



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
December 12, 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 Directors Werb and Chester

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Approval of Agenda

III. Truth in Taxation

- A. Introduction and Public Comment Protocol

Speaker(s): Eric Miller, Board Chair

- B. Budget and Property Tax Presentation

Speaker(s): Stacey Sovine, Executive Director of Administrative Services and Matthew Hammer, Ehlers Senior Municipal Advisor

- C. Public Comment

Speaker(s): Eric Miller, Board Chair

- D. Conclude the Truth in Taxation Portion of the Meeting

IV. Information

- A. Attendance Pilot Report

Speaker(s): Amy Piotrowski, Director of Student Support Services and Morgan McDowell, Teacher on Special Assignment

- B. Preliminary Budget Report

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Speaker(s): Dr. Theresa Battle, Superintendent and Stacey Sovine, Executive Director of Administrative Services	2
C. Student Representative Report	69
D. Superintendent Report	70
E. Board Member Reports	71
F. Committee, Board Appointment and School Assignment Reports	72
V. Business Meeting	74
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	76
2. Approve Personnel Recommendations	79
3. Approve Payroll, Receipts, Expenses and Investments	80
4. Accept the Budget Analysis	146
5. Receive a Report about the Listening Session	151
6. Approve, on First and Final Reading, No Changes to Policy 103: <i>Complaints-Students, Employees, Parents, and Other Persons</i>	152
7. Approve, on First and Final Reading, Non-substantive Changes to Policies 507.5: <i>School Resource Officers</i> , 615: <i>Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans and EL Students</i>	155
B. New Business	
1. Appoint Board Member Representative to Intermediate School District 917	163
Speaker(s): Eric Miller, Board Chair	
2. Approve Final Certification of Property Tax Levy Payable in 2025	165
Speaker(s): Stacey Sovine, Executive Director of Administrative Services	
3. Approve, on First Reading Basis, Changes to Policies 413: <i>Harassment and Violence</i> , 709: <i>Student Transportation Safety</i> , and 806: <i>Emergency Operations</i>	181
Speaker(s): Stacey Sovine, Executive Director of Administrative Services	
4. Approve, on a First Reading Basis, Changes to Policy 202: <i>School Board Officers</i>	223
Speaker(s): Dr. Theresa Battle, Superintendent	
5. Approve, on First Reading Basis, Changes to Policy 610: <i>Field Trips</i>	228
Speaker(s): Dr. Chris Bellmont, Assistant Superintendent	
6. Adopt a Resolution to Accept Donations	234
Speaker(s): Dr. Theresa Battle, Superintendent	
VI. Work Session to Discuss ISD 191 Legislative Priorities	
Speaker(s): Lesley Chester, Legislative Committee Chair	

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. 236

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III.B.
December 12, 2024

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services and Matthew Hammer,
senior municipal advisor from Ehlers

Date: December 12, 2024

Re: Budget and Property Tax Presentation

Attachment in board packet:
Levy Certification Document

Public Hearing for Taxes Payable in 2025

Presented By:

Stacey Sovine, Executive Director of Administrative Services &
Matthew Hammer, Ehlers Senior Municipal Advisor

Minnesota State Law Requirements

A Public Meeting...

- Between November 25th & December 30th
- At 6:00 PM or later
- May be part of regularly scheduled meeting
- Must allow for public comments
- May adopt final levy at same meeting

...and Presentation of:

- Current year budget
- Proposed property tax levy

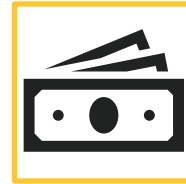
Hearing Agenda



Background
Information on
School Funding



District's Budget



District's Proposed
Tax Levy for Taxes
Payable in 2025



Public Comments

MN Legislature Must Set Funding for Minnesota Public Schools

Minnesota Constitution ARTICLE XIII

MISCELLANEOUS SUBJECTS

Section 1

“UNIFORM SYSTEM OF PUBLIC SCHOOLS. The stability of a republican form of government depending mainly upon the intelligence of the people, it is the duty of the legislature to establish a general and uniform system of public schools. The **legislature shall make such provisions by taxation or otherwise** as will secure a thorough and efficient system of public schools throughout the state.”

