. For Microsoft 365 mailboxes, the following features are included in the service: Realtime scanning of mailboxes for existing or newly discovered threats already delivered to an inbox. Post-delivery "clawback" of newly discovered email threats allowing the service or administrators to remove identified threats already delivered to the inbox.
 4. Integration with LDAP is available. The Member is responsible for the setup and provision of domain access credentials for setup of the LDAP service.
 5. Members that begin services after July 1 will receive pro-rated billing for the services based on the actual start date, but no more than 50% of the full annual service fee.
 6. SWWC will perform Email Account Audits periodically to verify the number of email accounts that the Member has in their filtered domain(s) and contact the Member to verify numbers.
 7. The Member is responsible for making minor changes to the DNS records as provided by SWWC, if SWWC does not host the Member's DNS, for the domains to be filtered. SWWC shall be held harmless of issues with DNS records not held by SWWC.
- ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2025.

- iii. **Services Fees.** The annual service fee for this service is \$6.35 per email account per year. An additional one-time setup fee of \$250.00 will be assessed upon initial start of service. The setup fee will be waived for SWWC WAN Participants.

j. **Email Archiving Service.**

- i. In consideration of services covered by this agreement.
1. The Member may subscribe to Level 1 or Level Services, but not both. The Service is compatible with GSuite (Google Mail/Gmail), Microsoft 365, Microsoft Exchange on premises.
 2. The number of email accounts for which the Services are provided shall be calculated annually based upon the actual number of active email accounts on the email server being archived. Inactive accounts (*i.e.*, former employee accounts) shall continue to be retained according to the Service Level retention schedules attached hereto as Exhibit A, however those accounts shall no longer be counted in the annual billing as so long as the email account was inactive for the entire period of July 1 through June 30 of the billing year.
 3. Emails retained and archived by SWWC under this Agreement will be stored in a database referred to as the "Email Archive". Access to the Email Archive shall be restricted to up to two administrators designated by the Member; one administrator must be the Member's technology administrator.
 4. Member administrators may create legal holds on data within the Email Archive by contacting SWWC's support staff. The creation of a legal hold on data may cause such data to be retained longer than the automated retention period for which the Member has subscribed.
 5. Services provided by SWWC shall provide the Member with an email archival system capable of meeting generally acceptable data retention requirements. The Member acknowledges that the Member is fully responsible for the Member's email archiving and data retention policies and acknowledges that the Level(s) of Service provided by SWWC have been properly selected by the Member to meet the Member's internal policies. Under no conditions shall SWWC be responsible for providing any Services or Level of Service which does not meet the requirements mandated by the Member's email archiving and document retention policies, or local, state or federal laws.
 6. SWWC shall perform backups of any data stored within the Email Archive. In the event of a failure of the Email Archive or any equipment used or associated with the Services provided under this Agreement, SWWC will be unable to guarantee immediate system availability; a period of up to 7 days may be required to replace failed equipment and fully restore archival databases. Upon restoration of the archival system Member data may still be archived if the Member's email system is properly equipped and configured to maintain journaling or archival logs for such purposes. The Member acknowledges that it is the Member's responsibility and obligation to ensure that its email server is properly configured to allow for archival of emails during any disruption in Services.
 7. In the event of loss of Services due to circumstances outside of SWWC's control, such as a reduction in or loss of network connectivity, or general acts of God, SWWC may be unable to archive email and other data in real-time and a delay in archival communications may occur. The Member acknowledges that depending on the Member's server/system settings at, some data may not be archived during prolonged communication issues.
 8. SWWC will perform audits of the Member's email accounts Audits periodically to verify the number of email accounts that a Member has in their archived domain(s) and contact the Member to verify numbers.
 9. If SWWC does not host the Member's email server, the Member shall be responsible for making changes, alterations and updates to the Member's email server as directed by SWWC.
 10. Under no circumstances shall SWWC be liable to the Member for any damages which arise in any way, in whole or in part, as a result of any action, error, mistake or omission, whether or not negligence on the part of SWWC occurs. The Member agrees to indemnify, defend and hold SWWC harmless for any and all claims, demands, suite or actions, including attorneys' fees, arising out of SWWC's performance or failure to perform under the terms of this Agreement.

