



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
September 26, 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 Alt and Director Hume

I. Call to Order	
A. Welcome	
B. Pledge of Allegiance	
II. Approval of Agenda	
III. Information	
A. Strategic Roadmap Dashboard Overview Report	3
Speaker(s): Dr. Theresa Battle, Superintendent and Imina Oftedahl, Director of Curriculum, Instruction and Assessment	
B. Levy Referendum Information Campaign Update	15
Speaker(s): Aaron Tinklenberg, Director of Communications	
C. Committee, Board Appointment and School Assignment Reports	29
IV. Business Meeting	31
A. Consent Agenda	
Description: Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.	
1. Approve Minutes	
2. Approve Personnel Recommendations	

3. Approve Payroll, Receipts, Expenses and Investments	38
4. Accept the Budget Analysis	174
5. Receive a Report about the Listening Session	184
6. Approve, on a Second Reading Basis, Changes to Policy 512: <i>School Sponsored Student Publications and Activities</i>	185
7. Approve, on a Second Reading Basis, Changes to Policies: 425 <i>Professional Development</i> , 601: <i>School District Curriculum and Instruction Goals</i> , 606: <i>Instructional Resources</i> , 620: <i>Credit for Learning</i> , and 624: <i>Online Learning Options</i>	191
8. Approve, on a Second Reading Basis, Changes to Policies 503: <i>Student Attendance</i> and 506: <i>Student Discipline</i>	223
B. New Business	
1. Certify the Proposed Tax Levy Payable in 2025 and set the Date of the Truth in Taxation Hearing Speaker(s): Stacey Sovine, Executive Director of Administrative Services	256
2. Approve Revised Long-Term Facility Maintenance for ISD 191 Speaker(s): Dave Lake, Director of Operations	258
V. Work Session to Discuss Refinancing Bonds Speaker(s): Stacey Sovine, Executive Director of Administrative Services and Jeff Seeley, Ehlers Senior Municipal Advisor	274
VI. 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.
September 26, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent and Imina Oftedahl, director of curriculum, instruction and assessment

Date: September 26, 2024

Re: Strategic Roadmap Dashboard Overview Report

Strategic Dashboard Reporting

September 26, 2024

Dr. Theresa Battle, superintendent

Imina Oftedahl, director of curriculum, instruction and assessment

Strategic Dashboard

- Dashboard Reporting
- Northstar Accountability
- Infinite Systems Orgametrics

Dashboard Reporting

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 district work to support it
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Student Survey - Jun 12	Comprehensive Achievement and Civic Readiness (CACR) Outcome Gap* - Oct 24	CACR Career & College Ready * - rigorous coursework - Apr 24	Parent/Community Survey and Equimetrics - Jun 12
Parent/Community Survey - Jun 12	Diverse Staff-hiring and retention - Nov 7	CACR /A&I: Graduation* - Oct 24	
Employee Indicators/Organometric - Nov 7	CACR/A&I: kindergarten literacy* - Oct 24 A&I: rigorous coursework* - Apr 24	Annual report on school/department innovative programs/actions - May 8	
	Discipline Disproportionality - Mar 27		

Enrollment - Nov 7

*These are the data indicators found in the World's Best Work Force, now Comprehensive Achievement and Civic Readiness

North Star Support Identification

(supporting and leveraging innovation to improve student outcomes)

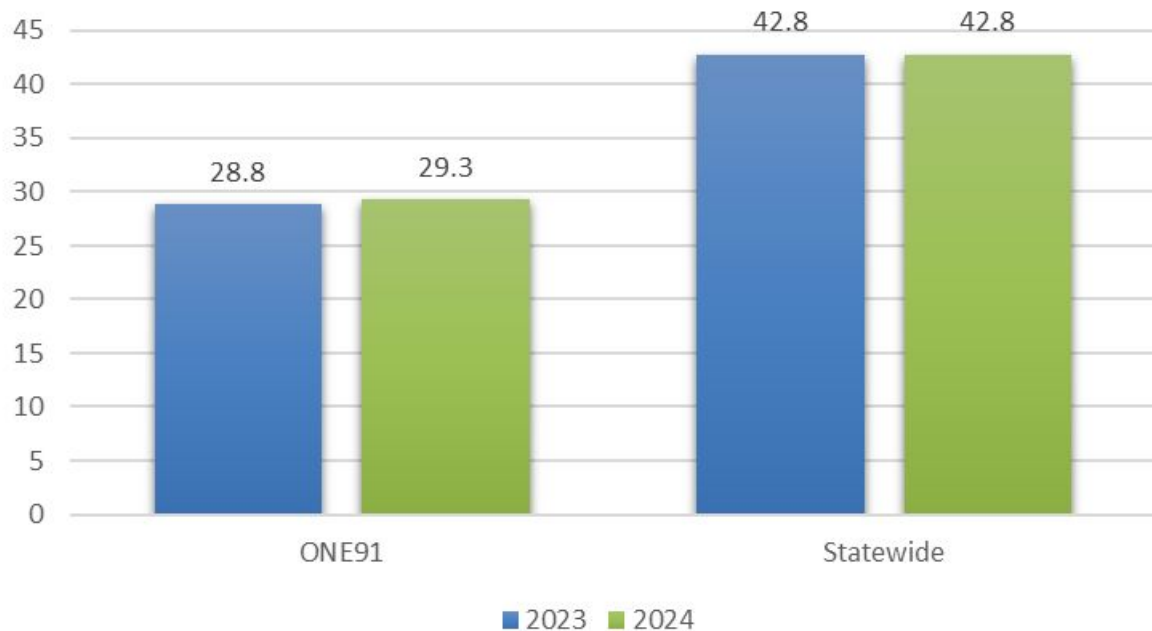
- Edward Neill met targets and will no longer receive targeted support
- Sky Oaks will continue to receive prioritized support with students receiving special education services
- Burnsville Alternative High School will continue to receive comprehensive support because the four-year graduation rate was below 67% for all students
- Burnsville High School will continue to be prioritized because BAHS draws more than 30% of its enrollment from BHS
- No additional schools were targeted for support

Purpose

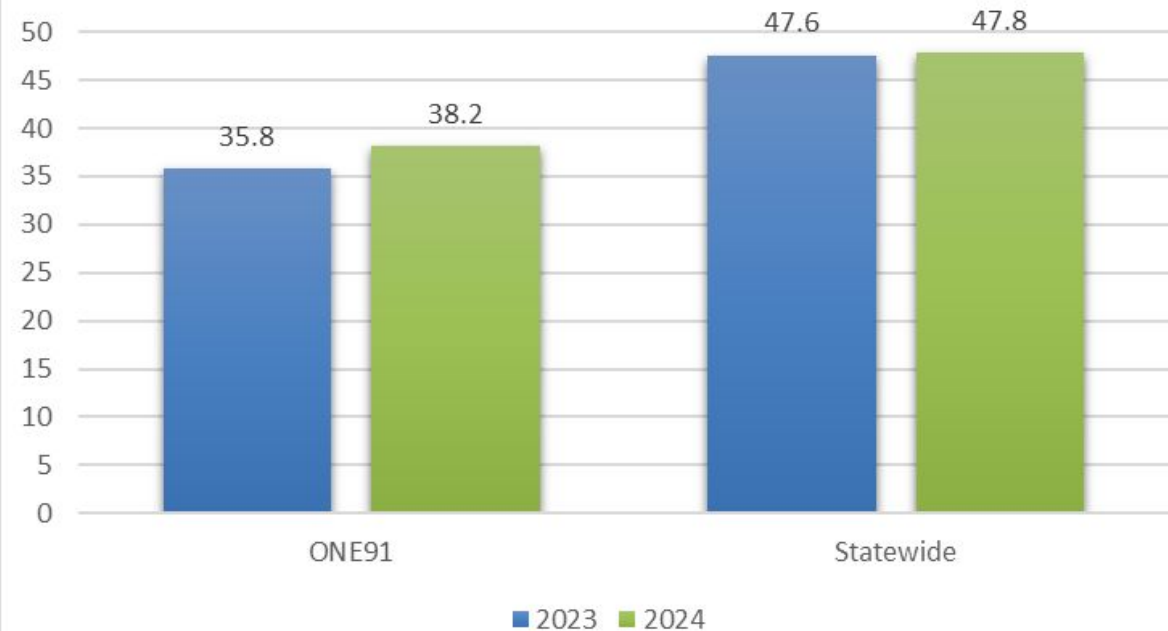
- identify schools for support
- publicly report data
- recognize schools for success

Northstar Accountability

**North Star Accountability
Math Rate Met or Exceed Standard**



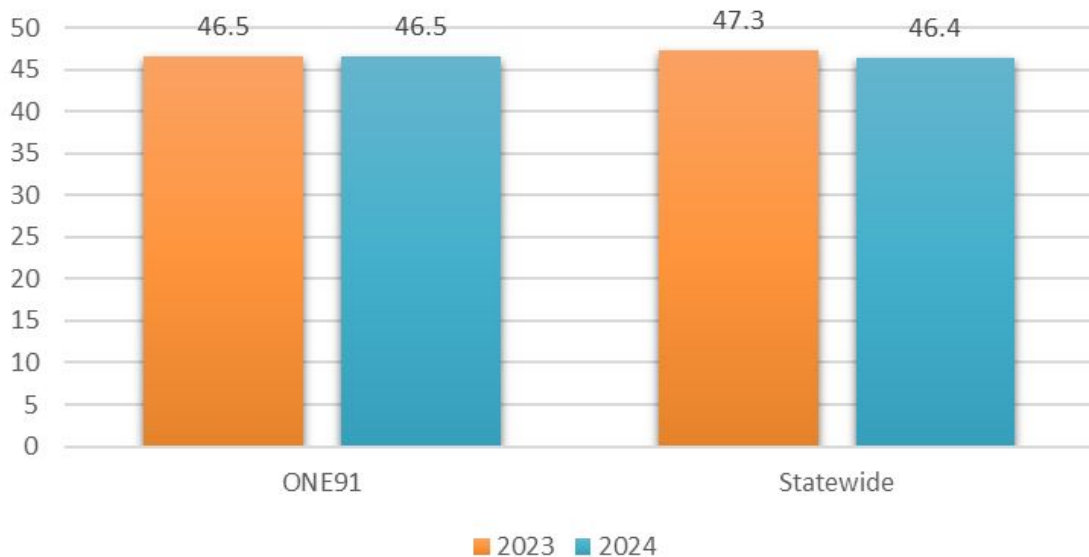
**North Star Accountability
Reading Rate Met or Exceed Standard**



All students who meet enrollment criteria are included, whether or not they have a valid score.

Northstar Accountability

North Star Accountability
English Language Progress



Average amount of progress English learners made toward their individual goals on ACCESS

North Star Accountability
English Language Meeting Target



Percentage of English learners who met or exceeded annual target on ACCESS

Northstar Accountability

MN Northstar Accountability: Consistent Attendance



Consistent attendance is a measure of students who attend more than 90% of the time they are enrolled.

Only students enrolled at the school for at least half the school year are included in the calculation.

NOTE: 2022 identification calculation combines data from 2018 and 2019, assigning equal weight to both years.

Average Daily Attendance (ADA) / Average Daily Membership (ADM)

Our Actions

- Reading and Literacy
 - 3-5 foundational literacy implementation
 - middle school reading interventionist
 - CAREIALL training
- Math
 - 9-12 math curriculum review with new standards
 - 6-8 math intervention platform
- Language Proficiency
 - additional staff and coaching to support programming
 - professional development to build our capacity to support English learners
- Consistent Attendance
 - participating in statewide collaborative pilot

Infinity Systems Orgametrics

(creating space and opportunity for each and every voice to be heard)

- Update since May 23, 2024 Board Work Session
 - Draft survey completed with One91 specific questions
 - Data security protocols
 - Survey open September 30-October 14
 - Support for our site leaders as we launch each survey
 - Superintendent Battle message to staff
 - Infinite Systems sends message and sends reminders, only records response



Measurement in Specific Focus Areas



Organizational Alignment



Communication: 0.83
Creativity: 0.86
Best Practices: 0.83
Accountability: 0.67
Development: 0.79
Teamwork: 0.76
Leadership: 0.88
Empowerment: 0.85
Mission and Vision: 0.93
Overall/Total: 0.95

Orgametrics® Survey

- Scales: 9 Components
- Items: 21 Statements

- Format: 10-pt Likert Scale (1-10)
1 = Strongly Disagree with the statement
10 = Strongly Agree with the statement
- Comments by Scale

Psychometric Analysis - Reliability Scores

DE&I



Equimetrics® Survey

- Scales: 9 Components
- Items: 29 Statements

Diversity: 0.93
Equity: 0.93
Inclusion: 0.90
Cultural Competency: 0.89
Mission, Vision & Values: 0.94
Communication: 0.90
Leadership: 0.95
Alignment: 0.93
Policy & Practice: 0.92
Overall/Total: 0.98







**Agenda III.B.
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Aaron Tinklenberg, director of communications

Date: September 26, 2024

Re: Levy Referendum Information Campaign Update

Technology Levy Renewal

Board Update - September 26, 2024

Aaron Tinklenberg, director of communications

Topics

1

Overview &
Key Facts

3

Strategies &
Tactics

2

Communication
Goals

4

Voting
Information

Tech Levy Basics

- Officially called a “Capital Projects Levy”
- Provides funding ONLY for technology and tech-related staff
- Originally approved in 2015 as part of Vision One91
- Will expire in 2025 if not renewed

Tech Levy Basics

- Voters will be asked whether to renew the existing tech levy
- Provides about \$4.6 million per year for technology
- Would keep funding in place for 10 years

Tech Levy Basics



Because it's a renewal of an existing levy,
there will be **NO TAX INCREASE** if it's approved.

Tech Levy Basics

- www.isd191.org/referendum
- referendum@isd191.org
- 952-707-2019
- Public Presentations
 - Monday, Sept. 30, 6:30-8 p.m. at Hidden Valley Elementary
 - Thursday, Oct. 3, 6:30-8 p.m. at Diamondhead Education Center
 - Request a group presentation

Communication Goals

- Provide clear, accurate and timely information about the referendum to all residents.
- Support clear and consistent message delivery through various communications channels.
- Ensure all employees and key stakeholders understand the referendum & can answer common questions.
- Comply with all legal requirements for holding and communicating about a referendum.

Strategies

- Consistent, accurate materials that can be duplicated & used by many audiences
- Localized communication - Small group meetings, site teams
- Engage key communicators

Completed & Ongoing

- Site team training in early September
- News releases
- Superintendent's message to families
- Small group meetings: PTOs, staff, community groups
- Social media
- District & School e-newsletters

What's Next

- Public presentations:
 - Sept. 30, 6:30 p.m., Hidden Valley Elementary
 - Oct. 3, 6:30 p.m., Diamondhead
- Legal notice mailing
- Community group meetings
- Reminders to vote

Comms Materials

- Fact-sheet
- Sample ballot
- Bookmarks
- Stickers
- Website
- Standard presentation
- Graphics
- Video



Overview

On Nov. 5, 2024, Burnsville-Eagan-Savage School District 191 residents will vote on whether to renew the district's existing technology levy. The levy was originally approved in 2015 and provides about \$4.6 million per year for essential technology and related staff. The renewal of this levy will not increase taxes.

What will be on the ballot

Renew the existing technology levy to provide about \$4.6 million for 10 years.

Voters will decide on one question which, if approved, would renew an existing technology levy, providing about \$4.6 million per year for 10 years. Approval would allow the district to:

- ✓ Replace aging classroom technology equipment and devices for students and staff,
- ✓ Maintain school safety and security systems to protect student, staff and family data, and
- ✓ Maintain essential technology support staff for students and staff.

Because it's a renewal of an existing levy, there will be no tax increases if it's approved.



Voting

- Polls open Nov. 5, 7am-8pm
- Absentee/Early voting available Sept. 20-Nov. 4
- Must be eligible to vote in the US and resident of District 191 on Election Day
- www.mnvotes.org

Thank you!



**Agenda III.C.
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Eric Miller, board chair

Date: September 26, 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

September 26, 2024 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(Levy Presentation)

Board Member Question	Staff Response
<p>Not knowing speaking points for Thursday, have we quantified the tax reduction on average if the levy fails?</p> <p>Will you be prepared to answer questions in this vein?</p>	<p>If the levy renewal doesn't pass this year, property taxes would remain the same because the levy doesn't expire until FY25 and the district would have one more year to ask voters to renew. Because of this, a better way to phrase this question might be "What does the tech levy contribute to the property taxes on a home of [X] value?"</p> <p>When it was approved in 2015, the estimated tax impact on a \$200,000 home was \$6 per month. That continues to be the same because the tax rate is constant. Any increase or decrease for an individual would be based on the value of their home changing. This is not among the key messages of our campaign, as most people have only asked whether approval will increase taxes.</p>
<p>The cover letter states that the Certified Levy document is attached but all I am seeing is the cover memo. I trust it will be attached in time for us to review it before Thursday.</p>	<p>We will post the most current run from MDE for Board review. The public document will be in the Thursday run. Each day MDE is making adjustments and the one that we finally post will still be revised. That is why we always approve the maximum amount as the details continue to shift.</p>
<p>As context, how much have we saved taxpayers in total with bond refinancing to date (not including the conversation at hand) since 2010?</p>	<p><i>Elhers provided the information below.</i></p>

Burnsville-Eagan-Savage School District, ISD 191

Ten-Year History of Refunding Savings

	Savings
General Obligation School Building Refunding Bonds, Series 2014A	\$ 174,606.10
General Obligation Alternative Facilities Refunding Bonds, Series 2016A	6,148,744.40
General Obligation Taxable OPEB Refunding Bonds, Series 2016B	2,411,441.67
General Obligation Alternative Facilities Refunding Bonds, Series 2020A	2,242,240.65
General Obligation Alternative Facilities Refunding Bonds, Series 2021A	994,791.17
General Obligation School Building Refunding Bonds, Series 2024A (estimated savings)	1,413,307.00
	\$ 13,385,130.99



(Dashboard)

Board Member Question	Staff Response									
<p>Slide 3 - Please identify on the slide what asterisks mean.</p>	<p>These are the data indicators found in the World's Best Work Force, now Comprehensive Achievement and Civic Readiness. The slide has been updated to reflect this information.</p>									
<p>I find it encouraging that our attendance appears to have increased last year over our 2022 numbers. Do we have the percentage of students with "Consistent Attendance" in the 2018-19 school year (the last full school year pre COVID)? If so, what was that number?</p>	<p>"Consistent attendance" is a new indicator for the Elementary Secondary and Elementary Act. We can pull attendance data, but it would not be the same indicator as the federal definition for consistent attendance.</p> <p>Here is historic data from the Northstar report. Please note that the 2022 identification year calculation combines data from 2018 and 2019.</p> <p>Column 1 is Year, Column 2 is District #191 and Column 3 is Minnesota State</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 35%;"></th> <th style="width: 35%;"></th> </tr> </thead> <tbody> <tr> <td>2018</td> <td>75.35%</td> <td>85.55%</td> </tr> <tr> <td>2019</td> <td>72.61%</td> <td>85.35%</td> </tr> </tbody> </table>				2018	75.35%	85.55%	2019	72.61%	85.35%
2018	75.35%	85.55%								
2019	72.61%	85.35%								

	2020	no data	no data
	2021	no data	no data
	2022	67.75%	81.27%
	2023	54.08%	74.47%

()

Board Member Question	Staff Response

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 September 12, 2024

The regular meeting of the ISD 191 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, Hume, Mursal and Werb and Chair Miller were present. Directors Chester and Conner were absent. Dr. Theresa Battle, superintendent, Maryam Bradai, student board representative, administrators, staff and members of the public were also present.

Attendance

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

Pledge of
 Allegiance

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

Agenda

Received a Summer Program report from Allison Jordan, ALC/CE coordinator, Courtnee Jackson Floback, youth services/ALC and credit recovery coordinator, and Jason Sellars, director of community services.

Reports

Received a Summer Project Update report from Dave Lake, director of operations, properties and transportation.

Received a report from Maryam Bradai, student representative.

Received a report from Dr. Theresa Battle, superintendent.

Received Board Member report from Director Alt about the FireMuster.

Moved by Werb, seconded by Mursal, to approve the consent agenda:
 -Approve the minutes of the August 22, 2024, regular board meeting.
 -Approve personnel recommendations for Whitney Jones, Tiffany Harsted, Theresa Foster, Sara O'Neal, Salem Weitzenhoffer, Saikou Jawla, Riley Armstrong, Nora Poppler, Noel Plazo, Nicole Fisch, Mackenzie Carrane, Kristine Peterson, Kaia Zeigler, Jonathan Mattern, Ingrid Christopherson, Eleanor Nesseth, Debra Pflipsen, Cole Rogers, Charles Dougherty, Cathy Gee, Bonnie Thorson, Benjamin Malacko, Anne McGee, Alisha Bolfig, Addison Olson, Olive Winter, Jessica Domaino, Marcina Albersheim-Carter, Abigail Adkins, Madeline Hill, Kathryn Salmela, Jennifer McCarthy, William Morgan, Theresa Kettler, Tatiana Schlichting, Simin Fani, Shonita Harper, Ronna Johnson, Paul McDevitt, Niaka Dunbar, Nathaniel Grenke, Leah Lopez, Kristy Whatton, Kendyl Green, Kelly Kusniryk, Katy Hemmah, Jordyn Queen, Harrison Easton, Gabriela Kauls, Danette Westerlund, Connor Fitzloff, Cheryl Westman, Bronwyn Coddington, Brian Pickett, Awo Jarik, Ubah Yusuf, Selena Monnens, Rebecca McGuire, Paula Burkart, Faiza Ahmed, Faduma Ali, Christina bussler, Amy Ha, Amra Omerovic,

Consent Agenda
 Minutes
 Personnel
 Recommendation
 Listening Session
 Policies
 CAP Agency
 Memorandum of
 Agreement

Sarah Whitehurst, Samia Ahmed, Ryan Kolombus, Molly dose, Manal Ismail, Kari Hill, Josselie Palacios, Jonathan Mattem, Heather Mathews, Hawar Ahmed, Emma Sackett, Cole Brainard, Ayan Mohamud, Adam Iverson, Diane Needham.

-Receive a report about the Listening Session on August 22, 2024.

-Approve, on first and final reading, non-substantive changes to Policies: 104: School District Mission Statement, 204: School Board Meeting Minutes and 207: Public Hearings, 513: Student Promotion, Retentions and Program Design, 603: Curriculum Development, 604: Instructional Curriculum and 616: School District System Accountability

- Approve the Community Education CAP Agency Memorandum of Agreement

The motion carried unanimously (5,0).

Moved by Hume, seconded by Mursal, to adopt a resolution to accept donations. All members voted in favor of the resolution. The motion carried unanimously (5,0).

Donations

Moved by Werb, seconded by Alt, to approve the Casual Wage Scale for 2024-2025. The motion carried unanimously (5,0).

Casual Wage Scale

Moved by Hume, seconded by Mursal, to approve on a first reading basis, changes to Policy: 512: *School Sponsored Student Publications and Activities*. The motion carried unanimously (5,0).

Policy 512

Moved by Alt, seconded by Werb, to approve on a first reading basis, changes to policies: 425 *Professional Development*, 601: *School District Curriculum and Instruction Goals*, 606: *Instructional Resources*, 620: *Credit for Learning*, and 624: *Online Learning Options*. The motion carried unanimously (5,0).

Policies: 425, 601, 606, 620, and 624

Moved by Hume, seconded by Mursal, to approve on a first reading basis, changes to policies 503: *Student Attendance* and 506 *Student Discipline*. The motion carried unanimously (5,0).

Policies 503 and 506

Moved by Miller, seconded by Alt, to move to a recess at 7:25 p.m. before starting the work session to discuss construction of a Family Consumer Science Lab at Burnsville High School.

Recess

The Family Consumer Science Lab work session started at 7:33 p.m. and ended at 7:51 p.m.

Work Session on Family consumer Science Lab

Moved by Alt, seconded by Werb, to move to a closed session to discuss the sale of Sioux Trail Elementary. In attendance were: Chair Miller, Directors Mursal, Werb, Alt, and Hume, Superintendent Battle, Executive Director of Administrative Services Stacey Sovine, Assistant Superintendent Belmont, and Stacie Kvilvang, Ehlers Senior Municipal Advisor.

Closed Session on Sioux Trail Elementary

Having no further agenda items, Chair Miller adjourned the meeting at 8:15 p.m.

Adjourn

/s/
Abigail Alt, Clerk

September 26, 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: September 26, 2024

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Appointment	Shanna Trosen	*	Sky Oaks Elementary School	Teacher	08/26/2024	1.0 FTE
Certified	Appointment	Kimberly Baspin		Nicollet Middle School	Teacher	09/12/2024	1.0 FTE
Certified	Appointment	Michael Curley	*	Nicollet Middle School	Teacher	08/20/2024	6 FTE
Certified	Appointment	Kristine Peterson	*	Diamondhead Education Center	ABE Teacher	09/30/2024	21 FTE
Certified	Appointment	Hazel Lazaro		Rahn Elementary School	Teacher	09/12/2024	1.0 FTE
Certified	Appointment	Danielle Schiltz	*	Hidden Valley Elementary	Long Term Sub- Teacher	09/30/2024	1.0 FTE
Certified	Appointment	Clarissa Infante-Ruvalcaba	*	Harriet Bishop Elementary	Teacher	08/20/2024	1.0 FTE
Certified	Change of Assignment	Zachary Thompson	*	Virtual Academy	Teacher	09/16/2024	1.0 FTE
Certified	Leave of Absence	Molly Walby	*	Hidden Valley Elementary	Teacher	10/26/2024-12/12/2024	1.0 FTE
Certified	Resignation	Michelle Seamen	*	BEST	Teacher	10/16/2024	1.0 FTE
Certified	Resignation	Desha Russell-Hodges	*	Eagle Ridge Middle School	Teacher	06/30/2024	1.0 FTE
Certified	Resignation by Agreement	Frances Blair		Virtual Academy	Teacher	09/17/2024	1.0 FTE
Certified	Retirement	John Soderholm	*	Burnsville High School	Teacher	10/04/2024	1.0 FTE
Classified	Appointment	Zhala Mirawdaly		Sky Oaks Elementary School	Community Service Associate	09/16/2024	8 hours/day
Classified	Appointment	Xiaoxia Li		Burnsville High School	Food Service Associate	09/16/2024	5.75 hours/day
Classified	Appointment	Tonya Peters		Burnsville High School	First Tech Challenge Coach	09/12/2024	1.0 FTE Stipend
Classified	Appointment	Sergei Rospel	*	Burnsville High School	Computer Club	Year Round Stipend	.50 FTE Stipend
Classified	Appointment	Rahmo Omar		Sky Oaks Elementary School	Educational Assistant	09/17/2024	6.5 hours/day
Classified	Appointment	Pamela Voigt		Community Education	Community Service Associate	09/16/2024	8 hours/day
Classified	Appointment	Madeline Stuart		Burnsville High School	Fall Musical- Director	Fall Stipend	.34 FTE Stipend
Classified	Appointment	Kevin Sorlie	*	Vista View Elementary School	Computer Club	Year Round Stipend	1.0 FTE Stipend
Classified	Appointment	Erika Sasseville		Burnsville High School	Fall Musical- Director	Fall Stipend	1.0 FTE Stipend
Classified	Appointment	Charles Dougherty	*	Burnsville High School	Computer Club	Year Round Stipend	.50 FTE Stipend
Classified	Appointment	Brett Alt		Community Education	Community Service Associate	09/16/2024	8 hours/day
Classified	Appointment	Alyssa Eggersgluss	*	Vista View Elementary School	Student Council	Year Round Stipend	1.0 FTE Stipend
Classified	Change of Assignment	Kendyl Green		Rahn Elementary School	Educational Assistant	09/19/2024	7.5 hours/day
Classified	Change of Assignment	Erika Sasseville		Burnsville High School	Fall Musical- Director	Fall Stipend	.66 FTE Stipend
Classified	Resignation	Xiaoxia Li	*	Burnsville High School	Food Service Associate	09/20/2024	5.75 hours/day
Classified	Resignation	Mark Hubbard		Burnsville High School	Theater Manager	09/04/2024	1.0 FTE Stipend
Classified	Resignation	Marie Hansen	*	Burnsville High School	Writing Center	09/13/2024	1.0 FTE Stipend
Classified	Resignation	Jennifer Schmidt	*	Nicollet Middle School	Peer Leader	09/17/2024	1.0 FTE Stipend
Classified	Resignation	Jeffrey Webber		Burnsville High School	Track and Field- Assistant Coach	09/12/2024	1.0 FTE Stipend
Classified	Resignation	Diane Rush	*	Hidden Valley Elementary	CE Program Supervisor	8/25/2024* Correction	8 hours/day
Classified	Resignation	Denise Engberg		WM. Byrne Elementary School	Elementary Administrative Assistant	09/11/2024	1.0 FTE Stipend
Classified	Resignation	Daniel Hartman		Nicollet Middle School	Educational Assistant	10/02/2024	7.25 hours/day
Classified	Resignation	Daniel Hartman		Nicollet Middle School	Quiz Bowl Advisor	09/12/2024	1.0 FTE Stipend
Classified	Resignation	Daniel Hartman		Nicollet Middle School	Wrestling- Assistant Coach	09/12/2024	1.0 FTE Stipend
Classified	Resignation	Candice Sullivan	*	ECSE Center	Educational Assistant	10/04/2024	6.5 hours/day
Classified	Retirement	Nancy Kantor	*	BEST	Educational Assistant	09/24/2024	7 hours/day



**Agenda IV.A.3
September 26, 2024**

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

From: Tyler Dehne, Director of Finance

Date: September 17, 2024

Re: June Payroll, Claims and Receipts

Recommendation: That the Board approves June payroll checks in the net amount of \$5,595,941.16. June claims to date, wire transfers and adjustments totaling \$13,065,040.68. Also, that the Board accepts June receipts of \$21,913,193.47 and investments for the General Fund and OPEB of \$108,954,378.55 as of June 30, 2024.

June 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

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
June 2024**

Cash Receipts

Receipts	\$21,913,193.47	
Miscellaneous Adjustments		

TOTAL JUNE CASH RECEIVED		<u><u>\$21,913,193.47</u></u>
---------------------------------	--	-------------------------------

CASH DISBURSEMENTS

June Payroll		\$5,595,941.16
--------------	--	----------------

A/P June Claims	Checks 492477-492782		\$2,940,243.74
	Virtual Card 6000001702-6000001730		\$317,232.98
	ACH-Emp/Vend 9000005899-9000006064		\$579,132.10

June A/P Wires+P-card		\$9,221,325.14
June Bank Fees		\$7,106.72

TOTAL JUNE CASH DISBURSED		<u><u>\$18,660,981.84</u></u>
----------------------------------	--	-------------------------------

TOTAL TO BE APPROVED		<u><u>\$18,660,981.84</u></u>
-----------------------------	--	-------------------------------

	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>6/30/2024</u>
GENERAL FUND	\$36,196,897.95	\$60,984,376.37	\$97,181,274.32
OPEB	\$15,305.63	\$1,624,796.72	\$1,640,102.35
OPEB EQUITY INV	\$121,666.06	\$10,011,335.82	\$10,133,001.88
	<u><u>\$36,333,869.64</u></u>	<u><u>\$72,620,508.91</u></u>	<u><u>\$108,954,378.55</u></u>

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

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		06/30/2024			IS Balance	\$36,196,897.95	\$36,196,897.95	\$36,196,897.95	40
LTD		06/30/2024			LTD Balance		\$15,906,233.88	\$15,906,233.88	
SDA	SDA-1285862-1	06/30/2024			Savings Deposit Account - MNTrust Term Series-Flex (PenFed LOC)	\$2,356,454.05	\$2,356,454.05	\$2,356,454.05	
SDA	SDA-1348596-1	06/30/2024			Savings Deposit Account - MNTrust Term Series-Flex (VNB)	\$11,771,958.45	\$11,771,958.45	\$11,771,958.45	
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
TS	TS-297614-1	04/12/2024	01/15/2025		MN TRUST TERM SERIES	\$3,500,000.00	\$3,633,287.68	\$3,500,000.00	5.000
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
TS	TS-297473-1	03/19/2024	01/27/2025		MN TRUST TERM SERIES	\$2,800,000.00	\$2,919,715.73	\$2,800,000.00	4.970
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	5.257
SEC	SEC-63791-1	03/19/2024	09/19/2025	9396	VALLEY NATL BK WAYNE	\$243,505.19	\$243,000.00	\$243,000.00	4.905
SEC	SEC-63783-1	03/20/2024	09/22/2025	32992	MORGAN STANLEY BANK NA	\$243,508.72	\$243,000.00	\$243,000.00	4.855
SEC	SEC-63784-1	03/20/2024	09/22/2025	34221	MORGAN STANLEY PVT BANK	\$243,508.72	\$243,000.00	\$243,000.00	4.855
SEC	SEC-63788-1	03/21/2024	09/22/2025	3510	BANK OF AMERICA NA	\$243,506.08	\$243,000.00	\$243,000.00	4.855
SEC	SEC-63790-1	03/26/2024	09/26/2025	57512	WESTERN ALLIANCE BANK	\$243,504.94	\$243,000.00	\$243,000.00	4.905

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
TS	TS-297799-1	05/17/2024	11/18/2025		MN TRUST TERM SERIES	\$6,000,000.00	\$6,444,541.65	\$6,000,000.00	4.917
TS	TS-298044-1	06/21/2024	12/17/2025		MN TRUST TERM SERIES	\$4,000,000.00	\$4,292,120.55	\$4,000,000.00	4.9041
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
SEC	SEC-63786-1	03/20/2024	03/20/2026	57565	UBS BANK USA	\$248,684.57	\$248,000.00	\$248,000.00	4.655
SEC	SEC-63789-1	03/20/2024	03/20/2026	27572	COMMUNITY WEST BANK NA	\$248,685.17	\$248,000.00	\$248,000.00	4.605
SEC	SEC-63785-1	03/26/2024	03/26/2026	58311	COMMUNITY BANK DELAWARE	\$244,662.69	\$244,000.00	\$244,000.00	4.656
SEC	SEC-63787-1	03/27/2024	03/27/2026	34603	MVB BANK INC	\$248,684.57	\$248,000.00	\$248,000.00	4.655
Sub Totals →						\$79,637,651.42	\$97,181,274.32	\$95,534,544.33	
Totals →						\$79,637,651.42	\$97,181,274.32	\$95,534,544.33	

Total Portfolio Report CAR

Report as of 6/30/2024

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 42
 Phone: 630-657-6400
 Fax: 630-718-8701

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

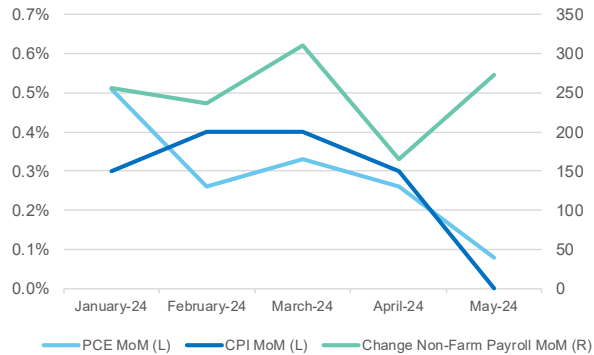
Type	Holding ID	Settle Date	Maturity	FDIC #	Instrument	Cost	Par-Val/Mat. Val	Lower of Cost/Par	Rate
MMA	MMA-1360995-1	06/26/2024			MMA Balance	\$15,305.63	\$15,305.63	\$15,305.63	
SEC	SEC-49708-1	11/22/2021	11/15/2024		US TREASURY N/B	\$923,084.96	\$925,000.00	\$923,084.96	0.673
CD	CD-279751-1	01/21/2020	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 →						\$1,569,390.59	\$1,640,102.35	\$1,569,390.59	
Totals →						\$1,569,390.59	\$1,640,102.35	\$1,569,390.59	



**Burnsville ISD 191 OPEB
Investment Review**

June 1 - June 30, 2024

INFLATION AND PAYROLLS



Source: Bloomberg, PMA Asset Management

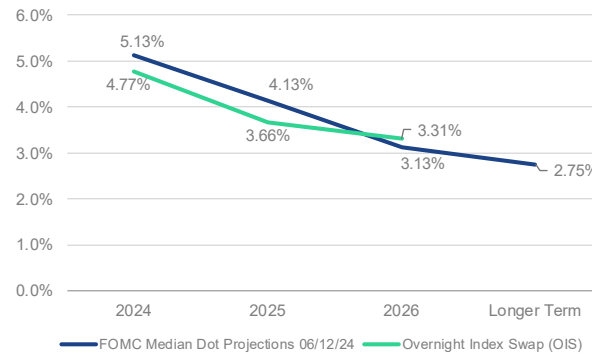
Inflation and labor statistics showed signs of a modestly cooler economy near the end of the second quarter, potential results of a higher interest rate environment.

May was the first flat month-over-month Personal Consumption Expenditures Price Index (PCE) inflation print of the year and third of this cycle. Earlier in the quarter, the month-over-month numbers still annualized to a rate exceeding the Federal Reserve (Fed) target of 2.0%. A 0% monthly print is positive, but the Fed will need to see continued progress before concluding that inflation has been tamed.

The services sector is still contributing the majority of the inflationary pressure, primarily driven by increases in housing costs, transportation insurance costs, and employment costs for many services industries more broadly.

The labor market downshifted from overheated to strong. While there has been a modest uptick in unemployment to 4.0%, non-farm payrolls are still increasing at a faster than trend rate. The Job Openings and Labor Turnover Survey (JOLTS) reported the the lowest job openings of this cycle in April.

FOMC DOT PLOTS



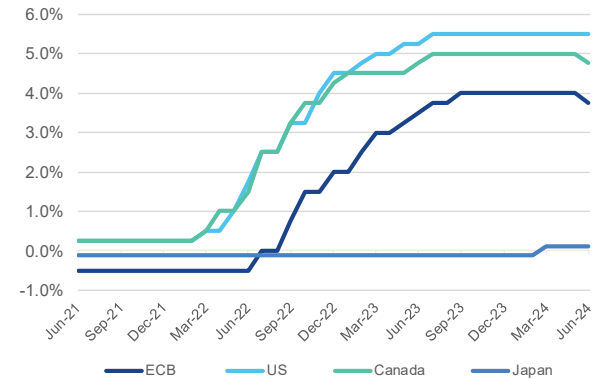
Source: Bloomberg, PMA Asset Management

The Fed held their policy rate unchanged throughout the second quarter. The target range, 5.25%-5.50%, has been in place since the July meeting of 2023. At the June 12, 2024 meeting, the Federal Open Market Committee (FOMC) released their updated Dot Plot. This communication tool is released quarterly to provide the market with forward guidance of policy rate expectations. The median line of all members surveyed shifted significantly, from three cuts in 2024 to only one. Cuts have shifted out into 2025 and 2026.

The long-term rate forecast was also increased from 2.50% to 2.75%, indicating FOMC members believe higher rates will persist. This long-term rate projection is still lower than historical periods. When the dot plots were first published in 2012, the long-term forecast rate was 4.25%. The expectation for the long-term rate will be a key number to monitor.

The market has continued to project a more dovish Fed throughout this hiking cycle. That trend continues as the market still expects more cuts than the Fed projects. That has been a volatile data point as additional labor and inflation data is published.

GLOBAL CENTRAL BANKS

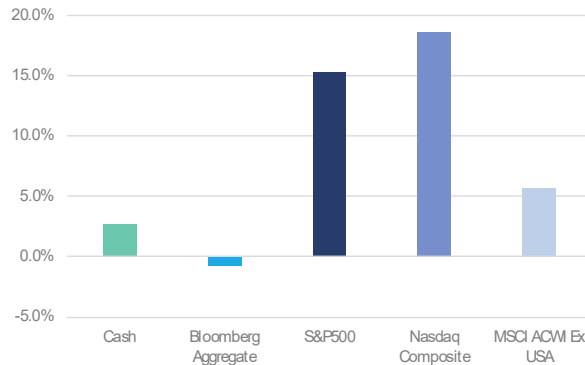


Source: Bloomberg, PMA Asset Management

Higher inflation, and accompanying higher interest rates, has been a global story affecting the economies of most developed countries. Recently, inflation pressures have eased in many countries and there are signs of slowing growth and softening labor markets. On June 5th, the Bank of Canada became the first Group of Seven central bank to trim its policy interest rate, cutting it one-quarter percentage point to 4.75% after leaving it at a more than two-decade high for almost a year. Economists see slower growth and a softening labor market helping to reduce core inflation.

The European Central Bank (ECB) lowered its key interest rate on June 6th while stating any future decisions to cut rates will be based on incoming data. In the Eurozone, headline inflation edged down in June, partially offsetting a rise in May. Similar to the U.S., core inflation remained steady due to a rise in service prices driven by high wage growth in services. Despite this pressure, in June, the ECB's economists forecast that inflation will fall to their 2% target toward the end of 2025. The central bank has stressed that the path of inflation is likely to be "bumpy" as it heads toward the 2% target.

FIRST HALF 2024 MARKET RETURNS



Source: Bloomberg

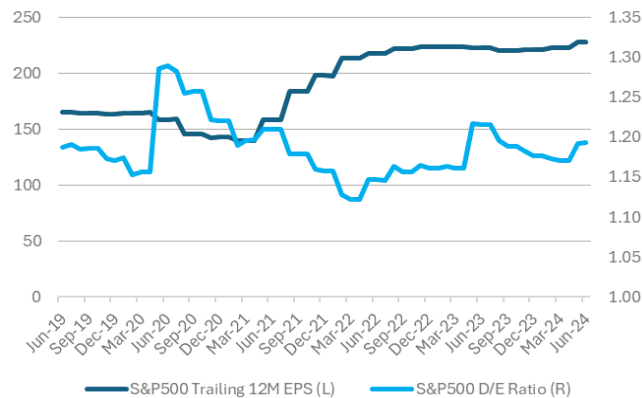
Asset class returns for the first half of 2024 were mixed, impacted by Fed rate-cut expectations, disinflation, resilient corporate earnings, and tech sector leadership.

Fixed income, represented by the Bloomberg U.S. Aggregate (Agg), was negative for the 6-months, not fully able to recover from the first quarter rate correction. The Agg ended the quarter down 0.7%, while high yield was up 2.4%, and cash remained in lock step with overnight rates.