As a Result, Funding is Highly Regulated

State Sets:

- Formulas which determine revenue; most revenue based on specified amounts per pupil
- Tax policy for local schools
- Maximum authorized property tax levy
 - Districts can levy less, but not more than amount authorized by state, unless approved by voters in November

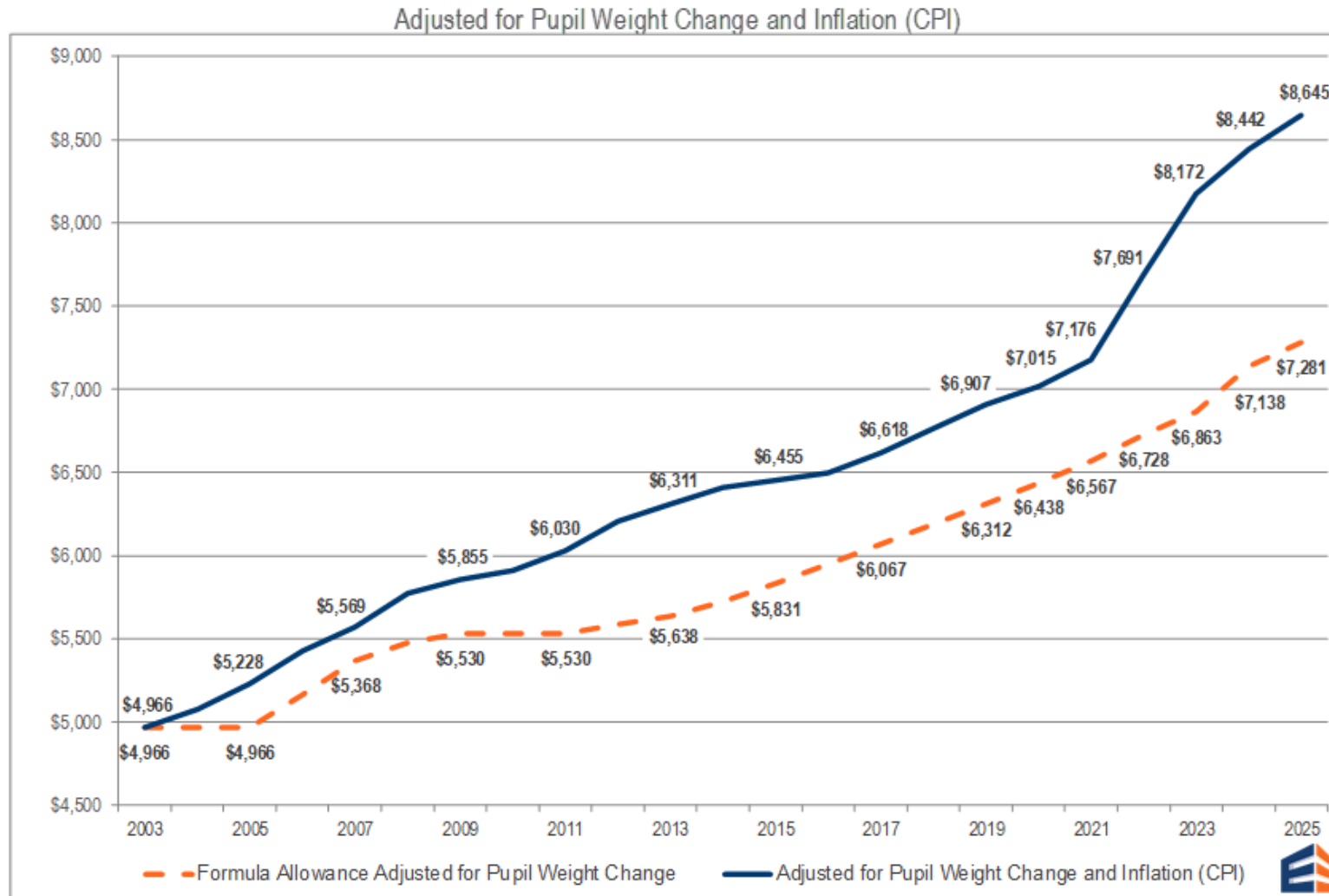
State also authorizes school board to submit referendums for operating & capital needs to voters for approval

Basic General Education Formula Lags Inflation

- Since 2002-03, state General Education Revenue formula has not kept pace with inflation
- For Fiscal Year 2023-24, an increase of 4.00% or \$275 over previous year was approved
- For Fiscal Year 2024-25, an increase of 2.00% or \$143 over previous year was approved

Per-pupil allowance for Fiscal Year 2024-25 of \$7,281 would need to increase by another \$1,364 (18.7%) to have kept pace with inflation since 2002-03, resulting in an allowance of \$8,645

General Education Formula Allowance, 2003-25



Source: MDE June 2024 Inflation Estimates and Minnesota Laws 2023

Underfunding of Special Education

According to MN Department of Education (MDE):

FY 2022 costs of providing programs were underfunded statewide by \$712 million

Even with recent funding, costs will be underfunded by \$408 million statewide by FY 2027

Primary options to bridge funding gap are to cut regular program budgets or increase referendum revenue, most districts have done both

Budget Information

Because approval of school district budget lags certification of tax levy by six months, state requires only current year budget information be presented at this hearing. Fiscal Year 2025-26 budget will be adopted by School Board in June 2025.