11. SWWC shall further be held harmless of any data requests or subpoenas that cannot be met by the Member. Meeting such requests shall be the full responsibility of the Member. Assistance in accessing data to meet such requests may be provided by SWWC staff to the Member's administrators for a ~~144~~ additional cost.

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2025.

iii. **Services Fees.**

1. Level 1: Service levels for staff email accounts. Student email archiving provided at no additional charge.
 - Three-year email retention for staff accounts at \$8.50 per staff email account.
 - Five-year email retention for staff accounts at \$10.00 per staff email account.
2. Level 2: Service levels for student email accounts.
 - One-year email retention for student accounts at \$3.00 per student email account.
 - Three-year email retention for student accounts at \$5.00 per student email account.

k. **Secured Remote Backup Service.**

i. In consideration of services covered by this agreement.

1. The total amount of data for which the Services are provided shall be calculated annually based upon the actual capacity consumed by the data being backed up. Data capacity consumed will be based on the amount of data utilized during the peak utilization during the fiscal year to allow for SWWC to appropriately provide data capacity sufficient to cover peak utilization for all participating entities in this service.
2. Data backups will be performed directly from the Member's servers to either the SWWC data center in Windom or Marshall, Minnesota. Replication of the Member's backed up data shall then take place to the SWWC data center that is not the primary data backup site for the Member. Access to data backups shall be restricted only to qualified and trained technology support personnel as defined by the Member.
3. The Member shall set versioning requirements, retention policies and identify server logical hard disks which will be included in offsite backups. The Member's requests will directly impact the overall amount of data being consumed in this service and therefore directly impacting the billable amount that SWWC shall invoice to the Member.
4. Pursuant to applicable data retention laws, the Member, its agents, employees and administrators are prohibited from deleting any information from the data backups that is being vaulted for purposes of investigations or data requests by investigative entities or entities having jurisdiction.
5. Member administrators may create legal holds on data within the data backups by contacting SWWC's support staff. The creation of a legal hold on data may cause such data to be retained longer than the automated retention period for which the Member has subscribed.
6. Services provided by SWWC shall provide the Member with a data backup solution capable of meeting offsite, disaster recovery compliant standards. The Member acknowledges that the Member is fully responsible for the Member's data backup and data retention policies and acknowledges that the Level(s) of Service provided by SWWC have been properly identified by the Member to meet the Member's internal policies. Under no conditions shall SWWC be responsible for providing any Services or Level of Service which does not meet the requirements mandated by the Member's data backup and retention policies, or local, state or federal laws.
7. SWWC shall perform backups of any data stored within identified servers in the Member. In the event of a failure of the Data Backup System or any equipment used or associated with the Services provided under this Agreement, SWWC will be unable to guarantee immediate system availability; a period of up to 7 days may be required to replace failed equipment and fully restore hardware related to this service. Upon restoration of the data backup system the Member data may still be backed up to the offsite service if unless already deleted from the Member's servers.