Equity markets were mixed as well. The continued leadership among the Magnificent 7 led to strong returns for both the S&P 500 and NASDAQ. The improved confidence in the soft landing narrative and corporate earnings were also supportive. However, many names suffered from concerns over future consumer spending, leading to lower breadth and weaker small cap returns.

Historically, both election years and years with first half equity rallies over 10% have also seen positive second half returns (88% of the time). However, macro and geopolitical challenges continue to suggest enhanced volatility.

CORPORATE EARNINGS AND LEVERAGE



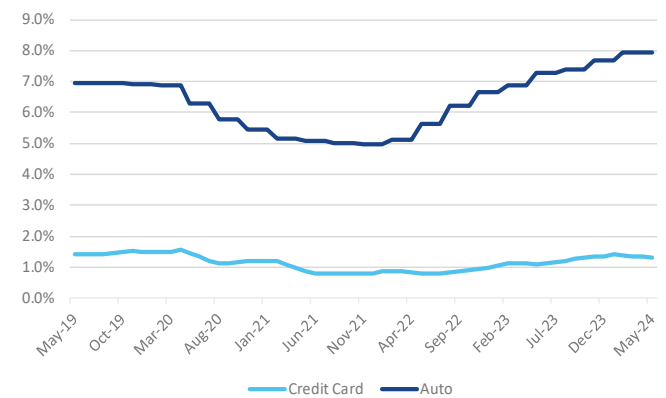
Source: Bloomberg, PMA Asset Management

Corporate fundamentals have continued to demonstrate resiliency through the first half of 2024, supportive of market returns.

First quarter earnings for S&P 500 companies grew 5.8%, improved over the 3.4% expected at the end of 2023. While the Magnificent 7 were by far the strongest components of the earnings numbers, analysts still forecast double-digit earnings growth for both 2024 and 2025. P/E ratios also increased in the second quarter as market values appreciated significantly. However, a higher P/E ratio may not be a valuation concern, but rather indicative of the shifts in market dynamics and company size over time.

Corporate leverage, as shown by the S&P 500 Debt-to-Equity ratio above, has remained moderate throughout the year, and lower than 2020 and 2023 levels. Given the concerns over potential delinquencies and defaults espoused over the last year, the lower leverage is a positive indicator of continued corporate health, despite the current stage of the credit cycle.

CONSUMER DELINQUENCIES (>30 DAYS)



Source: Bloomberg, PMA Asset Management

The U.S. consumer is beginning to show signs of strain with delinquencies on both auto and credit cards inching up near, or in some cases, exceeding pre-pandemic levels. Mortgage and other loan data has continued to demonstrate lower delinquencies, but the increased size of consumer debt overall (at over \$18T), combined with the delinquencies in two areas are potential concerns. Consumer data has been a focus for the Federal Reserve with attention on wage growth and other factors impacting anticipated demand.

The Conference Board's Consumer Confidence Index also came lower in June at 100.4, down from 101.3 in May. This echoes the debt data and demonstrates less optimism around household finances and the ability to secure and retain employment. The Fed utilizes a broad range of data to guide rate decisions in an effort to facilitate a soft landing and avoid a recession, which has historically been a difficult task, particularly when data is conflicting.

CLIENT
Burnsville ISD 191 OPEB

INCEPTION DATE
11/01/2014

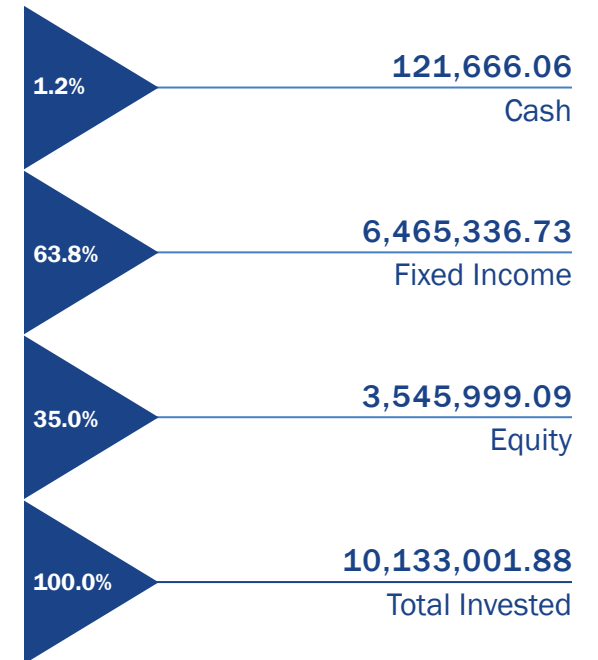
RELATIONSHIP TEAM
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Institutional Portfolio
Manager
(612) 509-2579
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Steve Pumper
VP, Investment Services
(612) 509-2565
SPumper@pmanetwork.com

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	9,993,642.02
Contributions	0.00
Withdrawals	0.00
Net Investment Income	19,668.90
Unrealized Gain/Loss	(1,638,065.01)
Realized Gain/Loss	1,757,755.97
Ending Market Value	10,133,001.88

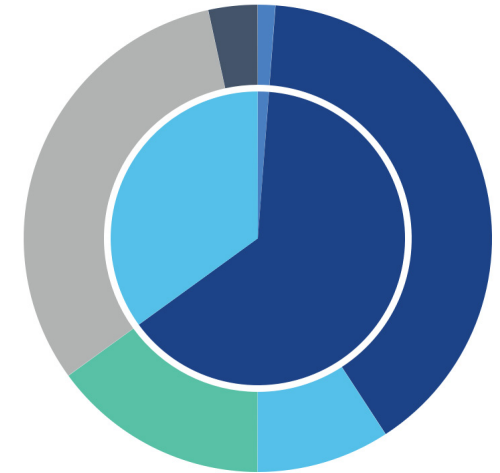
Compliance	Status
As of 06/30/2024	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	121,666.06	1.20%	(3,622,105.16)	(96.75%)
Fixed Income				
TOTAL Credit	4,013,885.65	39.61%	1,457,054.05	56.99%
Funds - Corporate	4,013,885.65	39.61%	1,457,054.05	56.99%
TOTAL Below Investment Grade	935,091.08	9.23%	935,091.08	—
Funds - Below Investment Grade	935,091.08	9.23%	935,091.08	—
TOTAL Mortgage Backed Security	1,516,360.00	14.96%	1,516,360.00	—
Funds – MBS	1,516,360.00	14.96%	1,516,360.00	—
TOTAL Fixed Income	6,465,336.73	63.80%	3,908,505.13	152.87%
Equity				
TOTAL Domestic Equity	3,201,083.09	31.59%	(491,956.11)	(13.32%)
Funds - Large Cap	2,970,829.36	29.32%	(722,209.84)	(19.56%)
Funds - Small Cap	230,253.73	2.27%	230,253.73	—
TOTAL International Equity	344,916.00	3.40%	344,916.00	—
Funds - International	344,916.00	3.40%	344,916.00	—
TOTAL Equity	3,545,999.09	34.99%	(147,040.11)	(3.98%)
TOTAL Invested	10,133,001.88	100.00%	139,359.86	1.39%

CURRENT PERIOD ALLOCATION



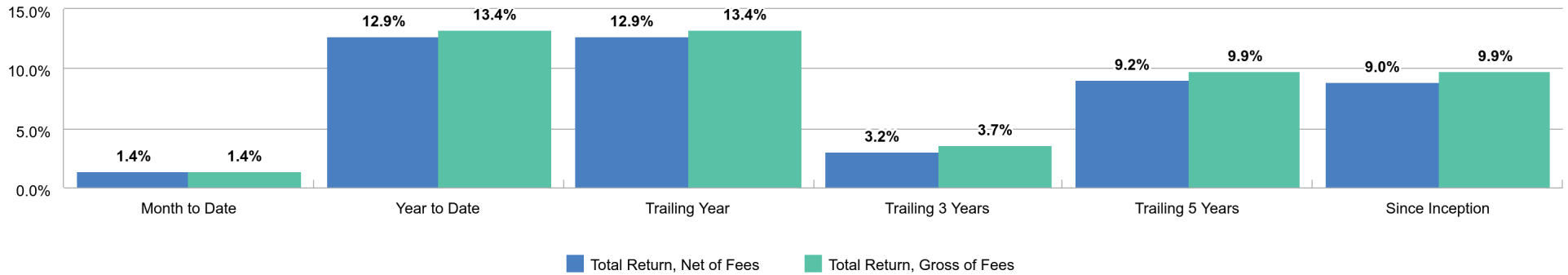
Asset Class

- Cash - 1.2%
- Fixed Income - 63.8%
- Equity - 35.0%

Sector

- Cash - 1.2%
- Credit - 39.6%
- Below Investment Grade - 9.2%
- Mortgage Backed Security - 15.0%
- Domestic Equity - 31.6%
- International Equity - 3.4%

HISTORICAL PERFORMANCE



HISTORICAL PERFORMANCE

	Month to Date	Year to Date	Trailing Year	Trailing 3 Years	Trailing 5 Years	Since Inception
Total Return, Net of Fees	1.39%	12.88%	12.88%	3.20%	9.22%	9.04%
Total Return, Gross of Fees	1.44%	13.44%	13.44%	3.72%	9.90%	9.86%

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	121,666.06	13.73%	1.33%	0.05%
Fixed Income	6,465,336.73	52.48%	1.39%	0.42%
Equity	3,545,999.09	33.78%	2.72%	0.97%
Portfolio Total	10,133,001.88	100.00%	1.44%	1.44%

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
06/20/2024	06/20/2024	(4,164.02)	US DOLLAR	USD	CCYUSD	—	(4,164.02)	0.00
—	—	(4,164.02)	Total Management Fee	—	—	—	(4,164.02)	0.00
<i>Money Market Fund Interest</i>								
06/30/2024	06/30/2024	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	5,152.33	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	5,152.33	—
Funds - Corporate								
<i>Buy</i>								
06/07/2024	06/10/2024	4,985.00	VANGUARD SH-TM B ETF	BSV	921937827	76.3547	(380,653.11)	—
06/07/2024	06/10/2024	14,713.00	VANGUARD TOT BD ETF	BND	921937835	71.7960	(1,056,408.12)	—
—	—	19,698.00	Total Purchases	—	—	—	(1,437,061.23)	—
<i>Equity Dividend</i>								
06/03/2024	06/05/2024	0.00	VANGUARD TOT BD ETF	BND	921937835	—	7,814.90	—
—	—	0.00	Total Equity Dividend	—	—	—	7,814.90	—
Funds - Below Investment Grade								
<i>Buy</i>								
06/07/2024	06/10/2024	12,122.00	ISHARES:IBOXX \$HY CORP	HYG	464288513	76.8758	(931,949.06)	—
—	—	12,122.00	Total Purchases	—	—	—	(931,949.06)	—
Funds – MBS								
<i>Buy</i>								
06/07/2024	06/10/2024	33,400.00	VANGUARD MTG-BK IDX ETF	VMBS	92206C771	45.0724	(1,505,585.16)	—
—	—	33,400.00	Total Purchases	—	—	—	(1,505,585.16)	—
Funds - Large Cap								
<i>Buy</i>								
06/07/2024	06/10/2024	24,898.00	ISHARES:ESG A MSCI USA	ESGU	46435G425	117.4529	(2,924,466.79)	—
—	—	24,898.00	Total Purchases	—	—	—	(2,924,466.79)	—
<i>Equity Dividend</i>								
06/11/2024	06/17/2024	0.00	ISHARES:ESG A MSCI USA	ESGU	46435G425	—	7,259.06	—
—	—	0.00	Total Equity Dividend	—	—	—	7,259.06	—
<i>Sell</i>								
06/07/2024	06/10/2024	(14,180.00)	VANGUARD TSM IDX ETF	VTI	922908769	263.6964	3,739,040.09	1,757,755.97



Transaction and Interest Summary

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June 1 - June 30, 2024

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
—	—	(14,180.00)	Total Sales	—	—	—	3,739,040.09	1,757,755.97
Funds - Small Cap								
<i>Buy</i>								
06/07/2024	06/10/2024	2,809.00	VANGUARD RUS 2000 ID ETF	VTWO	92206C664	81.8775	(230,007.95)	—
—	—	2,809.00	Total Purchases	—	—	—	(230,007.95)	—
<i>Equity Dividend</i>								
06/27/2024	07/01/2024	0.00	VANGUARD RUS 2000 ID ETF	VTWO	92206C664	—	841.01	—
—	—	0.00	Total Equity Dividend	—	—	—	841.01	—
Funds - International								
<i>Buy</i>								
06/07/2024	06/10/2024	5,720.00	VANGUARD TOT I S ETF	VXUS	921909768	61.4887	(351,743.96)	—
—	—	5,720.00	Total Purchases	—	—	—	(351,743.96)	—
<i>Equity Dividend</i>								
06/21/2024	06/25/2024	0.00	VANGUARD TOT I S ETF	VXUS	921909768	—	2,765.62	—
—	—	0.00	Total Equity Dividend	—	—	—	2,765.62	—

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														
Cash														
FGTXX	38141W273	115,672.72	GOLDMAN:FS GOVT INST	AAA	5.19%	06/30/2024	06/30/2024	115,672.72	1.0000	115,672.72	11,496.46	—	5.21%	5.21%
USD	CCYUSD	5,993.34	Receivable	AAA	0.00%	06/30/2024	06/30/2024	5,993.34	1.0000	5,993.34	0.00	—	0.00%	0.00%
—	—	121,666.06	—	AAA	4.93%	—	—	121,666.06	—	121,666.06	11,496.46	—	4.95%	4.95%
Fixed Income														
Mortgage Backed Security														
Funds – MBS														
VMBS	92206C771	33,400.00	VANGUARD MTG-BK IDX ETF	—	—	—	—	1,505,585.16	45.4000	1,516,360.00	0.00	3.68%	—	—
—	—	33,400.00	—	NA	—	—	—	1,505,585.16	—	1,516,360.00	0.00	3.68%	—	—
Credit														
Funds - Corporate														
BND	921937835	50,403.00	VANGUARD TOT BD ETF	—	—	—	—	3,948,736.76	72.0500	3,631,536.15	81,641.15	3.39%	—	—
BSV	921937827	4,985.00	VANGUARD SH-TM B ETF	—	—	—	—	380,653.11	76.7000	382,349.50	0.00	2.92%	—	—
—	—	55,388.00	—	NA	—	—	—	4,329,389.87	—	4,013,885.65	81,641.15	3.35%	—	—
Below Investment Grade														
Funds - Below Investment Grade														
HYG	464288513	12,122.00	ISHARES:IBOXX \$HY CORP	—	—	—	—	931,949.06	77.1400	935,091.08	0.00	5.94%	—	—
—	—	12,122.00	—	NA	—	—	—	931,949.06	—	935,091.08	0.00	5.94%	—	—
Equity														
Domestic Equity														
Funds - Large Cap														
ESGU	46435G425	24,898.00	ISHARES:ESG A MSCI USA	—	—	—	—	2,924,466.79	119.3200	2,970,829.36	7,259.06	1.18%	—	—
—	—	24,898.00	—	—	—	—	—	2,924,466.79	—	2,970,829.36	7,259.06	1.18%	—	—
Funds - Small Cap														

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
VTWO	92206C664	2,809.00	VANGUARD RUS 2000 ID ETF	—	—	—	—	230,007.95	81.9700	230,253.73	841.01	1.46%	—	—
—	—	2,809.00	—	—	—	—	—	230,007.95	—	230,253.73	841.01	1.46%	—	—
<i>International Equity</i>														
<i>Funds - International</i>														
VXUS	921909768	5,720.00	VANGUARD TOT I S ETF	—	—	—	—	351,743.96	60.3000	344,916.00	2,765.62	3.07%	—	—
—	—	5,720.00	—	—	—	—	—	351,743.96	—	344,916.00	2,765.62	3.07%	—	—
Total Invested		256,003.06	—	AAA	4.93%	—	—	10,394,808.85	—	10,133,001.88	104,003.30	2.94%	4.95%	4.95%

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

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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.

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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.

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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.

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Review of Report

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



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AP Check Register

AP Run: 20240605 VACH — Post Date: 2024-06-05 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/05/2024	9000005899	ACH	Association Of Clerical Employees	904895	AP Merch	336.00
06/05/2024	9000005900	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	1,107.00
06/05/2024	9000005901	ACH	Carlson, Gerri	929243	AP Merch	1,083.00
06/05/2024	9000005902	ACH	CDW Government Inc	920289-1	AP Merch	68,779.00
06/05/2024	9000005903	ACH	Latin Folkcraft	931182	AP Merch	920.00
06/05/2024	9000005904	ACH	Multilingual Word Inc	922324	AP Merch	1,000.00
06/05/2024	9000005905	ACH	Nelson, Jared	931190	AP Merch	540.00
06/05/2024	9000005906	ACH	Richert Speech Therapy LLC	931202	AP Merch	4,140.00
06/05/2024	9000005907	ACH	Teachers On Call	929847	AP Merch	75,014.64
Total:						\$152,919.64

20240605 VACH Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	9	152,919.64
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	9	\$152,919.64

AP Check Register

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AP Run: 20240606 EACH — Post Date: 2024-06-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/06/2024	9000005908	ACH	Broge, Dawndra S	020951	AP Merch	19.83
06/06/2024	9000005909	ACH	Buchanan, Isis L	019608	AP Merch	665.32
06/06/2024	9000005910	ACH	Cantolla, Kaitlin M	019617	AP Merch	50.52
06/06/2024	9000005911	ACH	Coleman, Colleen M	013413	AP Merch	63.58
06/06/2024	9000005912	ACH	Ewert, Casey B	019158	AP Merch	105.93
06/06/2024	9000005913	ACH	Gonzalez, Briseida	020509	AP Merch	85.00
06/06/2024	9000005914	ACH	Hennen, Jennifer S	016618	AP Merch	38.06
06/06/2024	9000005915	ACH	Janey, Karen A	021241	AP Merch	15.34
06/06/2024	9000005916	ACH	Jimenez, Karen G	021259	AP Merch	85.00
06/06/2024	9000005917	ACH	Kosloski, Scott	019322	AP Merch	181.58
06/06/2024	9000005918	ACH	Lake, David	017436	AP Merch	150.75
06/06/2024	9000005919	ACH	Maro, Julie A	011378	AP Merch	24.12
06/06/2024	9000005920	ACH	Mehring, Siri	021011	AP Merch	58.96
06/06/2024	9000005921	ACH	Middendorf, Jennifer L	019196	AP Merch	53.80
06/06/2024	9000005922	ACH	Miller, Jill Elizabeth	010323	AP Merch	46.90
06/06/2024	9000005923	ACH	Molina Alejandro, Lisbeth O	021272	AP Merch	85.00
06/06/2024	9000005924	ACH	Mousseau, Rebecca J	020278	AP Merch	71.63
06/06/2024	9000005925	ACH	Nelson, Katie L	015010	AP Merch	67.54
06/06/2024	9000005926	ACH	Nurminen, Kari J	018651	AP Merch	318.71
06/06/2024	9000005927	ACH	O'brien, Brianna	018085	AP Merch	41.54

AP Check Register

AP Run: 20240606 EACH — Post Date: 2024-06-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/06/2024	9000005928	ACH	O'Laughlin, John M	020956	AP Merch	60.43
06/06/2024	9000005929	ACH	Pieper, Jill	017753	AP Merch	35.71
06/06/2024	9000005930	ACH	Retzlaff, Billie Jean	020995	AP Merch	61.77
06/06/2024	9000005931	ACH	Roark, Kim J	009228	AP Merch	91.88
06/06/2024	9000005932	ACH	Robran, Kimberly J	020836	AP Merch	37.59
06/06/2024	9000005933	ACH	Sellars, Jason A	019217	AP Merch	18.25
06/06/2024	9000005934	ACH	Slattery, Cara	014619	AP Merch	30.85
06/06/2024	9000005935	ACH	Szymanski, Hannah J	021217	AP Merch	85.00
06/06/2024	9000005936	ACH	Voigt, Pamela M	017183	AP Merch	1,205.60
Total:						\$3,856.19

20240606 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	29	3,856.19
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	29	\$3,856.19

AP Check Register

AP Run: 20240614 VACH — Post Date: 2024-06-14 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/14/2024	9000005937	ACH	CDW Government Inc	920289-1	AP Merch	87,980.99
06/14/2024	9000005938	ACH	Multilingual Word Inc	922324	AP Merch	1,120.00
06/14/2024	9000005939	ACH	Nelson, Jared	931190	AP Merch	1,350.00
06/14/2024	9000005940	ACH	Solutran, Inc	928660	AP Merch	5,157.56
Total:						\$95,608.55

20240614 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	4	95,608.55
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	4	\$95,608.55

AP Check Register

AP Run: 20240620 EACH — Post Date: 2024-06-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/20/2024	9000005941	ACH	Adan, Naimo	020732	AP Merch	36.78
06/20/2024	9000005942	ACH	Albersheim-Carter, Marcina	018646	AP Merch	145.45
06/20/2024	9000005943	ACH	Arias, Angela Joy	017003	AP Merch	74.40
06/20/2024	9000005944	ACH	Barnes, Monet M	019922	AP Merch	52.13
06/20/2024	9000005945	ACH	Beseman, Rebecca Lynn	021088	AP Merch	592.18
06/20/2024	9000005946	ACH	Blood, Kelsey Jo	017981	AP Merch	180.91
06/20/2024	9000005947	ACH	Buchanan, Isis L	019608	AP Merch	14.00
06/20/2024	9000005948	ACH	Busker, Hailey M	020208	AP Merch	50.18
06/20/2024	9000005949	ACH	Christianson, Abra J	021205	AP Merch	144.05
06/20/2024	9000005950	ACH	Christy, Danielle H	014966	AP Merch	80.16
06/20/2024	9000005951	ACH	Cloutier, Dana	016633	AP Merch	129.24
06/20/2024	9000005952	ACH	Combs, Moriah M	020812	AP Merch	36.78
06/20/2024	9000005953	ACH	Czapar, Kelly N	017322	AP Merch	65.19
06/20/2024	9000005954	ACH	Elfering, Kaylin E	020788	AP Merch	39.96
06/20/2024	9000005955	ACH	Erbes, Sarah L	017283	AP Merch	196.98
06/20/2024	9000005956	ACH	Erickson, Kayla M	020006	AP Merch	160.13
06/20/2024	9000005957	ACH	Ewert, Casey B	019158	AP Merch	13.53
06/20/2024	9000005958	ACH	French, Keith J	015996	AP Merch	495.57
06/20/2024	9000005959	ACH	Funston, Kathy L	017175	AP Merch	39.16
06/20/2024	9000005960	ACH	Gutierrez Beltran, Maria L	017992	AP Merch	36.78

AP Check Register

AP Run: 20240620 EACH — Post Date: 2024-06-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/20/2024	9000005961	ACH	Hagen, Aimee E	016614	AP Merch	33.64
06/20/2024	9000005962	ACH	Harris, Whitney M	021124	AP Merch	210.05
06/20/2024	9000005963	ACH	Hassan, Rahma	017832	AP Merch	36.78
06/20/2024	9000005964	ACH	Hermes, Shelley	011475	AP Merch	69.99
06/20/2024	9000005965	ACH	Harrod, Kim	014622	AP Merch	64.10
06/20/2024	9000005966	ACH	Holden, Matt J	009267	AP Merch	299.62
06/20/2024	9000005967	ACH	Hubbard, Gabriel T	020507	AP Merch	184.91
06/20/2024	9000005968	ACH	Johnson, Brian J	018190	AP Merch	44.89
06/20/2024	9000005969	ACH	Jordan, Allison A	016428	AP Merch	79.53
06/20/2024	9000005970	ACH	Jordan, Joanna	014624	AP Merch	36.18
06/20/2024	9000005971	ACH	Kennedy, Jennifer K	013375	AP Merch	23.45
06/20/2024	9000005972	ACH	Kirchner, Amy	014600	AP Merch	19.23
06/20/2024	9000005973	ACH	Kolstad, Michele M	007847	AP Merch	38.60
06/20/2024	9000005974	ACH	Lake, Lisa L	017600	AP Merch	37.52
06/20/2024	9000005975	ACH	Le Vvintre, Jaqueline A	019760	AP Merch	118.64
06/20/2024	9000005976	ACH	Le Vvintre, Jennifer K	020845	AP Merch	36.78
06/20/2024	9000005977	ACH	Lian, Jocelyn M	020194	AP Merch	136.82
06/20/2024	9000005978	ACH	Lorincz, Kristen L	018602	AP Merch	66.13
06/20/2024	9000005979	ACH	Lotze, Timothy	014122	AP Merch	70.00
06/20/2024	9000005980	ACH	McCool, Molly	012230	AP Merch	62.37

AP Check Register

AP Run: 20240620 EACH — Post Date: 2024-06-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/20/2024	9000005981	ACH	McDonald, Patricia A	017146	AP Merch	75.00
06/20/2024	9000005982	ACH	McDowell, Morgan	018635	AP Merch	17.69
06/20/2024	9000005983	ACH	McKinney, Madison	021229	AP Merch	43.42
06/20/2024	9000005984	ACH	Mehring, Siri	021011	AP Merch	14.74
06/20/2024	9000005985	ACH	Melquist, Michelle	018847	AP Merch	136.54
06/20/2024	9000005986	ACH	Meyer, Chad	011073	AP Merch	91.03
06/20/2024	9000005987	ACH	Neal, Bryeny B	013693	AP Merch	24.12
06/20/2024	9000005988	ACH	Nelson, Katie L	015010	AP Merch	26.87
06/20/2024	9000005989	ACH	Nemeth, Heather	014991	AP Merch	19.43
06/20/2024	9000005990	ACH	Niemiec, Alicia	013692	AP Merch	188.27
06/20/2024	9000005991	ACH	Niffenegger, Kamala N	018055	AP Merch	41.61
06/20/2024	9000005992	ACH	Nordeen, Denise M	020415	AP Merch	268.67
06/20/2024	9000005993	ACH	Otto, Caron	018846	AP Merch	55.74
06/20/2024	9000005994	ACH	Petersen, Holly M	018849	AP Merch	38.93
06/20/2024	9000005995	ACH	Queen, LeVar A	020237	AP Merch	36.78
06/20/2024	9000005996	ACH	Retzlaff, Billie Jean	020995	AP Merch	9.98
06/20/2024	9000005997	ACH	Rossow, Alison L	019535	AP Merch	18.16
06/20/2024	9000005998	ACH	Sampers, Karen M	015925	AP Merch	10.18
06/20/2024	9000005999	ACH	Schiffman, Suzanne	007869	AP Merch	15.41
06/20/2024	9000006000	ACH	Severson, Heather	019325	AP Merch	112.57

AP Check Register

AP Run: 20240620 EACH — Post Date: 2024-06-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/20/2024	9000006001	ACH	Sweeney, Michael J	016376	AP Merch	114.16
06/20/2024	9000006002	ACH	Tarnofsky, John J	020438	AP Merch	50.72
06/20/2024	9000006003	ACH	Thomas, Jessica	018031	AP Merch	119.94
06/20/2024	9000006004	ACH	Turzynski, Adrienne K	021000	AP Merch	138.56
06/20/2024	9000006005	ACH	Vodnick, Sarah A	016023	AP Merch	75.98
06/20/2024	9000006006	ACH	Warmka, Cheri R	007858	AP Merch	14.27
06/20/2024	9000006007	ACH	Weatherford, Andrea M	017161	AP Merch	10.25
06/20/2024	9000006008	ACH	Yost, Molly M	019831	AP Merch	55.61
06/20/2024	9000006009	ACH	Yusuf, Ubah	019133	AP Merch	15.21
06/20/2024	9000006010	ACH	Zondag-Hamer, Kimberly	014127	AP Merch	70.95
06/20/2024	9000006011	ACH	Zyskowski, Karly M	021041	AP Merch	257.75
Total:						\$6,421.33

20240620 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	71	6,421.33
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	71	\$6,421.33

AP Check Register

AP Run: 20240624 VACH — Post Date: 2024-06-24 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/24/2024	9000006012	ACH	Casperson, Julie	928973	AP Merch	354.00
06/24/2024	9000006013	ACH	CDW Government Inc	920289-1	AP Merch	78,272.78
06/24/2024	9000006014	ACH	Goswami, Alpa	929031	AP Merch	147.50
06/24/2024	9000006015	ACH	Latin Folkcraft	931182	AP Merch	80.00
06/24/2024	9000006016	ACH	Nelson, Jared	931190	AP Merch	240.00
06/24/2024	9000006017	ACH	Richert Speech Therapy LLC	931202	AP Merch	1,581.25
06/24/2024	9000006018	ACH	Teachers On Call	929847	AP Merch	150,722.82
Total:						\$231,398.35

20240624 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	7	231,398.35
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	7	\$231,398.35

AP Check Register

AP Run: 20240624 VACH2 — Post Date: 2024-06-24 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/24/2024	9000006019	ACH	Association Of Clerical Employees	904895	AP Merch	336.00
06/24/2024	9000006020	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	1,134.00
Total:						\$1,470.00

20240624 VACH2 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	2	1,470.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$1,470.00

AP Check Register

AP Run: 20240628 EACH — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	900006021	ACH	Anderson, Kasey D	017674	AP Merch	50.00
06/28/2024	900006022	ACH	Battle, Theresa F	019927	AP Merch	500.00
06/28/2024	900006023	ACH	Bellmont, Chris	014183	AP Merch	200.00
06/28/2024	900006024	ACH	Berra, Angie Marie	013957	AP Merch	175.00
06/28/2024	900006025	ACH	Boldt, Julie A	009596	AP Merch	50.00
06/28/2024	900006026	ACH	Briggs, Lori A	016049	AP Merch	50.00
06/28/2024	900006027	ACH	Buckrey, Susan E	019475	AP Merch	33.97
06/28/2024	900006028	ACH	Coronis, Stacy S	010346	AP Merch	50.00
06/28/2024	900006029	ACH	Dale, Maricela	018971	AP Merch	75.00
06/28/2024	900006030	ACH	Dehne, Tyler	020322	AP Merch	200.00
06/28/2024	900006031	ACH	Delmont, Brooke	012100	AP Merch	75.00
06/28/2024	900006032	ACH	Dose, Molly A	021103	AP Merch	50.00
06/28/2024	900006033	ACH	Foley, Alena M	020885	AP Merch	50.00
06/28/2024	900006034	ACH	Frank, Sharon M	015516	AP Merch	50.00
06/28/2024	900006035	ACH	Garvis, Angela N	016095	AP Merch	50.00
06/28/2024	900006036	ACH	Gorton, Rachel	016735	AP Merch	200.00
06/28/2024	900006037	ACH	Gronseth, Allyssa M	020562	AP Merch	50.00
06/28/2024	900006038	ACH	Hanson, Lisa	011966	AP Merch	250.00
06/28/2024	900006039	ACH	Henle, Angela G	015131	AP Merch	4.25
06/28/2024	900006040	ACH	Hermes, Shelley	011475	AP Merch	99.70

AP Check Register

AP Run: 20240628 EACH — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	900006041	ACH	Holman, Sandra L	020020	AP Merch	75.00
06/28/2024	900006042	ACH	Keuler, Lori J	016667	AP Merch	75.00
06/28/2024	900006043	ACH	Knudsen, Julie A	011352	AP Merch	50.00
06/28/2024	900006044	ACH	Kosloski, Scott	019322	AP Merch	150.00
06/28/2024	900006045	ACH	Lau, Guek	020411	AP Merch	4.42
06/28/2024	900006046	ACH	Meuser, Teresa	010805	AP Merch	75.00
06/28/2024	900006047	ACH	Meyer, Nancy L	009216	AP Merch	100.00
06/28/2024	900006048	ACH	Morrissey, Kevin P	015046	AP Merch	100.00
06/28/2024	900006049	ACH	Otto, Caron	018846	AP Merch	75.00
06/28/2024	900006050	ACH	Parkinson, Jacquelyn R	018037	AP Merch	100.00
06/28/2024	900006051	ACH	Pearson, Genevieve L	019994	AP Merch	87.77
06/28/2024	900006052	ACH	Petroskey, Kellie A	017903	AP Merch	511.81
06/28/2024	900006053	ACH	Schmidt-Boyles, Dawn	012866	AP Merch	125.00
06/28/2024	900006054	ACH	Smalley, Amy C	013470	AP Merch	1,606.80
06/28/2024	900006055	ACH	Smith, Brittney M	019790	AP Merch	75.00
06/28/2024	900006056	ACH	Smith, Tracy J	014671	AP Merch	103.72
06/28/2024	900006057	ACH	Sovine, Stacey	017487	AP Merch	200.00
06/28/2024	900006058	ACH	Starkey, Michele M	012579	AP Merch	499.49
06/28/2024	900006059	ACH	Thompson, Dana K	018310	AP Merch	1,000.00
06/28/2024	900006060	ACH	Tinklenberg, Aaron D	017462	AP Merch	200.00

AP Check Register

AP Run: 20240628 EACH — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	9000006061	ACH	Waters, Stacie	018472	AP Merch	125.00
Total:						\$7,601.93

20240628 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	41	7,601.93
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	41	\$7,601.93

AP Check Register

AP Run: 20240628 VACH — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	9000006062	ACH	Association Of Clerical Employees	904895	AP Merch	336.00
06/28/2024	9000006063	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	1,134.00
06/28/2024	9000006064	ACH	Teachers On Call	929847	AP Merch	78,386.11
Total:						\$79,856.11

20240628 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	3	79,856.11
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	3	\$79,856.11

AP Check Register

AP Run: 20240731 Voids — Post Date: 2024-07-31 — AP Run Type: V

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/31/2024	9000005916	ACH	Jimenez, Karen G	021259	AP Merch	-85.00
Total:						-\$85.00

20240731 Voids Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	1	-85.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	-\$85.00

AP Check Register

Fund	Total
01 - General	561,027.06
02 - Food Service	891.29
04 - Community Service	9,395.46
22 - Internal Service - Health Insurance	7,157.56
50 - Student Activity Fund	575.73
	<hr/>
	\$579,047.10

AP Check Register

AP Run: 20240603 AP — Post Date: 2024-06-03 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/03/2024	492477	Check	Advanced Imaging Solutions	928551-1	AP Merch	5,924.63
06/03/2024	492478	Check	AHS Staffing LLC	931141	AP Merch	1,505.00
06/03/2024	492479	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	7,403.00
06/03/2024	492480	Check	Armstrong Torseth Skold & Rydeen Inc	926500	AP Merch	9,720.00
06/03/2024	492481	Check	Artis, Roger, III	927779	AP Merch	125.00
06/03/2024	492482	Check	Bix Produce Company	900477	AP Merch	15,965.08
06/03/2024	492483	Check	Capernaum Pediatric Therapy	930712	AP Merch	5,134.01
06/03/2024	492484	Check	Captivate Media + Consulting	929000	AP Merch	2,809.08
06/03/2024	492485	Check	Cardona, Shannelie	501266	AP Merch	23.30
06/03/2024	492486	Check	Carrier Corporation	900707-1	AP Merch	2,952.40
06/03/2024	492487	Check	Centerpoint Energy	902519	AP Merch	2,375.36
06/03/2024	492488	Check	CESO Communications LLC	930130	AP Merch	1,769.96
06/03/2024	492489	Check	CESO HR, LLC	930763	AP Merch	3,217.50
06/03/2024	492490	Check	Charpentier Enterprises LLC	931223	AP Merch	429.00
06/03/2024	492491	Check	College Board	900233-3	AP Merch	2,199.60
06/03/2024	492492	Check	Education Minnesota	928531	AP Merch	77.00
06/03/2024	492493	Check	Foundation 191	928202	AP Merch	146.35
06/03/2024	492494	Check	Fred Wells Tennis & Education Center	929979	AP Merch	125.52
06/03/2024	492495	Check	Fuller, Danielle	501263	AP Merch	36.25

AP Check Register

AP Run: 20240603 AP — Post Date: 2024-06-03 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/03/2024	492496	Check	Fun & Friendship Club	905604	AP Merch	713.89
06/03/2024	492497	Check	Fung, Elaine	501264	AP Merch	33.70
06/03/2024	492498	Check	Gopher	901458-1	AP Merch	257.86
06/03/2024	492499	Check	Gurstel Law Firm PC	920324	AP Merch	28.97
06/03/2024	492500	Check	Heartland Tire, Inc.	930160	AP Merch	78.99
06/03/2024	492501	Check	House of Print	920347	AP Merch	22,560.88
06/03/2024	492502	Check	Imperial Dade	904186-1	AP Merch	7,611.44
06/03/2024	492503	Check	International Gymnastics of MN LLC	926911	AP Merch	4,936.80
06/03/2024	492504	Check	Inver Hills Community College	901029	AP Merch	36,000.00
06/03/2024	492505	Check	Kennedy and Graven Chartered	908356	AP Merch	20,148.50
06/03/2024	492506	Check	Knight, Robin	930874	AP Merch	41.85
06/03/2024	492507	Check	Krueger, Melissa	501260	AP Merch	31.45
06/03/2024	492508	Check	Lamprecht, John	928748	AP Merch	60.00
06/03/2024	492509	Check	Le, Hai	501267	AP Merch	78.55
06/03/2024	492510	Check	Link Interpret	929933	AP Merch	405.56
06/03/2024	492511	Check	Lopez, Jen	931065	AP Merch	1,000.00
06/03/2024	492512	Check	Magers & Quinn Booksellers	930421	AP Merch	4,866.89
06/03/2024	492513	Check	Matesky, Donavan	931222	AP Merch	250.00
06/03/2024	492514	Check	Mayer Arts Inc	925512	AP Merch	3,744.00
06/03/2024	492515	Check	Metropolitan State University	928476	AP Merch	4,306.01

AP Check Register

AP Run: 20240603 AP — Post Date: 2024-06-03 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/03/2024	492516	Check	Meyers, Scott	501262	AP Merch	11.05
06/03/2024	492517	Check	Minnetonka High School	903936-4	AP Merch	105.00
06/03/2024	492518	Check	Mohamed Hussein, Faduma	930998	AP Merch	60.00
06/03/2024	492519	Check	MTI Distributing Inc	902544	AP Merch	18.18
06/03/2024	492520	Check	Naseema Omer LLC	930381	AP Merch	178.50
06/03/2024	492521	Check	NCPERS Group Life Ins	908769	AP Merch	32.00
06/03/2024	492522	Check	Norton, Cari	501261	AP Merch	81.85
06/03/2024	492523	Check	Orkin Commercial Services	926086	AP Merch	1,243.00
06/03/2024	492524	Check	Overhead Door Company Of The Northland	903695	AP Merch	1,760.45
06/03/2024	492525	Check	Perez, Melissa M	924879	AP Merch	300.00
06/03/2024	492526	Check	Precision Signs & Imaging LLC	930404	AP Merch	2,042.04
06/03/2024	492527	Check	Rahe, Anthony	931090	AP Merch	360.00
06/03/2024	492528	Check	RAK Construction Inc	929749	AP Merch	25,781.00
06/03/2024	492529	Check	Regents of The University of Minnesota	908798-12	AP Merch	180.00
06/03/2024	492530	Check	School Services Employees Local 284	907382	AP Merch	3,001.72
06/03/2024	492531	Check	Second Harvest Heartland	928183	AP Merch	1,536.33
06/03/2024	492532	Check	Southwest Metro Intermediate 288	928611	AP Merch	5,278.50
06/03/2024	492533	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	4,197.05
06/03/2024	492534	Check	Third Party Integrity Inc	930282	AP Merch	845.34

AP Check Register

AP Run: 20240603 AP — Post Date: 2024-06-03 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/03/2024	492535	Check	TPS Consulting LLC	929807	AP Merch	6,900.00
06/03/2024	492536	Check	Unique Software Corporation	905900	AP Merch	221.40
06/03/2024	492537	Check	Upper Lakes Foods Inc	929826	AP Merch	38,302.37
06/03/2024	492538	Check	Versatile Vehicles Inc	927393	AP Merch	9,000.00
06/03/2024	492539	Check	Walsh Associates, LLC	930951	AP Merch	900.00
06/03/2024	492540	Check	Wicker, David	930984	AP Merch	4,000.00
06/03/2024	492541	Check	Young, JoAnn	501265	AP Merch	29.65
Total:						\$275,458.81

20240603 AP Summary

Type	Count	Amount
Regular	65	275,458.81
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	65	\$275,458.81

AP Check Register

AP Run: 20240611 AP — Post Date: 2024-06-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/11/2024	492542	Check	AHS Staffing LLC	931141	AP Merch	2,709.00
06/11/2024	492543	Check	All Strings Attached, Inc	930543	AP Merch	231.28
06/11/2024	492544	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	15,202.00
06/11/2024	492545	Check	Andersen, Helen	930769	AP Merch	360.00
06/11/2024	492546	Check	Aqua Engineering Inc	900106	AP Merch	7,440.70
06/11/2024	492547	Check	Arvig	928649	AP Merch	2,953.95
06/11/2024	492548	Check	Ashpole, Dawn	500093	AP Merch	286.78
06/11/2024	492549	Check	Beseman, Pat	501273	AP Merch	15.00
06/11/2024	492550	Check	Bimbo Bakeries USA	902333-1	AP Merch	3,777.45
06/11/2024	492551	Check	Bix Produce Company	900477	AP Merch	17,591.16
06/11/2024	492552	Check	Bosholm, Kelli	500055	AP Merch	260.33
06/11/2024	492553	Check	Burn, Nancy	501274	AP Merch	15.00
06/11/2024	492554	Check	City of Eagan - Utilities	901002	AP Merch	5,159.93
06/11/2024	492555	Check	City of Savage - Utilities	909588	AP Merch	4,770.02
06/11/2024	492556	Check	College Board	900233-3	AP Merch	12,016.00
06/11/2024	492557	Check	Comcast	926565-1	AP Merch	5,583.50
06/11/2024	492558	Check	Conney Safety Products	900552-1	AP Merch	158.65
06/11/2024	492559	Check	Cottens NAPA Main Office	929846	AP Merch	64.96
06/11/2024	492560	Check	CST MN	929862	AP Merch	89,764.84
06/11/2024	492561	Check	Dakota Printing Inc	926840	AP Merch	232.00