- **School district budgets are divided into separate funds, based on purposes of revenue, as required by law.**
- **Our District's Funds:**
 - General
 - Food Service
 - Community Service
 - Debt Service
 - Internal Service
 - OPEB* Trust
 - OPEB* Debt Service



**Other Post-Employment Benefits*

District Revenue & Expenditures

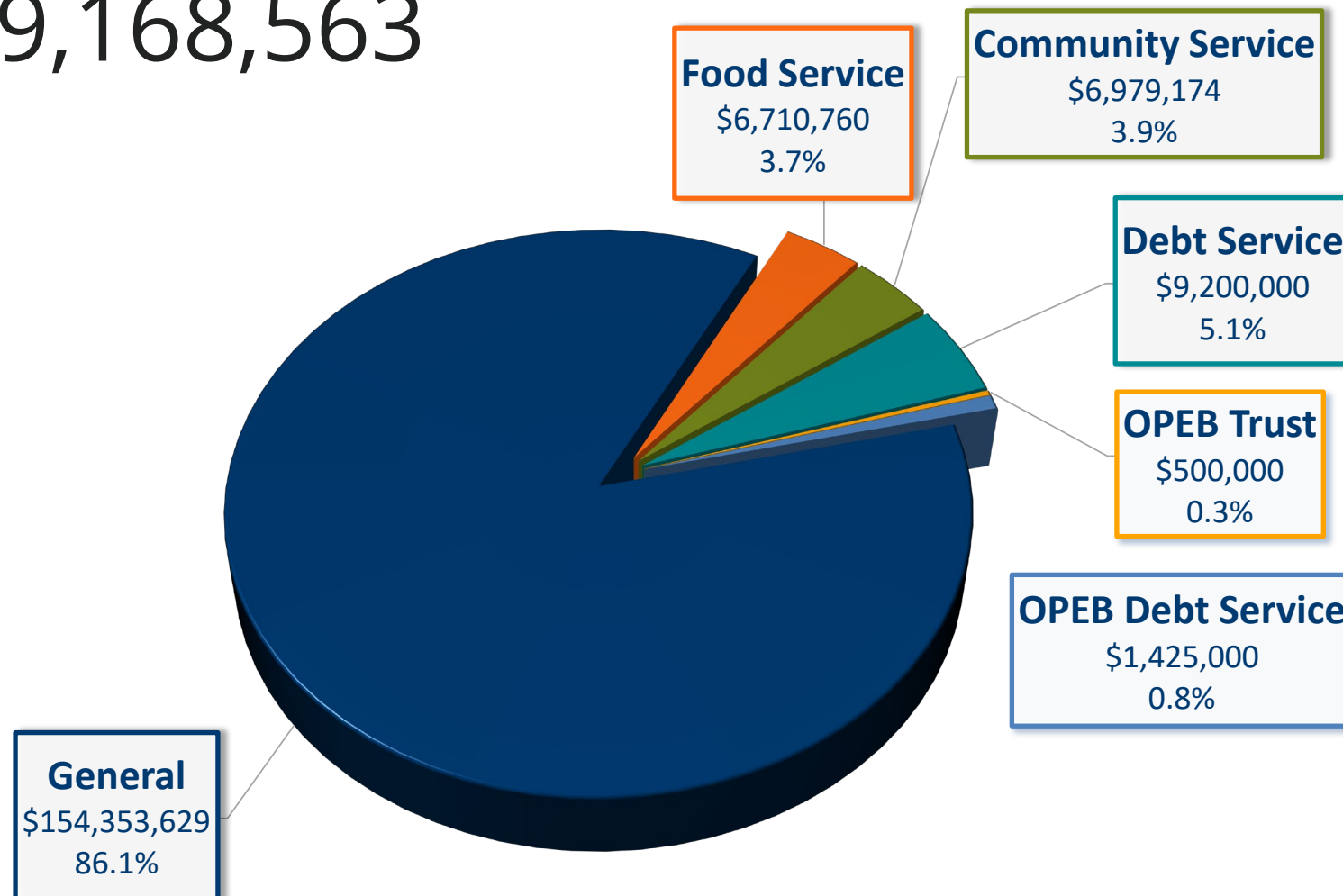
District Revenues & Expenditures Actual for FY 2024, Budget for FY 2025