8. In the event of loss of Services due to circumstances outside of SWWC's control, such as a reduction in or loss of network connectivity, or general acts of God, SWWC may be unable to backup data in real-time and a delay in data backup communications may occur. The Member acknowledges that depending on the Member's server/system settings at, some data may not be backed up during prolonged communication issues.
 9. SWWC will perform audits of the Member's data backup utilization periodically to verify the backup space requirements and retention policies that the Member has identified are being met and that appropriate storage space will continue to be available on SWWC equipment to provide continual backup services.
 10. If SWWC does not host the Member's servers, the Member shall be responsible for making changes, alterations and updates to the Member's servers as directed by SWWC in order to prepare for and install any software required for SWWC to provide Data Backup Services to the Member. The Member may elect to contract with SWWC to provide installation support on the Member's equipment for the provision of this service, in which case the Member will be billed on an hourly basis based on the Member's hourly subscription rate for SWWC Technology Services.
 11. Under no circumstances shall SWWC be liable to the Member for any damages which arise in any way, in whole or in part, as a result of any action, error, mistake or omission, whether or not negligence on the part of SWWC occurs. The Member agrees to indemnify, defend and hold SWWC harmless for any and all claims, demands, suits or actions, including attorneys' fees, arising out of SWWC's performance or failure to perform under the terms of this Agreement.
 12. SWWC shall further be held harmless of any data requests or subpoenas that cannot be met by the Member. Meeting such requests shall be the full responsibility of the Member. Assistance in accessing data to meet such requests may be provided by SWWC staff to Member administrators for an additional cost.
- ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2025.
- iii. **Services Fees.** \$920.00 annually for first 500 GB of space consumed by the Member's backup files. \$100.00 annually for each additional 100 GB of space by Member's backup files beyond initial 500 GB.
1. SWWC Technology Solutions representatives and Member designated staff shall establish a customized service level agreement for the Member's backups including:
 - Servers and/or end-user equipment and the corresponding drives to be backed up on those devices.
 - Full and incremental backup strategy for server and computer files.
 - Number of backup versions retained for individual backups.
 - Retention of backups under special circumstances.
 2. The Member defined service level may result in a higher annual fee for additional backup storage space necessary to retain the number of versions or special retention schedules.

1. Website ADA Accessibility and Usability Support with Siteimprove.

- i. In consideration of services covered by this agreement.
 1. The Member hereby agrees to purchase, and SWWC agrees to provide, participation in services through a cooperatively purchased subscription to Siteimprove provided solutions to ensure website usability and ADA compliance.
 2. The Services shall include:
 - Quality Assurance: Crawls website and identifies quality issues.
 - Policy: Allows Customer to set website parameters to ensure consistency in content.
 - Accessibility: Checks website against selected WCAG 2.0 accessibility standards and WAI-ARIA techniques.

- SEO: Details technical and content-related issues affecting search engine rankings and traffic to the website.
- Priority: Allows Customer to set criteria for order in which issues and errors are reported. This service requires the implementation of a script on the website. ^{146.}
- Accessibility Community Membership: Membership to Siteimprove's Accessibility Community.
- PDF Scanning: Assessment of PDF's on website to ensure accessibility requirements are met.
- Response: Monitors website's availability and performance.
- Usability: Understand your users' experience on your website with Heat Maps, Scroll Maps, Click Maps, Online User Survey, Internal Search Stats.

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2025.

iii. **Services Fees.** Fees for the service are fully dependent on the number of webpages and PDF files contained in the Member's website. Discounts available to the Member by participating in this service are based on the overall participation of SWWC member school districts.

m. OnDemand IT Certification Training Solution with Stormwind Studios.

i. In consideration of services covered by this agreement.

1. The number of licenses for which the Services are provided shall be calculated annually based upon the actual number of active users needing access to the system.
2. The Member is responsible for informing SWWC of licenses needing to be cancelled or removed from automatic renewal.
3. The Member may transfer licenses from an employee whose employment is ending to a new employee during the term of this agreement by notifying SWWC of the changes.
4. SWWC and Member are subject to the terms and conditions of the End-user License Agreement(s) and Terms and Conditions of Stormwind Studios. Under no conditions shall the SWWC be responsible for providing any Services or Level of Service under the terms of this agreement other than the benefit of aggregated purchasing discounts that are passed on to Customer.
5. SWWC may, at its discretion, offer in-kind or fee-for-service value added offerings that complement the trainings being provided through Stormwind Studios.
6. Under no circumstances shall SWWC be liable to the Member for any damages which arise in any way, in whole or in part, as a result of any action, error, mistake or omission, whether or not negligence on the part of SWWC occurs. The Member agrees to indemnify, defend and hold SWWC harmless for any and all claims, demands, suite or actions, including attorneys' fees, arising out of SWWC's performance or failure to perform under the terms of this Agreement.

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2025.

iii. **Services Fees.** Ultimate Access includes access to all Stormwind Studios Training Content, which is over 250 courses for technology-industry leading certification preparation.