AP Check Register

AP Run: 20240611 AP — Post Date: 2024-06-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/11/2024	492562	Check	DASH Sports LLC	930957	AP Merch	1,935.20
06/11/2024	492563	Check	Day, Julie	931226	AP Merch	1,530.00
06/11/2024	492564	Check	Dewald, Rina C	920524	AP Merch	120.00
06/11/2024	492565	Check	Ehlers' 2023 School Finance Seminar	920802	AP Merch	110.00
06/11/2024	492566	Check	Electro Watchman Inc	901078	AP Merch	754.91
06/11/2024	492567	Check	Fuller, Mary Sue	500035	AP Merch	15.00
06/11/2024	492568	Check	Gopher	901458-1	AP Merch	398.00
06/11/2024	492569	Check	H&B Specialized Products Inc	901641	AP Merch	3,700.00
06/11/2024	492570	Check	Hanuschak, Oksana	930258	AP Merch	160.00
06/11/2024	492571	Check	Heaner, Mark	501275	AP Merch	15.00
06/11/2024	492572	Check	Herrmann, Rosina	501276	AP Merch	15.00
06/11/2024	492573	Check	Imperial Dade	904186-1	AP Merch	4,028.53
06/11/2024	492574	Check	ISTE	902083	AP Merch	4,278.00
06/11/2024	492575	Check	J & D Trophy	904113	AP Merch	531.40
06/11/2024	492576	Check	Johnson Controls Fire Protection LP	903587	AP Merch	349.80
06/11/2024	492577	Check	Johnson, Diane	501062	AP Merch	15.00
06/11/2024	492578	Check	Kinsella-Deweese, Tracy	501271	AP Merch	19.00
06/11/2024	492579	Check	Klavins, John	501270	AP Merch	36.05
06/11/2024	492580	Check	Link Interpret	929933	AP Merch	577.52
06/11/2024	492581	Check	LiveMore ScreenLess	931225	AP Merch	300.00

AP Check Register

AP Run: 20240611 AP — Post Date: 2024-06-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/11/2024	492582	Check	Luong, Joe	925433	AP Merch	60.00
06/11/2024	492583	Check	Macario Corporation	930770	AP Merch	1,175.00
06/11/2024	492584	Check	Metropolitan State University	928476	AP Merch	3,300.00
06/11/2024	492585	Check	Midwest Blinds	927063	AP Merch	1,528.00
06/11/2024	492586	Check	Minnesota Historical Society	900624	AP Merch	44.00
06/11/2024	492587	Check	Minnesota Petroleum Service Inc	926261	AP Merch	2,890.00
06/11/2024	492588	Check	Minnesota Valley Electric Cooperative	907448	AP Merch	18,902.30
06/11/2024	492589	Check	Mitchell, Carolyn	501277	AP Merch	15.00
06/11/2024	492590	Check	MN Dept of Labor and Industry	907914-2	AP Merch	100.00
06/11/2024	492591	Check	MN Elementary School Principals Assoc (MESPA)	902538	AP Merch	450.00
06/11/2024	492592	Check	MN Highway Safety & Research Center	926466	AP Merch	612.00
06/11/2024	492593	Check	Mohammoud, Zahra Ali	928322	AP Merch	480.00
06/11/2024	492594	Check	Mousseau, Joseph	930435	AP Merch	2,100.00
06/11/2024	492595	Check	Munoz, Maribel	924243	AP Merch	60.00
06/11/2024	492596	Check	Office Systems And Design Inc	926881	AP Merch	3,934.00
06/11/2024	492597	Check	Palmer, Robert	501272	AP Merch	25.00
06/11/2024	492598	Check	Pedersen, Norma	500227	AP Merch	60.94
06/11/2024	492599	Check	Per Mar Security Services	930354	AP Merch	56.44
06/11/2024	492600	Check	Perez, Melissa M	924879	AP Merch	1,560.00

AP Check Register

AP Run: 20240611 AP — Post Date: 2024-06-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/11/2024	492601	Check	Pioneer SecureShred	930098	AP Merch	465.00
06/11/2024	492602	Check	Pothini, Seema	925931	AP Merch	2,621.40
06/11/2024	492603	Check	Regents of The University of Minnesota	908798-12	AP Merch	7,500.00
06/11/2024	492604	Check	Rent N Save Portable Services	925729	AP Merch	1,215.00
06/11/2024	492605	Check	Second Harvest Heartland	928183	AP Merch	1,154.29
06/11/2024	492606	Check	Smart Care Equipment Solutions	929900	AP Merch	2,271.35
06/11/2024	492607	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	4,174.24
06/11/2024	492608	Check	Steinkraus, Jennifer	501269	AP Merch	38.40
06/11/2024	492609	Check	Stephenson, Sarah	501072	AP Merch	31.60
06/11/2024	492610	Check	Summit 360	930892	AP Merch	4,148.00
06/11/2024	492611	Check	Sunbelt Staffing LLC	930586	AP Merch	25,133.66
06/11/2024	492612	Check	The Food Group	928651	AP Merch	1,571.00
06/11/2024	492613	Check	The Sanneh Foundation	930655	AP Merch	8,333.33
06/11/2024	492614	Check	Third Party Integrity Inc	930282	AP Merch	2,500.00
06/11/2024	492615	Check	T-Mobile	929345	AP Merch	1,694.30
06/11/2024	492616	Check	TPS Consulting LLC	929807	AP Merch	10,140.00
06/11/2024	492617	Check	Tri-State Bobcat	924444	AP Merch	3,289.69
06/11/2024	492618	Check	Trophy Lawncare	926186	AP Merch	18,360.00
06/11/2024	492619	Check	UHL Company, Inc.	931094	AP Merch	2,791.73
06/11/2024	492620	Check	Upper Lakes Foods Inc	929826	AP Merch	45,852.26

AP Check Register

AP Run: 20240611 AP — Post Date: 2024-06-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/11/2024	492621	Check	US Postmaster USPS	904153-1	AP Merch	1,804.34
06/11/2024	492622	Check	Whetter, Elizabeth	500306	AP Merch	15.00
06/11/2024	492623	Check	William Byrne Elementary PTO	930949	AP Merch	471.43
06/11/2024	492624	Check	Woelfel, Carolyn	501268	AP Merch	31.31
06/11/2024	492625	Check	Wood Lake Nature Center	930689	AP Merch	245.00
Total:						\$370,685.97

20240611 AP Summary

Type	Count	Amount
Regular	84	370,685.97
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	84	\$370,685.97

AP Check Register

AP Run: 20240617 AP — Post Date: 2024-06-17 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/17/2024	492626	Check	ACT INC	900111-1	AP Merch	21,939.75
06/17/2024	492627	Check	Advanced Commercial Kitchens	930100	AP Merch	3,006.26
06/17/2024	492628	Check	AHS Staffing LLC	931141	AP Merch	903.00
06/17/2024	492629	Check	ALTA Language Services Inc	931227	AP Merch	264.00
06/17/2024	492630	Check	Backupify Inc	928803	AP Merch	1,500.00
06/17/2024	492631	Check	Bix Produce Company	900477	AP Merch	10,985.51
06/17/2024	492632	Check	Bronson, Daniel	501075	AP Merch	478.45
06/17/2024	492633	Check	Celis, Kayla	501278	AP Merch	78.60
06/17/2024	492634	Check	Central McGowan, Inc.	931080	AP Merch	81.04
06/17/2024	492635	Check	CESO Communications LLC	930130	AP Merch	5,000.00
06/17/2024	492636	Check	CESO HR, LLC	930763	AP Merch	2,500.00
06/17/2024	492637	Check	CESO Transportation LLC	930220	AP Merch	16,080.45
06/17/2024	492638	Check	Charpentier Enterprises LLC	931223	AP Merch	429.00
06/17/2024	492639	Check	City of Burnsville - Special Assessments/Engineering	900673-2	AP Merch	14,555.28
06/17/2024	492640	Check	City of Burnsville - Utilities	904226	AP Merch	15,985.51
06/17/2024	492641	Check	Community Education Prior Lake-Savage Area Schools	921458-2	AP Merch	374.94
06/17/2024	492642	Check	Concordia University	902105	AP Merch	10,000.00
06/17/2024	492643	Check	Cub Foods	900645	AP Merch	297.61
06/17/2024	492644	Check	Dakota County Financial Services	907393-3	AP Merch	2,711.00

AP Check Register

AP Run: 20240617 AP — Post Date: 2024-06-17 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/17/2024	492645	Check	Dakota Valley Symphony	902325	AP Merch	1,200.00
06/17/2024	492646	Check	Dant, Elena	930824	AP Merch	225.00
06/17/2024	492647	Check	Dewald, Rina C	920524	AP Merch	180.00
06/17/2024	492648	Check	Dialog One LLC	927732	AP Merch	1,272.00
06/17/2024	492649	Check	Dirsec Inc	928604	AP Merch	1,697.00
06/17/2024	492650	Check	Festival Production Services	926710	AP Merch	10,825.00
06/17/2024	492651	Check	Gurstel Law Firm PC	920324	AP Merch	28.97
06/17/2024	492652	Check	Gustavus Adolphus College	922194-1	AP Merch	6,000.00
06/17/2024	492653	Check	Hassan, Zahra	931203	AP Merch	240.00
06/17/2024	492654	Check	Heartland Tire, Inc.	930160	AP Merch	314.65
06/17/2024	492655	Check	Hyvee	929410	AP Merch	633.90
06/17/2024	492656	Check	Imperial Dade	904186-1	AP Merch	13,341.64
06/17/2024	492657	Check	Instrumentalist Awards LLC	901896	AP Merch	76.00
06/17/2024	492658	Check	Intermediate School Dist 917	909327	AP Merch	3,799.70
06/17/2024	492659	Check	Interstate All Battery Center	928877	AP Merch	4.60
06/17/2024	492660	Check	Jimenez, Karen G	021259	AP Merch	85.00
06/17/2024	492661	Check	John A Dalsin & Son Inc	905816	AP Merch	5,723.59
06/17/2024	492662	Check	Johnson Controls Fire Protection LP	903587	AP Merch	315.00
06/17/2024	492663	Check	Kafka, Kim	931092	AP Merch	178.56

AP Check Register

AP Run: 20240617 AP — Post Date: 2024-06-17 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/17/2024	492664	Check	Master Automotive Tire & Quick Lube	928612	AP Merch	505.33
06/17/2024	492665	Check	Minnesota Energy Resources	903029	AP Merch	503.86
06/17/2024	492666	Check	Minnesota State University Mankato	902579	AP Merch	16,000.00
06/17/2024	492667	Check	Mohammoud, Zahra Ali	928322	AP Merch	360.00
06/17/2024	492668	Check	National Association of School Nurses (NASN)	906265	AP Merch	300.00
06/17/2024	492669	Check	New Dominion School	924335	AP Merch	1,825.53
06/17/2024	492670	Check	Novak, Janice S	902467	AP Merch	54.00
06/17/2024	492671	Check	Olson Madaus, Kirsten	930631	AP Merch	18.00
06/17/2024	492672	Check	Olson, Megan	500650	AP Merch	25.65
06/17/2024	492673	Check	Perez, Melissa M	924879	AP Merch	1,200.00
06/17/2024	492674	Check	Prior Lake High School	921458	AP Merch	125.00
06/17/2024	492675	Check	RM Cotton Company	903409	AP Merch	132.00
06/17/2024	492676	Check	Rock Hard Landscape Supply	928528	AP Merch	409.70
06/17/2024	492677	Check	Ryan Mechanical Inc	923241	AP Merch	65,828.36
06/17/2024	492678	Check	School Services Employees Local 284	907382	AP Merch	3,026.44
06/17/2024	492679	Check	Scott County Treasurer	904683	AP Merch	106.00
06/17/2024	492680	Check	Second Harvest Heartland	928183	AP Merch	1,864.93
06/17/2024	492681	Check	SFM	923848	AP Merch	11,964.51
06/17/2024	492682	Check	Sora Pediatric Therapy	931150	AP Merch	9,097.96

AP Check Register

AP Run: 20240617 AP — Post Date: 2024-06-17 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/17/2024	492683	Check	St Cloud State University	907091-4	AP Merch	6,000.00
06/17/2024	492684	Check	States Manufacturing Corporation	930807	AP Merch	14,200.00
06/17/2024	492685	Check	Sunbelt Staffing LLC	930586	AP Merch	47,718.89
06/17/2024	492686	Check	Tawakal Restaurant LLC	931228	AP Merch	800.00
06/17/2024	492687	Check	Teamworks International Inc	924234	AP Merch	1,925.00
06/17/2024	492688	Check	The Food Group	928651	AP Merch	1,454.50
06/17/2024	492689	Check	The Hartford	924486	AP Merch	52,839.34
06/17/2024	492690	Check	Total Filtration Services Inc	922123-1	AP Merch	2,601.64
06/17/2024	492691	Check	Tri-State Bobcat	924444	AP Merch	47.00
06/17/2024	492692	Check	Ugas, Maryan	930345	AP Merch	60.00
06/17/2024	492693	Check	Unique Software Corporation	905900	AP Merch	408.00
06/17/2024	492694	Check	University Of Minnesota Twin Cities	908798-25	AP Merch	6,000.00
06/17/2024	492695	Check	Upper Lakes Foods Inc	929826	AP Merch	34,417.25
06/17/2024	492696	Check	Vestis Services LLC	901365	AP Merch	1,138.42
06/17/2024	492697	Check	Winona State University	900807	AP Merch	6,000.00
06/17/2024	492698	Check	Xcel Energy	902776	AP Merch	7,180.39
Total:						\$449,448.71

AP Check Register

AP Run: 20240617 AP — Post Date: 2024-06-17 — AP Run Type: R

<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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20240617 AP Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	73	449,448.71
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	73	\$449,448.71

AP Check Register

AP Run: 20240628 AP — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	492699	Check	A.J. Moore Electric Inc	928491	AP Merch	2,898.22
06/28/2024	492700	Check	Abdur Razzaq Counseling & Social Architecture PA	931180	AP Merch	3,500.00
06/28/2024	492701	Check	ACI Asphalt & Concrete LLC	931185	AP Merch	30,904.46
06/28/2024	492702	Check	Advanced Commercial Kitchens	930100	AP Merch	10,784.99
06/28/2024	492703	Check	AIM Electronics Inc	900017	AP Merch	12,373.10
06/28/2024	492704	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	5,185.00
06/28/2024	492705	Check	Amiot Scholastic Recognition Inc	930284	AP Merch	8,647.00
06/28/2024	492706	Check	Anchor Solar Investments LLC	929704	AP Merch	2,153.20
06/28/2024	492707	Check	Anoka Hennepin School District #11	900075-4	AP Merch	2,000.00
06/28/2024	492708	Check	Bix Produce Company	900477	AP Merch	47,173.75
06/28/2024	492709	Check	Brin Glass Service	928124	AP Merch	2,435.00
06/28/2024	492710	Check	Centerpoint Energy	902519	AP Merch	13,048.83
06/28/2024	492711	Check	City of Burnsville	900673	AP Merch	592.20
06/28/2024	492712	Check	Conney Safety Products	900552-1	AP Merch	175.55
06/28/2024	492713	Check	Consolidated Communications	906231	AP Merch	2,408.12
06/28/2024	492714	Check	COR Robotics LLC	931017	AP Merch	910.00
06/28/2024	492715	Check	Crown Rental Inc	900647	AP Merch	301.42
06/28/2024	492716	Check	Crystal Lake Golf Club Inc	922701	AP Merch	1,500.00
06/28/2024	492717	Check	CST MN	929862	AP Merch	23,199.66

AP Check Register

AP Run: 20240628 AP — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	492718	Check	Dakota Electric Association	900809	AP Merch	81,948.57
06/28/2024	492719	Check	Digital Insurance, LLC	929385	AP Merch	6,250.00
06/28/2024	492720	Check	Eagle Printing & Graphics	931024	AP Merch	2,360.75
06/28/2024	492721	Check	Ecoscapes LLC	930989	AP Merch	3,250.00
06/28/2024	492722	Check	Ehlers	920802-1	AP Merch	2,925.00
06/28/2024	492723	Check	EPS Operations, LLC	931127	AP Merch	1,500.95
06/28/2024	492724	Check	FaxSpit Services, Inc.	930948	AP Merch	462.00
06/28/2024	492725	Check	Ferguson Enterprises # 1657	908698-1	AP Merch	10.65
06/28/2024	492726	Check	Frese, Tami	500087	AP Merch	287.07
06/28/2024	492727	Check	goosebumpsandtears LLC	931231	AP Merch	200.00
06/28/2024	492728	Check	Graphic Design Inc	922183	AP Merch	423.00
06/28/2024	492729	Check	Gray Hobby Farm	930463	AP Merch	576.00
06/28/2024	492730	Check	GreatAmerica Financial Services	929729	AP Merch	621.00
06/28/2024	492731	Check	Gregory, Loris Sofia	927443	AP Merch	75.00
06/28/2024	492732	Check	Hanuschak, Oksana	930258	AP Merch	80.00
06/28/2024	492733	Check	Hawkins, Connie	501087	AP Merch	49.00
06/28/2024	492734	Check	Heartland Tire, Inc.	930160	AP Merch	74.66
06/28/2024	492735	Check	Identisys Inc	923654	AP Merch	5,093.03
06/28/2024	492736	Check	Imperial Dade	904186-1	AP Merch	23,754.38
06/28/2024	492737	Check	Innovational Water Solutions, Inc.	930169	AP Merch	5,467.00

AP Check Register

AP Run: 20240628 AP — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	492738	Check	Intermediate School Dist 917	909327	AP Merch	2,072.59
06/28/2024	492739	Check	Inver Hills Community College	901029	AP Merch	10,554.60
06/28/2024	492740	Check	J & D Trophy	904113	AP Merch	61.20
06/28/2024	492741	Check	John Henry Foster Minnesota Inc	902058	AP Merch	223.49
06/28/2024	492742	Check	Johnson Controls Fire Protection LP	903587	AP Merch	1,242.51
06/28/2024	492743	Check	JW Pepper & Son Inc	903003	AP Merch	91.49
06/28/2024	492744	Check	Klein, Evan	501067	AP Merch	95.69
06/28/2024	492745	Check	Lamprecht, John	928748	AP Merch	36.00
06/28/2024	492746	Check	Lano Equipment	925133	AP Merch	166.11
06/28/2024	492747	Check	Link Interpret	929933	AP Merch	213.50
06/28/2024	492748	Check	Marti & Gary's Auto Repair	930382	AP Merch	653.10
06/28/2024	492749	Check	MEI Total Elevator Solutions	908999-1	AP Merch	3,175.96
06/28/2024	492750	Check	Merry, Vanessa	929912	AP Merch	330.00
06/28/2024	492751	Check	Midwest Educational Consultants Inc	927440	AP Merch	1,400.00
06/28/2024	492752	Check	Midwest Machinery Co	930825	AP Merch	51.04
06/28/2024	492753	Check	Minnesota Energy Resources	903029	AP Merch	2,072.85
06/28/2024	492754	Check	Minnesota Pollution Control Agency - MPCA	903770	AP Merch	375.28
06/28/2024	492755	Check	Mission Filtration	931116	AP Merch	8,456.23
06/28/2024	492756	Check	MRI Software LLC	929957	AP Merch	410.00

AP Check Register

AP Run: 20240628 AP — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	492757	Check	NCS Pearson Inc	925372	AP Merch	251.60
06/28/2024	492758	Check	Nelco	929915	AP Merch	1,161.30
06/28/2024	492759	Check	Nelson, Kristi Kay	930378	AP Merch	560.00
06/28/2024	492760	Check	Nuvera	902483	AP Merch	196.66
06/28/2024	492761	Check	Office of MNIT Services	906477	AP Merch	1,709.40
06/28/2024	492762	Check	Per Mar Security Services	930354	AP Merch	275.00
06/28/2024	492763	Check	Perez, Melissa M	924879	AP Merch	300.00
06/28/2024	492764	Check	Precision Signs & Imaging LLC	930404	AP Merch	160.00
06/28/2024	492765	Check	RAK Construction Inc	929749	AP Merch	20,860.00
06/28/2024	492766	Check	Rock Hard Landscape Supply	928528	AP Merch	97.45
06/28/2024	492767	Check	Ryan Mechanical Inc	923241	AP Merch	20,965.57
06/28/2024	492768	Check	Schmitt & Sons - Contract	909331-2	AP Merch	1,213,926.37
06/28/2024	492769	Check	Schmitt & Sons Inc	909331	AP Merch	69,673.27
06/28/2024	492770	Check	Second Harvest Heartland	928183	AP Merch	766.65
06/28/2024	492771	Check	Sora Pediatric Therapy	931150	AP Merch	85.76
06/28/2024	492772	Check	Southwest Metro Intermediate 288	928611	AP Merch	2,808.00
06/28/2024	492773	Check	Special School District No 1	908893	AP Merch	561.00
06/28/2024	492774	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	11,435.08
06/28/2024	492775	Check	Sunbelt Staffing LLC	930586	AP Merch	23,990.26
06/28/2024	492776	Check	The Trophy House Inc	903986	AP Merch	210.20

AP Check Register

AP Run: 20240628 AP — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	492777	Check	Total Filtration Services Inc	922123-1	AP Merch	669.96
06/28/2024	492778	Check	TPS Consulting LLC	929807	AP Merch	61,752.00
06/28/2024	492779	Check	Ultimate Events	929516-1	AP Merch	1,283.15
06/28/2024	492780	Check	Upper Lakes Foods Inc	929826	AP Merch	71,421.62
06/28/2024	492781	Check	Versatile Vehicles Inc	927393	AP Merch	2,220.00
06/28/2024	492782	Check	Westermayer, Keli	501038	AP Merch	29.75
Total:						\$1,844,650.25

20240628 AP Summary

Type	Count	Amount
Regular	84	1,844,650.25
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	84	\$1,844,650.25

AP Check Register

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Fund	Total
01 - General	1,198,366.49
02 - Food Service	322,385.09
03 - Transportation	1,343,270.80
04 - Community Service	61,018.08
16 - Facility Rental	7,538.64
22 - Internal Service - Health Insurance	1,175.00
50 - Student Activity Fund	6,489.64
	<hr/>
	\$2,940,243.74

AP Check Register

AP Run: 20240607 CB — Post Date: 2024-06-07 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/07/2024	6000001702		Dicks Sanitation Service Inc	900641	AP Merch	8,273.49
06/07/2024	6000001703		Grainger	904387-1	AP Merch	1,128.91
06/07/2024	6000001704		APi HVAC Services Inc	920320	AP Merch	938.00
06/07/2024	6000001705		Trio Supply	903802	AP Merch	6,046.50
Total:						\$16,386.90

20240607 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	4	16,386.90
Total:	4	\$16,386.90

AP Check Register

AP Run: 20240614 CB — Post Date: 2024-06-14 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/14/2024	6000001706		Advanced Imaging Solutions	928551	AP Merch	5,964.75
06/14/2024	6000001707		Cornerstone Copy Center	900502	AP Merch	372.07
06/14/2024	6000001708		Game One	928417	AP Merch	368.12
06/14/2024	6000001709		Grainger	904387-1	AP Merch	1,658.89
06/14/2024	6000001710		Professional Wireless Communications	924681	AP Merch	76.45
06/14/2024	6000001711		Schmitt Music	903532	AP Merch	2,268.50
06/14/2024	6000001712		Scholastic Inc	903196-6	AP Merch	45.50
06/14/2024	6000001713		Trio Supply	903802	AP Merch	1,069.25
Total:						\$11,823.53

20240614 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	8	11,823.53
Total:	8	\$11,823.53

AP Check Register

AP Run: 20240628 CB FY24 — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	6000001714		Automated Logic Contracting Services	925449	AP Merch	2,735.00
06/28/2024	6000001715		Cintas Corp	903681	AP Merch	608.70
06/28/2024	6000001716		Cornerstone Copy Center	900502	AP Merch	1,177.60
06/28/2024	6000001717		Cummins Sales & Service	929228-1	AP Merch	3,245.59
06/28/2024	6000001718		ECM Publishers Inc	909272	AP Merch	79.20
06/28/2024	6000001719		Grainger	904387-1	AP Merch	5,739.56
06/28/2024	6000001720		Innovative Office Solutions LLC	924274	AP Merch	11,381.78
06/28/2024	6000001721		Kelleher Helmrich and Associates Inc	908955	AP Merch	523.50
06/28/2024	6000001722		Occupational Health of MN, PC	929919	AP Merch	194.00
06/28/2024	6000001723		Schmitt Music	903532	AP Merch	3,044.36
06/28/2024	6000001724		Scholastic Inc	903196-6	AP Merch	306.50
06/28/2024	6000001725		School Health Supply Co Inc	903537	AP Merch	5,986.50
06/28/2024	6000001726		School Specialty LLC	925097	AP Merch	562.91
06/28/2024	6000001727		SiteOne Landscape Supply LLC	930424	AP Merch	376.69
06/28/2024	6000001728		The Language Banc	924523	AP Merch	315.00
06/28/2024	6000001729		Trane US Inc	904045	AP Merch	250,000.00
06/28/2024	6000001730		Trio Supply	903802	AP Merch	2,745.66
Total:						\$289,022.55

AP Check Register

AP Run: 20240628 CB FY24 — Post Date: 2024-06-28 — AP Run Type: R

<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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20240628 CB FY24 Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	17	289,022.55
Total:	17	\$289,022.55

AP Check Register

AP Run: 20240628 VoidCB — Post Date: 2024-07-08 — AP Run Type: V

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/08/2024	6000001720		Innovative Office Solutions LLC	924274	AP Merch	-11,381.78
Total:						-\$11,381.78

20240628 VoidCB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	-11,381.78
Total:	1	-\$11,381.78

AP Check Register

Fund	Total
01 - General	293,474.61
02 - Food Service	10,251.45
04 - Community Service	1,757.02
16 - Facility Rental	368.12
	\$305,851.20

Monthly Void/Wire Report

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AP Run: 20240603 Wires — Post Date: 2024-06-03 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
06/03/2024	8000000993	Wire Transfer	ISD 191 Self Insurance Account	370,706.42
Total:				\$370,706.42

20240603 Wires Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	370,706.42
Epayables:	0	0.00
Total:	1	\$370,706.42

Monthly Void/Wire Report

AP Run: 20240614 Wires PR — Post Date: 2024-06-14 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
06/14/2024	8000000994	Wire Transfer	Commissioner Of Revenue	126,817.78
06/14/2024	8000000995	Wire Transfer	Educators Benefit Consultants	220,840.07
06/14/2024	8000000996	Wire Transfer	Internal Revenue Service	768,316.90
06/14/2024	8000000997	Wire Transfer	ISD 191 Flex Account	46,786.21
06/14/2024	8000000998	Wire Transfer	ISD 191 Self Insurance Account	950,790.83
06/14/2024	8000000999	Wire Transfer	MN Child Support	1,949.34
06/14/2024	8000001000	Wire Transfer	MN Dept of Revenue	805.64
06/14/2024	8000001001	Wire Transfer	Mn Teachers Retirement Assoc	433,869.54
06/14/2024	8000001002	Wire Transfer	PERA	117,603.48
06/14/2024	8000001003	Wire Transfer	Teachers Federal Credit Union	35,582.63
Total:				\$2,703,362.42

20240614 Wires PR Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	10	2,703,362.42
Epayables:	0	0.00
Total:	10	\$2,703,362.42

Monthly Void/Wire Report

99

AP Run: 20240628 Wires PR — Post Date: 2024-06-28 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
06/28/2024	8000001004	Wire Transfer	Commissioner Of Revenue	220,380.33
06/28/2024	8000001005	Wire Transfer	Educators Benefit Consultants	205,778.37
06/28/2024	8000001006	Wire Transfer	Internal Revenue Service	1,239,743.13
06/28/2024	8000001007	Wire Transfer	ISD 191 Flex Account	7,590.19
06/28/2024	8000001008	Wire Transfer	ISD 191 Self Insurance Account	908,568.93
06/28/2024	8000001009	Wire Transfer	MN Child Support	2,360.10
06/28/2024	8000001010	Wire Transfer	MN Dept of Revenue	463.42
06/28/2024	8000001011	Wire Transfer	Mn Teachers Retirement Assoc	628,431.05
06/28/2024	8000001012	Wire Transfer	PERA	160,378.46
Total:				\$3,373,693.98

20240628 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	9	3,373,693.98
Epayables:	0	0.00
Total:	9	\$3,373,693.98

Monthly Void/Wire Report

100

AP Run: 20240625 P-Card — Post Date: 2024-06-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
06/25/2024	8000001013	Wire Transfer	US Bank	132,456.20
Total:				\$132,456.20

20240625 P-Card Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	132,456.20
Epayables:	0	0.00
Total:	1	\$132,456.20

Monthly Void/Wire Report

101

AP Run: 20240630 Wires — Post Date: 2024-06-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2024	8000001014	Wire Transfer	Delta Dental Plan Of Minnesota	60,182.64
06/30/2024	8000001015	Wire Transfer	MN Dept of Revenue-Sales Tax	430.00
			Total:	\$60,612.64

20240630 Wires Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	60,612.64
Epayables:	0	0.00
Total:	2	\$60,612.64

Monthly Void/Wire Report

102

AP Run: 20240630 Wires 20 S.Ins — Post Date: 2024-06-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2024	188	Wire Transfer	Further	103,733.72
06/30/2024	189	Wire Transfer	Paydhealth	8,246.63
06/30/2024	190	Wire Transfer	Preferredone Admin Services	-1,706.78
06/30/2024	191	Wire Transfer	UMR, Inc	2,425,081.18
Total:				\$2,535,354.75

20240630 Wires 20 S.Ins Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	4	2,535,354.75
Epayables:	0	0.00
Total:	4	\$2,535,354.75

Monthly Void/Wire Report

103

AP Run: 20240630 Wires 8 Flex — Post Date: 2024-06-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2024	70	Wire Transfer	Further	45,138.73
Total:				\$45,138.73

20240630 Wires 8 Flex Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	45,138.73
Epayables:	0	0.00
Total:	1	\$45,138.73

Monthly Void/Wire Report

<u>Fund</u>	<u>Total</u>
01 - General	6,233,911.36
02 - Food Service	151,880.43
04 - Community Service	230,916.76
16 - Facility Rental	6,853.06
20 - Internal Service - Dental	60,182.64
22 - Internal Service - Health Insurance	2,535,354.75
50 - Student Activity Fund	2,226.14
	\$9,221,325.14



**Agenda IV.A.3
September 26, 2024**

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

From: Tyler Dehne, Director of Finance

Date: September 17, 2024

Re: July Payroll, Claims and Receipts

Recommendation: That the Board approves July payroll checks in the net amount of \$3,861,602.60. July claims to date, wire transfers and adjustments totaling \$14,706,185.96. Also, that the Board accepts July receipts of \$6,045,952.27 and investments for the General Fund and OPEB of \$93,374,009.51 as of July 31, 2024.

July 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

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
July 2024**

Cash Receipts

Receipts	
Miscellaneous Adjustments	\$6,045,952.27

TOTAL JULY CASH RECEIVED	\$6,045,952.27
---------------------------------	-----------------------

CASH DISBURSEMENTS

July	
Payroll	\$3,861,602.60

A/P		
July Claims	Checks 492783-493175	\$3,041,996.08
	Virtual Card 6000001731-6000001761	\$224,118.92
	ACH-Emp/Vend 9000006065-9000006142	\$733,224.74

July A/P Wires+P-card	\$10,698,759.63
July Bank Fees	\$8,086.59

TOTAL JULY CASH DISBURSED	\$18,567,788.56
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TOTAL TO BE APPROVED	\$18,567,788.56
-----------------------------	------------------------

	Money Market	(Original Cost) Investments	7/31/2024
GENERAL FUND	\$20,726,942.35	\$60,650,825.60	\$81,377,767.95
OPEB	\$15,346.28	\$1,624,796.72	\$1,640,143.00
OPEB EQUITY INV	\$140,204.14	\$10,215,894.42	\$10,356,098.56
	\$20,882,492.77		\$93,374,009.51

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		07/31/2024			IS Balance	\$20,726,942.35	\$20,726,942.35	\$20,726,942.35	107
LTD		07/31/2024			LTD Balance		\$16,009,629.99	\$16,009,629.99	
SDA	SDA-1285862-1	07/31/2024			Savings Deposit Account - MNTrust Term Series-Flex (PenFed LOC)	\$2,366,932.67	\$2,366,932.67	\$2,366,932.67	
SDA	SDA-1348596-1	07/31/2024			Savings Deposit Account - MNTrust Term Series-Flex (VNB)	\$11,824,305.05	\$11,824,305.05	\$11,824,305.05	
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
TS	TS-297614-1	04/12/2024	01/15/2025		MN TRUST TERM SERIES	\$3,500,000.00	\$3,633,287.68	\$3,500,000.00	5.000
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
TS	TS-297473-1	03/19/2024	01/27/2025		MN TRUST TERM SERIES	\$2,800,000.00	\$2,919,715.73	\$2,800,000.00	4.970
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	5.257
SEC	SEC-63791-1	03/19/2024	09/19/2025	9396	VALLEY NATL BK WAYNE	\$243,505.19	\$243,000.00	\$243,000.00	4.905
SEC	SEC-63783-1	03/20/2024	09/22/2025	32992	MORGAN STANLEY BANK NA	\$243,508.72	\$243,000.00	\$243,000.00	4.855
SEC	SEC-63784-1	03/20/2024	09/22/2025	34221	MORGAN STANLEY PVT BANK	\$243,508.72	\$243,000.00	\$243,000.00	4.855
SEC	SEC-63788-1	03/21/2024	09/22/2025	3510	BANK OF AMERICA NA	\$243,506.08	\$243,000.00	\$243,000.00	4.855
SEC	SEC-63790-1	03/26/2024	09/26/2025	57512	WESTERN ALLIANCE BANK	\$243,504.94	\$243,000.00	\$243,000.00	4.905
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

TS	TS-297799-1	05/17/2024	11/18/2025		MN TRUST TERM SERIES	\$6,000,000.00	\$6,444,541.65	\$6,000,000.00	4.917
TS	TS-298044-1	06/21/2024	12/17/2025		MN TRUST TERM SERIES	\$4,000,000.00	\$4,292,120.55	\$4,000,000.00	4.900
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
SEC	SEC-63786-1	03/20/2024	03/20/2026	57565	UBS BANK USA	\$248,684.57	\$248,000.00	\$248,000.00	4.65108
SEC	SEC-63789-1	03/20/2024	03/20/2026	27572	COMMUNITY WEST BANK NA	\$248,685.17	\$248,000.00	\$248,000.00	4.605
SEC	SEC-63785-1	03/26/2024	03/26/2026	58311	COMMUNITY BANK DELAWARE	\$244,662.69	\$244,000.00	\$244,000.00	4.656
SEC	SEC-63787-1	03/27/2024	03/27/2026	34603	MVB BANK INC	\$248,684.57	\$248,000.00	\$248,000.00	4.655
Sub Totals →						\$63,762,821.04	\$81,377,767.95	\$79,763,110.06	
Totals →						\$63,762,821.04	\$81,377,767.95	\$79,763,110.06	

Total Portfolio Report CAR

Report as of 7/31/2024

PMA Financial Network
 2135 CityGate Lane
 7th Floor
 Naperville, IL 60563 109
 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
MMA	MMA-1360995-1	07/31/2024			MMA Balance	\$15,346.28	\$15,346.28	\$15,346.28	
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 →						\$1,569,431.24	\$1,640,143.00	\$1,569,431.24	
Totals →						\$1,569,431.24	\$1,640,143.00	\$1,569,431.24	



Burnsville ISD 191 OPEB Investment Review

July 1 - July 31, 2024

CLIENT
Burnsville ISD 191 OPEB

INCEPTION DATE
11/01/2014

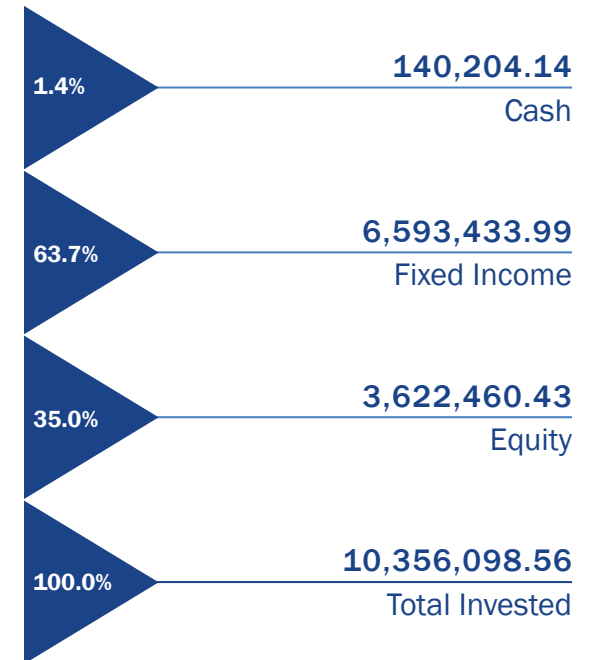
RELATIONSHIP TEAM
Kendra Shelland
Institutional Portfolio
Manager
(612) 509-2579
kshelland@pmanetwork.com

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

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	10,133,001.88
Contributions	0.00
Withdrawals	0.00
Net Investment Income	18,538.08
Unrealized Gain/Loss	204,558.60
Realized Gain/Loss	0.00
Ending Market Value	10,356,098.56

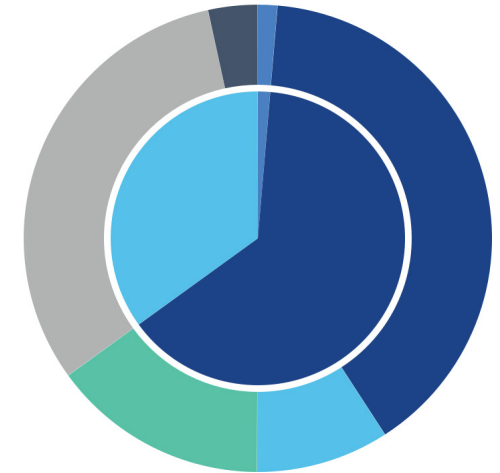
Compliance	Status
As of 07/31/2024	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	140,204.14	1.35%	18,538.08	15.24%
Fixed Income				
TOTAL Credit	4,092,614.11	39.52%	78,728.46	1.96%
Funds - Corporate	4,092,614.11	39.52%	78,728.46	1.96%
TOTAL Below Investment Grade	952,061.88	9.19%	16,970.80	1.81%
Funds - Below Investment Grade	952,061.88	9.19%	16,970.80	1.81%
TOTAL Mortgage Backed Security	1,548,758.00	14.96%	32,398.00	2.14%
Funds - MBS	1,548,758.00	14.96%	32,398.00	2.14%
TOTAL Fixed Income	6,593,433.99	63.67%	128,097.26	1.98%
Equity				
TOTAL Domestic Equity	3,268,506.83	31.56%	67,423.74	2.11%
Funds - Large Cap	3,014,151.88	29.11%	43,322.52	1.46%
Funds - Small Cap	254,354.95	2.46%	24,101.22	10.47%
TOTAL International Equity	353,953.60	3.42%	9,037.60	2.62%
Funds - International	353,953.60	3.42%	9,037.60	2.62%
TOTAL Equity	3,622,460.43	34.98%	76,461.34	2.16%
TOTAL Invested	10,356,098.56	100.00%	223,096.68	2.20%

CURRENT PERIOD ALLOCATION



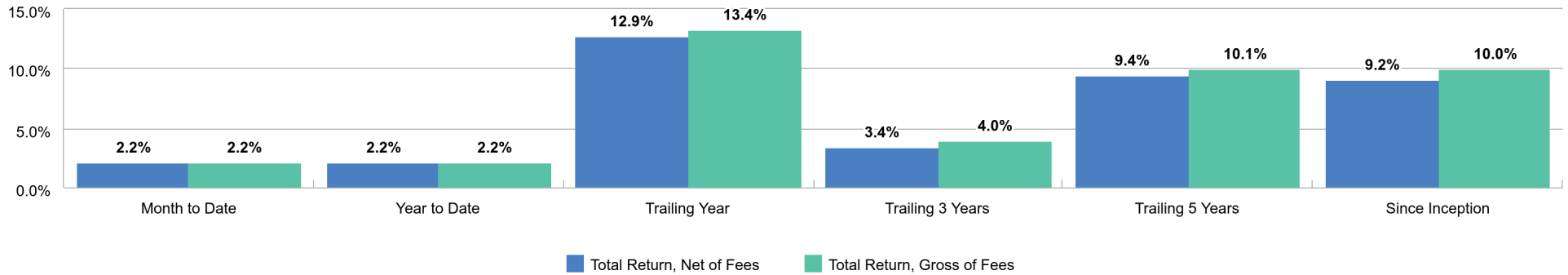
Asset Class

- Cash - 1.4%
- Fixed Income - 63.7%
- Equity - 35.0%

Sector

- Cash - 1.4%
- Credit - 39.5%
- Below Investment Grade - 9.2%
- Mortgage Backed Security - 15.0%
- Domestic Equity - 31.6%
- International Equity - 3.4%

HISTORICAL PERFORMANCE



HISTORICAL PERFORMANCE

	Month to Date	Year to Date	Trailing Year	Trailing 3 Years	Trailing 5 Years	Since Inception
Total Return, Net of Fees	2.20%	2.20%	12.87%	3.44%	9.43%	9.20%
Total Return, Gross of Fees	2.24%	2.24%	13.43%	3.95%	10.10%	10.02%

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	140,204.14	1.39%	0.44%	0.01%
Fixed Income	6,593,433.99	63.46%	2.33%	1.48%
Equity	3,622,460.43	35.14%	2.16%	0.75%
Portfolio Total	10,356,098.56	100.00%	2.24%	2.24%

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
07/16/2024	07/16/2024	(4,222.08)	US DOLLAR	USD	CCYUSD	—	(4,222.08)	0.00
—	—	(4,222.08)	Total Management Fee	—	—	—	(4,222.08)	0.00
<i>Money Market Fund Interest</i>								
07/31/2024	07/31/2024	0.00	GOLDMAN:FS GOVT INST	FGTX	38141W273	—	618.14	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	618.14	—
Funds - Corporate								
<i>Equity Dividend</i>								
07/01/2024	07/03/2024	0.00	VANGUARD SH-TM B ETF	BSV	921937827	—	1,079.56	—
07/01/2024	07/03/2024	0.00	VANGUARD TOT BD ETF	BND	921937835	—	11,123.94	—
—	—	0.00	Total Equity Dividend	—	—	—	12,203.50	—
Funds - Below Investment Grade								
<i>Equity Dividend</i>								
07/01/2024	07/05/2024	0.00	ISHARES:IBOXX \$HY CORP	HYG	464288513	—	4,908.48	—
—	—	0.00	Total Equity Dividend	—	—	—	4,908.48	—
Funds - MBS								
<i>Equity Dividend</i>								
07/01/2024	07/03/2024	0.00	VANGUARD MTG-BK IDX ETF	VMBS	92206C771	—	5,030.04	—
—	—	0.00	Total Equity Dividend	—	—	—	5,030.04	—

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														
Cash														
FGTXX	38141W273	139,586.00	GOLDMAN:FS GOVT INST	AAA	5.18%	07/31/2024	07/31/2024	139,586.00	1.0000	139,586.00	618.14	—	5.22%	5.22%
USD	CCYUSD	618.14	Receivable	AAA	0.00%	07/31/2024	07/31/2024	618.14	1.0000	618.14	0.00	—	0.00%	0.00%
—	—	140,204.14	—	AAA	5.16%	—	—	140,204.14	—	140,204.14	618.14	—	5.20%	5.20%
Fixed Income														
Mortgage Backed Security														
Funds – MBS														
VMBS	92206C771	33,400.00	VANGUARD MTG-BK IDX ETF	—	—	—	—	1,505,585.16	46.3700	1,548,758.00	5,030.04	3.66%	—	—
—	—	33,400.00	—	NA	—	—	—	1,505,585.16	—	1,548,758.00	5,030.04	3.66%	—	—
Credit														
Funds - Corporate														
BND	921937835	50,403.00	VANGUARD TOT BD ETF	—	—	—	—	3,948,736.76	73.5200	3,705,628.56	11,123.94	3.37%	—	—
BSV	921937827	4,985.00	VANGUARD SH-TM B ETF	—	—	—	—	380,653.11	77.6300	386,985.55	1,079.56	2.97%	—	—
—	—	55,388.00	—	NA	—	—	—	4,329,389.87	—	4,092,614.11	12,203.50	3.33%	—	—
Below Investment Grade														
Funds - Below Investment Grade														
HYG	464288513	12,122.00	ISHARES:IBOXX \$HY CORP	—	—	—	—	931,949.06	78.5400	952,061.88	4,908.48	5.84%	—	—
—	—	12,122.00	—	NA	—	—	—	931,949.06	—	952,061.88	4,908.48	5.84%	—	—
Equity														
Domestic Equity														
Funds - Large Cap														
ESGU	46435G425	24,898.00	ISHARES:ESG A MSCI USA	—	—	—	—	2,924,466.79	121.0600	3,014,151.88	0.00	1.17%	—	—
—	—	24,898.00	—	—	—	—	—	2,924,466.79	—	3,014,151.88	0.00	1.17%	—	—
Funds - Small Cap														

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
VTWO	92206C664	2,809.00	VANGUARD RUS 2000 ID ETF	—	—	—	—	230,007.95	90.5500	254,354.95	0.00	1.32%	—	—
—	—	2,809.00	—	—	—	—	—	230,007.95	—	254,354.95	0.00	1.32%	—	—
<i>International Equity</i>														
<i>Funds - International</i>														
VXUS	921909768	5,720.00	VANGUARD TOT I S ETF	—	—	—	—	351,743.96	61.8800	353,953.60	0.00	2.99%	—	—
—	—	5,720.00	—	—	—	—	—	351,743.96	—	353,953.60	0.00	2.99%	—	—
Total Invested		274,541.14	—	AAA	5.16%	—	—	10,413,346.93	—	10,356,098.56	22,760.16	2.91%	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.