FUND	FISCAL 2024 BEGINNING	2023-24 ACTUAL		JUNE 30, 2024 ACTUAL	2024-25 BUDGET		JUNE 30, 2025 PROJECTED
	FUND BALANCES	REVENUES & TRANSFERS IN	EXPENDITURES & TRANSERS OUT	FUND BALANCES	REVENUES & TRANSERS IN	EXPENDITURES & TRANSERS OUT	FUND BALANCES
General/Restricted	\$12,855,738	\$40,961,996	\$38,269,917	\$15,547,817	\$41,725,035	\$41,940,754	\$15,332,097
General/Other	24,627,477	126,055,639	112,439,027	38,244,090	114,409,612	117,631,474	35,022,228
Food Service	3,174,493	7,170,377	6,162,396	4,182,475	6,710,760	6,405,027	4,488,208
Community Service	4,085,287	7,226,889	6,135,358	5,176,817	6,979,174	6,775,943	5,380,048
Debt Service	5,165,070	9,151,353	9,949,463	4,366,961	9,200,000	9,785,000	3,781,961
Internal Service	8,733,749			8,151,140			7,611,140
OPEB* Revocable Trust	10,664,708	1,098,204	789,184	10,973,728	500,000	775,000	10,698,728
OPEB* Debt Service	322,041	1,455,317	1,405,153	372,206	1,425,000	1,400,245	396,961
Total All Funds	69,628,563	193,119,776	175,150,497	87,015,233	180,949,581	184,713,443	82,711,371

*Other Post Employment Benefits

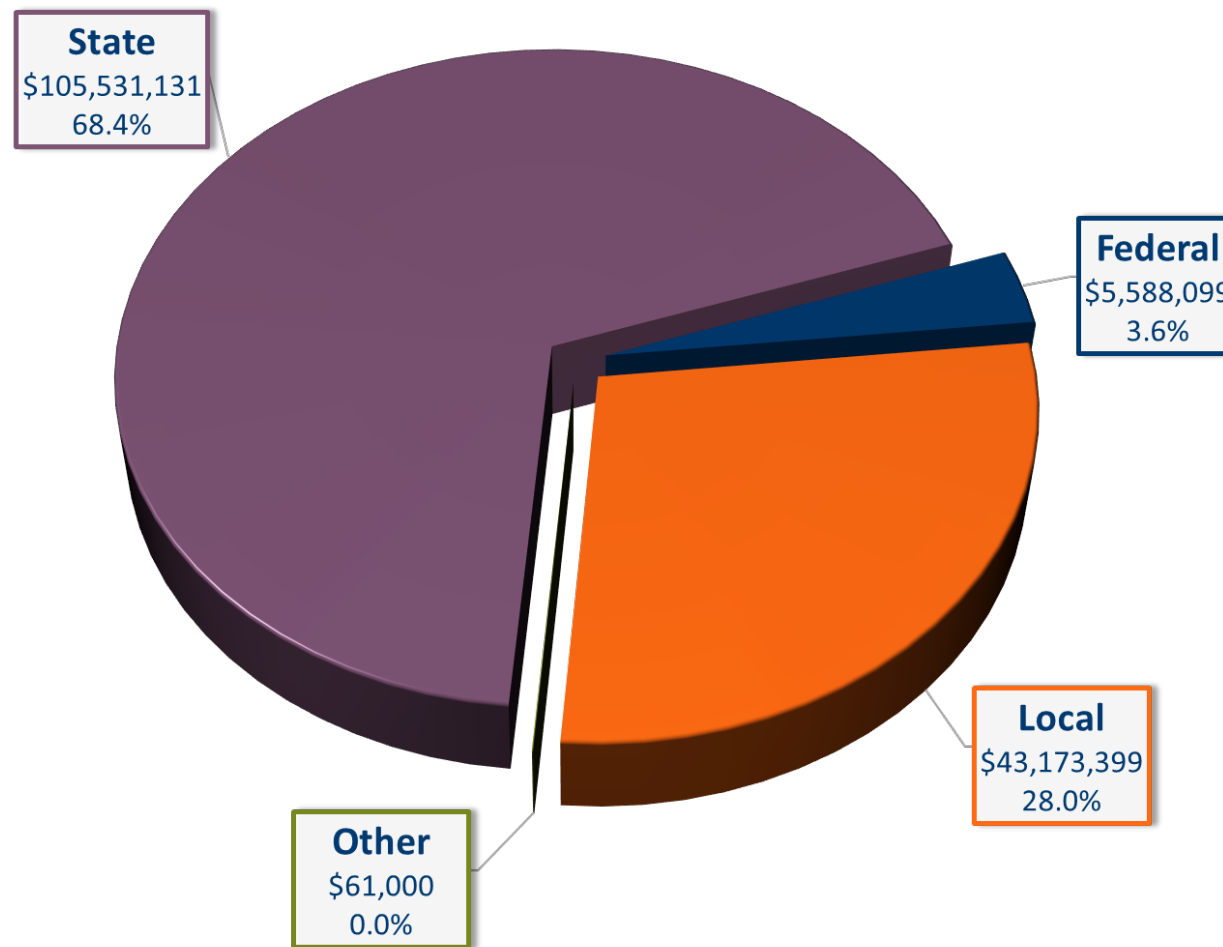
Revenue - All Funds (2024-25)