- \$1,250.00 annually per user license for SWWC Technology Subscribers
- \$1,500.00 annually per user license for SWWC Members without Technology Subscriptions
- \$1,700.00 annually per user license for SWWC Non-Members

n. Moodle Course Hosting Service

i. In consideration of services covered by this agreement.

1. SWWC will provide to member with access to courses, as requested by Member, on a shared Moodle server environment in which other member courses will co-exist.

2. Member will only have access to its own courses and all student information in courses will remain the explicitly accessible by only the Member that owns the courses
3. Enrollment information for courses shall be supplied by the member prior to the beginning of the course in a format prescribed by SWWC. All enrollment changes following the initial course roster upload will be performed through requests to the SWWC Technology Support Helpdesk either individually or through additional course roster updates.
4. Self-registration options will be made available to the Member whereas “students” in courses may self-enroll into the course based on criteria mutually agreed upon by the Member and SWWC and fully supported by the Moodle course management system.
5. There are no limitations to the number of students that are able to be enrolled into a Moodle course.
6. There is a 10 GB storage limit for each individual course. Courses surpassing the 10 GB limit will be assessed in accordance with the service fees below.

ii. **Term.** The term (“the Term”) of this Agreement shall be from the Effective Date until June 30, 2025.

iii. **Services Fees.** Fees for the service are fully dependent on the number of courses requested to be hosted by Member and the storage required by the course being hosted.

1. An annual service fee of \$80.00 per course will be charged to the Member. The annual service fee will not be pro-rated for courses that are less than a full year.
2. For courses requiring more than 10 GB of storage capacity, an overage fee of \$15.00 per 1 GB increment over 10 GB will be assessed on the annual service fee billing. Overage fees will not be pro-rated.

o. Moodle In Your School Service – District-wide Moodle learning management solution

i. In consideration of services covered by this agreement.

1. Member will have access to the Moodle System on a dedicated Moodle hosting server exclusively accessible by the Member
2. Member will be able to fully administer user accounts, enrollments, course creation, teacher assignments, and other administrative functions.
3. LDAP and other supported directory integration will be available. Additional consultation fees for setup will be assessed if Member requires assistance from SWWC.
4. Custom URL/domain, and customized themes that are “branded” to Member are supported in this environment. Additional consultation fees for setup will be assessed if Member requires assistance from SWWC.
5. Storage capacity of 500 GB is included in the base package of this service. Additional storage utilized above 500 GB will be charged to the Member in accordance with the Service Fees below.

ii. **Term.** The term (“the Term”) of this Agreement shall be from the Effective Date until June 30, 2025.

iii. **Services Fees.** Fees for the service are based on a flat fee plus a service fee per student enrolled in Member District. Additional fees will be assessed based on the storage required to host the Member’s Moodle Server.

1. An annual base service fee of \$1,350.00 plus \$1.05 per student will be charged to the Member. The annual service fee will not be pro-rated for agreements beginning after July 1.
2. For Moodle environments requiring more than 500 GB of storage capacity: an overage fee of \$210.00 per 100 GB increment over 5000 GB will be assessed on the annual service fee billing. Overage fees will not be pro-rated.

2. **Agreement.** Being fully informed of each technology service option available to it, the Member desires to subscribe to those technology services indicated at Section 5 of this Addendum. SWWC agrees to provide such services according to the terms of the Membership Agreement and the terms set forth in this Addendum. The Member agrees to remit timely payment for such services as provided herein.

- 3. In Consideration of all contracted supplemental technology services: Contracted Time purchased for Technology Services is for use within the contracting entity only. Services provided at the Member site, or the location of a Member sponsored event, in which attendees other than those of the Member will be in attendance, shall be billed at the “on-site training fee” for entities with no contract as listed in Section 1a.
- 4. **Hold Harmless.** SWWC shall hold no liability for any equipment malfunctions, loss of data or data privacy violations that may occur at the Member site. The Member is solely responsible for ensuring that backups, data consistency and retention of data is being performed as well as all other day-to-day operations of the Technology Department of the Member. The Member is responsible for ensuring that all filings, certifications and licensing are met. Loss of funding or fines imposed on the Member are the sole responsibility of the Member and not the responsibility of SWWC. The Member agrees to hold SWWC harmless for any cost, fees or liabilities, including attorneys’ fees that SWWC may incur as a result of any service discussed in this Addendum.
- 5. **Subscription.** Listed below are the General Technology Services fees for your district based upon what was subscribed to in the previous fiscal year.