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

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

Custodian Bank

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

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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.

Ratings

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

Risk

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

Account Control

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

Notification of Changes

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

ADV Firm Brochure

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

Affiliated Entities

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

Review of Report

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



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AP Check Register

AP Run: 20240711 VACH FY24 — Post Date: 2024-07-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/11/2024	9000006065	ACH	Carlson, Gerri	929243	AP Merch	1,020.00
07/11/2024	9000006066	ACH	CDW Government Inc	920289-1	AP Merch	15,511.78
07/11/2024	9000006067	ACH	Latin Folkcraft	931182	AP Merch	140.00
07/11/2024	9000006068	ACH	Nelson, Jared	931190	AP Merch	870.00
07/11/2024	9000006069	ACH	Solutran, Inc	928660	AP Merch	2,572.86
07/11/2024	9000006070	ACH	Teachers On Call	929847	AP Merch	109,658.72
Total:						\$129,773.36

20240711 VACH FY24 Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	6	129,773.36
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	6	\$129,773.36

AP Check Register

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AP Run: 20240712 VACH — Post Date: 2024-07-12 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/12/2024	9000006071	ACH	CDW Government Inc	920289-1	AP Merch	513,203.24
Total:						\$513,203.24

20240712 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	1	513,203.24
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$513,203.24

AP Check Register

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AP Run: 20240719 EACH FY24 — Post Date: 2024-07-19 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/19/2024	9000006072	ACH	Allston Trenteetun, Carolyn	021045	AP Merch	2,500.00
07/19/2024	9000006073	ACH	Challgren, Peg Ten	006842	AP Merch	61.96
07/19/2024	9000006074	ACH	Christianson, Abra J	021205	AP Merch	198.72
07/19/2024	9000006075	ACH	Clancy, Carissa	016999	AP Merch	287.50
07/19/2024	9000006076	ACH	Connell, Paul J	016319	AP Merch	363.00
07/19/2024	9000006077	ACH	Funston, Kathy L	017175	AP Merch	499.58
07/19/2024	9000006078	ACH	Heim, Bill V	015977	AP Merch	146.46
07/19/2024	9000006079	ACH	Janey, Karen A	021241	AP Merch	9.25
07/19/2024	9000006080	ACH	Johnson, Brian J	018190	AP Merch	97.15
07/19/2024	9000006081	ACH	Jordan, Joanna	014624	AP Merch	28.41
07/19/2024	9000006082	ACH	Kleiner, Kevin T	020910	AP Merch	1,073.66
07/19/2024	9000006083	ACH	Kronabetter, Julie R	016789	AP Merch	92.93
07/19/2024	9000006084	ACH	Lake, David	017436	AP Merch	196.98
07/19/2024	9000006085	ACH	Lake, Lisa L	017600	AP Merch	20.16
07/19/2024	9000006086	ACH	Middendorf, Jennifer L	019196	AP Merch	14.07
07/19/2024	9000006087	ACH	Miller, Jill Elizabeth	010323	AP Merch	16.75
07/19/2024	9000006088	ACH	Ness, Karen M	016501	AP Merch	292.79
07/19/2024	9000006089	ACH	Oftedahl, Imina P	020003	AP Merch	422.88
07/19/2024	9000006090	ACH	O'Laughlin, John M	020956	AP Merch	72.49
07/19/2024	9000006091	ACH	Oscarson Wanzek, Kristi R	012479	AP Merch	361.71

AP Check Register

AP Run: 20240719 EACH FY24 — Post Date: 2024-07-19 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/19/2024	9000006092	ACH	Pearson, Genevieve L	019994	AP Merch	74.04
07/19/2024	9000006093	ACH	Philipsek, Megan K	020487	AP Merch	59.78
07/19/2024	9000006094	ACH	Piotrowski, Amy	018639	AP Merch	1,000.00
07/19/2024	9000006095	ACH	Riggs, Jeanine L	015803	AP Merch	31.13
07/19/2024	9000006096	ACH	Robran, Kimberly J	020836	AP Merch	97.22
07/19/2024	9000006097	ACH	Salmela, Kathryn	018090	AP Merch	434.61
07/19/2024	9000006098	ACH	Schut, Jennie A	021071	AP Merch	113.50
07/19/2024	9000006099	ACH	Sellers, Jason A	019217	AP Merch	22.75
07/19/2024	9000006100	ACH	Smith-Lossiah, Sharon Kay	008182	AP Merch	16.89
07/19/2024	9000006101	ACH	Tarnofsky, John J	020438	AP Merch	35.31
07/19/2024	9000006102	ACH	Troldahl, Monica L	020519	AP Merch	3.02
07/19/2024	9000006103	ACH	Voigt, Pamela M	017183	AP Merch	25.46
Total:						\$8,670.16

20240719 EACH FY24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	32	8,670.16
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	32	\$8,670.16

AP Check Register

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AP Run: 20240723 VACH — Post Date: 2024-07-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/23/2024	9000006104	ACH	Association Of Clerical Employees	904895	AP Merch	408.00
07/23/2024	9000006105	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	1,062.00
07/23/2024	9000006106	ACH	Care Solace, Inc.	930950	AP Merch	30,345.48
07/23/2024	9000006107	ACH	Illuminate Education Inc	930283	AP Merch	45,787.50
Total:						\$77,602.98

20240723 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	4	77,602.98
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	4	\$77,602.98

AP Check Register

AP Run: 20240731 EACH FY24 — Post Date: 2024-07-31 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/31/2024	9000006108	ACH	Bell, Angela	012339	AP Merch	50.00
07/31/2024	9000006109	ACH	Bortel, Shawn D	020435	AP Merch	100.00
07/31/2024	9000006110	ACH	Burns, Pollyanna M	010851	AP Merch	50.00
07/31/2024	9000006111	ACH	Colareta, Karina G	020798	AP Merch	75.00
07/31/2024	9000006112	ACH	Elkins, Amby M	021036	AP Merch	50.00
07/31/2024	9000006113	ACH	Frank, Sharon M	015516	AP Merch	100.00
07/31/2024	9000006114	ACH	Garvis, Angela N	016095	AP Merch	100.00
07/31/2024	9000006115	ACH	Geesman, Garrett D	019738	AP Merch	100.00
07/31/2024	9000006116	ACH	Gierada, Barbara L	008128	AP Merch	75.00
07/31/2024	9000006117	ACH	Gillispie, Jameson M	020963	AP Merch	50.00
07/31/2024	9000006118	ACH	Harrod, Kim	014622	AP Merch	75.00
07/31/2024	9000006119	ACH	Hreha, Kyle J	011910	AP Merch	50.00
07/31/2024	9000006120	ACH	Johnson, Michael A	018761	AP Merch	100.00
07/31/2024	9000006121	ACH	Jordan, Wendy	011212	AP Merch	75.00
07/31/2024	9000006122	ACH	Jungers, Gail	018410	AP Merch	75.00
07/31/2024	9000006123	ACH	Keuler, Lori J	016667	AP Merch	75.00
07/31/2024	9000006124	ACH	King, Jennifer M	021084	AP Merch	50.00
07/31/2024	9000006125	ACH	Kral, Melissa M	015381	AP Merch	200.00
07/31/2024	9000006126	ACH	Kubitz, Brandon W	021252	AP Merch	100.00
07/31/2024	9000006127	ACH	Lenton, Tiffany	012899	AP Merch	75.00

AP Check Register

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AP Run: 20240731 EACH FY24 — Post Date: 2024-07-31 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/31/2024	9000006128	ACH	Mcclellan, Melissa E	014000	AP Merch	75.00
07/31/2024	9000006129	ACH	O'Hara, Erin E	017850	AP Merch	250.00
07/31/2024	9000006130	ACH	Otto, Caron	018846	AP Merch	50.00
07/31/2024	9000006131	ACH	Preston, Angela	006375	AP Merch	50.00
07/31/2024	9000006132	ACH	Ring, Katlin	017910	AP Merch	100.00
07/31/2024	9000006133	ACH	Robb, Brad E	013654	AP Merch	100.00
07/31/2024	9000006134	ACH	Schmidt-Boyles, Dawn	012866	AP Merch	100.00
07/31/2024	9000006135	ACH	Stalock, Sharron C	014226	AP Merch	50.00
07/31/2024	9000006136	ACH	Tousignant, Holly	015856	AP Merch	75.00
Total:						\$2,475.00

20240731 EACH FY24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	29	2,475.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	29	\$2,475.00

AP Check Register

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AP Run: 20240731 EACH — Post Date: 2024-07-31 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/31/2024	9000006137	ACH	Battle, Theresa F	019927	AP Merch	500.00
07/31/2024	9000006138	ACH	Bellmont, Chris	014183	AP Merch	200.00
07/31/2024	9000006139	ACH	Dehne, Tyler	020322	AP Merch	200.00
07/31/2024	9000006140	ACH	Gorton, Rachel	016735	AP Merch	200.00
07/31/2024	9000006141	ACH	Sovine, Stacey	017487	AP Merch	200.00
07/31/2024	9000006142	ACH	Tinklenberg, Aaron D	017462	AP Merch	200.00
Total:						\$1,500.00

20240731 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	6	1,500.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	6	\$1,500.00

AP Check Register

Fund	Total
01 - General	725,034.93
02 - Food Service	178.97
04 - Community Service	2,962.98
22 - Internal Service - Health Insurance	5,047.86
	\$733,224.74

AP Check Register

AP Run: 20240701 AP FY24 — Post Date: 2024-07-01 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/01/2024	492783	Check	AIM Electronics Inc	900017	AP Merch	16,577.00
07/01/2024	492784	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	5,253.50
07/01/2024	492785	Check	American Eagle Roofing and Coating	931181	AP Merch	2,663.00
07/01/2024	492786	Check	Capernaum Pediatric Therapy	930712	AP Merch	6,286.54
07/01/2024	492787	Check	Centerpoint Energy	902519	AP Merch	2,107.41
07/01/2024	492788	Check	CESO HR, LLC	930763	AP Merch	2,242.50
07/01/2024	492789	Check	Crown Rental Inc	900647	AP Merch	30.00
07/01/2024	492790	Check	Digital Insurance, LLC	929385	AP Merch	6,250.00
07/01/2024	492791	Check	Educators Benefit Consultants LLC	926262-1	AP Merch	830.34
07/01/2024	492792	Check	Fagerness, Joyce	924275	AP Merch	457.20
07/01/2024	492793	Check	Ford & Harrison LLP	931097	AP Merch	219.00
07/01/2024	492794	Check	Gurstel Law Firm PC	920324	AP Merch	28.97
07/01/2024	492795	Check	Hanuschak, Oksana	930258	AP Merch	240.00
07/01/2024	492796	Check	Heartland Tire, Inc.	930160	AP Merch	156.99
07/01/2024	492797	Check	HitesmanLaw PA	925108	AP Merch	572.50
07/01/2024	492798	Check	Infinite Health Collaborative, PA	930472	AP Merch	135.00
07/01/2024	492799	Check	Larsen, Jeff	501279	AP Merch	64.75
07/01/2024	492800	Check	Naseema Omer LLC	930381	AP Merch	260.00
07/01/2024	492801	Check	NCPERS Group Life Ins	908769	AP Merch	32.00

AP Check Register

AP Run: 20240701 AP FY24 — Post Date: 2024-07-01 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/01/2024	492802	Check	School Services Employees Local 284	907382	AP Merch	3,035.73
07/01/2024	492803	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	1,672.90
07/01/2024	492804	Check	Transportation Plus, Inc.	906215	AP Merch	3,958.80
07/01/2024	492805	Check	Willow Testing and Consulting LLC	931102	AP Merch	3,666.00
07/01/2024	492806	Check	Xcel Energy	902776	AP Merch	2,993.87
Total:						\$59,734.00

20240701 AP FY24 Summary

Type	Count	Amount
Regular	24	59,734.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	24	\$59,734.00

AP Check Register

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AP Run: 20240701 AP FY24B — Post Date: 2024-07-01 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/01/2024	492807	Check	Metropolitan State University	928476	AP Merch	10,729.56
Total:						\$10,729.56

20240701 AP FY24B Summary

Type	Count	Amount
Regular	1	10,729.56
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$10,729.56

AP Check Register

AP Run: 20240701 AP FY25 — Post Date: 2024-07-01 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/01/2024	492808	Check	Anoka Hennepin School District #11	900075-4	AP Merch	1,200.00
07/01/2024	492809	Check	Arvig	928649	AP Merch	11,880.00
07/01/2024	492810	Check	Care Solace, Inc.	930950	AP Merch	30,652.00
07/01/2024	492811	Check	Cengage Learning Inc/Gale	903622-2	AP Merch	50.00
07/01/2024	492812	Check	Dark Knight Solutions LLC	930357	AP Merch	4,200.00
07/01/2024	492813	Check	EdClub Inc	930725	AP Merch	8,184.00
07/01/2024	492814	Check	Edmentum	929341-1	AP Merch	604.73
07/01/2024	492815	Check	Electro Watchman Inc	901078	AP Merch	5,700.00
07/01/2024	492816	Check	Ind School Dist 273	906216	AP Merch	1,371.00
07/01/2024	492817	Check	Instructure, Inc.	930917	AP Merch	25,911.27
07/01/2024	492818	Check	Integrated Systems Corporation	929858	AP Merch	21,671.28
07/01/2024	492819	Check	Intermediate School Dist 917	909327	AP Merch	119,544.60
07/01/2024	492820	Check	Johnson Controls Fire Protection LP	903587	AP Merch	3,160.00
07/01/2024	492821	Check	MASMS - MN Educational Facility Mgmt Professionals	929772	AP Merch	625.00
07/01/2024	492822	Check	Midwest Band Instrument Service	902491	AP Merch	11,325.00
07/01/2024	492823	Check	MN Assoc of School Administrators MASA/MASE	909181	AP Merch	1,720.00
07/01/2024	492824	Check	MN Assoc of Secondary School Principal (MASSP)	908338	AP Merch	885.00
07/01/2024	492825	Check	MN Assoc of Secretaries to the Principal - MASP	908014	AP Merch	40.00

AP Check Register

AP Run: 20240701 AP FY25 — Post Date: 2024-07-01 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/01/2024	492826	Check	MN Dept of Health	908543-6	AP Merch	180.00
07/01/2024	492827	Check	MN Elementary School Principals Assoc (MESPA)	902538	AP Merch	1,416.00
07/01/2024	492828	Check	NASSP	904884	AP Merch	385.00
07/01/2024	492829	Check	Notable Inc - Kami	931000	AP Merch	14,820.00
07/01/2024	492830	Check	Region 1	929855	AP Merch	130,068.49
07/01/2024	492831	Check	Renaissance Learning, Inc.	903744	AP Merch	59,195.00
07/01/2024	492832	Check	SFM	923848	AP Merch	47,958.00
07/01/2024	492833	Check	Skyward Inc	929759	AP Merch	84,330.00
07/01/2024	492834	Check	SpEd Forms LLC	928095	AP Merch	29,522.06
Total:						\$616,598.43

20240701 AP FY25 Summary

Type	Count	Amount
Regular	27	616,598.43
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	27	\$616,598.43

AP Check Register

AP Run: 20240712 AP FY24 — Post Date: 2024-07-12 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/12/2024	492835	Check	A.J. Moore Electric Inc	928491	AP Merch	4,772.67
07/12/2024	492836	Check	Advanced Commercial Kitchens	930100	AP Merch	4,211.46
07/12/2024	492837	Check	Advanced Imaging Solutions	928551-1	AP Merch	5,924.63
07/12/2024	492838	Check	AHS Staffing LLC	931141	AP Merch	1,204.00
07/12/2024	492839	Check	AIM Electronics Inc	900017	AP Merch	150,932.00
07/12/2024	492840	Check	Amiot Scholastic Recognition Inc	930284	AP Merch	20,730.50
07/12/2024	492841	Check	Aqua Engineering Inc	900106	AP Merch	2,595.15
07/12/2024	492842	Check	Armstrong, Maureen	900778	AP Merch	150.00
07/12/2024	492843	Check	Big Frog Custom T-shirts	929008	AP Merch	1,009.63
07/12/2024	492844	Check	Bimbo Bakeries USA	902333-1	AP Merch	347.20
07/12/2024	492845	Check	Bix Produce Company	900477	AP Merch	3,698.93
07/12/2024	492846	Check	Brown's Ice Cream Co	904655	AP Merch	2,115.38
07/12/2024	492847	Check	CESO Communications LLC	930130	AP Merch	6,457.25
07/12/2024	492848	Check	City of Burnsville - Utilities	904226	AP Merch	27,125.29
07/12/2024	492849	Check	City of Eagan - Utilities	901002	AP Merch	1,774.15
07/12/2024	492850	Check	City of Savage - Utilities	909588	AP Merch	5,027.38
07/12/2024	492851	Check	Conquer Ninja Athletics	929462-2	AP Merch	555.20
07/12/2024	492852	Check	Consolidated Communications	906231	AP Merch	2,455.51
07/12/2024	492853	Check	Corwin Press, Inc.	907194-1	AP Merch	164.75
07/12/2024	492854	Check	Cottens NAPA Main Office	929846	AP Merch	39.32

AP Check Register

AP Run: 20240712 AP FY24 — Post Date: 2024-07-12 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/12/2024	492855	Check	Dakota Printing Inc	926840	AP Merch	67.50
07/12/2024	492856	Check	Dewald, Rina C	920524	AP Merch	120.00
07/12/2024	492857	Check	Eagle Crest Construction	931235	AP Merch	1,000.00
07/12/2024	492858	Check	EcoElsa LLC	930458	AP Merch	1,320.00
07/12/2024	492859	Check	EPS Operations, LLC	931127	AP Merch	1,800.00
07/12/2024	492860	Check	Field Environmental Consulting Inc	926109	AP Merch	503.25
07/12/2024	492861	Check	Freeman, Jeffrey	931239	AP Merch	170.00
07/12/2024	492862	Check	Freiheit, Dustin	929260	AP Merch	525.00
07/12/2024	492863	Check	Graphic Source	902858-2	AP Merch	17,025.00
07/12/2024	492864	Check	Ideal Services Inc	927693	AP Merch	1,829.50
07/12/2024	492865	Check	Imperial Dade	904186-1	AP Merch	3,765.53
07/12/2024	492866	Check	Ind School Dist 196	901394-3	AP Merch	44,403.61
07/12/2024	492867	Check	Innovational Water Solutions, Inc.	930169	AP Merch	4,517.00
07/12/2024	492868	Check	Integrated Food Service	931083	AP Merch	6,254.00
07/12/2024	492869	Check	Interstate All Battery Center	928877	AP Merch	58.35
07/12/2024	492870	Check	John A Dalsin & Son Inc	905816	AP Merch	466.48
07/12/2024	492871	Check	Johnson Controls Fire Protection LP	903587	AP Merch	1,929.33
07/12/2024	492872	Check	Kennedy and Graven Chartered	908356	AP Merch	3,179.50
07/12/2024	492873	Check	Kully Supply Inc	901434	AP Merch	47.24

AP Check Register

AP Run: 20240712 AP FY24 — Post Date: 2024-07-12 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/12/2024	492874	Check	Minnesota Valley Electric Cooperative	907448	AP Merch	19,514.49
07/12/2024	492875	Check	Mission Filtration	931116	AP Merch	4,031.28
07/12/2024	492876	Check	MTI Distributing Inc	902544	AP Merch	1,460.99
07/12/2024	492877	Check	Muska Electric Co	931233	AP Merch	1,405.90
07/12/2024	492878	Check	NCS Pearson Inc	925372	AP Merch	37.00
07/12/2024	492879	Check	New Dominion School	924335	AP Merch	1,130.09
07/12/2024	492880	Check	Northern Commercial Services LLC	931076	AP Merch	278.76
07/12/2024	492881	Check	Orkin Commercial Services	926086	AP Merch	1,158.00
07/12/2024	492882	Check	Perez, Melissa M	924879	AP Merch	480.00
07/12/2024	492883	Check	QBS LLC	930033	AP Merch	336.00
07/12/2024	492884	Check	Red Wing Business Advantage Account	921851-1	AP Merch	1,983.05
07/12/2024	492885	Check	Ryan Mechanical Inc	923241	AP Merch	62,441.19
07/12/2024	492886	Check	Savage, Dawn	920491	AP Merch	200.00
07/12/2024	492887	Check	Schmitt & Sons Inc	909331	AP Merch	35,900.08
07/12/2024	492888	Check	Second Harvest Heartland	928183	AP Merch	983.19
07/12/2024	492889	Check	Sherwin-Williams	903745-2	AP Merch	121.73
07/12/2024	492890	Check	Smith, Heather	500096	AP Merch	191.38
07/12/2024	492891	Check	Southwest Metro Intermediate 288	928611	AP Merch	8,519.82
07/12/2024	492892	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	1,841.03

AP Check Register

AP Run: 20240712 AP FY24 — Post Date: 2024-07-12 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/12/2024	492893	Check	Sysco Western Minnesota, Inc	931067	AP Merch	3,578.80
07/12/2024	492894	Check	Teamworks International Inc	924234	AP Merch	1,225.00
07/12/2024	492895	Check	The Hartford	924486	AP Merch	56,019.85
07/12/2024	492896	Check	Total Filtration Services Inc	922123-1	AP Merch	878.17
07/12/2024	492897	Check	Tri-State Bobcat	924444	AP Merch	12.55
07/12/2024	492898	Check	Twin City Outdoor Services Inc	929177	AP Merch	600.00
07/12/2024	492899	Check	Upper Lakes Foods Inc	929826	AP Merch	29,447.44
07/12/2024	492900	Check	Vestis Services LLC	901365	AP Merch	1,011.63
07/12/2024	492901	Check	Xcel Energy	902776	AP Merch	13,011.01
07/12/2024	492902	Check	YouScience, LLC	930850	AP Merch	9,158.00
Total:						\$587,228.12

20240712 AP FY24 Summary		
Type	Count	Amount
Regular	68	587,228.12
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	68	\$587,228.12

AP Check Register

AP Run: 20240719 AP — Post Date: 2024-07-19 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/19/2024	492903	Check	A.J. Moore Electric Inc	928491	AP Merch	830.02
07/19/2024	492904	Check	Anoka Hennepin School District #11	900075-4	AP Merch	1,000.00
07/19/2024	492905	Check	Arvig	928649	AP Merch	5,357.20
07/19/2024	492906	Check	Asana Inc	930938	AP Merch	10,500.00
07/19/2024	492907	Check	Auto-Owners Insurance Company	928847	AP Merch	2,478.00
07/19/2024	492908	Check	Backupify Inc	928803	AP Merch	1,500.00
07/19/2024	492909	Check	DASH Sports LLC	930957	AP Merch	483.00
07/19/2024	492910	Check	Dewald, Rina C	920524	AP Merch	120.00
07/19/2024	492911	Check	Digital Insurance, LLC	929385	AP Merch	6,250.00
07/19/2024	492912	Check	Dirsec Inc	928604	AP Merch	49,250.00
07/19/2024	492913	Check	Educators Benefit Consultants LLC	926262-1	AP Merch	830.34
07/19/2024	492914	Check	Enpointe	929863	AP Merch	7,193.00
07/19/2024	492915	Check	Fisler Data LLC	929235	AP Merch	359.00
07/19/2024	492916	Check	FLR Sanders Inc	923346	AP Merch	24,246.60
07/19/2024	492917	Check	Freiheit, Dustin	929260	AP Merch	350.00
07/19/2024	492918	Check	Heritage Embroidery And Design	926328	AP Merch	195.00
07/19/2024	492919	Check	Identisys Inc	923654	AP Merch	758.84
07/19/2024	492920	Check	Imperial Dade	904186-1	AP Merch	6,617.29
07/19/2024	492921	Check	Instream, LLC	930884	AP Merch	1,990.00
07/19/2024	492922	Check	Intermediate School Dist 917	909327	AP Merch	78,830.68

AP Check Register

AP Run: 20240719 AP — Post Date: 2024-07-19 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/19/2024	492923	Check	Kraus-Anderson Ins Agency Inc	902102	AP Merch	402,460.71
07/19/2024	492924	Check	Lill Diemand, Aryn	931242	AP Merch	750.00
07/19/2024	492925	Check	Macario Corporation	930770	AP Merch	1,175.00
07/19/2024	492926	Check	Midwest Sport and Turf Systems LLC	930179	AP Merch	1,500.00
07/19/2024	492927	Check	Minnesota Safety Council	909177	AP Merch	665.00
07/19/2024	492928	Check	MN Assoc of School Business Officials - MASBO	902634	AP Merch	110.00
07/19/2024	492929	Check	MN Assoc of Secondary School Principal (MASSP)	908338	AP Merch	2,635.00
07/19/2024	492930	Check	MN Association of Honor Societies	922214	AP Merch	85.00
07/19/2024	492931	Check	Mobile Health Services LLC	908702	AP Merch	775.00
07/19/2024	492932	Check	Music Theatre International	900421	AP Merch	4,325.00
07/19/2024	492933	Check	NASSP	904884	AP Merch	385.00
07/19/2024	492934	Check	Nelson, Kristi Kay	930378	AP Merch	420.00
07/19/2024	492935	Check	Newsela, Inc.	930302	AP Merch	29,558.76
07/19/2024	492936	Check	Nuvera	902483	AP Merch	197.23
07/19/2024	492937	Check	OPG-3 Inc	924471	AP Merch	18,486.15
07/19/2024	492938	Check	PAES Productions, LLC	931224	AP Merch	1,500.00
07/19/2024	492939	Check	ParentSquare Inc	931230	AP Merch	34,125.00
07/19/2024	492940	Check	Perez, Melissa M	924879	AP Merch	480.00
07/19/2024	492941	Check	Quadient Inc	930262	AP Merch	853.56

AP Check Register

AP Run: 20240719 AP — Post Date: 2024-07-19 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/19/2024	492942	Check	RAK Construction Inc	929749	AP Merch	19,656.15
07/19/2024	492943	Check	Regents of The University of Minnesota	908798-12	AP Merch	13,500.00
07/19/2024	492944	Check	Region V Computer Services	929754	AP Merch	1,200.00
07/19/2024	492945	Check	Riverview Law Office PLLC	931229	AP Merch	443.41
07/19/2024	492946	Check	Rogers Athletic Company Inc	904504	AP Merch	3,770.00
07/19/2024	492947	Check	Scorecard, LLC	931238	AP Merch	2,800.00
07/19/2024	492948	Check	SNA Depository	926552	AP Merch	2,146.50
07/19/2024	492949	Check	Third Party Integrity Inc	930282	AP Merch	2,500.00
07/19/2024	492950	Check	Transfr Inc	931207	AP Merch	15,600.00
07/19/2024	492951	Check	Typing.com LLC	931064	AP Merch	2,562.60
07/19/2024	492952	Check	USI Insurance Services LLC	929828	AP Merch	21,632.00
07/19/2024	492953	Check	VitaminK12 LLC	931234	AP Merch	1,200.00
07/19/2024	492954	Check	Whitewood Graphics	930088	AP Merch	180.00
Total:						\$786,816.04

20240719 AP Summary

Type	Count	Amount
Regular	52	786,816.04
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	52	\$786,816.04

AP Check Register

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AP Run: 20240722 OPS — Post Date: 2024-07-22 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/22/2024	492955	Check	Mn Dept Of Labor And Industry	907914-3	AP Merch	3,430.00
07/22/2024	492956	Check	Mn Dept Of Labor And Industry	907914-3	AP Merch	4,900.00
07/22/2024	492957	Check	Mn Dept Of Labor And Industry	907914-3	AP Merch	1,470.00
07/22/2024	492958	Check	Mn Dept Of Labor And Industry	907914-3	AP Merch	1,470.00
Total:						\$11,270.00

20240722 OPS Summary

Type	Count	Amount
Regular	4	11,270.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	4	\$11,270.00

AP Check Register

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AP Run: 20240722 AP FS — Post Date: 2024-07-22 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/22/2024	492959	Check	School Services Employees Local 284	907382	AP Merch	2,719.60
Total:						\$2,719.60

20240722 AP FS Summary

Type	Count	Amount
Regular	1	2,719.60
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$2,719.60

AP Check Register

AP Run: 20240723 AP FY24 — Post Date: 2024-07-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/23/2024	492960	Check	Audio Logic Systems	926245	AP Merch	1,792.05
07/23/2024	492961	Check	Capernaum Pediatric Therapy	930712	AP Merch	1,366.63
07/23/2024	492962	Check	Centerpoint Energy	902519	AP Merch	641.19
07/23/2024	492963	Check	CESO Communications LLC	930130	AP Merch	3,626.32
07/23/2024	492964	Check	Dakota Electric Association	900809	AP Merch	80,045.66
07/23/2024	492965	Check	Dewald, Rina C	920524	AP Merch	120.00
07/23/2024	492966	Check	Dialog One LLC	927732	AP Merch	253.50
07/23/2024	492967	Check	Ehlers	920802-1	AP Merch	450.00
07/23/2024	492968	Check	EPS Operations, LLC	931127	AP Merch	5,096.55
07/23/2024	492969	Check	Fedex	901463	AP Merch	6.21
07/23/2024	492970	Check	Ford & Harrison LLP	931097	AP Merch	182.50
07/23/2024	492971	Check	Groth Music Company	900575	AP Merch	2,519.64
07/23/2024	492972	Check	Heacox Hartman Koshmrl Cosgriff Johnson Lane Feenstra	929684-1	AP Merch	234.00
07/23/2024	492973	Check	High Point Networks LLC	929536	AP Merch	107,141.74
07/23/2024	492974	Check	Imperial Dade	904186-1	AP Merch	342.80
07/23/2024	492975	Check	International Gymnastics of MN LLC	926911	AP Merch	360.00
07/23/2024	492976	Check	MN Highway Safety & Research Center	926466	AP Merch	133.00
07/23/2024	492977	Check	MN Umpire Association	930451	AP Merch	200.00
07/23/2024	492978	Check	MRI Software LLC	929957	AP Merch	350.45

AP Check Register

AP Run: 20240723 AP FY24 — Post Date: 2024-07-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/23/2024	492979	Check	Nelson, Varinia	931189	AP Merch	455.00
07/23/2024	492980	Check	Perez, Melissa M	924879	AP Merch	120.00
07/23/2024	492981	Check	Pioneer SecureShred	930098	AP Merch	465.00
07/23/2024	492982	Check	RAK Construction Inc	929749	AP Merch	1,757.75
07/23/2024	492983	Check	Riverview Law Office PLLC	931229	AP Merch	672.72
07/23/2024	492984	Check	Ryan Mechanical Inc	923241	AP Merch	40,987.08
07/23/2024	492985	Check	Safeway Driving School	926796	AP Merch	12,460.00
07/23/2024	492986	Check	Schmitt & Sons - Contract	909331-2	AP Merch	360,989.32
07/23/2024	492987	Check	SFM	923848	AP Merch	11,274.87
07/23/2024	492988	Check	Sora Pediatric Therapy	931150	AP Merch	2,506.08
07/23/2024	492989	Check	T-Mobile	929345	AP Merch	1,695.27
07/23/2024	492990	Check	TMS Johnson, Inc.	930962	AP Merch	13,113.68
07/23/2024	492991	Check	TPS Consulting LLC	929807	AP Merch	17,250.00
07/23/2024	492992	Check	Transportation Plus, Inc.	906215	AP Merch	42.00
07/23/2024	492993	Check	Twin City Outdoor Services Inc	929177	AP Merch	6,812.50
07/23/2024	492994	Check	Walsh Associates, LLC	930951	AP Merch	3,982.50
Total:						\$679,446.01

AP Check Register

AP Run: 20240723 AP FY24 — Post Date: 2024-07-23 — AP Run Type: R

<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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20240723 AP FY24 Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	35	679,446.01
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	35	\$679,446.01

AP Check Register

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AP Run: 20240724 AP FY24 — Post Date: 2024-07-24 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/24/2024	492998	Check	Andino Benitez, Fredmarie	501280	AP Merch	236.80
07/24/2024	492999	Check	Ansari, Natalie & David	501111	AP Merch	281.60
07/24/2024	493000	Check	Arehart, Crystal	501281	AP Merch	239.76
07/24/2024	493001	Check	Bergstrom, Josh & Jenny	501105	AP Merch	293.92
07/24/2024	493003	Check	Blobaum, Julie	500152	AP Merch	239.76
07/24/2024	493006	Check	Brezina, Nancy	500929	AP Merch	288.64
07/24/2024	493008	Check	Bui, Dai	500681	AP Merch	300.00
07/24/2024	493009	Check	Carpenter, Annie	501283	AP Merch	244.20
07/24/2024	493010	Check	Carufel, Joel & Jodi	501284	AP Merch	232.36
07/24/2024	493011	Check	Choi, Stephen	500930	AP Merch	288.64
07/24/2024	493012	Check	Clara, Hazell	501285	AP Merch	300.00
07/24/2024	493013	Check	Cousins, Nathan	501286	AP Merch	239.76
07/24/2024	493014	Check	Davis, Kathryn	500931	AP Merch	295.68
07/24/2024	493015	Check	Depies, Kimberly	500165	AP Merch	210.90
07/24/2024	493016	Check	Dreifke, Lisa	501287	AP Merch	226.44
07/24/2024	493017	Check	Dureza, Rose & Francis	501288	AP Merch	282.48
07/24/2024	493018	Check	Emmick, Nicci	501114	AP Merch	274.56
07/24/2024	493019	Check	Erickson, Monica	500466	AP Merch	250.00
07/24/2024	493020	Check	Finsaas, Katie	501289	AP Merch	287.76
07/24/2024	493021	Check	Fortier, Jennifer	501290	AP Merch	250.00

AP Check Register

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AP Run: 20240724 AP FY24 — Post Date: 2024-07-24 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/24/2024	493022	Check	Gide, Roza	500685	AP Merch	295.68
07/24/2024	493023	Check	Gitobu, Elsie	501291	AP Merch	295.68
07/24/2024	493024	Check	Godin, Tyler	501116	AP Merch	245.68
07/24/2024	493025	Check	Gran, Rebekah	500933	AP Merch	272.80
07/24/2024	493026	Check	Haas, Angela	500687	AP Merch	233.84
07/24/2024	493027	Check	Hackenmueller, Jessi	501118	AP Merch	271.92
07/24/2024	493028	Check	Haeg, Lynette	500935	AP Merch	236.80
07/24/2024	493031	Check	Hardinger, Michelle	500468	AP Merch	247.16
07/24/2024	493032	Check	Harris, Susan	500469	AP Merch	287.76
07/24/2024	493033	Check	Heisenfelt, Melissa	501119	AP Merch	244.20
07/24/2024	493034	Check	Hjelmberg, Jolene	500179	AP Merch	232.36
07/24/2024	493035	Check	Hoepfner, Sara	500180	AP Merch	248.64
07/24/2024	493036	Check	Hohnstadt, Jennifer & Cedric	500181	AP Merch	278.08
07/24/2024	493037	Check	Hosch, Stacie	500937	AP Merch	233.84
07/24/2024	493038	Check	Isenberger, Amy	500182	AP Merch	283.36
07/24/2024	493039	Check	Johnson, Gail	500184	AP Merch	220.52
07/24/2024	493040	Check	Johnson, Peyton	501293	AP Merch	238.28
07/24/2024	493041	Check	Jones, Nancy	501294	AP Merch	223.48
07/24/2024	493042	Check	Kassa, Wodere	500691	AP Merch	295.68
07/24/2024	493043	Check	Kebede, Firewoini	501295	AP Merch	244.20

AP Check Register

AP Run: 20240724 AP FY24 — Post Date: 2024-07-24 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/24/2024	493044	Check	King, Danette	500187	AP Merch	245.68
07/24/2024	493045	Check	Krueger, Theresa	500474	AP Merch	235.32
07/24/2024	493046	Check	Kvam, Jennifer	500475	AP Merch	247.16
07/24/2024	493047	Check	LaPlante, John	501296	AP Merch	221.26
07/24/2024	493048	Check	Long, Roslynn	500192	AP Merch	248.64
07/24/2024	493049	Check	Love, Sherleia	501122	AP Merch	234.58
07/24/2024	493050	Check	Lynick, Sally	500193	AP Merch	286.88
07/24/2024	493051	Check	Mackedanz, Tim	500695	AP Merch	293.92
07/24/2024	493052	Check	Marks, Michael George	501123	AP Merch	277.20
07/24/2024	493053	Check	Martinez Zamudio, Norma	501297	AP Merch	232.36
07/24/2024	493054	Check	Martinez, Feliza	500696	AP Merch	274.56
07/24/2024	493055	Check	Mayer, Pamela	500697	AP Merch	244.20
07/24/2024	493056	Check	Merker, Darya	501298	AP Merch	286.88
07/24/2024	493057	Check	Meyer, Leovigilda	501299	AP Merch	250.00
07/24/2024	493058	Check	Meza, Genevieve	500942	AP Merch	250.00
07/24/2024	493059	Check	Millenacker, Laura	501300	AP Merch	300.00
07/24/2024	493060	Check	Millis, Denise	500943	AP Merch	300.00
07/24/2024	493061	Check	Mokaya, George	501301	AP Merch	300.00
07/24/2024	493062	Check	Muckerheide, Erin	500103	AP Merch	293.92
07/24/2024	493063	Check	Mullet, Luanne	500944	AP Merch	297.44

AP Check Register

AP Run: 20240724 AP FY24 — Post Date: 2024-07-24 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/24/2024	493064	Check	Newman, Sue	500105	AP Merch	242.72
07/24/2024	493065	Check	Nimmer, Kelsey	501124	AP Merch	244.20
07/24/2024	493066	Check	Noonan, Sara	500107	AP Merch	232.36
07/24/2024	493067	Check	Nyabuto, Lynette	501125	AP Merch	246.42
07/24/2024	493068	Check	Olsen, Kendra	501126	AP Merch	264.00
07/24/2024	493069	Check	Owens, Christi	501302	AP Merch	292.16
07/24/2024	493070	Check	Parkman, Terry	500111	AP Merch	44.40
07/24/2024	493071	Check	Plonski, Stephanie	501303	AP Merch	235.32
07/24/2024	493072	Check	Rade, Muluaem	500114	AP Merch	248.64
07/24/2024	493073	Check	Randolph, Jennifer	500330	AP Merch	250.00
07/24/2024	493074	Check	Reinhardt, Jim	500486	AP Merch	244.20
07/24/2024	493075	Check	Reta, Mesfin	500941	AP Merch	297.44
07/24/2024	493076	Check	Rilley, Lydia	500117	AP Merch	286.88
07/24/2024	493077	Check	Romero Ayala, Jacqueline	501304	AP Merch	300.00
07/24/2024	493078	Check	Safe, Chris	501305	AP Merch	235.32
07/24/2024	493079	Check	Schroeder, Kelly	500701	AP Merch	245.68
07/24/2024	493080	Check	Shead, Kaitlyn	500946	AP Merch	288.64
07/24/2024	493081	Check	Singleton, Charlie	501306	AP Merch	250.00
07/24/2024	493082	Check	Skahen, Sarah	500947	AP Merch	121.44
07/24/2024	493083	Check	Smith, Jonathan	500948	AP Merch	244.20

AP Check Register

AP Run: 20240724 AP FY24 — Post Date: 2024-07-24 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/24/2024	493084	Check	Spiess, Dan	501132	AP Merch	227.92
07/24/2024	493085	Check	Stoick, Mary	500949	AP Merch	290.40
07/24/2024	493086	Check	Storm, Danielle	500489	AP Merch	293.92
07/24/2024	493087	Check	Swartout, Jennifer	500702	AP Merch	250.00
07/24/2024	493088	Check	Tasler, Shari	501129	AP Merch	288.64
07/24/2024	493089	Check	Tedla, Yordanos	501307	AP Merch	241.24
07/24/2024	493090	Check	Thompson, Luanne	500123	AP Merch	288.64
07/24/2024	493091	Check	Toews, Sara	500951	AP Merch	248.64
07/24/2024	493092	Check	Tranby, Gabrielle	501308	AP Merch	224.96
07/24/2024	493093	Check	Tri, Ben	500703	AP Merch	293.92
07/24/2024	493094	Check	Tschida, Angela	500125	AP Merch	286.88
07/24/2024	493095	Check	Vallin, Kurt	500126	AP Merch	250.00
07/24/2024	493096	Check	Vanden Hanen, Rebecca	501309	AP Merch	242.72
07/24/2024	493097	Check	Von Gohren, Ludwig	500128	AP Merch	267.52
07/24/2024	493098	Check	Wagner, Julie	500493	AP Merch	297.44
07/24/2024	493099	Check	Weber, Melody	501310	AP Merch	242.72
07/24/2024	493100	Check	White, Alison	500494	AP Merch	247.16
07/24/2024	493101	Check	White, Heidi	500978	AP Merch	271.04
Total:						\$25,281.00

AP Check Register

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AP Run: 20240724 AP FY24 — Post Date: 2024-07-24 — AP Run Type: R

<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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20240724 AP FY24 Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	98	25,281.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	98	\$25,281.00

AP Check Register

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AP Run: 20240724 Void — Post Date: 2024-07-24 — AP Run Type: V

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/24/2024	492810	Check	Care Solace, Inc.	930950	AP Merch	-30,652.00
Total:						-\$30,652.00

20240724 Void Summary

Type	Count	Amount
Regular	1	-30,652.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	-\$30,652.00

AP Check Register

AP Run: 20240726 AP FY24 — Post Date: 2024-07-26 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/26/2024	493102	Check	API Garage Door Inc	903919	AP Merch	1,400.00
07/26/2024	493103	Check	Bix Produce Company	900477	AP Merch	3,672.39
07/26/2024	493104	Check	Burnsville Rotary Breakfast Club	908957-1	AP Merch	104.00
07/26/2024	493105	Check	Carrier Corporation	900707-1	AP Merch	498.00
07/26/2024	493106	Check	Centerpoint Energy	902519	AP Merch	11,538.64
07/26/2024	493107	Check	CESO HR, LLC	930763	AP Merch	828.75
07/26/2024	493108	Check	Cottens NAPA Main Office	929846	AP Merch	44.73
07/26/2024	493109	Check	Gedi, Muno	930842	AP Merch	60.00
07/26/2024	493110	Check	Interstate All Battery Center	928877	AP Merch	133.95
07/26/2024	493111	Check	Kennedy and Graven Chartered	908356	AP Merch	3,338.00
07/26/2024	493112	Check	Mark's Towing Inc	930420	AP Merch	253.00
07/26/2024	493113	Check	Minnesota Energy Resources	903029	AP Merch	208.18
07/26/2024	493114	Check	Office of MNIT Services	906477	AP Merch	410.55
07/26/2024	493115	Check	Rent N Save Portable Services	925729	AP Merch	3,085.05
07/26/2024	493116	Check	Riddell All American Sports	931247	AP Merch	4,355.95
07/26/2024	493117	Check	SFM	923848	AP Merch	12,578.00
07/26/2024	493118	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	1,916.26
07/26/2024	493119	Check	Upper Lakes Foods Inc	929826	AP Merch	26,119.54
07/26/2024	493120	Check	Wiese USA, Inc.	930549	AP Merch	586.80
Total:						\$71,131.79

AP Check Register

AP Run: 20240726 AP FY24 — Post Date: 2024-07-26 — AP Run Type: R

<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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20240726 AP FY24 Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	19	71,131.79
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	19	\$71,131.79

AP Check Register

AP Run: 20240729 AP — Post Date: 2024-07-29 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/29/2024	493121	Check	Anchor Solar Investments LLC	929704	AP Merch	2,160.60
07/29/2024	493122	Check	Association of Metropolitan School Districts - AMSD	900281	AP Merch	11,550.00
07/29/2024	493123	Check	Bix Produce Company	900477	AP Merch	2,952.64
07/29/2024	493124	Check	Borchardt, Anita	500595	AP Merch	134.10
07/29/2024	493125	Check	Burnsville Rotary Breakfast Club	908957-1	AP Merch	125.00
07/29/2024	493126	Check	Burnsville Savage Lions Club	924379	AP Merch	60.00
07/29/2024	493127	Check	Captivate Media + Consulting	929000	AP Merch	2,851.00
07/29/2024	493128	Check	CESO Communications LLC	930130	AP Merch	2,775.00
07/29/2024	493129	Check	CESO HR, LLC	930763	AP Merch	3,125.00
07/29/2024	493130	Check	CESO Transportation LLC	930220	AP Merch	16,177.08
07/29/2024	493131	Check	Cottens NAPA Main Office	929846	AP Merch	99.01
07/29/2024	493132	Check	Crown Rental Inc	900647	AP Merch	70.40
07/29/2024	493133	Check	Curriculum Associates LLC	900782-1	AP Merch	27,853.50
07/29/2024	493134	Check	DASH Sports LLC	930957	AP Merch	649.00
07/29/2024	493135	Check	DeMarre, Juliana	500510	AP Merch	18.10
07/29/2024	493136	Check	Dewald, Rina C	920524	AP Merch	180.00
07/29/2024	493137	Check	Edmentum	929341-1	AP Merch	33,170.00
07/29/2024	493138	Check	EF Educational Tours	925053	AP Merch	299.30
07/29/2024	493139	Check	Fastenal	923054-1	AP Merch	11.94

AP Check Register

AP Run: 20240729 AP — Post Date: 2024-07-29 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/29/2024	493140	Check	Ferguson Enterprises # 1657	908698-1	AP Merch	171.89
07/29/2024	493141	Check	Fitzwater, Amanda	500995	AP Merch	5.00
07/29/2024	493142	Check	Gedi, Muno	930842	AP Merch	180.00
07/29/2024	493143	Check	GreatAmerica Financial Services	929729	AP Merch	621.00
07/29/2024	493144	Check	Gregory, Loris Sofia	927443	AP Merch	75.00
07/29/2024	493145	Check	Heartland Tire, Inc.	930160	AP Merch	250.20
07/29/2024	493146	Check	Hoang, Anthony	501312	AP Merch	99.30
07/29/2024	493147	Check	Houghton Mifflin Harcourt Publishing Co	928887	AP Merch	5,600.04
07/29/2024	493148	Check	Hung Tran, John	501311	AP Merch	11.50
07/29/2024	493149	Check	Imperial Dade	904186-1	AP Merch	25,035.30
07/29/2024	493150	Check	International Gymnastics of MN LLC	926911	AP Merch	1,528.00
07/29/2024	493151	Check	Johnson Controls Fire Protection LP	903587	AP Merch	494.71
07/29/2024	493152	Check	Johnson, Andrew	501156	AP Merch	8.90
07/29/2024	493153	Check	Master Automotive Tire & Quick Lube	928612	AP Merch	564.59
07/29/2024	493154	Check	Mayer Arts Inc	925512	AP Merch	3,332.00
07/29/2024	493155	Check	Midwest Playscapes Inc	922012	AP Merch	475.00
07/29/2024	493156	Check	Minnesota Parent Publications, LLC	930944	AP Merch	10,000.00
07/29/2024	493157	Check	Minnesota School Boards Association - MSBA	902540	AP Merch	17,126.00
07/29/2024	493158	Check	Minnesota School Nutrition Association (MSNA)	904656-2	AP Merch	20.00

AP Check Register

AP Run: 20240729 AP — Post Date: 2024-07-29 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/29/2024	493159	Check	MN Assoc of School Administrators MASA/MASE	909181	AP Merch	480.00
07/29/2024	493160	Check	MN Dept of Health-Certified Food Protection Manager	908543-7	AP Merch	140.00
07/29/2024	493161	Check	MSOPA- Farmington Area Public Schools	902956	AP Merch	100.00
07/29/2024	493162	Check	Paar Sports & Promotions	924413	AP Merch	587.00
07/29/2024	493163	Check	Painters Gear Inc	920591	AP Merch	210.03
07/29/2024	493164	Check	Per Mar Security Services	930354	AP Merch	633.01
07/29/2024	493165	Check	Perez, Melissa M	924879	AP Merch	300.00
07/29/2024	493166	Check	Print Lab	931062	AP Merch	100.00
07/29/2024	493167	Check	Rood, Nathan	501313	AP Merch	32.97
07/29/2024	493168	Check	Rotary Club of Burnsville	903691	AP Merch	200.00
07/29/2024	493169	Check	School Nutrition Directors Of Minnesota (SNDM)	904656	AP Merch	200.00
07/29/2024	493170	Check	Second Harvest Heartland	928183	AP Merch	756.50
07/29/2024	493171	Check	SNA Depository	926552	AP Merch	54.00
07/29/2024	493172	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	972.36
07/29/2024	493173	Check	Trade Press Inc	931244	AP Merch	199.00
07/29/2024	493174	Check	White, Jessica	501244	AP Merch	21.00

AP Check Register

AP Run: 20240729 AP — Post Date: 2024-07-29 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/29/2024	493175	Check	YMCA Gathering Pines	902422	AP Merch	13,680.00
Total:						\$188,525.97

20240729 AP Summary

Type	Count	Amount
Regular	55	188,525.97
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	55	\$188,525.97

AP Check Register

Fund	Total
01 - General	2,442,359.25
02 - Food Service	88,258.67
03 - Transportation	402,547.40
04 - Community Service	74,382.56
16 - Facility Rental	105.64
22 - Internal Service - Health Insurance	1,175.00
	<hr/>
	\$3,008,828.52

AP Check Register

AP Run: 20240701 CB FY25 — Post Date: 2024-07-01 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/01/2024	6000001731		Coughlan Companies LLC	929269-2	AP Merch	14,432.64
07/01/2024	6000001732		Distributed Website Corporation	922061-1	AP Merch	4,745.00
07/01/2024	6000001733		Edpuzzle Inc	930279	AP Merch	19,440.00
07/01/2024	6000001734		Jones & Bartlett Learning, LLC	930729	AP Merch	2,745.00
07/01/2024	6000001735		Liminex, Inc.	930738	AP Merch	14,527.00
07/01/2024	6000001736		PDQ Intermediate Inc	930702	AP Merch	21,556.00
07/01/2024	6000001737		Scenario Learning LLC	928849	AP Merch	12,441.00
Total:						\$89,886.64

20240701 CB FY25 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	7	89,886.64
Total:	7	\$89,886.64

AP Check Register

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AP Run: 20240708 CB RI IOS — Post Date: 2024-07-08 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/08/2024	6000001738		Innovative Office Solutions LLC	924274	AP Merch	11,381.78
Total:						\$11,381.78

20240708 CB RI IOS Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	11,381.78
Total:	1	\$11,381.78

AP Check Register

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AP Run: 20240628 CB CR IOS — Post Date: 2024-06-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
06/28/2024	6000001739		Innovative Office Solutions LLC	924274	AP Merch	-1,027.26
Total:						-\$1,027.26

20240628 CB CR IOS Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	-1,027.26
Total:	1	-\$1,027.26

AP Check Register

AP Run: 20240712 CB FY24 — Post Date: 2024-07-12 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/12/2024	6000001740		Advanced Imaging Solutions	928551	AP Merch	3,063.63
07/12/2024	6000001741		American Mailing Machines	929771	AP Merch	354.64
07/12/2024	6000001742		Automated Logic Contracting Services	925449	AP Merch	1,185.00
07/12/2024	6000001743		Barnes & Noble Inc	900386	AP Merch	3,643.85
07/12/2024	6000001744		Cummins Sales & Service	929228-1	AP Merch	633.56
07/12/2024	6000001745		Dicks Sanitation Service Inc	900641	AP Merch	8,342.70
07/12/2024	6000001746		General Parts LLC	901541-1	AP Merch	2,686.63
07/12/2024	6000001747		Natus Medical Inc	929836	AP Merch	384.00
07/12/2024	6000001748		Savvas Learning Company, LLC	930447	AP Merch	8,091.62
07/12/2024	6000001749		TriMark Marlinn LLC	925854	AP Merch	71,461.56
07/12/2024	6000001750		Trio Supply	903802	AP Merch	2,817.47
Total:						\$102,664.66

20240712 CB FY24 Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	11	102,664.66
Total:	11	\$102,664.66

AP Check Register

AP Run: 20240712 CB2 FY24 — Post Date: 2024-07-12 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/12/2024	6000001751		W. W. Norton & Company, Inc.	930464	AP Merch	6,977.88
Total:						\$6,977.88

20240712 CB2 FY24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	6,977.88
Total:	1	\$6,977.88

AP Check Register

AP Run: 20240725 CB FY24 — Post Date: 2024-07-25 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
07/25/2024	6000001752		Advanced Imaging Solutions	928551	AP Merch	240.00
07/25/2024	6000001753		Barnes & Noble Inc	900386	AP Merch	1,810.21
07/25/2024	6000001754		ECM Publishers Inc	909272	AP Merch	198.00
07/25/2024	6000001755		Game One	928417	AP Merch	1,285.06
07/25/2024	6000001756		Grainger	904387-1	AP Merch	6,230.12
07/25/2024	6000001757		Horizon Commercial Pool Supply	904818	AP Merch	1,746.80
07/25/2024	6000001758		Kelleher Helmrich and Associates Inc	908955	AP Merch	523.50
07/25/2024	6000001759		Mackin Educational Resources	902196	AP Merch	300.77
07/25/2024	6000001760		Professional Wireless Communications	924681	AP Merch	100.50
07/25/2024	6000001761		Trane US Inc	904045	AP Merch	773.00
Total:						\$13,207.96

20240725 CB FY24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	10	13,207.96
Total:	10	\$13,207.96

AP Check Register

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Fund	Total
01 - General	141,991.65
02 - Food Service	76,582.21
03 - Transportation	2,695.00
04 - Community Service	1,470.02
16 - Facility Rental	352.78
	\$223,091.66

Monthly Void/Wire Report

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AP Run: 20240715 Wires PR — Post Date: 2024-07-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
07/15/2024	8000001016	Wire Transfer	Commissioner Of Revenue	117,426.07
07/15/2024	8000001017	Wire Transfer	Educators Benefit Consultants	180,848.33
07/15/2024	8000001018	Wire Transfer	Internal Revenue Service	710,839.34
07/15/2024	8000001019	Wire Transfer	ISD 191 Flex Account	7,003.26
07/15/2024	8000001020	Wire Transfer	ISD 191 Self Insurance Account	993,458.16
07/15/2024	8000001021	Wire Transfer	MN Child Support	1,963.60
07/15/2024	8000001022	Wire Transfer	MN Dept of Revenue	402.19
07/15/2024	8000001023	Wire Transfer	Mn Teachers Retirement Assoc	389,216.53
07/15/2024	8000001024	Wire Transfer	PERA	115,645.28
Total:				\$2,516,802.76

20240715 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	9	2,516,802.76
Epayables:	0	0.00
Total:	9	\$2,516,802.76

Monthly Void/Wire Report

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AP Run: 20240731 Wires PR — Post Date: 2024-07-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
07/31/2024	8000001025	Wire Transfer	Commissioner Of Revenue	259,389.53
07/31/2024	8000001026	Wire Transfer	Educators Benefit Consultants	211,272.85
07/31/2024	8000001027	Wire Transfer	Internal Revenue Service	1,523,687.18
07/31/2024	8000001028	Wire Transfer	ISD 191 Flex Account	7,304.46
07/31/2024	8000001029	Wire Transfer	ISD 191 Self Insurance Account	991,853.72
07/31/2024	8000001030	Wire Transfer	MN Child Support	1,963.60
07/31/2024	8000001031	Wire Transfer	MN Dept of Revenue	402.19
07/31/2024	8000001032	Wire Transfer	Mn Teachers Retirement Assoc	865,616.44
07/31/2024	8000001033	Wire Transfer	PERA	139,774.13
Total:				\$4,001,264.10

20240731 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	9	4,001,264.10
Epayables:	0	0.00
Total:	9	\$4,001,264.10

Monthly Void/Wire Report

168

AP Run: 20240725 P-card — Post Date: 2024-07-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
07/25/2024	8000001034	Wire Transfer	US Bank	139,924.95
Total:				\$139,924.95

20240725 P-card Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	139,924.95
Epayables:	0	0.00
Total:	1	\$139,924.95

Monthly Void/Wire Report

169

AP Run: 20240731 Wires Main — Post Date: 2024-07-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
07/31/2024	8000001035	Wire Transfer	Delta Dental Plan Of Minnesota	99,675.77
07/31/2024	8000001036	Wire Transfer	GreatAmerica Postage	5,000.00
07/31/2024	8000001037	Wire Transfer	MN Dept of Revenue-Sales Tax	1,212.00
07/31/2024	8000001038	Wire Transfer	United States Treasury	7,134.00
Total:				\$113,021.77

20240731 Wires Main Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	4	113,021.77
Epayables:	0	0.00
Total:	4	\$113,021.77

Monthly Void/Wire Report

170

AP Run: 20240731 Wires 20 S.Ins — Post Date: 2024-07-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
07/31/2024	192	Wire Transfer	Further	120,793.37
07/31/2024	193	Wire Transfer	Paydhealth	9,547.90
07/31/2024	194	Wire Transfer	Preferredone Admin Services	-3,260.31
07/31/2024	195	Wire Transfer	UMR, Inc	1,866,926.03
Total:				\$1,994,006.99

20240731 Wires 20 S.Ins Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	4	1,994,006.99
Epayables:	0	0.00
Total:	4	\$1,994,006.99

Monthly Void/Wire Report

171

AP Run: 20240731 Wires 8 Flex — Post Date: 2024-07-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
07/31/2024	71	Wire Transfer	Further	162,397.81
Total:				\$162,397.81

20240731 Wires 8 Flex Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	162,397.81
Epayables:	0	0.00
Total:	1	\$162,397.81

Monthly Void/Wire Report

172

AP Run: 20240731 Wires 4MnTrust — Post Date: 2024-07-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
07/31/2024	12	Wire Transfer	Bond Trust Services Corporation	1,771,341.25
Total:				\$1,771,341.25

20240731 Wires 4MnTrust Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	1,771,341.25
Epayables:	0	0.00
Total:	1	\$1,771,341.25

Monthly Void/Wire Report

173

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - General	6,392,911.91
02 - Food Service	83,740.33
03 - Transportation	592.45
04 - Community Service	342,599.17
07 - Debt Service Fund	1,688,956.25
16 - Facility Rental	6,757.76
20 - Internal Service - Dental	99,675.77
22 - Internal Service - Health Insurance	2,001,140.99
47 - OPEB Debt Service	82,385.00
	\$10,698,759.63



**Agenda IV.A.4
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, Superintendent

From: Tyler Dehne, Director of Finance

Date: September 17, 2024

Re: Budget Analysis for the Month Ending June 30, 2024

Recommendation: That the Board accepts the Budget Analysis for the month ending June 30, 2024.

The May 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	\$ 215,850,652	103.51%	\$ 199,200,550	97.95%
General Fund	\$ 164,072,969	102.43%	\$ 148,822,900	96.90%

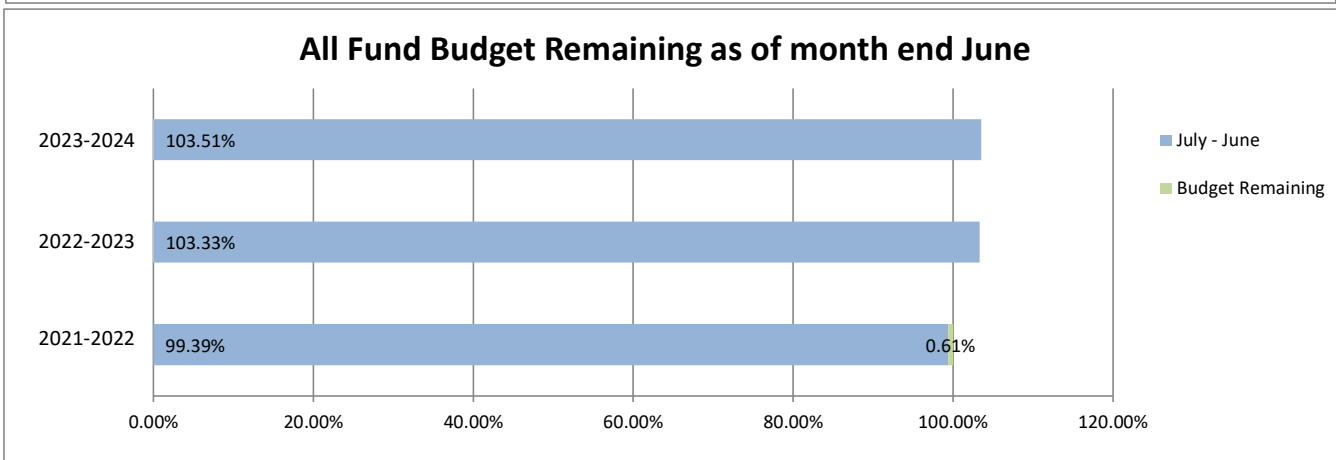
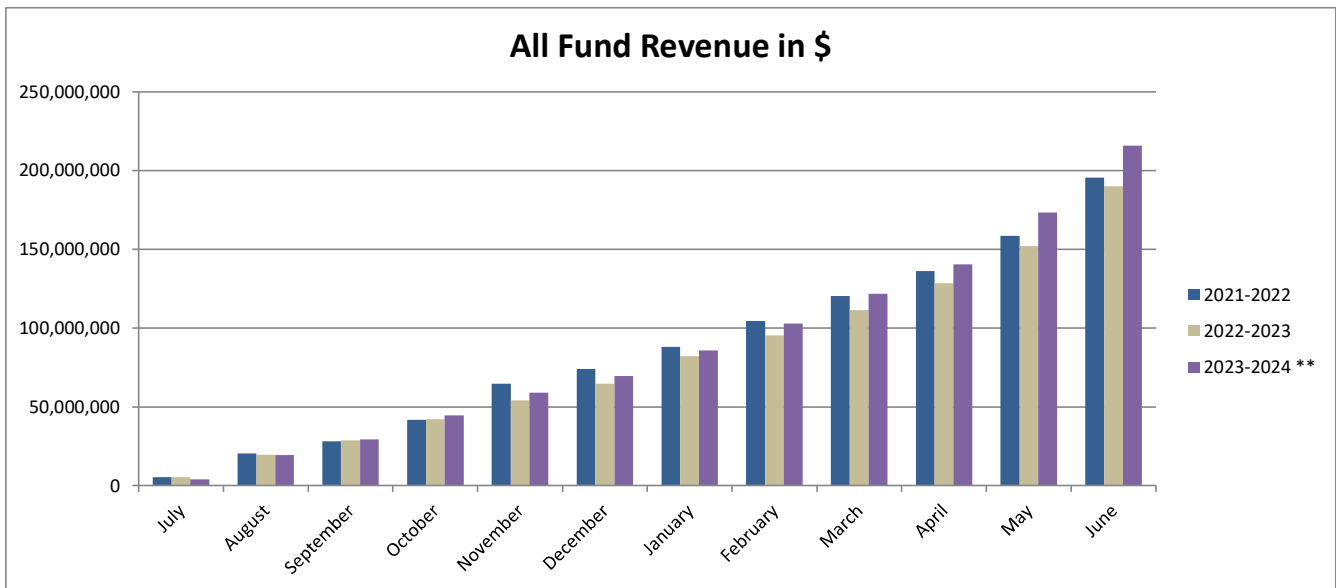
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

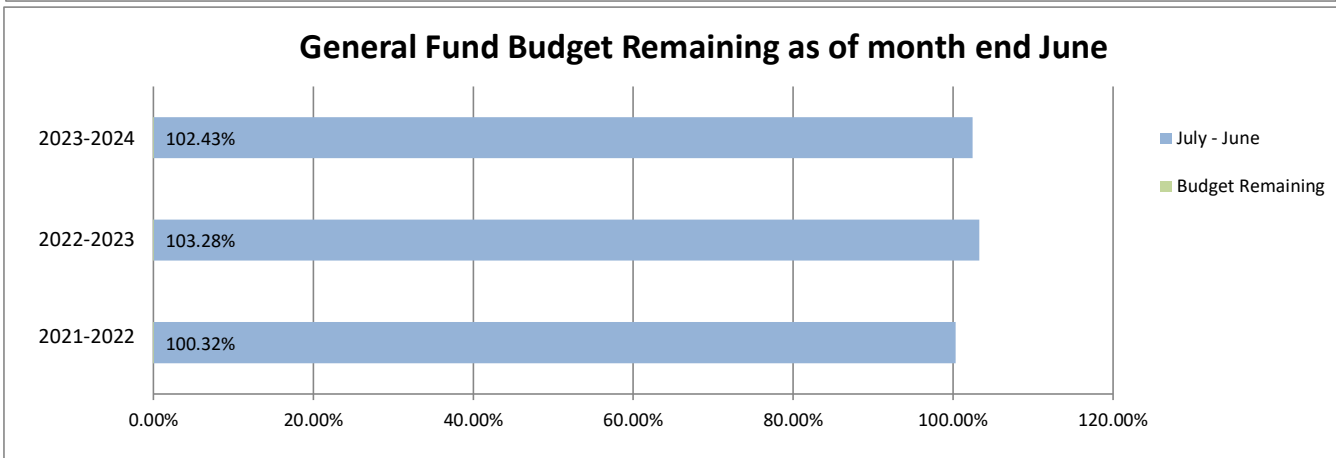
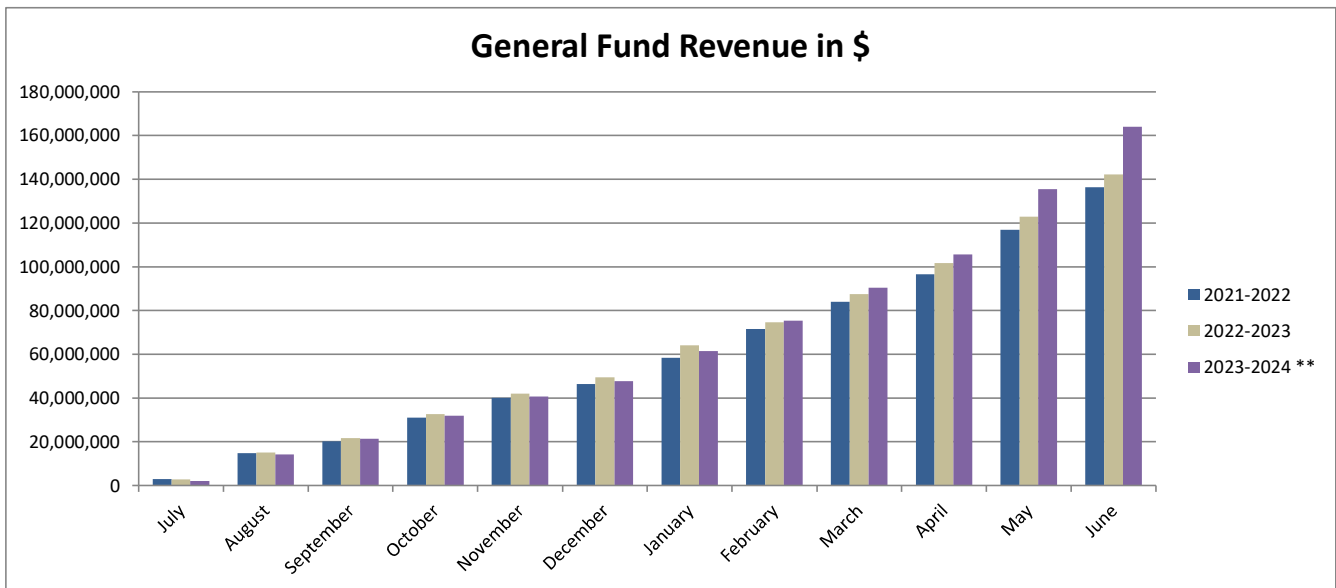
	2021-2022		2022-2023		2023-2024 **	
	\$	%	\$	%	\$	%
July	5,298,428	2.69%	5,211,222	2.83%	3,923,767	1.88%
August	20,358,554	10.34%	19,546,851	10.63%	19,367,531	9.29%
September	28,136,656	14.30%	28,812,784	15.67%	29,426,322	14.11%
October	41,631,893	21.15%	42,091,259	22.89%	44,587,953	21.38%
November	64,659,908	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%	121,657,811	58.34%
April	136,207,121	69.21%	128,551,918	69.90%	140,495,577	67.37%
May	158,547,029	80.56%	152,059,166	82.68%	173,364,073	83.13%
June	195,607,991	99.39%	190,043,786	103.33%	215,850,652	103.51%
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**

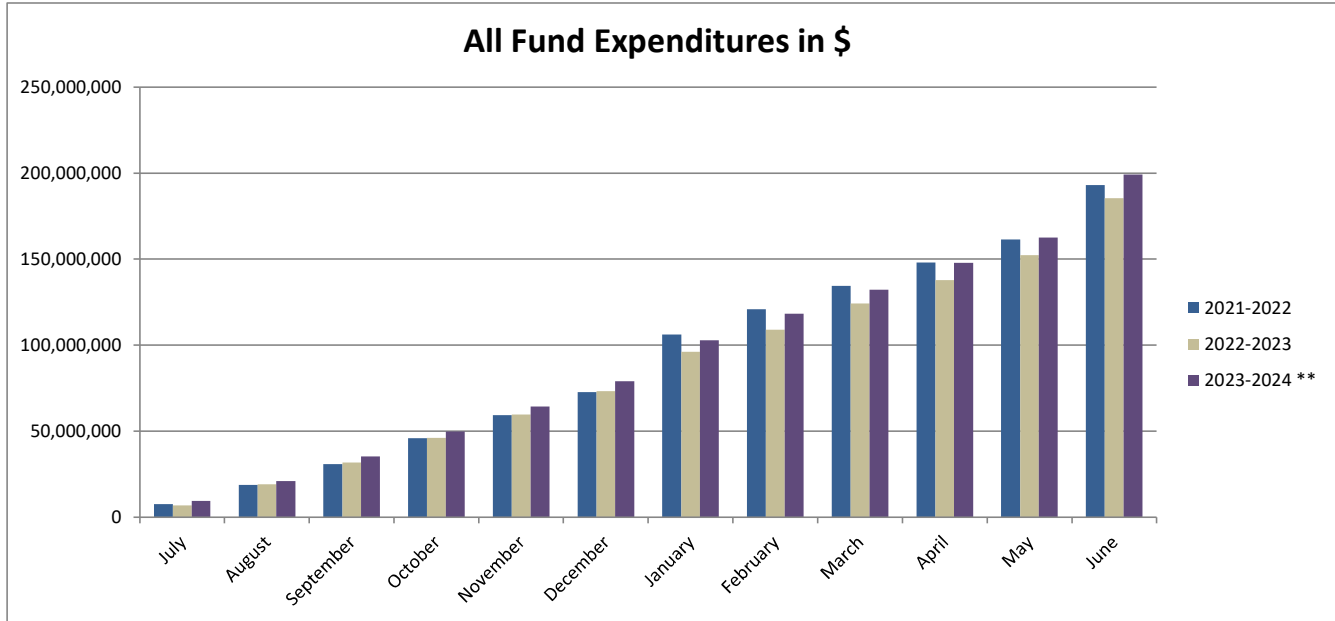
	2021-2022		2022-2023		2023-2024 **	
	\$	%	\$	%	\$	%
July	2,907,172	2.14%	2,782,571	2.02%	2,054,035	1.28%
August	14,923,642	10.98%	15,069,992	10.94%	14,217,775	8.88%
September	20,264,600	14.91%	21,696,447	15.75%	21,337,010	13.32%
October	31,072,851	22.87%	32,616,003	23.68%	31,945,444	19.94%
November	40,153,389	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%	90,432,887	56.45%
April	96,590,415	71.08%	101,791,548	73.89%	105,750,808	66.02%
May	116,854,949	86.00%	122,924,136	89.23%	135,431,731	84.55%
June	136,320,648	100.32%	142,274,703	103.28%	164,072,969	102.43%
BUDGET	135,885,717	100.00%	137,755,710	100.00%	160,186,251	100.00%



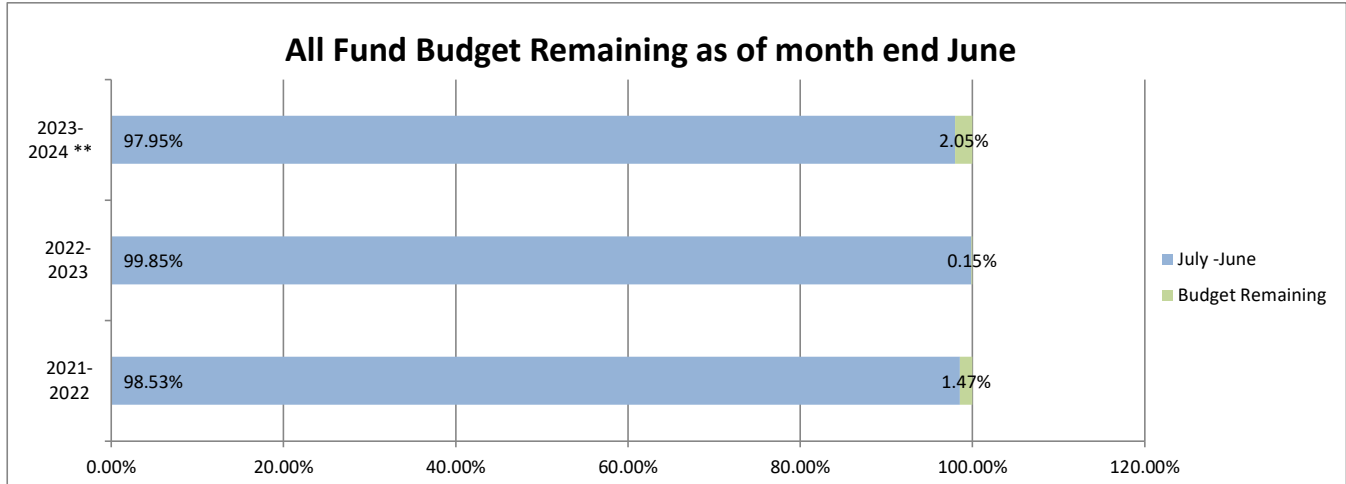
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**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%	132,146,998	64.98%
April	147,917,512	75.53%	137,800,461	74.24%	147,830,013	72.69%
May	161,442,665	82.43%	152,188,528	81.99%	162,388,218	79.85%
June	192,966,400	98.53%	185,336,975	99.85%	199,200,550	97.95%
BUDGET	195,843,777	100.00%	185,621,470	100.00%	203,361,619	100.00%

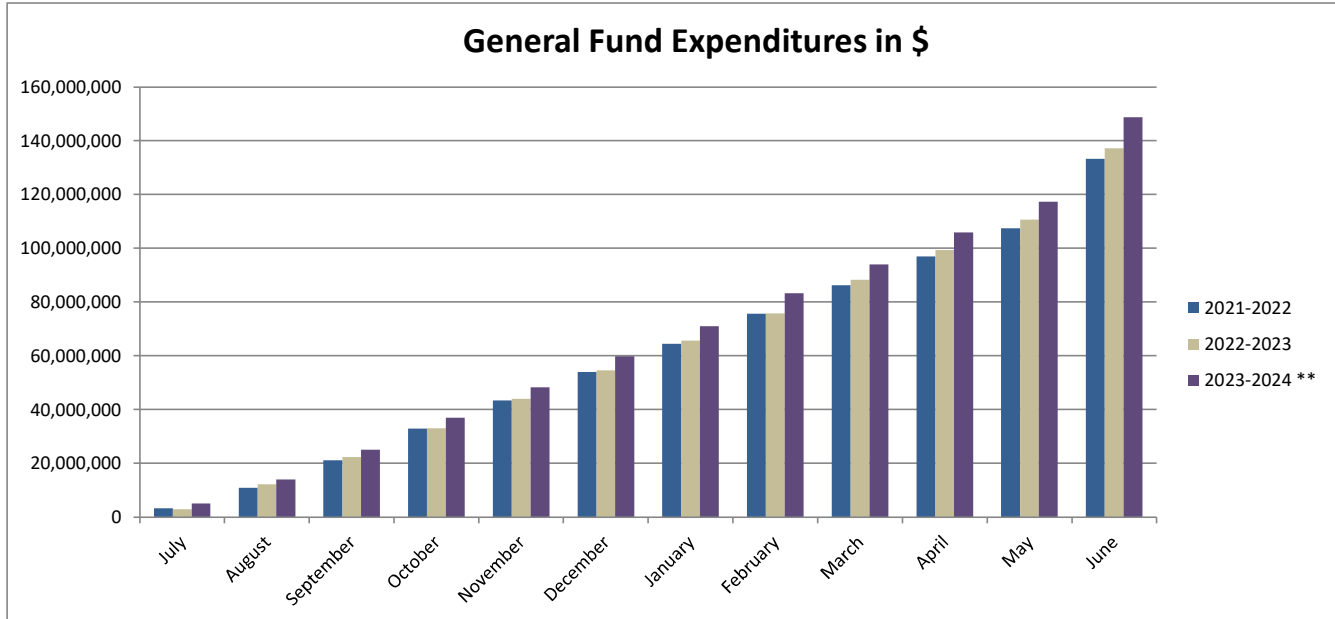


**based on timing of financial activity, monthly figures are subject to change

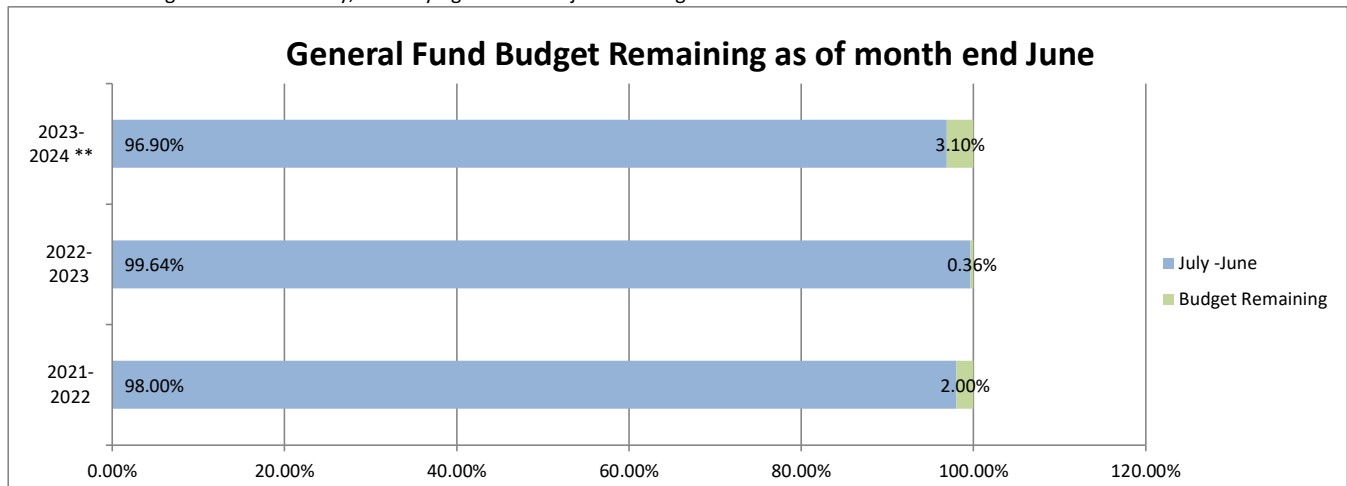


**EXPENDITURE COMPARISON
GENERAL FUND**

	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%	94,048,702	61.24%
April	97,013,445	71.31%	99,274,558	72.04%	105,915,624	68.96%
May	107,457,075	78.99%	110,663,496	80.31%	117,328,149	76.39%
June	133,320,629	98.00%	137,313,387	99.64%	148,822,900	96.90%
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
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, Superintendent

From: Tyler Dehne, Director of Finance

Date: September 17, 2024

Re: Budget Analysis for the Month Ending July 31, 2024

Recommendation: That the Board accepts the Budget Analysis for the month ending July 31, 2024.