Basic Technology Services (payable on or before July 30, 2024)	\$0.00
Supplemental Technology Support or Integration Services Block Hours (payable monthly)	\$0.00
Technology Coordinator or Integration Services (payable monthly)	\$0.00
E-Rate Coordination Services (payable after the Form 470 has been completed)	\$0.00
Comprehensive Cyber Security Services (payable monthly)	\$0.00
Student Data Privacy Program (payable on or before July 30, 2024)	\$6,934.30
Email Security Service (payable on or before June 30, 2025)	No
Email Archiving Service (payable on or before June 30, 2025)	No
Secured Remote Backup Service (payable on or before June 30, 2025)	No
Website ADA – Siteimprove (payable on or before July 30, 2024)	No
OnDemand IT Cert Training – Stormwind (payable on or before June 30, 2025)	No
Moodle Course Hosting Service (payable on or before June 30, 2025)	No
Moodle in Your School Service (payable on or before June 30, 2025)	No

- 6. **Payment.** SWWC shall invoice the Member for all charges incurred pursuant to this Addendum as such charges accrue. The Member agrees to pay all amounts due SWWC pursuant to this Addendum within forty-five (45) days of receipt of an invoice from SWWC. The Member further agrees to pay a late payment charge at the rate of one and one half (1 1/2) percent per month, or at the maximum late payment charge permitted by applicable law, whichever is less, on any unpaid amount for each calendar month (or fraction thereof) that such payment is late.
- 7. **Capitalized Terms.** Unless otherwise defined in this Addendum, all capitalized terms shall have the same meaning ascribed to such terms in the Membership Agreement.



Agenda IV.A.8
April 25, 2024

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: April 25, 2024

Re: Policy 204: *School Board Meeting Minutes*

RECOMMENDATION: Approve non-substantive changes to Policy 204: *School Board Meeting Minutes*

The policy was reviewed by the Policy Review Committee on April 23, 2024.
Adding updated reference changes from MSBA. No changes to the policy itself.

Adopted: 7/1985

Burnsville-Eagan-Savage School District Policy 204

Reviewed: 8/11/2022

Revised: ~~8/25/2022~~ 4/23/2024 PRC

Rescinds: BDDG

204 SCHOOL BOARD MEETING MINUTES

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. MAINTENANCE OF MINUTES AND RECORDS

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

B. Recordings of Closed Meetings

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

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

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

IV. PUBLICATION OF OFFICIAL PROCEEDINGS

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

Legal References: Minn. Stat. § 13D.01, Subds. 4-6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 10 [Boards of Independent School Districts \(Publishing Proceedings\)](#)
Minn. Stat. § 123B.14, Subd. 7 [Officers of Independent School Districts \(Record of Meetings\)](#)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 [Form of Public Notices \(Notice Regarding Published Summaries\)](#)
Minn. Stat. § 331A.08, Subd. 3 [Computation of Time \(Publication of](#)

[Proceedings\)](#)

Op. Atty. Gen. 161-a-20 (Dec. 17, 1970)

Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W.2d 428 (1956)

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



Agenda IV.A.9
April 25, 2024

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: April 25, 2024

Re: Policy 526: *Hazing Prohibition*

RECOMMENDATION: Approve non-substantive changes to Policy 526: *Hazing Prohibition*

The policy was reviewed by the Policy Review Committee on April 23, 2024.
Removed he or she and replaced with they.

Adopted: 2/08 *Burnsville-Eagan-Savage School District Policy 526*
 Reviewed: ~~5/27/2021~~ ~~3/26/~~ 4/23/2024 PRC
 Revised: 6/10/2021
 Rescinds: JFCF

526 HAZING PROHIBITION

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.
- E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.
- F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who commit, permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

- G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.
- H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. “Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.
 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.
- B. “Immediately” means as soon as possible but in no event longer than 24 hours.
- C. “On school premises or school district property, or at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other

vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- D. "Remedial response" means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.
- E. "Student" means a student enrolled in a public school or a charter school.
- F. "Student organization" means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

- A. Any person who believes ~~they~~ ~~he or she~~ has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party to report in writing, but oral reports shall be considered complaints as well.

The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of hazing at the building level. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or

has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments or educational or work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three (3) working days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines hazing has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements, applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies, and regulations.
- E. The school district is not authorized to disclose to a victim private educational or

personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing, and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident, of the remedial action taken, to the extent permitted by law.

- F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

- A. A summary of this policy shall appear in each school's student handbook, and this policy shall appear on the Independent School District 191 policy webpage.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents Under the Safe and Supportive Minnesota Schools Act)

Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)

Cross References: Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)

Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)

Burnsville-Eagan-Savage School District Policy 514 (Bullying Prohibition Policy)

Burnsville-Eagan-Savage School District Policy 525 (Violence Prevention [Applicable to Students and Staff])

Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)



**Agenda IV.A.10
April 25, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: April 25, 2024

Re: Policy 203.5: *School Board Meeting Agenda* and Policy 205: *Open Meeting and Closed Meetings*

RECOMMENDATION: Approve no changes to Policy 203.5: *School Board Meeting Agenda* and Policy 205: *Open Meeting and Closed Meetings*

The policies were reviewed by the Policy Review Committee on April 23, 2024.

Adopted: 04/23/2015

Burnsville-Eagan-Savage School District Policy 203.5

Reviewed: ~~6/9/2022~~ 4/23/2024 PRC

Revised: 6/16/2022

Rescinds:

203.5 SCHOOL BOARD MEETING AGENDA

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. PROCEDURES

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

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

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

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

Adopted: 7/1985

Burnsville-Eagan-Savage School District Policy 205

Reviewed: ~~8/11/2022~~ 4/23/2024 PRC

Revised: 8/25/2022

Rescinds: BD

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITION

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

IV. PROCEDURES

- A. Meetings

1. Regular Meetings

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

2. Special Meetings

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

3. Emergency Meetings

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

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

4. Recessed or Continued Meetings

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

5. Closed Meetings

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

6. Actual Notice

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

7. Meeting during Pandemic or Chapter 12 Emergency

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

8. Meetings by Interactive Technology

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

B. Votes

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

C. Written Materials

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

D. Open Meetings and Data

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

E. Closed Meetings

1. Labor Negotiations Strategy

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

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

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

2. Sessions Closed by Bureau of Mediation Services

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

3. Preliminary Consideration of Allegations or Charges

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

4. Performance Evaluations

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

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

5. Attorney-Client Privilege Meeting

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

6. Dismissal Hearing

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

7. Coaches; Opportunity to Respond

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

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

8. Meetings to Discuss Certain Not Public Data

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

9. Purchase and Sale of Property

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

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

10. Security Matters

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

11. Other Meetings

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

F. Procedures for Closing a Meeting

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

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

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

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

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

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

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



**Agenda IV.A.11
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: April 25, 2024

Re: Policy 502: *Search of Student Lockers, Desks, Personal Possession and Student's Person* and Policy 531: *The Pledge of Allegiance*

RECOMMENDATION: Approve no changes to Policy 502: *Search of Student Lockers, Desks, Personal Possession and Student's Person* Policy 531: *The Pledge of Allegiance*

The policies were reviewed by the Policy Review Committee on April 23, 2024.

Adopted: 12/95 *Burnsville-Eagan-Savage School District Policy 502*
 Reviewed: ~~5/27/2021~~ 03/26/2024 PRC
 Revised: 6/10/2021
 Rescinds: *JJHA*

502 SEARCH OF STUDENT LOCKERS, DESKS, PERSONAL POSSESSIONS, AND STUDENT'S PERSON

I. PURPOSE

The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

II. GENERAL STATEMENT OF POLICY

A. Lockers and Personal Possessions Within a Locker

Pursuant to Minnesota statutes, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

B. Desks

School desks are the property of the school district. At no time does the school district relinquish its exclusive control of desks provided for the convenience of students. Inspection of the interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

C. Personal Possessions and Student's Person

The personal possessions of students and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

- D. Students violate this policy when they use lockers and desks for unauthorized purposes or to store contraband. Students violate this policy when they carry contraband on their persons or in their personal possessions.