The July 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	\$ 6,225,707	3.01%	\$ 8,925,433	4.22%
General Fund	\$ 3,348,046	2.17%	\$ 4,587,414	2.91%

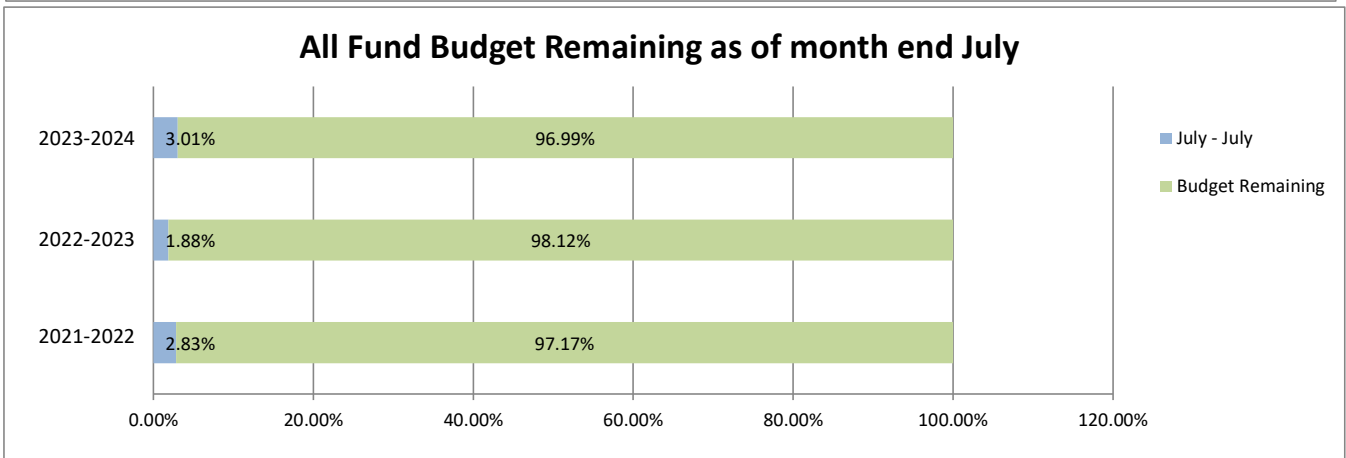
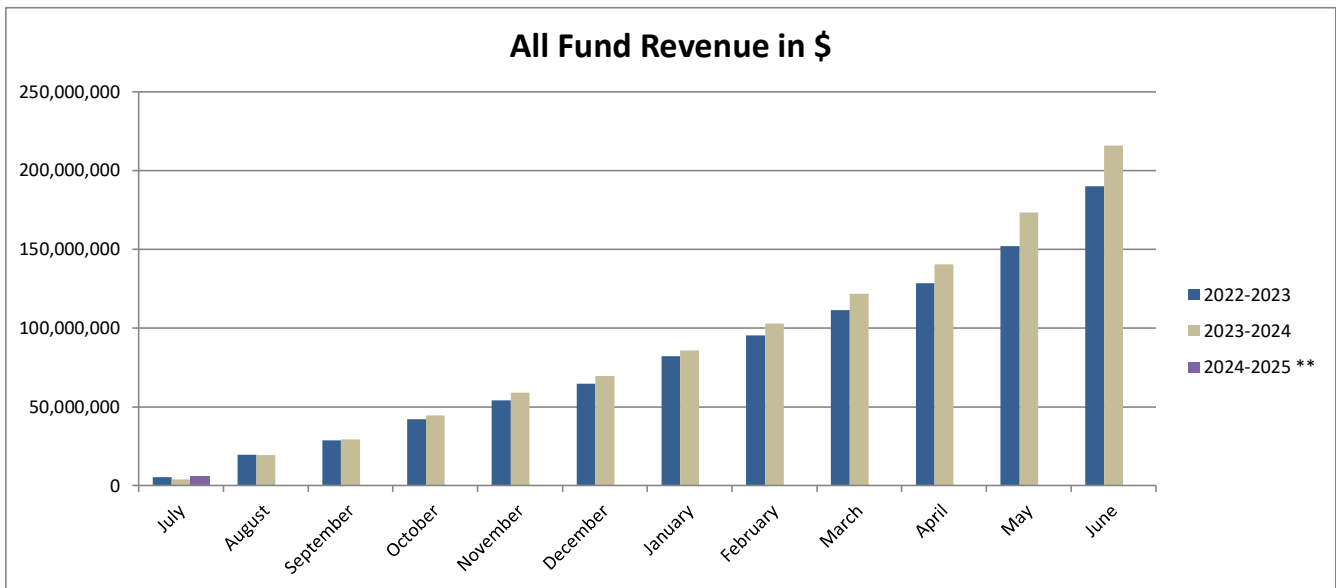
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

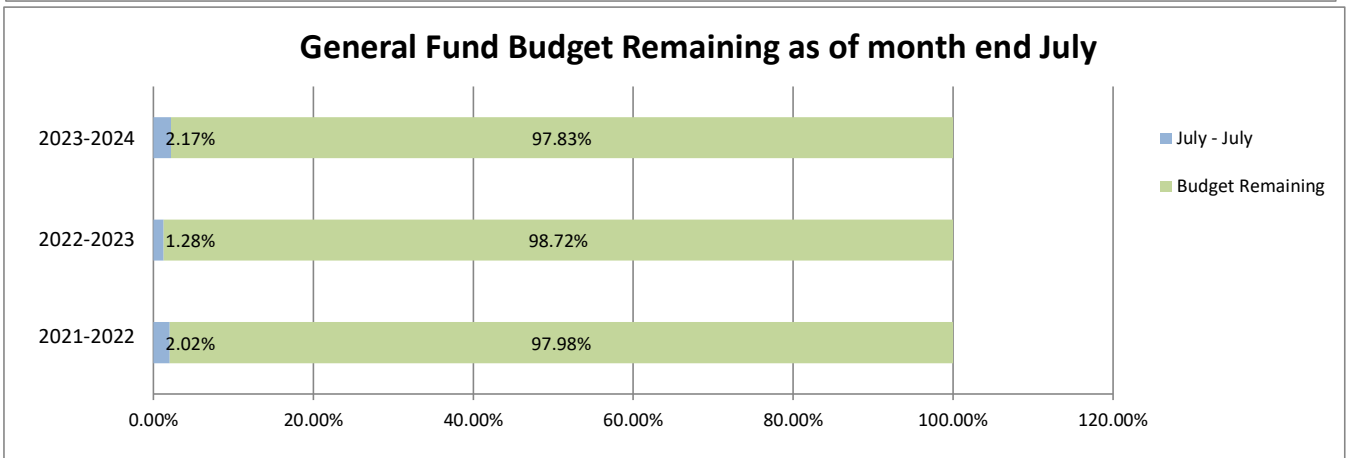
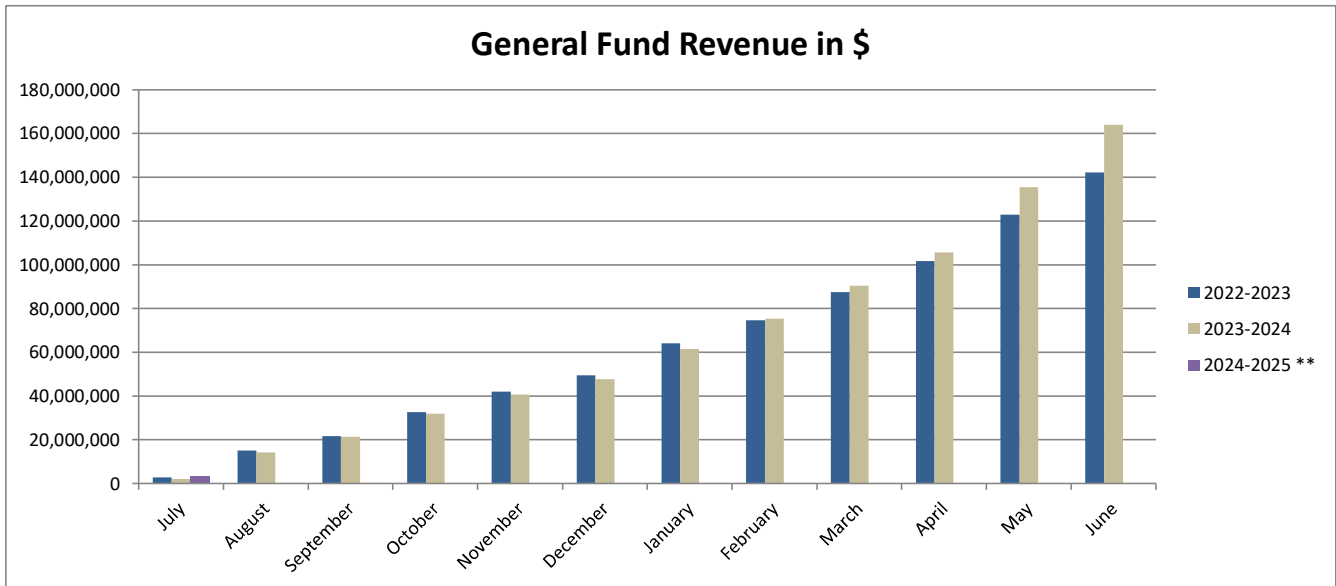
	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	5,211,222	2.83%	3,923,767	1.88%	6,225,707	3.01%
August	19,546,851	10.63%	19,367,531	9.29%	0	0.00%
September	28,812,784	15.67%	29,426,322	14.11%	0	0.00%
October	42,091,259	22.89%	44,587,953	21.38%	0	0.00%
November	54,008,523	29.37%	58,912,738	28.25%	0	0.00%
December	64,648,180	35.15%	69,535,132	33.34%	0	0.00%
January	82,067,715	44.62%	85,949,535	41.22%	0	0.00%
February	95,325,754	51.83%	102,919,054	49.35%	0	0.00%
March	111,508,111	60.63%	121,657,811	58.34%	0	0.00%
April	128,551,918	69.90%	140,495,577	67.37%	0	0.00%
May	152,059,166	82.68%	173,364,073	83.13%	0	0.00%
June	190,043,786	103.33%	215,850,652	104.26%	0	0.00%
BUDGET	183,913,084	100.00%	208,539,165	100.00%	207,043,563	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**

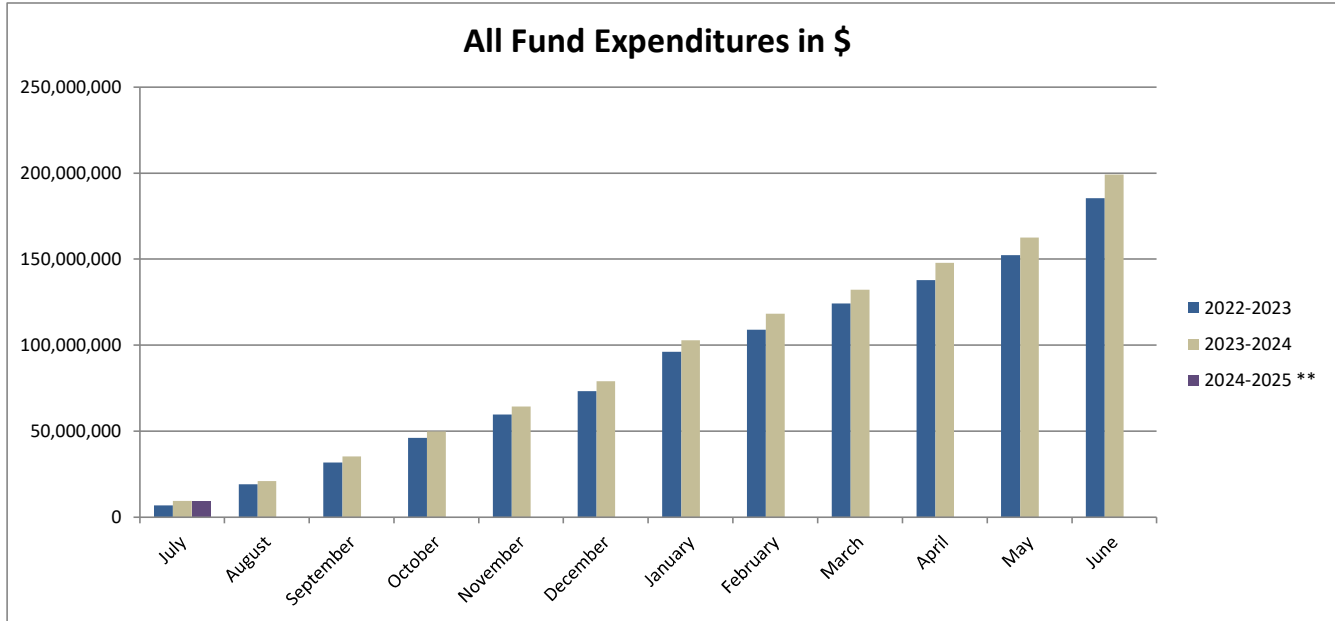
	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	2,782,571	2.02%	2,054,035	1.28%	3,348,046	2.17%
August	15,069,992	10.94%	14,217,775	8.88%	0	0.00%
September	21,696,447	15.75%	21,337,010	13.32%	0	0.00%
October	32,616,003	23.68%	31,945,444	19.94%	0	0.00%
November	42,025,977	30.51%	40,706,009	25.41%	0	0.00%
December	49,535,706	35.96%	47,800,679	29.84%	0	0.00%
January	64,158,526	46.57%	61,461,736	38.37%	0	0.00%
February	74,679,348	54.21%	75,447,748	47.10%	0	0.00%
March	87,518,465	63.53%	90,432,887	56.45%	0	0.00%
April	101,791,548	73.89%	105,750,808	66.02%	0	0.00%
May	122,924,136	89.23%	135,431,731	84.55%	0	0.00%
June	142,274,703	103.28%	164,072,969	104.32%	0	0.00%
BUDGET	137,755,710	100.00%	160,186,251	100.00%	154,353,629	100.00%



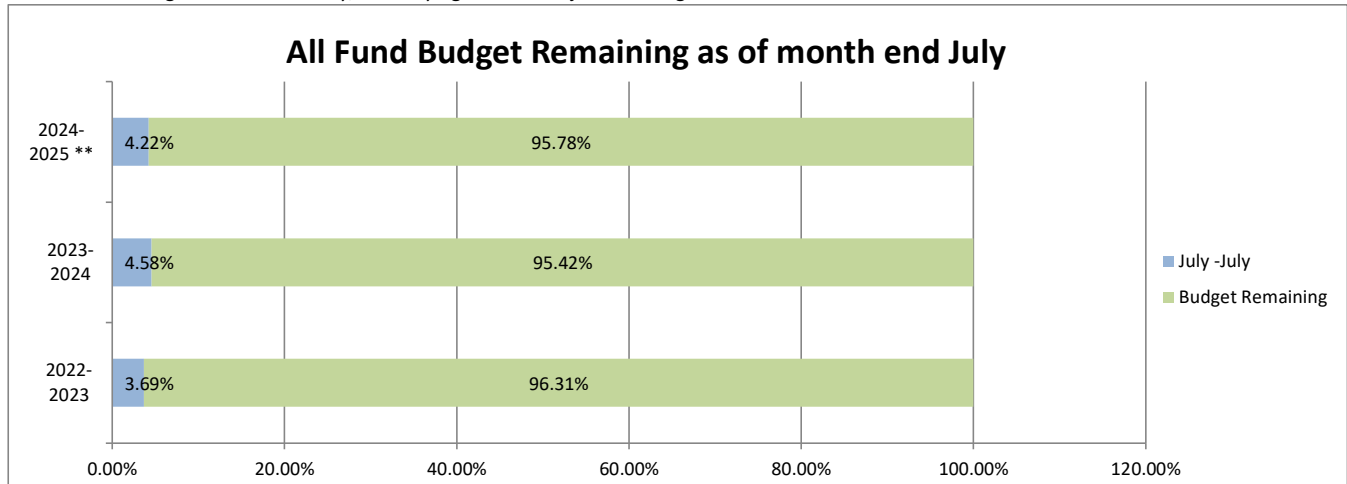
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**EXPENDITURE COMPARISON
ALL FUNDS**

	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	6,846,145	3.69%	9,311,625	4.58%	8,925,433	4.22%
August	18,979,577	10.22%	20,942,388	10.30%	0	0.00%
September	31,646,042	17.05%	35,122,008	17.27%	0	0.00%
October	46,123,533	24.85%	49,720,835	24.45%	0	0.00%
November	59,574,576	32.09%	64,276,579	31.61%	0	0.00%
December	73,187,172	39.43%	78,945,654	38.82%	0	0.00%
January	96,054,702	51.75%	102,672,354	50.49%	0	0.00%
February	108,872,180	58.65%	118,252,837	58.15%	0	0.00%
March	124,261,557	66.94%	132,146,998	64.98%	0	0.00%
April	137,800,461	74.24%	147,830,013	72.69%	0	0.00%
May	152,188,528	81.99%	162,388,218	79.85%	0	0.00%
June	185,336,975	99.85%	199,200,550	97.47%	0	0.00%
BUDGET	185,621,470	100.00%	203,361,619	100.00%	211,347,425	100.00%

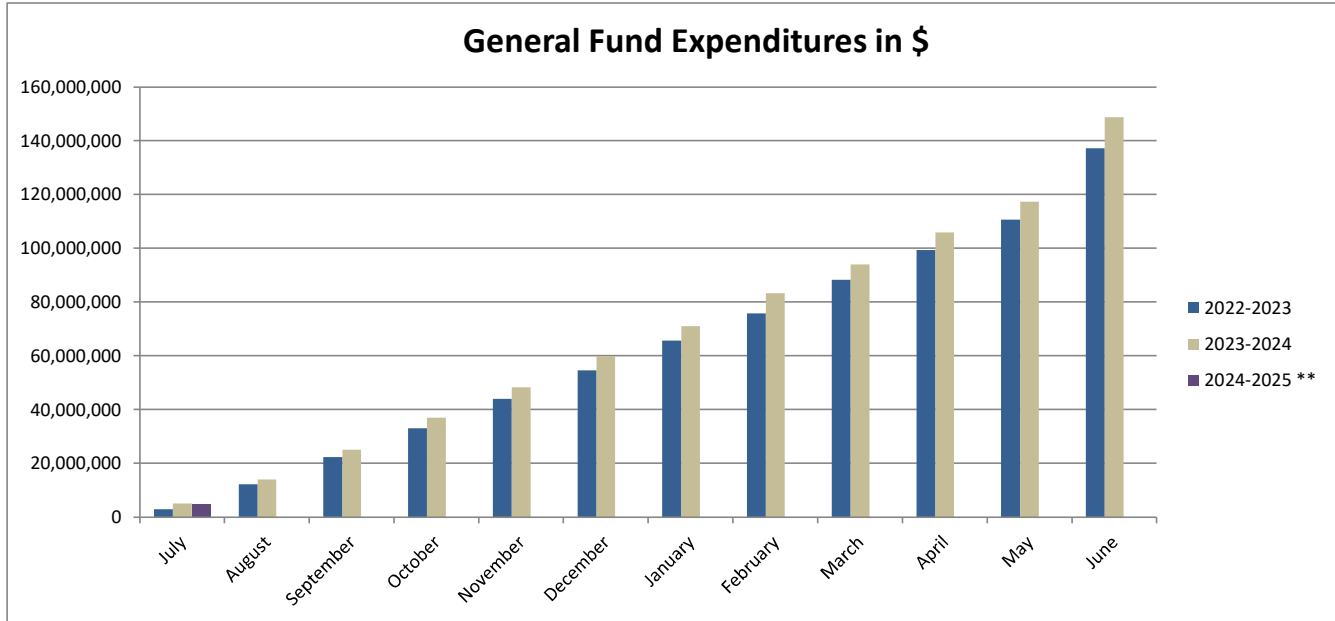


**based on timing of financial activity, monthly figures are subject to change

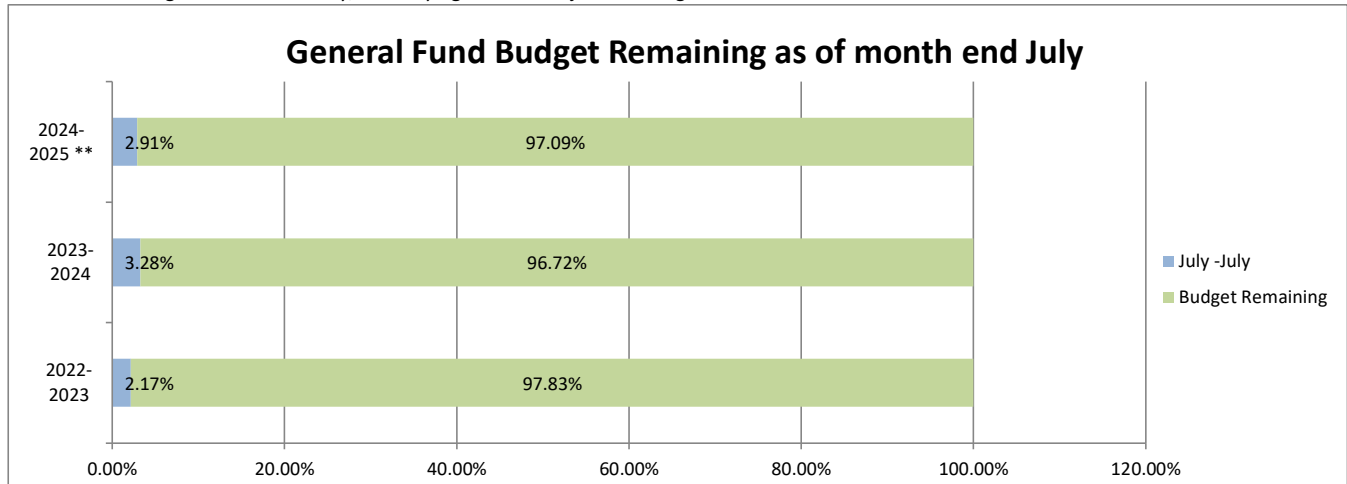


**EXPENDITURE COMPARISON
GENERAL FUND**

	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	2,991,235	2.17%	5,034,065	3.28%	4,587,414	2.91%
August	12,150,968	8.82%	14,041,027	9.14%	0	0.00%
September	22,316,375	16.19%	24,985,208	16.27%	0	0.00%
October	33,077,014	24.00%	36,953,232	24.06%	0	0.00%
November	44,001,209	31.93%	48,220,445	31.40%	0	0.00%
December	54,594,640	39.62%	59,804,086	38.94%	0	0.00%
January	65,687,324	47.67%	70,996,511	46.23%	0	0.00%
February	75,861,166	55.05%	83,195,216	54.17%	0	0.00%
March	88,349,602	64.11%	94,048,702	61.24%	0	0.00%
April	99,274,558	72.04%	105,915,624	68.96%	0	0.00%
May	110,663,496	80.31%	117,328,149	76.39%	0	0.00%
June	137,313,387	99.64%	148,822,900	96.75%	0	0.00%
BUDGET	137,803,486	100.00%	153,581,253	100.00%	157,791,210	100.00%



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





**Agenda IV.A.5.
September 26, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: September 26, 2024

Re: Report about the Listening Session

Recommendation: Receive a report about the listening session scheduled on September 12, 2024.

There were no speakers who spoke at the September 12, 2024 Listening Session.



**Agenda IV.A.6.
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Aaron Tinklenberg, director of communication

Date: September 26, 2024

Re: Approve, on a Second Reading Basis, Changes to Policy 512: *School Sponsored and Student Publications and Activities*

RECOMMENDATION: That the Board of Education approve, on a second reading basis, changes to Policy 512: *School Sponsored and Student Publications and Activities*.

This policy was reviewed by the Policy Review committee on August 20, 2024 and received approval, on a first reading basis, at the September 12, 2024 Board of Education meeting.

Summary of changes:

Legislative/MSBA Update: Adds student journalist law

Adopted: 9/24/2015
Reviewed: 09/12/2024
Revised 09/26/2024
Rescinds:

Burnsville-Eagan-Savage School District Policy 512

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of school-sponsored publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

- A. The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities.
- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.
- C. Students who believe their right to free expression has been unreasonably restricted in a school-sponsored media publication or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
 - 1. Students producing school-sponsored media publications and activities shall be under the supervision of a faculty advisor and the school principal. Official publications and activities shall be subject to the guidelines set forth below.
 - 2. School-sponsored media may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by electronic means and/or means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting, or displaying material, or placing materials in internal staff or student mailboxes.
- B. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- C. "Minor" means any person under the age of eighteen (18).
- D. "Material and substantial disruption" of a normal school activity means:
1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
 2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.
- In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.
- E. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.
- F. "School-sponsored media" means material that is:
1. prepared, wholly or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the school district;

2. distributed or generally made available to students in the school; and
3. prepared by a student journalist under the supervision of a student media adviser.

School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook.

- G. "Student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.
- H. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media.

IV. GUIDELINES

- A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district, uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news, opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.
- B. Student expression in school-sponsored media, a yearbook, or school-sponsored activity is prohibited when the material:
1. is obscene to minors;
 2. is defamatory;
 3. is profane, harassing, threatening, or intimidating;
 4. constitutes an unwarranted invasion of privacy;
 5. violates federal or state law;
 6. causes a material and substantial disruption of school activities;
 7. is directed to inciting or producing imminent lawless action on school

premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;

8. advertises or promotes any product or service not permitted for minors by law;
 9. expresses or advocates sexual, gender identity or expression, racial, or religious harassment or violence or prejudice; or
 10. is distributed or displayed in violation of time, place, and manner regulations.
- C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution.
- D. Notwithstanding the rights or freedoms of this Policy or the First Amendment of the United States Constitution, nothing in this Policy inhibits a student media adviser from teaching professional standards of English and journalism to student journalists.
- E. These professional standards may include, but are not limited to, the following:
1. assuring that participants learn whatever lessons the activity is designed to teach;
 2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
 3. assuring that the views of the individual speaker are not erroneously attributed to the school;
 4. assuring that the school is not associated with any position other than neutrality on matters of political controversy;
 5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;
 6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

F. Time, Place, and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed and/or by electronic means approved by district administration.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways, and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

V. POSTING

The school district must adopt a student journalist policy consistent with Minnesota Statutes, section 121A.80 and post it on the district website.

Legal References: U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)
Morse v. Frederick, 551 U.S. 393, 127 S.Ct. 2618, 168 L.Ed.2d 290 (2007)
 Minn. Stat. § 121A.03 (Model Policy)
 Minn. Stat. § 121A.031 (School Student Bullying Policy)
 Minn. Stat. § 121A.80 (Student Journalism; Student Expression)

Cross References: Burnsville-Eagan-Savage School District Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
 Burnsville-Eagan-Savage School District Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

**Agenda IV.A.7.
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

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

Date: September 26, 2024

Re: Approve, on a Second Reading Basis, Changes to Policies: 425 *Professional Development*, 601: *School District Curriculum and Instruction Goals*, 606: *Instructional Resources*, 620: *Credit for Learning*, and 624: *Online Learning Options*

RECOMMENDATION: That the Board of Education approve, on a second reading basis, changes to Policies: 425 *Professional Development*, 601: *School District Curriculum and Instruction Goals*, 606: *Instructional Resources*, 620: *Credit for Learning*, and 624: *Online Learning Options*

The policies were reviewed by the Policy Review committee on August 20, 2024 and approved, on a first reading basis, at September 12, 2024 Board of Education meeting.

Summary of changes:

Policy 425 – Legislative/MSBA Update: Adds paraprofessional training provisions
Policy 601 – Legislative/MSBA Update: Removes World’s Best Workforce and gives new definition
Policy 606 – Legislative/MSBA Update: Adds new laws regarding school libraries
Policy 620 – Legislative/MSBA Update: Reference to PSEO dates
Policy 624 – Legislative/MSBA Update: Adds tuition and fee provision

Adopted: 1/1984
Reviewed: 09/12/2024
Revised: 09/26/2024
Rescinds: GCL

Burnsville-Eagan-Savage School District Policy 425

425 PROFESSIONAL DEVELOPMENT

I. PURPOSE

The purpose of this policy is to establish a professional development program and structure to carry out planning and reporting on professional development that supports improved student learning.

II. PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE AND SITE PROFESSIONAL DEVELOPMENT TEAMS

- A. The School Board directs the superintendent or designee to establish a Professional Development Advisory Committee to develop a professional development plan, assist site professional development teams in developing a site plan consistent with the goals of the professional development plan, and evaluate professional development efforts at the site level.
 - 1. The majority of the membership of the Professional Development Advisory Committee shall consist of teachers representing various grade levels, subject areas, and special education. Membership shall consist of members of each school Buildings Leadership Team. The Committee also will include nonteaching staff, parents, and administrators.
- B. The School Board directs the superintendent or designee to establish the site professional development teams.
 - 1. Members of the site teams will be selected by a process to have involvement at the site level.
 - 2. The Professional Development Advisory Committee will work with the site professional development teams to develop a site plan consistent with the goals of the professional development plan.
 - 3. The majority of the site professional development teams shall be teachers representing various grade levels, subject areas, and special education.

III. DUTIES OF THE PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE

- A. The Professional Development Advisory Committee will develop a professional development plan that will be reviewed and subject to approval by the School

Board once a year.

- B. The professional development plan must contain the following elements:
1. Professional development outcomes that are consistent with the education outcomes as may be determined periodically by the School Board;
 2. The means to achieve the professional development outcomes;
 3. The procedures for evaluating progress at each school site toward meeting educational outcomes consistent with relicensure requirements under Minnesota Statutes Section 122A.18;
 4. Ongoing professional development activities that contribute toward continuous improvement in achievement of the following goals:
 - a. Improve student achievement of state and local education standards in all areas of the curriculum by using best practices methods;
 - b. Effectively meet the needs of a diverse student population, including at-risk children, children with disabilities, and gifted children, within the regular classroom and other settings;
 - c. Provide an inclusive curriculum for a racially, ethnically, and culturally diverse student population that is consistent with state education diversity rule and the district's education diversity plan;
 - d. Improve staff collaboration and develop mentoring and peer coaching programs for teachers new to the school or district;
 - e. Effectively teach and model violence prevention policy and curriculum that address early intervention alternatives, issues of harassment, and teach nonviolent alternatives for conflict resolution;
 - f. Effectively deliver digital and blended learning and curriculum and engage students with technology; and
 - g. Provide teachers and other members of building leadership teams with appropriate management and financial management skills.
 5. The professional development plan also must:
 - a. Support stable and productive professional communities achieved through ongoing and schoolwide progress and growth in teaching practice;

- b. Emphasize coaching, professional learning communities, classroom action research, and other job-embedded models;
 - c. Maintain a strong subject matter focus premised on students' learning goals;
 - d. Ensure specialized preparation and learning about issues related to teaching students with special needs and limited English proficiency; and
 - e. Reinforce national and state standards of effective teaching practice.
6. Professional development activities must:
- a. Focus on the school classroom and research-based strategies that improve student learning;
 - b. Provide opportunities for teachers to practice and improve their instructional skills over time;
 - c. Provide opportunities for teachers to use student data as part of their daily work to increase student achievement;
 - d. Enhance teacher content knowledge and instructional skills, including to accommodate the delivery of digital and blended learning and curriculum and engage students with technology;
 - e. Align with state and local academic standards;
 - f. Provide opportunities to build professional relationships, foster collaboration among principals and staff who provide instruction, and provide opportunities for teacher-to-teacher mentoring; and
 - g. Align with the plan, if any, of the district or site for an alternative teacher professional pay system.
7. Professional development activities may include curriculum development and curriculum training programs and activities that provide teachers and other members of site-based teams training to enhance team performance.
8. The school district may implement other professional development activities required by law and activities associated with professional teacher compensation models.
- C. The Professional Development Advisory Committee will assist site professional development teams in developing a site plan consistent with the goals and outcomes of the district professional development plan.

- D. The Professional Development Advisory Committee will evaluate professional development efforts at the site level and will report to the School Board on an annual basis the extent to which staff at the site has met the outcomes of the professional development plan.
- E. In addition to developing a Professional Development Plan, the Professional Development Advisory Committee also must develop teacher mentoring programs for teachers new to the profession or school district, including teaching residents, teachers of color, teachers who are American Indian, teachers in license shortage areas, teachers with special needs, or experienced teachers in need of peer coaching. Teacher mentoring programs must be included in or aligned with the school district's teacher evaluation and peer review processes under Minnesota Statutes, sections 122A.40, subdivision 8 or 122A.41, subdivision 5.
- F. The Professional Development Advisory Committee shall assist the School District in preparing any reports required by the Department of Education relating to professional development or teacher mentoring including, but not limited to, the reports referenced in Section VII. below.

IV. DUTIES OF THE SITE PROFESSIONAL DEVELOPMENT TEAM

- A. Each site professional development team shall develop a site plan, consistent with the goals of the professional development plan.
- B. The site professional development team must demonstrate the extent to which staff at the site have met the outcomes of the professional development plan.

V. PROFESSIONAL DEVELOPMENT FUNDING

- A. Unless the School District is in statutory operating debt or a majority of the School District Board and a majority of its licensed teachers annually vote to waive the requirement to reserve basic revenue for professional development, the School District will reserve an amount equal to at least two percent of its basic revenue for: in-service education for violence prevention programs to help students learn how to resolve conflicts within their families and communities in non-violent, effective ways; professional development plans; curriculum development and programs; other in-service education; teachers' workshops; teacher conferences; the cost of substitute teachers for professional development purposes; preservice and in-service education for special education professionals and paraprofessionals; and other related costs for professional development efforts. The school district also may use the revenue reserved for professional development for grants to the school district's teachers to pay for coursework and training leading to certification as either a college in the schools teacher or a concurrent enrollment teacher. In order to receive a grant, the teacher must be enrolled in a program that includes coursework and training focused on teaching a core subject.

- B. The School District may, in its discretion, expend an additional amount of unreserved revenue for professional development based on its needs. The additional expenditure does not need to follow the allocation described in V.A.
- C. Release time provided for teachers to supervise students on field trips and school activities, or independent tasks not associated with enhancing the teacher's knowledge and instructional skills, such as preparing report cards, calculating grades, or organizing classroom materials, may not be counted as professional development time that is financed with professional development reserved revenue under Minnesota Statutes section 122A.61.

VI. PROCEDURE FOR USE OF PROFESSIONAL DEVELOPMENT FUNDS

- A. On a yearly basis, the Professional Development Advisory Committee, with the assistance of the site professional development teams, shall prepare a projected budget setting forth proposals for allocating professional development funds reserved for each school site. Such budgets shall include, but not be limited to, projections as to the cost of building site training programs, costs of individual professional seminars, and cost of substitutes.
- B. Individual requests from staff for leave to attend professional development activities shall be submitted and reviewed according to school district policy, staff procedures, contractual agreement, and the effect on school district operations. Failure to timely submit such requests may be cause for denial of the request.

VII. PARAPROFESSIONALS, TITLE I AIDES, AND OTHER INSTRUCTIONAL SUPPORT STAFF

- A. The school district must provide a minimum of eight hours of paid orientation or professional development annually to all paraprofessionals, Title I aides, and other instructional support staff. Six of the eight hours must be completed before the first instructional day of the school year or within 30 days of hire. The school district must consult the exclusive representative for employees receiving this training before creating or planning the training required under this section.
- B. The orientation or professional development must be relevant to the employee's occupation and may include collaboration time with classroom teachers and planning for the school year.
- C. For paraprofessionals who provide direct support to students, at least 50 percent of the professional development or orientation must be dedicated to meeting the requirements of this section. Professional development for paraprofessionals may also address the requirements to the MDE Commissioner.
- D. A school administrator must provide an annual certification of compliance with this requirement to the MDE Commissioner.

- E. For the 2024-2025 school year only, a school may reduce the hours of training required in paragraphs (b) to (e) to a minimum of six hours and must pay for paraprofessional test materials and testing fees for any paraprofessional employed by the school district during the 2023-2024 school year who has not yet successfully completed the paraprofessional assessment or met the requirements of the paraprofessional competency grid.

[NOTE: The 2024 Minnesota legislature added these provisions. Paragraph E is in effect for the 2024-25 school year only.]

VIII. REPORTING

- A. The School District shall prepare an annual report per Minnesota Department of Education requirements.
- B. The School Board will receive an annual report from the School Improvement and Student Achievement department (SISA) regarding the prior year's professional development program.

Legal References: Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
 Minn. Stat. § 120A.415 (Extended School Calendar)
 Minn. Stat. § 120B.22, subd. 2 (Violence Prevention Education)
 Minn. Stat. § 121A.642 (Paraprofessional Training)
 Minn. Stat. § 122A.187 (Expiration and Renewal)
 Minn. Stat. § 122A.40, subds. 7,7a and 8 (Employment; Contracts; Termination - Additional Staff Development and Salary)
 Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions - Additional Staff Development and Salary)
 Minn. Stat. § 122A.60 (Staff Development Program)
 Minn. Stat. § 122A.70 (Teacher Mentorship and Retention of Effective Teachers)
 Minn. Stat. § 122A.61 (Reserved Revenue for Staff Development)
 Minn. Stat. § 123B.147, subd. 3 (Principals)
 Minn. Stat. § 124D.861 (Achievement and Integration for Minnesota)
 Minn. Stat. § 124D.862 (Achievement and Integration Revenue)
 Minn. Stat. § 126C.10, Subds. 2 and 2b (General Education Revenue)
 Minn. Stat. § 126C.13, Subd. 5 (General Education Levy and Aid)

Cross References:

Adopted: 6/1986

Burnsville-Eagan-Savage School District Policy 601

Reviewed: 09/12/2024

Revised: 09/26/2024

Rescinds: IA-AE (rescinded on 9/2012 by Policy 104)

601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS

I. PURPOSE

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Graduation Standards and federal law and are aligned with comprehensive achievement and civic readiness.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to strive for comprehensive achievement and civic readiness in which all learning in the school district should be directed and for which all school district learners should be held accountable in order to be real-world ready.

III. DEFINITIONS

A. “Academic standard” means a summary description of student learning in a required content area or elective content area.

B. “Antiracist” means actively working to identify and eliminate racism in all forms in order to change policies, behaviors, and beliefs that perpetuate racist ideas and actions

C. “Benchmark” means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.

D. “Comprehensive Achievement and Civic Readiness” means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; have all students graduate from high school; and prepare students to be lifelong learners.

E. "Culturally sustaining" means integrating content and practices that infuse the culture and language of Black, Indigenous, and People of Color communities who have been and continue to be harmed and erased through the education system.

F. “Curriculum” means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.

G. “Ethnic studies” as defined in Minnesota Statutes, section 120B.25, has the same

meaning for purposes of this section. Ethnic studies curriculum may be integrated in existing curricular opportunities or provided through additional curricular offerings.

H. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.

I. “Institutional racism” means structures, policies, and practices within and across institutions that produce outcomes that disadvantage those who are Black, Indigenous, and People of Color.

J. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning.

K. “Performance measures” are measures to determine school district and school site progress in striving for comprehensive achievement and civic readiness and must include at least the following:

1. the size of the academic achievement gap and rigorous course taking, including college-level advanced placement, postsecondary enrollment options including concurrent enrollment, other statutorily recognized courses of study or industry certification courses or programs and enrichment experiences by student subgroup;
2. student performance on the Minnesota Comprehensive Assessments;
3. high school graduation rates; and
4. career and college readiness under Minnesota Statutes section 120B.30, subdivision 1.

IV. LONG-TERM STRATEGIC PLAN

A. The school board, at a public meeting, must adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with striving for comprehensive achievement and civic readiness and includes the following:

1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for all student categories identified in Minnesota Statutes, section 120B.345, subdivision 3, paragraph (b)(2).
2. a process to assess and evaluate each student’s progress toward meeting state and local academic standards, assess and identify students for participation in gifted and talented programs and services and accelerate

- their instruction, adopt early-admission procedures consistent with Minnesota Statutes, section 120B.15 and identifying the strengths and weaknesses of instruction affecting students' progress and growth toward career and college readiness and leading to the world's best workforce;
3. a system to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes section 123B.147, subdivision 3, students' access to effective teachers who are members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minnesota Statutes section 120B.35, Subdivision 3(b)(2), and teacher evaluations under Minnesota Statutes section 122A.40, subdivision 8, or 122A.41, subdivision 5; strategies for improving instruction, curriculum, and student achievement and, where practicable, the native language development and the academic achievement of English learners;
 4. strategies for improving instruction, curriculum, and student achievement, including the English and, where practicable, the native language development and the academic achievement of English learners;
 5. a process to examine the equitable distribution of teachers and strategies to ensure children in low-income families, children in families of People of Color, and children in American Indian families are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
 6. education effectiveness practices that
 - a. integrate high-quality instruction, technology, and curriculum that is rigorous, accurate, antiracist, and culturally sustaining;
 - b. ensure learning and work environments validate, affirm, embrace, and integrate cultural and community strengths for all students, families, and employees;
 - c. provide a collaborative professional culture that seeks to retain qualified, racially and ethnically diverse staff effective at working with diverse students while developing and supporting teacher quality, performance, and effectiveness; and;
 7. an annual budget for continuing to implement the school district plan; and
 8. identifying a list of suggested and required materials, resources, sample curricula, and pedagogical skills for use in kindergarten through grade 12 that accurately reflect the diversity of the state of Minnesota.

The school district is not required to include information regarding literacy in a plan or report required under this section, except with regard to the academic achievement of English learners.

Legal References: Minn. Stat. § 120B.018 (Definitions)
 Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
 Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
 Minn. Stat. § 120B.12 (Read Act Goal and Interventions)
 Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)
 Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)
 Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
 Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
 Minn. Stat. § 123B.147, Subd. 3 (Principals)
 Minn. Stat. § 125A.56, Subd. 1 (Alternate Instruction Required before Assessment Referral)
 20 U.S.C. § 5801, *et seq.* (National Education Goals)
 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: Burnsville Eagan Savage School District Policy 104 (School District Mission Statement)
 Burnsville Eagan Savage School District Policy 613 (Graduation Requirements)
 Burnsville Eagan Savage School District Policy 614 (School District Testing Plan and Procedure)
 Burnsville Eagan Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
 Burnsville Eagan Savage School District Policy 616 (School District System Accountability)

Adopted: 5/1985
Reviewed: 09/12/2024
Revised: 09/26/2024
Rescinds: IIAA, IIAC, KLB, KLBA

Burnsville-Eagan-Savage School District Policy 606

606 TEXTBOOKS, INSTRUCTIONAL RESOURCES, AND LIBRARY MATERIALS

I. PURPOSE

The purpose of this policy is to provide direction for selection and reconsideration of instructional resources and library materials.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that selection of instructional resources is a vital component of the school district's curriculum, and acknowledges that library materials serve to enrich the breadth of the curriculum as a whole by meeting the needs and interests of all students.

III. DEFINITIONS

A. "Library" is the school district resource that holds the library collection that serves the information and independent reading needs of students and supports the curriculum needs of teachers and staff. The term "library" includes a school library media center. The term also includes access to electronic materials.

The term "library" refers to the resources within a specific school building at the multiple sites of ISD 191.

In accordance with Minnesota Statutes, section 124D.901 the library or library media center provides equitable and free access to students, teachers, and administrators and that the school library or school library media center must have the following characteristics:

1. ensures every student has equitable access to resources and is able to locate, access, and use resources that are organized and cataloged;
2. has a collection development plan that includes but is not limited to materials selection and deselection, a challenged materials procedure, and an intellectual and academic freedom statement;
3. is housed in a central location that provides an environment for expanded learning and supports a variety of student interests;
4. has technology and Internet access; and
5. is served by a licensed school library media specialist or licensed school librarian.

B. “Library collection” consists of the library materials made available to students.

C. “Library materials” are the books, periodicals, newspapers, manuscripts, films, prints, documents, videotapes, subscription content, electronic and digital materials (including e-books, audiobooks, and databases), and related items made available to students in a school building or through access to electronic materials. This term does not include materials made available to students as part of the curriculum.

D. “Library media specialist” is under Minnesota Rules, part 8710.4550. A library media specialist is authorized under Minnesota Rules to provide to students in kindergarten through grade 12 instruction that is designed to provide information and technology literacy skills instruction, to lead, collaborate, and consult with other classroom teachers for the purpose of integrating information and technology literacy skills with content teaching, promote reading for pleasure, and to administer media center operations, programming, and resources.

IV. RESPONSIBILITY OF SELECTION

- A. The school board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of instructional resources and library materials. Accordingly, the school board delegates to the superintendent or designee the responsibility to direct the professional staff in selections that meet school board criteria.
- B. Selection of instructional resources shall be consistent with the following criteria:
1. To consider the characteristics and philosophy of the District when selecting resources.
 2. To provide resources that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the individuals served.
 3. To provide resources that will stimulate growth in critical reading and thinking, factual knowledge, literary appreciation, aesthetic values and ethical standards.
 4. To provide a background of information which will enable individuals to make intelligent judgments in their daily lives.
 5. To foster respect and appreciation for cultural diversity and varied opinion.
 6. To provide resources representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.