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. “Personal possessions” includes but is not limited to purses, backpacks, bookbags, packages, and clothing.
- C. “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.
- D. “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.

IV. PROCEDURES

- A. School officials may inspect the interiors of lockers and desks for any reason at any time, without notice, without student consent, and without a search warrant.
- B. School officials may inspect the personal possessions of a student and/or a student’s person based on a reasonable suspicion that the search will uncover a violation of law or school rules. A search of personal possessions of a student and/or a student’s person will be reasonable in its scope and intrusiveness.
- C. As soon as practicable after a search of personal possessions within a locker pursuant to this policy, the school officials must provide notice of the search to students whose possessions were searched unless disclosure would impede an ongoing investigation by police or school officials.
- D. Whenever feasible, a search of a person shall be conducted in private by a school official of the same sex. A second school official of the same sex shall be present as an observer during the search of a person whenever feasible.

- E. A strip search is a search involving the removal of coverings or clothing from private areas. Mass strip searches, or body cavity searches, are prohibited.
- F. A school official conducting any other search may determine when it is appropriate to have a second official present as an observer.
- G. A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate. The school district shall provide a copy of this policy to a student when the student is given use of a locker.

V. SEIZURE OF CONTRABAND

If a search yields contraband, school officials will seize the item and, where appropriate, turn it over to law enforcement for ultimate disposition.

VI. VIOLATIONS

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

Legal References: U. S. Const., amend. IV
 Minn. Const., art. I, § 10
New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)
 Minn. Stat. § 121A.72 (School Locker Policy)
G.C. v. Owensboro Public Schools, 711 F.3d 623 (6th Cir. 2013)

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)
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)

Adopted: 8/03

Burnsville-Eagan-Savage School District Policy 531

Reviewed: ~~12/9/2021~~ 03/26/2024 PRC

Revised: 10/14

Rescinds: INC

531 THE PLEDGE OF ALLEGIANCE

I. PURPOSE

The school board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

II. GENERAL STATEMENT OF POLICY

Students in this school district shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week. The recitation shall be conducted:

- A. By each individual classroom teacher or the teacher's surrogate; or
- B. Over a school intercom system by a person designated by the school principal or other person having administrative control over the school.

III. EXCEPTIONS

Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so. Students and school personnel must respect another person's right to make the choice to not recite the pledge.

IV. INSTRUCTION

Students will be instructed in the proper etiquette toward, correct display of, and respect for the flag, and in patriotic exercises. Participation in the pledge is optional, those who wish to participate may stand and others may remain seated.

Legal References: Minn. Stat. § 121A.11, Subd. 3 (Pledge of Allegiance)
Minn. Stat. § 121A.11, Subd. 4 (Instruction)

Cross References:

April 25, 2024 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(SPA College and Career Readiness)

Board Member Question	Staff Response
<p>For each grad rate slide, please include the 'n' for each student group. Understanding both the annual student count in addition to the grad rate (percentage who graduated) by group is important context.</p>	<p>Thanks for the feedback. We will update each of the slides.</p>

(FY 25 Update)

Board Member Question	Staff Response
<p>For the FY25 update, it appears that Budget Line Item 3.5 (Cultural Liaison initially. Now Community Connections Associate) would also be included in the "Budget Adjustment Revision" slide.</p>	<p>It was not the intent to move liaisons to CE. We believed that the individuals would be able to apply for positions in CE, but the titles and job descriptions had yet to be determined at the time. Not really a change but clarification of the position title.</p>

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(Topic)

Board Member Question	Staff Response



**Agenda IV.B.1.
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: April 25, 2024

Re: Resolution relating to the Termination Non-Licensed Staff hours at the close of the 2023-2024 school year.