7. To place principle above personal opinion and reason above prejudice in the selection of resources of the highest quality in order to assure a comprehensive collection appropriate for the users.
 8. To anticipate and meet needs through awareness of subjects of current interest.
 9. To permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and
 10. Do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
- C. While recommendations by administrators, faculty members, students, parents, and other community members may be considered, the final responsibility for selection of library materials shall rest with the library media specialist.
- D. The procedures for selection and reconsideration of library materials and collections set forth in this policy will be administered by:
1. A licensed library media specialist under Minnesota Rules, part 8710.4550;
 2. An individual with a master's degree in library science or library information Science; or
 3. A professional librarian or a person trained in library collection management.
- E. The library material selection process should result in a library collection that, when considered as a whole, is consistent with the following criteria:
1. Library materials shall support and be consistent with the general educational goals of the state and the district and the aims and objectives of individual schools and specific courses;
 2. Library materials shall be chosen to enrich and support the curriculum as well as to promote reading for pleasure by responding to the personal needs and interests of student users;
 3. Library materials shall not be excluded because of the race, color, creed, national origin, religion, sex, marital status, disability, sexual orientation, gender identity and expression, or political views of the writer;

4. Library materials shall be appropriate to and reflect the needs, ages, maturity level, emotional development, ability levels, learning styles, social development, background, cultural and linguistic diversity, and needs and interests of the students for whom the materials were selected;
5. Library materials shall meet high standards of quality in one or more of these categories (presented alphabetically):
 - a. Artistic quality and/or literary style;
 - b. Authenticity;
 - c. Critical thinking;
 - d. Educational significance;
 - e. Factual content;
 - f. High interest for intended audience; and
 - g. Readability.
6. The selection of library materials and collections shall conform to the constraints of the school district budget.
- F. The school board may decline to purchase, lend, or shelve or remove access to library materials and collections legitimately based on:
 1. Practical reasons, including but not limited to shelf space limitations, rare or antiquarian status, damage, or obsolescence;
 2. Legitimate pedagogical concerns, including but not limited to the appropriateness of potentially sensitive topics for the library's intended audience, the selection of the library materials for a curated collection, or the likelihood of causing a material and substantial disruption of the work and discipline of the school; or
 3. Compliance with state or federal law.
- G. The library media specialist shall consult sources and specialists experienced in library materials collections appropriate for the building's students and that are reputable, experienced, unbiased, and professionally trained in school library materials.
- H. Library materials that are outdated, inaccurate, no longer useful for curricular support or reading enrichment, or have not been utilized for an extended period of time may be removed.

Library materials that are in poor physical condition may be removed or replaced as determined by the library media specialist.

I. Materials offered for donation or gifted to a school library may be accepted if they comply with the library collection selection criteria and approved by the library media specialist. The school district libraries reserve the right to decline to accept materials that do not meet the criteria for selection. In addition, library financial donations to benefit a school district's libraries will be accepted with the understanding that funds will be used to purchase materials that are needed for the libraries based on the needs of individual school collections.

V. SELECTION OF INSTRUCTIONAL RESOURCES

The superintendent or designee shall be responsible for:

1. developing procedures and guidelines to establish an orderly process for the review and recommendation of instructional resources by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.
2. keeping the school board informed of progress on the part of staff and others involved in the instructional resource review and selection process.

VI. RECONSIDERATION OF INSTRUCTIONAL RESOURCES AND LIBRARY MATERIALS

A. The school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instructional program. A school district employee, student or parent or guardian of a school district student may request an opportunity to review materials and submit a request for reconsideration of the use of certain instructional resources or library materials on the basis of appropriateness.

B. A parent or guardian may request that access to specific instructional resources or library materials be restricted from their student. The school district shall take reasonable steps to fulfill this request. This type of request will not result in removal of specific instructional resources or library materials from the classroom or library media center or restrictions upon any other student accessing the instructional resource or library materials.

C. The superintendent or designee shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of instructional resources.

VII. PROCEDURE FOR HANDLING QUESTIONED MATERIALS

- A. Each concern shall be directed to the building principal who will:
1. Treat each concerned person(s) request with confidentiality.
 2. Provide and explain School Board Policy 606.
 3. Inform concerned person(s) that his/her child is not required to be exposed to the questioned material. See Alternative Instruction Request Form.
 4. Try to resolve the questions of the concerned person(s) during the initial contact using a Culturally Proficient School Systems (CPSS) lens.
 5. Provide and explain use of the form "Statement of Concern About Educational Materials."
 6. Inform Assistant Superintendent or designee and appropriate staff member(s) when the above form is given to a concerned person.
 7. Access to the duly-selected instructional or library material in review shall not be restricted during the review process, unless the Assistant Superintendent or designee has determined the material is in violation of the selection criteria of Section IV.B of this policy
- B. Upon receipt of the signed "Statement of Concern About Educational Materials" form, the principal will:
1. Meet with the concerned person(s) and appropriate staff, including the library media specialist if related to library materials, to discuss the information on the completed form.
 2. Appoint a building committee to investigate the questioned materials. (The committee will have representation from the administration, teaching staff, including the library media specialist if related to library materials, and citizens and use appropriate Culturally Proficient School Systems rubrics as a part of their investigation.)
 3. Review the findings of the building committee.
 4. Inform the concerned person(s) and Assistant Superintendent or designee of the committee's findings in writing.
- C. If the concerned person(s) is not satisfied with the findings of the building committee, the principal will forward the concern to the Assistant Superintendent or designee who will:
1. Convene a Questioned Materials Committee. This committee shall consist of at least five (5) persons including:
 - a. Staff from grade and/or subject area (including library media specialist if related to library materials)
 - b. Building Principal
 - c. Assistant Superintendent or Designee
 - d. Citizen(s)
 2. Review the findings of the Questioned Materials Committee.
 3. Inform the concerned person(s) of the Questioned Materials Committee's findings.

- D. If the concerned person(s) is not satisfied with the Questioned Materials Committee's findings and the Assistant Superintendent or designee decision, he/she may appeal to the School Board.

Once reviewed, instruction resources and library materials will not be reviewed again within three years.

VIII. CHALLENGE REPORT

Upon the completion of a content challenge or reconsideration process in accordance with this policy, the school board must submit a report of the challenge to the Commissioner of the Minnesota Department of Education that includes:

- A. the title, author, and other relevant identifying information about the material being challenged or reconsidered;
- B. the date, time, and location of any public hearing held on the challenge in question, including minutes or transcripts
- C. the result of the challenge or reconsideration request; and
- D. accurate and timely information on who from the school district the Department of Education may contact with questions or follow up.

IX. PROHIBITION ON RETALIATION

The school district may not discriminate against or discipline an employee for complying with Minnesota Statutes, section 134.513.

- Legal References:** Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction)
 Minn. Stat. § 120B.235 (American Heritage Education)
 Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)
 Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)
 Minn. Stat. § 124D.59-124D.61 (Education for English Learners Act)
 Minn Stat § 124D.901 (Public School Library and Media Centers)
 Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)
 Minn. Stat. § 134.51 (access to Library Materials and Rights Protected)Minn. Rules part 8710.4550 (Library Media Specialists)
Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988)
Bd of Educ., Island Trees Union Free Sch. Dist. No 26 v. Pico, 457 US 853 (1982)
Pratt v. Independent Sch. Dist. No. 831, 670 F.2d 771 (8th Cir. 1982)

Virginia State Bd. Of Educ., v. Barnette, 319 U.S. 624, 642 (1943)

Cross References: Burnsville-Eagan-Savage School District Policy 603 (Curriculum Development)
Burnsville-Eagan-Savage School District Policy 604 (Instructional Curriculum)
Burnsville-Eagan-Savage School District Policy 706 (Acceptance of Gifts)

Adopted: 4/1997
Reviewed: 09/12/2024
Revised: 09/26/2024
Rescinds: IKF

Burnsville-Eagan-Savage School District Policy 620

620 CREDIT FOR LEARNING

I. PURPOSE

This policy recognizes student achievement that occurs in postsecondary enrollment option and other advanced enrichment programs. This policy recognizes student achievement that occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. This policy address transfer of student credit from out-of-state, out-of-country, private, or home schools and online learning programs and to address how the school district will recognize student achievement obtained outside of the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, postsecondary or higher education institutions, other learning environments, and online courses and programs.

III. DEFINITIONS

- A. “Accredited school” means a school that is accredited by an accrediting agency, recognized according to Minnesota Statutes section 123B.445 or recognized by the Commissioner of the Minnesota Department of Commissioner).
- B. "Concurrent enrollment" means nonsectarian courses in which an eligible pupil under Minnesota Statutes, section 124D.095, subdivision 5 or 5b enrolls to earn both secondary and postsecondary credits, are taught by a secondary teacher or a postsecondary faculty member, and are offered at a high school for which the district is eligible to receive concurrent enrollment program aid under Minnesota Statutes, section 124D.091.
- C. “Course” means a course or program.
- D. “Eligible institution” means a Minnesota public post-secondary institution, a private, nonprofit two-year trade and technical school granting associate degrees, an opportunities industrialization center accredited by the North Central Association of Colleges and Schools, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota.

- E. “Nonpublic school” is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.
- F. “Weighted grades” is the upward adjustment of numerical value of student grades in the calculation of grade point averages.

IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools

The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.

B. Transfer of Academic Requirements from Other Schools

1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or country or nonpublic school evidencing the course taken and the grade and credit awarded.
 - a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.
 - b. In the event the content of a course taken at an accredited nonpublic school or public school in another state or country does not fully align with the content of the school district’s high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district’s high school graduation requirements will not be used to compute honor roll and/or class rank.
 - c. If no comparable course is offered by the school district for which high school graduation credit would be provided, no credit will be provided to the student.
2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.
 - a. Students will be required to provide copies of course descriptions,

syllabi, or work samples for determination of appropriate credit. In addition, students also may be asked to provide interviews/conferences with the student and/or student's parent and/or former administrator or teacher; review of a record of the student's entire curriculum at the nonpublic school; and review of the student's complete record of academic achievement.

- b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be "P" (pass).
 - c. In the event the content of a course taken at a non-accredited, nonpublic school does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements, but the grade shall be a "P" (pass).
 - d. If no comparable course is offered by the school district for which local high school graduation credit would be provided, no credit will be provided to the student.
 - e. Credit and grades earned from a non-accredited nonpublic school shall not be used to compute honor roll and/or class rank.
- C. A student must provide the school with a copy of the student's grades in each course taken for secondary credit under this policy, including interim or nonfinal grades earned during the academic term.

V. POSTSECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a postsecondary enrollment options course or program under Minnesota Statutes section 124D.09 that has been approved as meeting the necessary requirements is not required to complete other requirements of the academic standards content standards corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a postsecondary enrollment options course or program must be counted toward the graduation and credit requirements and subject area requirements of the district.
 - 1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
 - 2. Seven quarter or four semester postsecondary credits shall equal at least one

- full year of high school credit. Fewer postsecondary credits may be prorated.
3. When a determination is made that the content of the postsecondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
 4. In the event the content of the postsecondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
 5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner, who shall determine the number of credits that shall be granted to a student.
 6. When secondary credit is granted for postsecondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a postsecondary institution.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.
- D. By the earlier of (1) three weeks prior to the date by which a student must register for district courses for the following school year, or (2) March 1 of each year, the school district must provide up-to-date information on the district's website and in materials that are distributed to parents and students about the program, including information about enrollment requirements and the ability to earn postsecondary credit to all pupils in grades 8, 9, 10, and 11. To assist the school district in planning, a pupil must inform the district by October 30 or May 30 of each year of the pupil's intent to enroll in postsecondary courses during the following academic term. A pupil is bound by notifying or not notifying the district by October 30 or May 30.
- E. Postsecondary institutions must notify a pupil's school as soon as practicable if the pupil withdraws from the enrolled course. The institution must also notify the pupil's school as soon as practicable if the pupil has been absent from a course for ten consecutive days on which classes are held, based on the postsecondary institution's academic calendar, and the pupil is not receiving instruction in their home or hospital or other facility.

VI. CREDIT FOR EMPLOYMENT WITH HEALTH CARE PROVIDERS

Consistent with the career and technical pathways program, a student in grade 11 or 12 who is employed by an institutional long-term care or licensed assisted living facility, a home and community-based services and supports provider, a hospital or health system clinic, or a child care center may earn up to two elective credits each year toward graduation under Minnesota Statutes, section 120B.024, subdivision 1, paragraph (a), clause (7), at the discretion of the enrolling school district. A student may earn one elective credit for every 350 hours worked, including hours worked during the summer. A student who is employed by an eligible employer must submit an application, in the form or manner required by the school district, for elective credit to the school district in order to receive elective credit. The school district must verify the hours worked with the employer before awarding elective credit.

VII. ADVANCED ACADEMIC CREDIT

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

VIII. CREDIT BY ASSESSMENT

- A. The school district will develop and provide processes and procedures by which students may meet a graduation requirement for knowledge acquired in another learning environment for which no transcript or official documentation exists. There are two methods by which a student may demonstrate learning that aligns

with district graduation requirements and complete other requirements of the Minnesota Academic Standards which may allow credit in lieu of standard curriculum offered by the district. This can occur through demonstration of previous learning by submitting a portfolio of evidence or by demonstrating knowledge through an exam process administered by school district staff.

IX. WEIGHTED GRADES

- A. The school district does not offer weighted grades.
- B. The district will use a dual-ranking system at the high school level, which allows students to be ranked separately by taking identified rigorous courses. All students can access identified rigorous classes at the high school level.

X. PROCESS FOR AWARDING CREDIT

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student's parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request of a student or the student's parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal's decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as requested. Any pertinent documentation in support of the request should be submitted.
- C. The decision of the superintendent as to the award of credits or grades shall be a final decision by the school district and shall not be appealable by the student or student's parent or guardian except as set forth in Section IX.D. below.
- D. If a student disputes the number of credits granted by the school district for a particular postsecondary enrollment course, or advanced academic credit course, the student may appeal the school district's decision to the Commissioner. The decision of the Commissioner shall be final.
- E. At any time during the process, the building principal or superintendent may ask for course descriptions, syllabi, or work samples from a course where content of the course is in question for purposes of determining alignment with graduation requirements or the number of credits to be granted. Students will not be provided credit until requested documentation is available for review, if requested.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students) Minn. Stat. § 120B.021 (Required Academic Standards)

Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
 Minn. Stat. § 120B.14 (Advanced Academic Credit)
 Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
 Minn. Stat. § 123B.445 (Nonpublic Education Council)
 Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program) Minn. Stat. § 124D.09 (Postsecondary Enrollment Options Act) Minn. Stat. § 124D.094 (Online Instruction Act) Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
 Minn. Rules Parts 3501.0800. (Academic Standards for the Arts) Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science) Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

Cross References: Burnsville-Eagan-Savage School District Policy 104 (School District Mission Statement)
 Burnsville-Eagan-Savage School District Policy 601 (School District Curriculum and Instruction Goals)
 Burnsville-Eagan-Savage School District Policy 613 (Graduation Requirements)
 Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)
 Burnsville-Eagan-Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
 Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)
 Burnsville-Eagan-Savage School District Policy 624 (Online Instruction)

Adopted: 1/28/2016
Reviewed: 09/12/2024
Revised: 0926/2024
Rescinds:

Burnsville-Eagan-Savage School District Policy 624

624 ONLINE INSTRUCTION

I. PURPOSE

The purpose of this policy is to recognize and govern online instruction options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online instruction site for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in online instruction.
- B. The school district shall grant academic credit for completing the requirements of an online instruction course or program.

III. DEFINITIONS

- A. "Blended instruction" means a form of digital instruction that occurs when a student learns part time in a supervised physical setting and part time through online instruction under paragraph (E).
- B. "Digital instruction" means instruction facilitated by technology that offers students an element of control over the time, place, path, or pace of learning and includes blended and online instruction.
- C. "Enrolling district" means the school district in which a student is enrolled under Minnesota Statutes, section 120A.22, subdivision 4.
- D. "Online course syllabus" means a written document that identifies the state academic standards taught and assessed in a supplemental online course under paragraph (I); course content outline; required course assessments; instructional methods; communication procedures with students, guardians, and the enrolling district under paragraph (C); and supports available to the student.
- E. "Online instruction" means a form of digital instruction that occurs when a student learns primarily through digital technology away from a supervised physical setting.

- F. "Online instructional site" means a site that offers courses using online instruction under paragraph (E) and may enroll students receiving online instruction under paragraph (E).
- G. "Online teacher" means an employee of the enrolling district under paragraph (C) or the supplemental online course provider under paragraph (J) who holds the appropriate licensure under Minnesota Rules, chapter 8710, and is trained to provide online instruction under paragraph (E).
- H. "Student" means a Minnesota resident enrolled in a school defined under Minnesota Statutes, section 120A.22, subdivision 4, in kindergarten through grade 12 up to the age of 21.
- I. "Supplemental online course" means an online learning course taken in place of a course provided by the student's enrolling district under paragraph (C).
- J. "Supplemental online course provider" means a school district, an intermediate school district, an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that is authorized by the Minnesota Department of Education (MDE) to provide supplemental online courses under paragraph (I).

IV. DIGITAL INSTRUCTION

- A. An enrolling district may provide digital instruction, including blended instruction and online instruction, to the district's own enrolled students. Enrolling districts may establish agreements to provide digital instruction, including blended instruction and online instruction, to students enrolled in the cooperating schools.
- B. When online instruction is provided, an online teacher shall perform all duties of teacher of record under Minnesota Rules, part 8710.0310. Unless the Commissioner of MDE grants a waiver, a teacher providing online instruction shall not instruct more than 40 students in any one online learning course or section.
- C. Students receiving online instruction full time shall be reported as enrolled in an online instructional site.
- D. Curriculum used for digital instruction shall be aligned with Minnesota's current academic standards and benchmarks.
- E. Digital instruction shall be accessible to students under section 504 of the federal Rehabilitation Act and Title II of the federal Americans with Disabilities Act.
- F. An enrolling district providing digital instruction and a supplemental online course provider shall assist an enrolled student whose family qualifies for the education tax credit under Minnesota Statutes, section 290.0674 to acquire computer hardware and educational software so they may participate in digital

instruction. Funds provided to a family to support digital instruction or supplemental online courses may only be used for qualifying expenses as determined by the provider. Nonconsumable materials purchased with public education funds remain the property of the provider. Records for any funds provided must be available for review by the public or MDE.

- G. An enrolling district providing digital instruction shall establish and document procedures for determining attendance for membership and keep accurate records of daily attendance under Minnesota Statutes, section 120A.21.

V. SUPPLEMENTAL ONLINE COURSES

- A. Notwithstanding Minnesota Statutes, sections 124D.03 and 124D.08 and Minnesota Statutes, chapter 124E, procedures for applying to take supplemental online courses other than those offered by the student's enrolling district are as provided in this subdivision.
- B. Any kindergarten through grade 12 student may apply to take a supplemental online course. The student, or the student's parent or guardian for a student under age 17, must submit an application for the proposed supplemental online course or courses. A student may:
 1. apply to take an online course from a supplemental online course provider that meets or exceeds the academic standards of the course in the enrolling district they are replacing;
 2. apply to take supplemental online courses for up to 50 percent of the student's scheduled course load; and
 3. apply to take supplemental online courses no later than 15 school days after the student's enrolling district's term has begun. An enrolling district may waive the 50 percent course enrollment limit or the 15-day time limit.
 4. enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.
- C. A student taking a supplemental online course must have the same access to the computer hardware and education software available in a school as all other students in the enrolling district.
- D. A supplemental online course provider must have a current, approved application to be listed by MDE as an approved provider. The supplemental online course provider must:
 1. use an application form specified by MDE;

2. notify the student, the student's guardian if they are age 17 or younger, and enrolling district of the accepted application to take a supplemental online course within ten days of receiving a completed application;
 3. notify the enrolling district of the course title, credits to be awarded, and the start date of the online course. A supplemental online course provider must make the online course syllabus available to the enrolling district;
 4. request applicable academic support information for the student, including a copy of the IEP, EL support plan, or 504 plan; and
 5. track student attendance and monitor academic progress and communicate with the student, the student's guardian if they are age 17 or younger, and the enrolling district's designated online learning liaison.
- E. A supplemental online course provider may limit enrollment if the provider's school board or board of directors adopts by resolution specific standards for accepting and rejecting students' applications. The provisions may not discriminate against any protected class or students with disabilities.
- F. A supplemental online course provider may request that MDE review an enrolling district's written decision to not accept a student's supplemental online course application. The student may participate in the supplemental online course while the application is under review. Decisions shall be final and binding for both the enrolling district and the supplemental online course provider.
- G. A supplemental online course provider must participate in continuous improvement cycles with MDE.

VI. ENROLLING DISTRICT

- A. An enrolling district may not restrict or prevent a student from applying to take supplemental online courses.
- B. An enrolling district may request an online course syllabus to review whether the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district.
- C. Within 15 days after receiving notice of a student applying to take a supplemental online course, the enrolling district must notify the supplemental online course provider whether the student, the student's guardian, and the enrolling district agree that academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district. If the enrolling district does not agree that the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district, then:
1. the enrolling district must provide a written explanation of the district's

- decision to the student, the student's guardian, and the supplemental online course provider; and
2. the online provider must provide a response to the enrolling district explaining how the course or program meets the graduation requirements of the enrolling district.
- D. An enrolling district may reduce the course schedule of a student taking supplemental online courses in proportion to the number of supplemental online learning courses the student takes.
- E. An enrolling district must appoint an online learning liaison who:
1. provides information to students and families about supplemental online courses;
 2. provides academic support information including IEPs, EL support plans, and 504 plans to supplemental online providers; and
 3. monitors attendance and academic progress, and communicates with supplemental online learning providers, students, families, and enrolling district staff.
- F. An enrolling district must continue to provide support services to students taking supplemental online courses as they would for any other enrolled student including support for English learners, case management of an individualized education program, and meal and nutrition services for eligible students.
- G. An online learning student must receive academic credit for completing the requirements of a supplemental online learning course. If a student completes an online learning course that meets or exceeds a graduation standard or the grade progression requirement at the enrolling district, that standard or requirement is met.
- H. Secondary credits granted to a supplemental online learning student count toward the graduation and credit requirements of the enrolling district. The enrolling district must apply the same graduation requirements to all students, including students taking supplemental online courses.
- I. An enrolling district must provide access to extracurricular activities for students taking supplemental online courses on the same basis as any other enrolled student.

VII. REPORTING

Courses that include blended instruction and online instruction must be reported in the manner determined by the Commissioner of MDE.

Legal References:

Minn. Stat. § 120A.21 (Enrollment of a Student in Foster Care)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 124D.03 (Enrollment Options Act)
Minn. Stat. § 124D.08 (School Board's Approval to Enroll in
Nonresident District; Exceptions)
Minn. Stat. § 124D.094 (Online Instruction Act)
Minn. Rules Ch. 8710 (Teacher and Other School Professional
Licensing)

Cross References:

Burnsville-Eagan-Savage School District Policy 613 (Graduation
Requirements)
Burnsville-Eagan-Savage School District Policy 620 (Credit for
Learning)

**Agenda IV.A.8.
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Chris Bellmont, assistant superintendent

Date: September 26, 2024

Re: Approve, on a Second Reading Basis, Changes to Policies 503: *Student Attendance* and 506: *Student Discipline*

RECOMMENDATION: That the Board of Education approve, on a second reading basis, changes to Policies 503: *Student Attendance* and 506: *Student Discipline*

These policies were reviewed by the Policy Review committee (PRC) on August 20, 2024 and approved, on a first reading basis, at the September 12, 2024 Board of Education meeting.

Summary of changes:

Policy 503 – Legislative/MSBA Update regarding excused absences. Clarifies parent roles in excusing and merges list from MSBA and original ISD #191 policy for the list of exceptions. Changes also include additional, identified references.

Policy 506 – Legislative/MSBA Updates and changes around prone restraint and the unscheduled student removal provision. Updated language from MSBA recommendations based on last session's bill clarifying the statutory roles of school resource officers and other school personnel as it related to the use of prone restraint. We also examined proposed language changes and deliberated on how best to codify recommendations through the Policy Review Committee. Please note that the strikethrough in the student removal section was never formally in district policy. It was discussed at our Policy Review Committee level. Changes also include additional, identified references.

Adopted: 12/1997
 Reviewed: 09/12/2024
 Revised: 09/26/2024
 Rescinds: JE

Burnsville-Eagan-Savage School District Policy 503

503 STUDENT ATTENDANCE

I. PURPOSE

A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance and is intended to be positive and not punitive.

B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

A student has the right to be in school. A student also has the responsibility to attend all assigned classes and study halls every day that school is in session, participate in the instructional activities for the full class period, and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, a student has the responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

A student's parent or guardian has the responsibility to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

The teacher has the responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. The teacher also has the responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. The

teacher also has the responsibility to provide any student who has been absent with any missed assignments upon request. Finally, the teacher has the responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

- a. The administrator has the responsibility to require students to attend all assigned classes and study halls. The administrator also has the responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, the administrator has the responsibility to inform the student's parents or guardians of the student's attendance and to work cooperatively with them and the student to solve attendance problems.
- b. In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

A. Types of Absences

1. Excused Absences

- a. A parent, guardian, or other person having control of a child may apply to a school district to have the child excused from attendance for the whole or any part of the time school is in session during any school year. Application may be made to any member of the board, a truant officer, a principal, or the superintendent. A note from a physician or a licensed mental health professional stating that the child cannot attend school is a valid excuse.
- b. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school. A note from a physician or a licensed mental health professional stating that the student cannot attend school is a valid excuse.
- c. The board of the district in which the child resides may approve the application under subparagraph (a) above upon a legitimate exception being demonstrated to the satisfaction of that board.

d. Legitimate Exceptions

The following reasons shall be sufficient to constitute excused absences:

- (1) that the child's physical or mental health is such as to prevent attendance at school or application to study for the period required, which includes:
 - (a) child illness, medical, dental, orthodontic, or counseling appointments; including appointments conducted through telehealth;
 - (b) family emergencies;
 - (c) the death or serious illness or funeral of an immediate family member;
 - (d) the child has a condition that requires ongoing treatment for a mental health diagnosis; or
 - (e) other exemptions included in this attendance policy.
- (2) that the child has already completed state and district standards required for graduation from high school; or
- (3) that it is the wish of the parent, guardian, or other person having control of the child, that the child attend for a period or periods not exceeding in the aggregate three hours in any week, instruction conducted by a Tribal spiritual or cultural advisor, or a school for religious instruction conducted and maintained by a church, or association of churches, or any Sunday school association incorporated under the laws of this state, or any auxiliary thereof. This instruction must be conducted and maintained in a place other than a public school building, and it must not, in whole or in part, be conducted and maintained at public expense. A child may be absent from school on days that the child attends upon instruction according to this clause.
- (4) Court appearances occasioned by family or personal action.
- (5) Official school field trip or other school-sponsored activity.
- (6) Removal of a student pursuant to a suspension. Suspensions are to be handled as excused absences and students will be permitted to complete make-up work.

(7) Active duty in any military branch of the United States.

e. Consequences of Excused Absences

1. Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.
2. Work missed because of absence must be made up within two school days from the date of the student's return to school. However, the classroom teacher or the building principal may extend the time allowed for completion of make-up work in the case of an extended absence or other extenuating circumstances.

2. Unexcused Absences

a. The following are examples of absences which will not be excused:

1. Truancy. An absence by a student which was not approved by the parent and/or the school district.
2. Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
3. Work at home. 4. Work at a business, except under a school-sponsored work release program.
5. Absences resulting from cumulated unexcused tardies (7 tardies equal one unexcused absence)
6. Any other absence not included under the attendance procedures set out in this policy.

b. Consequences of Unexcused Absences

1. Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.
2. Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.
3. In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the

juvenile court, pursuant to Minnesota statutes.

C. Tardiness

1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness. Assigned area applies to physical and virtual areas.

2. Procedures for Reporting Tardiness

- a. Students tardy at the start of school must report to the school office for an admission slip. Exception made for virtual learning students.
- b. Tardiness between periods will be handled by the teacher.

3. Excused Tardiness

Valid excuses for tardiness are:

- a. Illness.
- b. Serious illness in the student's immediate family.
- c. A death or funeral in the student's immediate family or of a close friend or relative.
- d. Medical treatment or appointment.
- e. Court appearances occasioned by family or personal action.
- f. Physical emergency conditions such as fire, flood, storm, etc.
- g. Any tardiness for which the student has been excused in writing by an administrator or faculty member.

4. Unexcused Tardiness

- a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

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

- 1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.
- 2. School-initiated absences will be accepted and participation permitted.

3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.
4. If a student is suspended from any class, he or she may not participate in any activity or program that day.
5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.

Absences of one-half day or more, **even if excused**, prohibits students from participating that day in a Minnesota State High School League (MSHSL) competition. Certain exceptions, as outlined by MSHSL policy, are allowed at the school's discretion.

III. RELIGIOUS OBSERVANCE ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance. Requests for accommodations should be directed to the building principal.

IV. DISSEMINATION OF POLICY

- A. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.
- B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for religious observance.

V. REQUIRED REPORTING

A. Continuing Truant

Minnesota Statutes, section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minn. Statutes, section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes, section 120A.05, without valid excuse within a single school year for:

1. Three days if the child is in elementary school; or
2. Three or more class periods on three days if the child is in a secondary school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes, section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;
2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes, section 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minnesota Statutes, section 120A.34;
4. That this notification serves as the notification required by Minnesota Statutes, section 120A.34;
5. That alternative educational programs and services may be available in the child's enrolling or resident district;
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minnesota Statutes, Chapter 260;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minnesota Statutes, section 260 Chapter 201; and
9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

C. Habitual Truant

1. A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days per school year and who has not lawfully withdrawn from school.
2. A school district attendance officer shall refer a habitual truant child and the child's parent or legal guardian to appropriate services and

procedures, under Minnesota Statutes, Chapter 260A.

- Legal References:**
- Minn. Stat. § 120A.05 (Definitions)
 - Minn. Stat. § 120A.22 (Compulsory Instruction)
 - Minn. Stat. § 120A.24 (Reporting)
 - Minn. Stat. § 120A.26 (Enforcement and Prosecution)
 - Minn. Stat. § 120A.34 (Violations; Penalties)
 - Minn. Stat. § 120A.35 (Absence from School for Religious Observance)
 - Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
 - Minn. Stat. § 260A.02 (Definitions)
 - Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)
 - Minn. Stat. § 260C.007, subd. 19 (Habitual Truant Defined)
 - Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)
 - Goss v. Lopez*, 419 U.S. 565 (1975)
 - Slocum v. Holton Board of Education*, 429 N.W.2d 607 (Mich. App. Ct. 1988)
 - Campbell v. Bd of Educ. of New Milford*, 475 A.2d 289 (Conn.1984)
 - Hamer v. Bd of Educ. of High Sch. Dist. No. 113*, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)
 - Gutierrez v. Sch. Dist. R-1*, 585 P.2d 935 (Co. Ct. App. 1978)
 - Knight v. Bd of Educ.*, 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)
 - Dorsey v. Bale*, 521 S.W.2d 76 (Ky. 1975)
- Cross References:**
- Burnsville-Eagan-Savage School District Policy 105 (Equity, Access and Excellence in Education)
 - Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
 - Burnsville-Eagan-Savage School District Policy 609 (Religion)

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Reviewed: 09/112/2024
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Rescinds: JFC

Burnsville-Eagan-Savage School District Policy 506

506 STUDENT DISCIPLINE

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that the school district's work toward its mission of providing an exemplary educational program to its students is not interrupted. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked to the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes section 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as

appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. DEFINITIONS

- A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the policies and practices under Minnesota Statutes sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).
- B. "Pupil withdrawal agreement" means a verbal or written agreement between a school administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

- A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.
- B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.
- C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.
- D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:
 - 1. for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis

to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and
3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A principal shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. A teacher, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- For the purpose of Minnesota Statutes, section 121A.582 (Student Discipline; Reasonable Force), a school resource officer, as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c) is not a school employee or agent of the district.
- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

I. Reasonable Force Reports

1. The school district must report data on its use of any responsible force used on a student with a disability to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).
2. Beginning with the 2024-2025 school year, the school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).
3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. **STUDENT RIGHTS**

All students have the right to an education and the right to learn.

VII. **STUDENT RESPONSIBILITIES**

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;

- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and comply with federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.

VIII. CODE OF STUDENT CONDUCT

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; 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 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 unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
 - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and

- entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
2. The use of profanity or obscene language, or the possession of obscene materials;
 3. Gambling, including, but not limited to, playing a game of chance for stakes;
 4. Violation of the school district's Hazing Prohibition Policy;
 5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
 6. Violation of the school district's Student Attendance Policy;
 7. Opposition to authority using physical force or violence;
 8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco- and Smoke-Free Environment Policy.
 9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
 10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
 11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
 12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
 13. Violation of the school district's Weapons Policy;
 14. Violation of the school district's Violence Prevention Policy;
 15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;

16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Electronic Technologies Acceptable Use Policy;
22. Use of a cell phone in violation of the school district's Internet Acceptable Use and Safety Policy;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district's Bullying Prohibition Policy;

30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a member of a protected group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of electronic devices or other technology to accomplish this end;
35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to damage school property;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;

42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity or expression, or disability.
43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of the school district's one-to-one device rules and regulations;
45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

IX. RECESS AND OTHER BREAKS

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.
- B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.
- C. The school district must not use recess detention unless:
 1. a student causes or is likely to cause serious physical harm to other students or staff;
 2. the student's parent or guardian specifically consents to the use of recess detention; or
 3. for student's receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.
- D. The school district must not withhold recess from a student based on incomplete schoolwork.

- E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within 24 hours of using recess detention.
- F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development promoting the use of nonexclusionary discipline.
- G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

X. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district code of conduct, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;

- H. Detention or restriction of privileges;
- I. Loss of school privileges;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act;
- Q. Preparation of an admission or readmission plan;
- R. Expulsion under the Pupil Fair Dismissal Act;
- S. Exclusion under the Pupil Fair Dismissal Act; and/or
- T. Restorative conversations or practices
- U. Reteaching expectations
- V. Other disciplinary action as deemed appropriate by the school district.

XI. REMOVAL OF STUDENTS FROM CLASS

- A. The teacher of record shall have the general control and governance of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as outlined in the Student/Parent Handbook. The building principal will work with the teacher to determine the length of the removal and plan for readmission.

Grounds for removal from class shall include any of the following:

1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;

2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
 3. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or
 4. Other conduct, which in the discretion of the teacher or administration requires removal of the student from class.
- B. Prior to removing the student from the classroom, a teacher must employ response strategies, including a restatement of expectations (warning) so that the student understands that continual disruption might lead to removal from class. When the student's behavior is extreme or unsafe, an immediate removal may be warranted.
- C. Within 24 hours of the removal, the teacher who removed the student must make a good faith effort to inform the student's parent or guardian by phone or in person that the student was removed from class. A good faith effort should include, as appropriate and/or necessary, multiple attempts to contact the parent and/or guardian using a variety of communication tools including, but not limited to phone calls, email, text messages, home visits, or other contacts. Efforts should be made to use the parent's or guardian's preferred method of communication, if known. The teacher must also submit a concise, objective written explanation of the basis for the removal, using the appropriate district approved behavior documentation system.
- D. After the teacher has removed the student from class the teacher must notify the principal or designee in the appropriate district approved behavior documentation system of:
1. A record of teacher interventions and parent or guardian contacts,
 2. The basis for the removal,
 3. The interventions approved and other steps considered or taken to avoid the need for removal.
- E. When a teacher removes a student from class, the principal or designee shall follow up with teacher, student, and parent or guardian regarding next steps as it relates to the student code of conduct and the building student support plan.

XII. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use nonexclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;
2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Disciplinary Dismissals Prohibited

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:
 - a. a preschool or prekindergarten program, including an early childhood family education, school readiness, , voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or
 - b. kindergarten through Grade 3.
2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.
3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

1. “Suspension” means an action by the school administration, under rules promulgated by the school board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.
3. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the pupil's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
4. The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one school day, except as provided under federal law for a student with a disability. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to

self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

5. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.
6. Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes 123A.05 selected to allow the pupil to progress toward meeting graduation standards under Minnesota Statutes 120B.02, although in a different setting.
7. The school administration shall not suspend a student from school without an informal administrative conference with the student. Effort will be made to include parent or guardian in the administrative conference. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
8. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, petition the juvenile court that the student is in need of services under Minn. Stat. Ch. 260C.

9. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference.
10. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
11. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
12. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) days.

E. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal

Act, Minnesota Statutes sections 121A.40-121A.56; describe the nonexclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any

other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, which may include completing a character education program consistent with Minnesota Statutes section 120B.232, subdivision 1, and social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XIV. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the MDE Commissioner. This report must include a statement of the nonexclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

XV. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes Chapter. 13.

XVI. STUDENTS WITH DISABILITIES

- A. Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

- B. Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was
1. caused by or had a direct and substantial relationship to the child's disability and
 2. whether the child's conduct was a direct result of a failure to implement the child's IEP.
- C. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise.
- D. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.
- E. School personnel may order a change in the placement of a student with a disability for the same amount of time that a student without a disability would be subject to discipline, but not to exceed 45 school days, if a student with a disability:
1. carries or possesses a weapon; or
 2. knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance; or
 3. inflicts serious bodily harm upon another person; while on school transportation, at school, on school premises, or at a school function.

The IEP team must include services and modifications designed to address the misbehavior which led to the placement in an interim alternative educational setting, expulsion, or exclusion, and modifications designed to address the behavior that gave rise to the 45-day placement.

- F. When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XVII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minn. Stat. Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XVIII. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

1. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;
2. provide an opportunity for involved parties to submit additional information related to the complaint;
3. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;
4. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;
5. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and
6. prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XIX. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy through the Independent School District 191 Student/Parent Handbook or in such a manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XX. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

- Legal References:**
- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
 - Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
 - Minn. Stat. § 120B.232 (Character Development Education)
 - Minn. Stat. § 121A.26 (School Preassessment Teams)
 - Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
 - Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
 - Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
 - Minn. Stat. § 121A.58 (Corporal Punishment; Prone Restraint; And Certain Physical Holds)
 - Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
 - Minn. Stat. § 121A.60(Definitions)
 - Minn. Stat. §§ 121A.60-121A.61 (Discipline and Removal of Students From Class)
 - Minn. Stat. § 121A.611 (Recess and Other Breaks)

 - Minn. Stat. § 122A.42 (General Control of Schools)
 - Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
 - Minn. Stat. § 124D.03 (Enrollment Options Program)
 - Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)
 - Minn. Stat. Ch.125A (Special Education and Special Programs)
 - Minn. Stat. § 152.22 (Definitions)
 - Minn. Stat. § 152.23 (Limitations)
 - Minn. Stat. Ch. 260A (Truancy)
 - Minn. Stat. Ch. 260C (Juvenile Safety and Placement)
 - 20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education)
 - 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
 - 34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

- Cross References:*** Burnsville-Eagan-Savage School District Policy 105 (Equity, Access & Excellence in Education)
- Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
- Burnsville-Eagan-Savage School District Policy 417 (Chemical Use and Abuse)
- Burnsville-Eagan-Savage School District Policy 419 (Tobacco Free Environment)
- Burnsville-Eagan-Savage School District Policy 501 (School Weapons)
- Burnsville-Eagan-Savage School District Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
- Burnsville-Eagan-Savage School District Policy 503 (Student Attendance)
- Burnsville-Eagan-Savage School District Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
- Burnsville-Eagan-Savage School District Policy 507.5 (School Resource Officers)
- Burnsville-Eagan-Savage School District Policy 514 (Bullying Prohibition Policy)
- Burnsville-Eagan-Savage School District Policy 525 (Violence Prevention)
- Burnsville-Eagan-Savage School District Policy 526 (Hazing Prohibition)
- Burnsville-Eagan-Savage School District Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
- Burnsville-Eagan-Savage School District Policy 610 (Field Trips)
- Burnsville-Eagan-Savage School District Policy 634 (Electronic Technologies Acceptable Use Policy)
- Burnsville-Eagan-Savage School District Policy 709 (Student Transportation Safety Policy)
- Burnsville-Eagan-Savage School District Policy 711 (Video Recording on School Buses)
- Burnsville-Eagan-Savage School District Policy 712 (Video Surveillance Other Than on Buses)



**Agenda IV.B.1.
September 26, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: September 26, 2024

Re: Certification of the Proposed Property Tax Levy Payable in 2025 and
schedule the Truth in Taxation Hearing

RECOMMENDATION: that the Board of Education certify the proposed property tax levy for taxes payable in 2025 and authorize the clerk to execute the levy certification forms in the “maximum amount” and to also schedule the Truth in Taxation Hearing on December 12, 2024 to be held during the regularly scheduled board meeting beginning at 6:30 p.m.

Attached is the current copy of the Certified Levy printout. The lines have been reviewed both internally and through ELHERS and reflect our maximum levy for PAY25; however, MDE continues to review the system to ensure all data is uploaded as necessary. Certifying at the “maximum amount” will allow for anticipated changes, slight statewide adjustments, and referendum results to be made and incorporated into the Proposed Property Tax Notifications and final certified levy.