Recommendation: It is the recommendation that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Board of Education of School District 191, pursuant to Minnesota Statute § 122A.40 that the Non-Licensed personal in Independent School District 191 be terminated at the end of the 2023-2024 school year.

Last Name	First Name	School	Position	Hours Per Day
Ali	Fartun	Hidden Valley	Educational Assistant	.75
Bartells	Carol	Sky Oaks	Educational Assistant	1
Bussler	Christina	Harriet Bishop	Educational Assistant	1
Carreon Flores	Ersila	Harriet Bishop	Educational Assistant	2
Esparza Alanis	Deisy	Hidden Valley	Educational Assistant	1.25
Gillies	Heidi	Hidden Valley	Educational Assistant	.50
Montoya Alvarez	Maria	Harriet Bishop	Educational Assistant	2
Westman	Cheryl	Sky Oaks	Educational Assistant	1.248

BE IT FURTHER RESOLVED, that written notice is sent to said Non-Licensed staff regarding termination of their assignment for 2023-2024 school year as provided by law.

**Agenda IV.B.2.
April 25, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: April 25, 2024

Re: Resolution relating to the Termination Non-Licensed Staff at the close of the 2023-2024 school year.

Recommendation: It is the recommendation that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the Board of Education of School District 191, pursuant to Minnesota Statute § 122A.40 that the Non-Licensed personal in Independent School District 191 be terminated at the end of the 2023-2024 school year.

Last Name	First Name	School	Position
Bohr	Robert	Eagle Ridge Middle School	Educational Assistant
Dale	Maricela	District-Wide	Cultural Liaison
Firnbach	Ragan	Hidden Valley	Long Term Substitute Educational Assistant
Geedi	Ayaan	Sky Oaks	Educational Assistant
Hampton	Kionna	Burnsville High School	Dean
Hassan	Fatuma	Gideon Pond	Educational Assistant
Hussein	Sofia	Gideon Pond	Educational Assistant
Ibrahim	Ardo	District-Wide	Cultural Liaison
Jimenez	Ashanti	Nicollet Middle School	Educational Assistant
Kusniryk	Kelly	Eagle Ridge Middle School	Educational Assistant
Lucius	Rachel	Diamondhead	SISA Coordinator
Milligan	Anna	Nicollet Middle School	Behavior Analyst
Omar	Rahmo	District-Wide	Cultural Liaison
Pickett	Brian	Eagle Ridge Middle School	Educational Assistant

BE IT FURTHER RESOLVED, that written notice is sent to said Non-Licensed staff regarding termination of their assignment for 2023-2024 school year as provided by law.

Agenda IV.B.3.
April 25, 2024

To: Board of Education
Dr. Theresa Battle, superintendent

From: Kristi Wanzek, special education supervisor

Date: April 25, 2024

Re: Early Childhood Special Education Stretch Calendar

Recommendation: that the Board of Education approves the 2024-2025 Birth-to-Three Early Childhood Special Education Program and Evaluation Team Calendar.

Notes:

This calendar affects the Birth-to-Three Early Childhood Special Education Program and Evaluation Team. Services for infants and toddlers are provided through an Individual Family Services Plan (IFSP) and referrals are taken by the Birth-to-Three Early Childhood Special Education Program year-round. Legal mandates require that an evaluation for program eligibility occur within 45 calendar days of the referral and that services start without delay. This calendar has been developed in order for the program staff to meet these timelines. This calendar reflects the same number of contracted staff-work days “stretched” across the entire year to limit the length of breaks. The professional development and conference days have been aligned with the district school calendar to facilitate collaboration with other district programs



Agenda V
April 25, 2024

To: Board of Education
Dr. Theresa Battle, superintendent

From: Chair Miller

Date: April 25, 2024

Re: Work Session to discuss a request for the posting of a Labor Acknowledgement



Agenda VI
April 25, 2024

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: April 25, 2024

Re: Labor Negotiations Strategy

Closed session, as permitted by MN State Statute 13D. 03 to discuss labor negotiation strategy.