I. COMPUTATION OF 2024 PAYABLE 2025 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP	17,710,306.13	546,381.18-	N/A			17,163,924.95
GEN-RMV OTHER-EXEMP	6,308,617.12	427,629.93-	N/A			5,880,987.19
GEN-NTC VOTER-EXEMP	4,689,691.60		N/A			4,689,691.60
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	6,621,837.03	103,900.08-	165,683.80			6,683,620.75
TOTAL GENERAL	35,330,451.88	1,077,911.19-	165,683.80			34,418,224.49
COM SERV-EXEMP	1,583,545.02	1,056.11-	7,880.70			1,590,369.61
DEBT-VOTER-NONEXEMP	3,888,164.00	394,910.94-	52,172.74			3,545,425.80
DEBT-OTHER-NONEXEMP	6,359,323.08	649,128.39-				5,710,194.69
TOTAL DEBT SERV	10,247,487.08	1,044,039.33-	52,172.74			9,255,620.49
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP	1,466,832.00	101,505.68-	8,715.87			1,374,042.19
TOTAL OPEB/PENSION	1,466,832.00	101,505.68-	8,715.87			1,374,042.19
TOTAL	48,628,315.98	2,224,512.31-	234,453.11			46,638,256.78

II. COMPARISON OF 2023 PAYABLE 2024 LEVY LIMITATION WITH 2024 PAYABLE 2025 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2023 PAY 2024 LIMITATION	2024 PAY 2025 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	39,330,562.19	34,418,224.49	4,912,337.70-	12.49-
COMMUNITY SERVICE	1,617,467.62	1,590,369.61	27,098.01-	1.68-
GENERAL DEBT SERVICE	8,686,946.95	9,255,620.49	568,673.54	6.55
OPEB DEBT SERVICE	1,405,109.93	1,374,042.19	31,067.74-	2.21-
TOTAL	51,040,086.70	46,638,256.78	4,401,829.92-	8.62-

III. COMPARISON OF 2023 PAYABLE 2024 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2024 PAYABLE 2025 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2023 PAY 2024 CERTIFIED LEVY + ADJUSTMENTS	2024 PAY 2025 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	39,330,562.19			
COMMUNITY SERVICE	1,617,467.62			
GENERAL DEBT SERVICE	8,686,946.95			
OPEB DEBT SERVICE	1,405,109.94			
TOTAL AFTER ADJUSTMENTS	51,040,086.70			

**Agenda Item VI.B.2.
September 26, 2024**

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

From: Dave Lake, director of operations

Date: September 19, 2024

Re: Approve Revised Long-Term Facilities Maintenance Program Budget for FY26

Recommendation: That the Board of Education adopts the resolution approving the Revised Long-Term Facilities Maintenance Program Budget for FY2026.

As a result of the 2015 Legislative Session, Long-Term Facilities Maintenance Revenue was created to replace Alternative Facilities, Health & Safety, and Deferred Maintenance Revenues beginning in FY2017. This recommendation applies to FY2026 which will need to be included in the PAY 2025 levy.

What has not changed for ISD 191:

- The 25 large districts formerly eligible for Alternative Facilities revenue, including ISD 191, continue to be eligible for revenue based on approved project costs, without a state-imposed per pupil limit.
- Districts may choose to fund program expenses by issuing bonds, through pay as you go levy, or a combination of the two.

What has changed for ISD 191:

- Previously known Health & Safety and Alternative Facilities revenues are rolled into a new formula entitled Long-Term Facilities Maintenance Revenue.
- Alternative Facilities and Health & Safety project plans must be submitted using the new Long-Term Facility Maintenance Revenue Application and UFARS structure of finance codes established by MDE as a result of the new state statute. Original board-approved projects remain in place, but are now sorted according to the new UFARS coding structure.
- The new funding formula includes equalized state aid; therefore, a portion of the ISD 191's existing long-term deferred maintenance plan will now be funded through state aid; this provides ISD 191 the ability to accelerate and expand the investment in deferred maintenance projects while maintaining a flat overall tax impact. FY2026

estimates \$582,392 of health and safety related projects and \$4,300,000 of alternative facility projects equaling \$4,882,392 for ISD 191 total projects. 259

- Since the Board approved the initial LTFM program budget in June, the District identified an additional \$2,176,900 needed for BHS gym bleacher replacements, emergency generator replacement, freezer replacement, and building exterior updates.

For 2026 and beyond, the identified projects are estimated placeholders and will be updated for board approval on an ongoing basis as actual projects are identified. The projected plan continues to estimate investment in projects which will maintain an overall flat tax impact.

I recommend that the Board of Education adopts the resolution approving the Long-Term Facility Maintenance Revenue Application, which now includes debt payments related to Alternative Facilities Bonds sold, Alternative Facilities 10 Year Project Plan and Health & Safety budget and incorporates the requirements of new state statute.

Attached:
Long-Term Facility Maintenance Expenditure Plan
List of 10-year projects by site

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT #191
(Burnsville)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of Independent School District #191, State of Minnesota, was held on September 26, 2024 at 6:30 p. m., for the purpose, in part, of approving the revised Independent School District No. 191's Long-Term Facility Maintenance budget and authorizing the inclusion of long-term facility maintenance projects in the district's application for long-term facility maintenance.

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING THE INDEPENDENT SCHOOL DISTRICT
NO. 191'S REVISED LONG-TERM FACILITY MAINTENANCE
PROGRAM BUDGET AND AUTHORIZING THE INCLUSION OF
THOSE PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-
TERM FACILITY MAINTENANCE REVENUE**

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

1. The School Board of Independent School District 191, on September 26, 2024, has received the revised report of projects by site included in the ten-year plan and has a knowledgeable understanding of the various components of this program budget. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds.
2. As a member of Intermediate 917, our proportional share of their long-term facility maintenance budget is included in the long-term facility maintenance revenue application for ISD 191.
3. The school board takes responsibility for projects to be performed and for the revenue to be placed on the levy.
4. Therefore, the revised long-term facility maintenance program budget for its facilities for the 2025/2026 school year in the amount of \$4,882,392 of which \$582,392 is for Health and Safety expenditures. The inclusion of the long-term facility maintenance projects in the district's long-term facility maintenance revenue application for fiscal year 2026 is hereby approved, subject to approval by the Commissioner of Education.

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

And the following voted against the same: _____


Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

COUNTY OF DAKOTA

WITNESS MY HAND officially as such Clerk this 26th day of September, 2024.

Clerk
Independent School District #191

		Division of School Finance 400 NE Stinson Blvd Minneapolis, MN 55413	ED - 02478-10
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesc			
District Info.		(REQUIRED) Enter Information	
District Name:	ISD 191 Burnsville-Eagan Savage Schools		
District Number:	0191		
District Contact Name:	Tyler Dehne		
Contact Phone #	952-707-2055		
Expenditure Categories		2034	
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.			
Finance Code	Category (1)		
347	Physical Hazards		\$72,392
349	Other Hazardous Materials		\$70,000
352	Environmental Health and Safety Management		\$418,035
358	Asbestos Removal and Encapsulation		\$10,000
363	Fire Safety		\$100,000
366	Indoor Air Quality		\$0
Total Health and Safety Capital Projects			\$670,427
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year - Additional Revenue			
Finance Code	Category (2)		
358	Asbestos Removal and Encapsulation		\$0
363	Fire Safety		\$0
366	Indoor Air Quality		\$0
Total Health and Safety Capital Projects \$100,000 or More			\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151			
Finance Code	Category 3 (a)		
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.		\$0
Total Remodeling for Approved Voluntary Pre-K Projects			\$0
Remodeling for Gender-Neutral Single-User Restrooms			
Finance/Course Codes	Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025		
Finance Code 384 and Course Code 684 MUST USE BOTH	Remodeling for gender-neutral single user restroom per site.		\$0
Total Remodeling for Gender-Neutral Single User Projects			\$0
Accessibility			
Finance Code	Category (4)		
367	Accessibility		\$0
Total Accessibility Projects			\$0
Deferred Capital Expenditures and Maintenance Projects			
Finance Code	Category (5)		
368	Building Envelope		\$0
369	Building Hardware and Equipment		\$0
370	Electrical		\$0
379	Interior Surfaces		\$63,038
380	Mechanical Systems		\$509,072
381	Plumbing		\$0
382	Professional Services and Salary		\$259,000
383	Roof Systems		\$1,200,000
384	Site Projects		\$100,000
Total Deferred Capital Expense and Maintenance			\$2,131,110
Total Annual 10-Year Plan Expenditures			\$2,801,537
Fund Balance Section			
Fund 01			
	Beginning Fund Balance 01-467-XX		\$0
	LTFM Fiscal Year Revenue - Levy		\$2,570,890
	LTFM Fiscal Year Revenue - AID if Applicable		\$230,647
	LTFM Fiscal Year Revenue Other		\$0
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)		\$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)		\$0
	LTFM Transfer OUT if applicable - Special Legislation		\$0
	LTFM Estimated Fiscal Year Expenditures		\$2,801,537
Ending Fiscal Year Fund Balance 01-467-XX			\$0
Fund 06			
	Beginning Fund Balance 06-467-XX		\$0
	LTFM Fiscal Year Bonded Revenue		\$0
	LTFM Fiscal Year Revenue Other		\$0
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)		\$0
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)		\$0
	Other Transfers		\$0
	LTFM Estimated Fiscal Year Expenditures		\$0
Ending Fiscal Year Fund Balance 06-467-XX			\$0

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$170,000.00
	Concrete replacement	\$200,000.00
	Project management	\$120,000.00
Burnsville High School	Emergency generator replacement	\$800,000.00
	Main gym bleacher replacements	\$510,000.00
	Pool filter replacement	\$225,000.00
District Warehouse	Building Exterior Updates	\$200,000.00
	District freezer replacement	\$640,000.00
Eagle Ridge Middle School	Pool filter replacement	\$210,000.00
Gideon Pond Elementary	Building and classroom air handler upgrades	\$750,000.00
Nicollet Middle School	Classroom interior updates	\$475,000.00
TOTAL FY 26		\$4,300,000.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$135,000.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Eagle Ridge Middle School	Repaint educational houses and gymnasium	\$125,000.00
Hidden Valley Elementary	Interior updates	\$50,080.00
Nicollet Middle School	Reroofing project	\$1,300,000.00
Secondary Facilities	Restroom updates	\$100,000.00
Vista View Elementary	Replace interior wood doors with hollow metal	\$270,600.00
TOTAL FY 27		\$2,190,680.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$147,000.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Elementary Facilities	Restroom updates	\$100,000.00
Gideon Pond Elementary	Bituminous overlay project	\$421,000.00
	Update boilers to high efficiency	\$949,100.00
Nicollet Middle School	Repair bituminous and curbs	\$115,000.00
William Byrne Elementary	Repaint classrooms and replace countertops	\$211,000.00
TOTAL FY 28		\$2,153,100.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$115,000.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Diamondhead Educ. Center	Lighting replacements	\$100,640.00
Eagle Ridge Middle School	Replace pool air handler	\$268,855.00
Edward Neill Elementary	Bitumonous reconstruction project	\$529,775.00
Rahn Elementary	Update boilers to high efficiency	\$949,100.00
TOTAL FY 29		\$2,173,370.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$110,000.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Gideon Pond Elementary	Bituminous reconstruction	\$331,000.00
Hidden Valley Elementary	Interior updates	\$425,000.00
Sky Oaks Elementary	Roofing replacement project	\$1,100,000.00
TOTAL FY 30		\$2,176,000.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$137,000.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Burnsville High School	Roofing replacement	\$634,000.00
Rahn Elementary	Exterior caulking, tuck-pointing and brick repair	\$95,000.00
Vista View Elementary	Update steam boiler to hot water, HVAC equipment	\$1,100,000.00
TOTAL FY 31		\$2,176,000.00

Location	Description of Work	Estimated Cost
Districtwide	Concrete replacement	\$117,000.00
	Engineering fees (10%)	\$100,000.00
	Project management	\$110,000.00
Harriet Bishop Elementary	Update energy management system	\$115,000.00
Nicollet Middle School	Plumbing and electrical updates	\$634,000.00
Vista View Elementary	Replace Airedale units in classrooms	\$450,000.00
William Byrne Elementary	Replace Airedale units in classrooms	\$650,000.00
TOTAL FY 32		\$2,176,000.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$137,000.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Diamondhead Educ. Center	Roofing project	\$990,000.00
Edward Neill Elementary	Recommission air handlers	\$129,000.00
Eagle Ridge Middle School	Replace Airedale units in classrooms	\$600,000.00
Gideon Pond Elementary	Main entry reconstruction	\$110,000.00
TOTAL FY 33		\$2,176,000.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$149,000.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Burnsville High School	Reroofing project	\$1,200,000.00
	Air handler replacements	\$509,072.00
Vista View Elementary	Interior updates	\$63,038.00
TOTAL FY 34		\$2,131,110.00

Location	Description of Work	Estimated Cost
Districtwide	Engineering fees (10%)	\$143,100.00
	Concrete replacement	\$100,000.00
	Project management	\$110,000.00
Burnsville High School	Bituminous overlay project	\$1,000,000.00
Diamondhead Educ. Center	Bituminous reconstruction	\$300,000.00
Rahn Elementary	Replace Airedale classroom units	\$470,000.00
TOTAL FY 35		\$2,123,100.00



Agenda V
September 26, 2024

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services and Jeff Seely, Ehlers
Senior Municipal Advisor

Date: September 26, 2024

Re: Work Session to Discuss Refinancing Bonds

Refinancing Bonds Work Session

September 26, 2024

Stacey Sovine, executive director of administrative services

Jeff Seeley, CIPMA - Ehlers senior municipal advisor



Burnsville-Eagan-Savage School District 191
September 26, 2024

Overview of Proposed Bond Refunding

Existing Bonds

- General Obligation School Building Bonds, Series 2015A
- Par amount of \$64,485,000
- Result of successful election held February 24, 2015
 - ✓ Financed acquisition and betterment of school sites and facilities
 - including the construction and equipping of additions and improvements to the Burnsville High School site and facility to allow that facility to serve grades 9 to 12 and to construct an activity center at that site; the renovation of various portions of the Diamondhead Education Center and the Administrative Services Center; the construction of additional space at various elementary school sites and facilities and the remodeling of existing elementary classrooms; and the acquisition and construction of safety and security upgrades to various district sites and facilities and the construction of secure controlled entries to various schools

Existing Bonds

- Annual principal payments (maturities) on February 1, 2017 – 2036
- \$51,605,000 of callable principal (eligible to be prepaid)
- Call date of February 1, 2025 (can refund 2026 – 2036 maturities)
- Existing rates range from 3.00%- 4.00%

Purpose of Proposed Refunding Bond Issue

- “Current Refunding” (refinancing) of existing
 - ✓ Federal regulations allow a current refunding – closing on bonds no earlier than 90 days prior to call date (11/03/2024)
 - ✓ Tax-exempt interest rates
 - ✓ Finance the current refunding of the 2026 - 2036 maturities of the District's \$64,485,000 General Obligation School Building Bonds, Series 2015A.
 - ✓ Final maturity of February 1, 2036
 - ✓ Opportunity for debt service savings
 - Direct savings to the taxpayers

Overview of Refunding Bonds

- Opportunity to reduce future debt service payments and tax levies
- Similar to refinancing a mortgage, but subject to certain restrictions and requirements under state law and federal regulations
- Basic concept is to issue new refunding bonds at lower interest rates and use proceeds to pay off existing bonds

Proposed Refunding Bonds

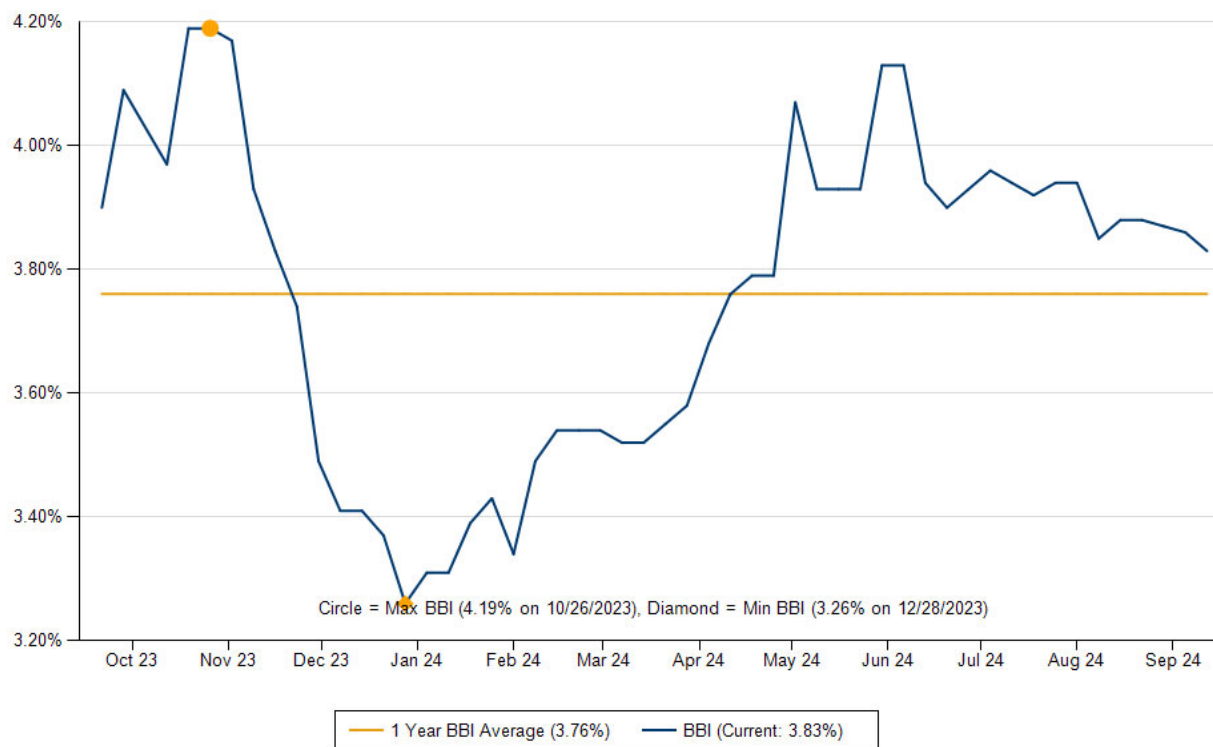
Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2025	-	2,763,006.25	2,759,932.72	2,763,006.25	3,073.53
02/01/2026	3,576,666.53	-	3,576,666.53	3,703,012.50	126,345.97
02/01/2027	3,575,300.00	-	3,575,300.00	3,706,012.50	130,712.50
02/01/2028	3,622,550.00	-	3,622,550.00	3,752,212.50	129,662.50
02/01/2029	3,638,800.00	-	3,638,800.00	3,764,612.50	125,812.50
02/01/2030	4,165,300.00	-	4,165,300.00	4,294,812.50	129,512.50
02/01/2031	6,146,300.00	-	6,146,300.00	6,277,162.50	130,862.50
02/01/2032	6,027,550.00	-	6,027,550.00	6,154,362.50	126,812.50
02/01/2033	6,468,800.00	-	6,468,800.00	6,596,550.00	127,750.00
02/01/2034	8,911,800.00	-	8,911,800.00	9,042,150.00	130,350.00
02/01/2035	9,014,800.00	-	9,014,800.00	9,141,150.00	126,350.00
02/01/2036	9,006,400.00	-	9,006,400.00	9,132,462.50	126,062.50
Total	\$64,154,266.53	\$2,763,006.25	\$66,914,199.25	\$68,327,506.25	\$1,413,307.00

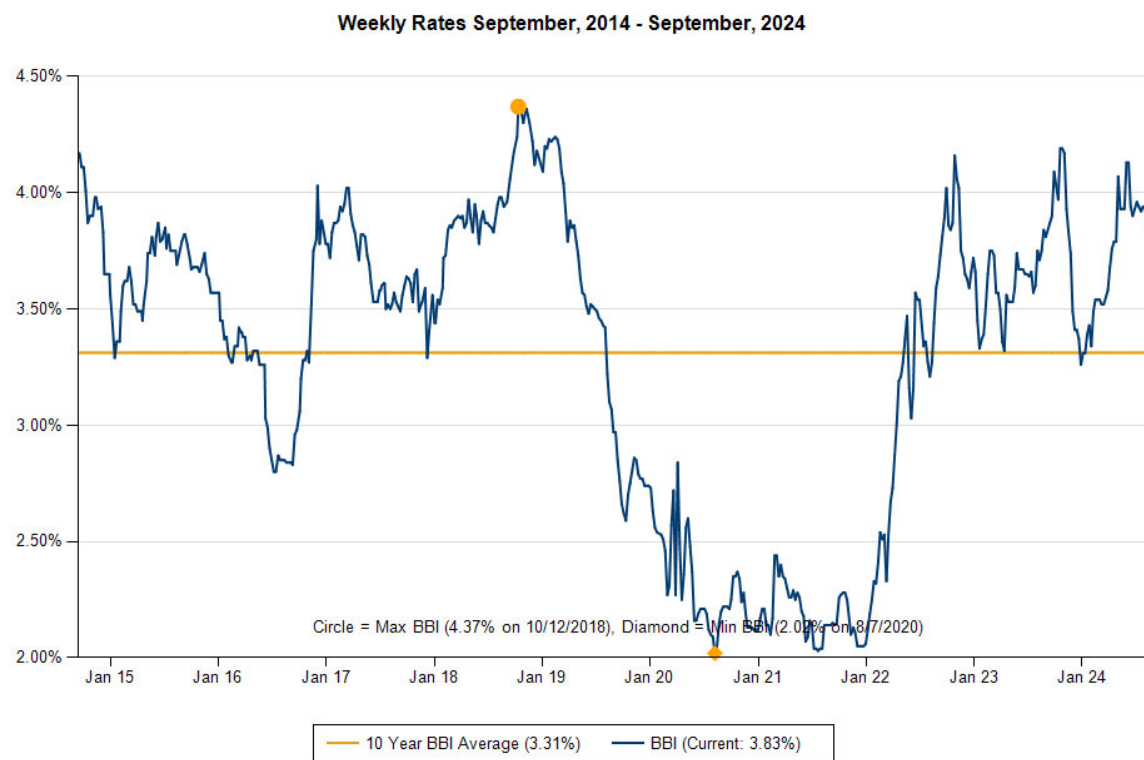
Each change of 10 basis points (0.10%) in the overall True Interest Cost (TIC) rate results in an approximate change of \$345,000 change in the total savings amount.

1 Year Trend in Municipal Bond Indices

Weekly Rates September, 2023 - September, 2024



10 Year Trend in Municipal Bond Indices



Proposed Bond Issuance Timeline

- September 26, 2024: School Board Meeting
 - ✓ Ehlers reviews refunding opportunity, Pre-Sale Report, and Authorizing Resolution (informational item; no action required)
- October 10, 2024: School Board Meeting
 - ✓ Board adopts Authorizing Resolution – authorizes the sale of Refunding Bonds
- ✓ November 21, 2024: Sale Day
 - ✓ Ehlers accepts bids on behalf of district
- ✓ November 21, 2024: School Board Meeting
 - ✓ Board adopts Award Resolution – awards the sale of the Refunding Bonds to the lowest bidder
- ✓ December 12, 2024: Bond closing
 - Bond proceeds transferred to escrow account
- ✓ February 1, 2025: Redemption date on old bonds
 - 2015A bonds are refunded

September 26, 2024

PRE-SALE REPORT FOR

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

**\$46,910,000 General Obligation School Building
Refunding Bonds, Series 2024A**



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Jeff Seeley, Senior Municipal Advisor
Matthew Hammer, Senior Municipal Advisor
Aaron Bushberger, Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$46,910,000 General Obligation School Building Refunding Bonds, Series 2024A

Purposes:

The proposed issue includes financing To finance the current refunding of the 2026 - 2036 maturities of the District's \$64,485,000 General Obligation School Building Bonds, Series 2015A.

The existing bonds have interest rates of 3.0% to 4.0% (see page 8). Based on current market conditions, we estimate that the new refunding bonds will have interest rates of 4.00% to 5.00%, with an expected True Interest Cost of 3.16% (see page 9). We also estimate that the underwriter of the bonds will pay a premium (a price in excess of the par amount of the bonds) to purchase the bonds (see page 7). The combination of the premium and the new interest rates would reduce future debt service payments by an estimated \$1,413,307 at current market rates (see page 10). The Net Present Value Benefit of the refunding is estimated to be \$1,170,206., equal to 2.18% of the refunded debt service. Actual results will be determined based on market conditions and rates on the day of sale.

This refunding is considered a Current Refunding as the new Bonds will be issued no sooner than 90 days prior to the call date of February 1, 2025 on the 2015A bonds. Debt service on the Bonds will be paid from the District's annual debt service property tax levy.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Section 475.67. The Bonds will be general obligations of the District for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of 11 years, 2 months. Principal on the Bonds will be due on February 1 in the years 2026 through 2036. Interest will be due every six months beginning August 1, 2025.

The Bonds will be subject to prepayment at the discretion of the District on February 1, 2032 or any date thereafter.

Bank Qualification:

Because the District is issuing more than \$10,000,000 in tax-exempt obligations during the calendar year, the District will be not able to designate the Bonds as "bank qualified" obligations.

State Credit Enhancement:

By resolution the District will covenant and obligate itself to be bound by the provisions of Minnesota Statutes, Section 126C.55, which provides for payment by the State of Minnesota in the event of a potential default of a school district obligation.

To qualify for the credit enhancement, the District must submit an application to the State. Ehlers will coordinate the application process to the State on your behalf.

Rating:

Under current bond ratings, the state credit enhancement would bring a Moody's "Aa1" rating.

The District's most recent bond issue was rated by Moody's Investors Service. The current ratings on those bonds are "Aa3" (underlying rating) and "Aa1" (credit-enhanced rating). The District will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the District's bond rating in the event that the bond rating of the insurer is higher than that of the District.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." Any net premium received may be used to reduce the principal amount of the Bonds, increase the net proceeds for the project, or to fund a portion of the interest on the Bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the District and find that, other than the obligations proposed to be refunded by the Bonds, there are no other refunding opportunities at this time.

We will continue to monitor the market and the call dates for the District's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

The District will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The District is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Risk Factors:

The Bonds are being issued to finance a current refunding of prior District debt obligations. Those prior debt obligations are "callable" on February 1, 2025, so refunding bonds can be issued 90 days or less prior to that date. This refunding is being undertaken based in part on an assumption that market conditions warrant the refinancing at this time. The amount of savings will be less if interest rates increase between now and the bond sale date.

Arbitrage Monitoring:

The District must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The District's specific arbitrage responsibilities will be detailed in the Tax Certificate (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the District within 30 days after the sale date to review the District's specific responsibilities for the Bonds. The District is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Proceeds from the new Bonds will be available for investment from the closing date (December 12, 2024) until the redemption date (February 1, 2025) of the 2015A bonds. This refunding will be “net funded”, which means that all investment earnings will be used as a source of funds for this refunding.

In order to properly size the refunding bond issue, we need to be able to establish the exact amount of interest earnings that will be available. Ehlers recommends and will coordinate the establishment of an escrow account, with State and Local Government Series Securities (SLGS) purchased, in order to eliminate interest rate risk and remove uncertainty in the amount of investment earnings. The bond proceeds, combined with investment earnings, will be used to redeem the existing bonds on the redemption date. This process ensures that sufficient funds will be available to redeem the 2015A bonds.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Kennedy & Graven, Chartered

Paying Agent: Bond Trust Services Corporation

Rating Agency: Moody’s Investors Services

Escrow Agent: Zions Bancorporation, National Association

This presale report summarizes our understanding of the District’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the District’s objectives.

PROPOSED DEBT ISSUANCE SCHEDULE

Ehlers Reviews Refunding Process and Estimates and Presents Pre-Sale Report and Authorizing Resolution to the School Board:	September 26, 2024
School Board Approves Resolution Authorizing the Sale of the Refunding Bonds:	October 10, 2024
Due Diligence Call to Review Official Statement:	Week of October 28, 2024
Conference with Rating Agency:	Week of November 4, 2024
Distribute Official Statement:	Week of November 4, 2024
Ehlers Receives and Evaluates Proposals for Purchase of Bonds:	November 21, 2024
School Board Meeting to Award Sale of Bonds:	November 21, 2024
Estimated Closing Date:	December 12, 2024
Redemption Date for the Obligations Being Refunded:	February 1, 2025

Attachments

Estimated Sources and Uses of Funds
 Existing Debt Service Schedule - 2015A Bonds
 Estimated Debt Service Schedule for Refunding Bonds
 Estimated Debt Service Comparison/Refunding Savings Analysis
 Estimated Escrow Cash Flow
 Resolution Authorizing Ehlers to Proceed with Bond Sale/Credit Enhancement
 Resolution (provided separately)

EHLERS' CONTACTS

Jeff Seeley, Senior Municipal Advisor	(651) 697-8585
Matthew Hammer, Senior Municipal Advisor	(651) 697-8592
Aaron Bushberger, Municipal Advisor	(651) 697-8532
Emily Wilkie, Senior Public Finance Analyst	(651) 697-8588
Brian Shannon, Senior Finance Manager	(651) 697-8515

I.S.D. No. 191 (Burnsville-Eagan-Savage), MN

\$46,910,000 General Obligation Refunding Bonds, Series 2024

Dated: December 12, 2024

Proposed Current Refunding of Series 2015A

Sources & Uses

Dated 12/12/2024 | Delivered 12/12/2024

Sources Of Funds

Par Amount of Bonds	\$46,910,000.00
Reoffering Premium	4,719,842.55
Total Sources	\$51,629,842.55

Uses Of Funds

Total Underwriter's Discount (0.400%)	187,640.00
Costs of Issuance	195,000.00
Deposit to Current Refunding Fund	51,244,129.02
Rounding Amount	3,073.53
Total Uses	\$51,629,842.55

I.S.D. No. 191 (Burnsville-Eagan-Savage), MN

\$64,485,000 G.O. School Building Bonds, Series 2015A

Prior Original Debt Service

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/07/2015	-	-	-	-	-
02/01/2016	-	-	1,610,079.17	1,610,079.17	1,610,079.17
08/01/2016	-	-	1,097,781.25	1,097,781.25	-
02/01/2017	80,000.00	3.000%	1,097,781.25	1,177,781.25	2,275,562.50
08/01/2017	-	-	1,096,581.25	1,096,581.25	-
02/01/2018	1,060,000.00	3.000%	1,096,581.25	2,156,581.25	3,253,162.50
08/01/2018	-	-	1,080,681.25	1,080,681.25	-
02/01/2019	1,220,000.00	2.000%	1,080,681.25	2,300,681.25	3,381,362.50
08/01/2019	-	-	1,068,481.25	1,068,481.25	-
02/01/2020	1,890,000.00	2.000%	1,068,481.25	2,958,481.25	4,026,962.50
08/01/2020	-	-	1,049,581.25	1,049,581.25	-
02/01/2021	1,625,000.00	2.000%	1,049,581.25	2,674,581.25	3,724,162.50
08/01/2021	-	-	1,033,331.25	1,033,331.25	-
02/01/2022	1,655,000.00	3.000%	1,033,331.25	2,688,331.25	3,721,662.50
08/01/2022	-	-	1,008,506.25	1,008,506.25	-
02/01/2023	1,745,000.00	4.000%	1,008,506.25	2,753,506.25	3,762,012.50
08/01/2023	-	-	973,606.25	973,606.25	-
02/01/2024	1,780,000.00	4.000%	973,606.25	2,753,606.25	3,727,212.50
08/01/2024	-	-	938,006.25	938,006.25	-
02/01/2025	1,825,000.00	4.000%	938,006.25	2,763,006.25	3,701,012.50
08/01/2025	-	-	901,506.25	901,506.25	-
02/01/2026	1,900,000.00	3.000%	901,506.25	2,801,506.25	3,703,012.50
08/01/2026	-	-	873,006.25	873,006.25	-
02/01/2027	1,960,000.00	3.000%	873,006.25	2,833,006.25	3,706,012.50
08/01/2027	-	-	843,606.25	843,606.25	-
02/01/2028	2,065,000.00	4.000%	843,606.25	2,908,606.25	3,752,212.50
08/01/2028	-	-	802,306.25	802,306.25	-
02/01/2029	2,160,000.00	3.000%	802,306.25	2,962,306.25	3,764,612.50
08/01/2029	-	-	769,906.25	769,906.25	-
02/01/2030	2,755,000.00	3.000%	769,906.25	3,524,906.25	4,294,812.50
08/01/2030	-	-	728,581.25	728,581.25	-
02/01/2031	4,820,000.00	4.000%	728,581.25	5,548,581.25	6,277,162.50
08/01/2031	-	-	632,181.25	632,181.25	-
02/01/2032	4,890,000.00	3.125%	632,181.25	5,522,181.25	6,154,362.50
08/01/2032	-	-	555,775.00	555,775.00	-
02/01/2033	5,485,000.00	4.000%	555,775.00	6,040,775.00	6,596,550.00
08/01/2033	-	-	446,075.00	446,075.00	-
02/01/2034	8,150,000.00	4.000%	446,075.00	8,596,075.00	9,042,150.00
08/01/2034	-	-	283,075.00	283,075.00	-
02/01/2035	8,575,000.00	3.250%	283,075.00	8,858,075.00	9,141,150.00
08/01/2035	-	-	143,731.25	143,731.25	-
02/01/2036	8,845,000.00	3.250%	143,731.25	8,988,731.25	9,132,462.50
Total	\$64,485,000.00	-	\$34,262,691.67	\$98,747,691.67	-

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	12/12/2024
Average Life	7.582 Years
Average Coupon	3.4478201%
Weighted Average Maturity (Par Basis)	7.582 Years
Weighted Average Maturity (Original Price Basis)	7.794 Years

Refunding Bond Information

Refunding Dated Date	12/12/2024
Refunding Delivery Date	12/12/2024
2015A GO Sch Bldg Bonds SINGLE PURPOSE 9/17/2024 2:45 PM	



I.S.D. No. 191 (Burnsville-Eagan-Savage), MN

\$46,910,000 General Obligation Refunding Bonds, Series 2024

Dated: December 12, 2024

Proposed Current Refunding of Series 2015A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
12/12/2024	-	-	-	-	-
08/01/2025	-	-	1,383,891.53	1,383,891.53	-
02/01/2026	1,105,000.00	5.000%	1,087,775.00	2,192,775.00	3,576,666.53
08/01/2026	-	-	1,060,150.00	1,060,150.00	-
02/01/2027	1,455,000.00	5.000%	1,060,150.00	2,515,150.00	3,575,300.00
08/01/2027	-	-	1,023,775.00	1,023,775.00	-
02/01/2028	1,575,000.00	5.000%	1,023,775.00	2,598,775.00	3,622,550.00
08/01/2028	-	-	984,400.00	984,400.00	-
02/01/2029	1,670,000.00	5.000%	984,400.00	2,654,400.00	3,638,800.00
08/01/2029	-	-	942,650.00	942,650.00	-
02/01/2030	2,280,000.00	5.000%	942,650.00	3,222,650.00	4,165,300.00
08/01/2030	-	-	885,650.00	885,650.00	-
02/01/2031	4,375,000.00	5.000%	885,650.00	5,260,650.00	6,146,300.00
08/01/2031	-	-	776,275.00	776,275.00	-
02/01/2032	4,475,000.00	5.000%	776,275.00	5,251,275.00	6,027,550.00
08/01/2032	-	-	664,400.00	664,400.00	-
02/01/2033	5,140,000.00	5.000%	664,400.00	5,804,400.00	6,468,800.00
08/01/2033	-	-	535,900.00	535,900.00	-
02/01/2034	7,840,000.00	5.000%	535,900.00	8,375,900.00	8,911,800.00
08/01/2034	-	-	339,900.00	339,900.00	-
02/01/2035	8,335,000.00	4.000%	339,900.00	8,674,900.00	9,014,800.00
08/01/2035	-	-	173,200.00	173,200.00	-
02/01/2036	8,660,000.00	4.000%	173,200.00	8,833,200.00	9,006,400.00
Total	\$46,910,000.00	-	\$17,244,266.53	\$64,154,266.53	-

Yield Statistics

Bond Year Dollars	\$381,069.97
Average Life	8.123 Years
Average Coupon	4.5252231%
Net Interest Cost (NIC)	3.3358871%
True Interest Cost (TIC)	3.1613322%
Bond Yield for Arbitrage Purposes	2.8600584%
All Inclusive Cost (AIC)	3.2174046%

IRS Form 8038

Net Interest Cost	2.9911028%
Weighted Average Maturity	8.110 Years

I.S.D. No. 191 (Burnsville-Eagan-Savage), MN

\$46,910,000 General Obligation Refunding Bonds, Series 2024

Dated: December 12, 2024

Proposed Current Refunding of Series 2015A

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2025	-	2,763,006.25	2,759,932.72	2,763,006.25	3,073.53
02/01/2026	3,576,666.53	-	3,576,666.53	3,703,012.50	126,345.97
02/01/2027	3,575,300.00	-	3,575,300.00	3,706,012.50	130,712.50
02/01/2028	3,622,550.00	-	3,622,550.00	3,752,212.50	129,662.50
02/01/2029	3,638,800.00	-	3,638,800.00	3,764,612.50	125,812.50
02/01/2030	4,165,300.00	-	4,165,300.00	4,294,812.50	129,512.50
02/01/2031	6,146,300.00	-	6,146,300.00	6,277,162.50	130,862.50
02/01/2032	6,027,550.00	-	6,027,550.00	6,154,362.50	126,812.50
02/01/2033	6,468,800.00	-	6,468,800.00	6,596,550.00	127,750.00
02/01/2034	8,911,800.00	-	8,911,800.00	9,042,150.00	130,350.00
02/01/2035	9,014,800.00	-	9,014,800.00	9,141,150.00	126,350.00
02/01/2036	9,006,400.00	-	9,006,400.00	9,132,462.50	126,062.50
Total	\$64,154,266.53	\$2,763,006.25	\$66,914,199.25	\$68,327,506.25	\$1,413,307.00

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	1,167,132.67
Net PV Cashflow Savings @ 2.860%(Bond Yield).....	1,167,132.67
Contingency or Rounding Amount.....	3,073.53
Net Present Value Benefit	\$1,170,206.20
Net PV Benefit / \$53,673,549.22 PV Refunded Debt Service	2.180%
Net PV Benefit / \$51,605,000 Refunded Principal...	2.268%
Net PV Benefit / \$46,910,000 Refunding Principal..	2.495%

Refunding Bond Information

Refunding Dated Date	12/12/2024
Refunding Delivery Date	12/12/2024

I.S.D. No. 191 (Burnsville-Eagan-Savage), MN

\$46,910,000 General Obligation Refunding Bonds, Series 2024

Dated: December 12, 2024

Proposed Current Refunding of Series 2015A

Current Refunding Escrow

Date	Principal	Rate	Interest	Receipts	Disbursements	Cash Balance
12/12/2024	-	-	-	0.02	-	0.02
02/01/2025	51,244,129.00	5.040%	360,870.98	51,604,999.98	51,605,000.00	-
Total	\$51,244,129.00	-	\$360,870.98	\$51,605,000.00	\$51,605,000.00	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	Securities
Default investment yield target	Unrestricted
Cash Deposit	0.02
Cost of Investments Purchased with Bond Proceeds	51,244,129.00
Total Cost of Investments	\$51,244,129.02
Target Cost of Investments at bond yield	\$51,405,916.95
Actual positive or (negative) arbitrage	161,787.93
Yield to Receipt	5.2227510%
Yield for Arbitrage Purposes	2.8600584%
State and Local Government Series (SLGS) rates for	9/17/2024

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

Pursuant to due call and notice thereof a regular meeting of the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, was held in the School District on October 10, 2024 at 6:30 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION STATING THE INTENTION OF THE SCHOOL BOARD TO ISSUE GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2024A, IN THE AGGREGATE PRINCIPAL AMOUNT OF APPROXIMATELY \$46,910,000; AND TAKING OTHER ACTIONS WITH RESPECT THERETO

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

1. Background. It is hereby determined that:

(a) The District is authorized by Minnesota Statutes, Chapter 475, as amended (the “Act”), including Section 475.67 of the Act (“Section 475.67”) to issue and sell its general obligation bonds to refund outstanding bonds when determined by the Board to be necessary and desirable for the reduction of debt service costs to the District.

(b) On May 7, 2015, the District issued its General Obligation School Building Refunding Bonds, Series 2015A (the “Series 2015A Bonds”), in the original aggregate principal amount of \$64,485,000, pursuant to the Act, and a special election held February 24, 2015, for the purpose of financing the acquisition and betterment of school sites and facilities in the District. The Series 2015A Bonds are currently outstanding in the principal amount of \$53,430,000, of which \$51,605,000 is subject to optional redemption and prepayment on or after February 1, 2025.

(c) The Board hereby finds and determines that it is necessary and desirable for the reduction of debt service costs to the District that the District issue its General Obligation School Building Refunding Bonds, Series 2024A in the aggregate principal amount of approximately \$46,910,000 (the “Bonds”), pursuant to the Act, including Section 475.67, to optionally redeem and prepay all or a portion of the outstanding Series 2015A Bonds.

2. Covenant as to State Credit Enhancement.

(a) The District hereby covenants and obligates itself to notify the Commissioner of Education (the “Commissioner”) of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 (the “Credit Enhancement Act”) to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the paying agent for the Bonds (the “Paying Agent”), or any successor paying agent, three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner that it will be unable to make all or a portion of that payment. The Paying Agent is authorized and directed to notify the Commissioner if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds on deposit with the Paying Agent to make that payment. The District understands that as a result of its covenant to be bound by the provisions of the Credit Enhancement Act, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Minnesota Departments of Management and Budget and Education pursuant to subdivision 2(c) of the Credit Enhancement Act and otherwise to take such actions as necessary to comply with that section. The Board Chair, Clerk, Treasurer, Superintendent, or Director of Finance of the District are authorized to execute any applicable Minnesota Department of Education forms.

3. Sale of Bonds. The Board has retained Ehlers and Associates, Inc. (the “Municipal Advisor”), to serve as the District’s independent municipal advisor with respect to the offer and sale of the Bonds and, therefore, is authorized by Section 475.60, subdivision 2(9), of the Act to sell the Bonds other than pursuant to a competitive sale.

4. The Board shall meet at the time specified in the Preliminary Official Statement or at such other time designated by the Board to receive and consider proposals for the purchase of the Bonds and take any other appropriate action with respect to the Bonds.

5. Authority of Municipal Advisor. The Municipal Advisor is authorized and directed to assist the District in the preparation and dissemination of a Preliminary Official Statement to be distributed to potential purchasers of the Bonds and to open, read, and tabulate the proposals for the purchase of the Bonds for presentation to the Board. The Municipal Advisor is further authorized and directed to assist the District in the award and sale of the Bonds on behalf of the District after receipt of written proposals and to assist the District in the preparation and dissemination of a final Official Statement with respect to the Bonds.

6. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, is authorized to act as bond counsel for the District (“Bond Counsel”), and to assist in the preparation and review of necessary documents, certificates, and instruments related to the Bonds. The officers, employees, and agents of the District are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

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

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

and the following voted against:

whereupon the resolution was declared duly passed and adopted.

DRAFT

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

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota (the “District”), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the School Board of the District held on the date specified above, with the original minutes on file in my office and the extract is a full, true, and correct copy of the minutes, insofar as they relate to authorizing the issuance of the District’s General Obligation School Building Refunding Bonds, Series 2024A, in the aggregate principal amount of approximately \$46,910,000.

WITNESS My hand as such Clerk this ____ day of October, 2024.

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