Budget \$179,168,563



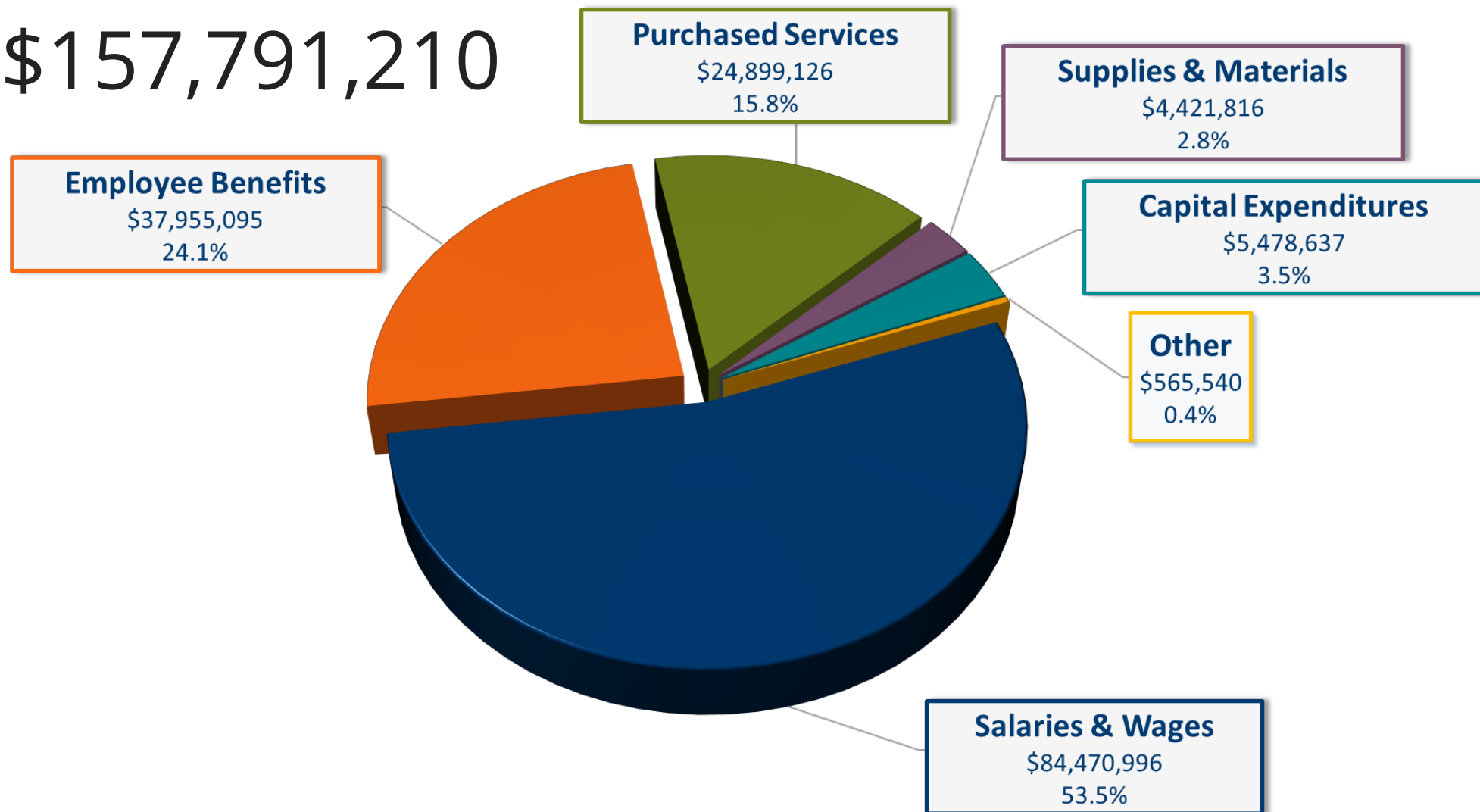
General Fund Revenue (2024-25)

Budget \$154,353,629



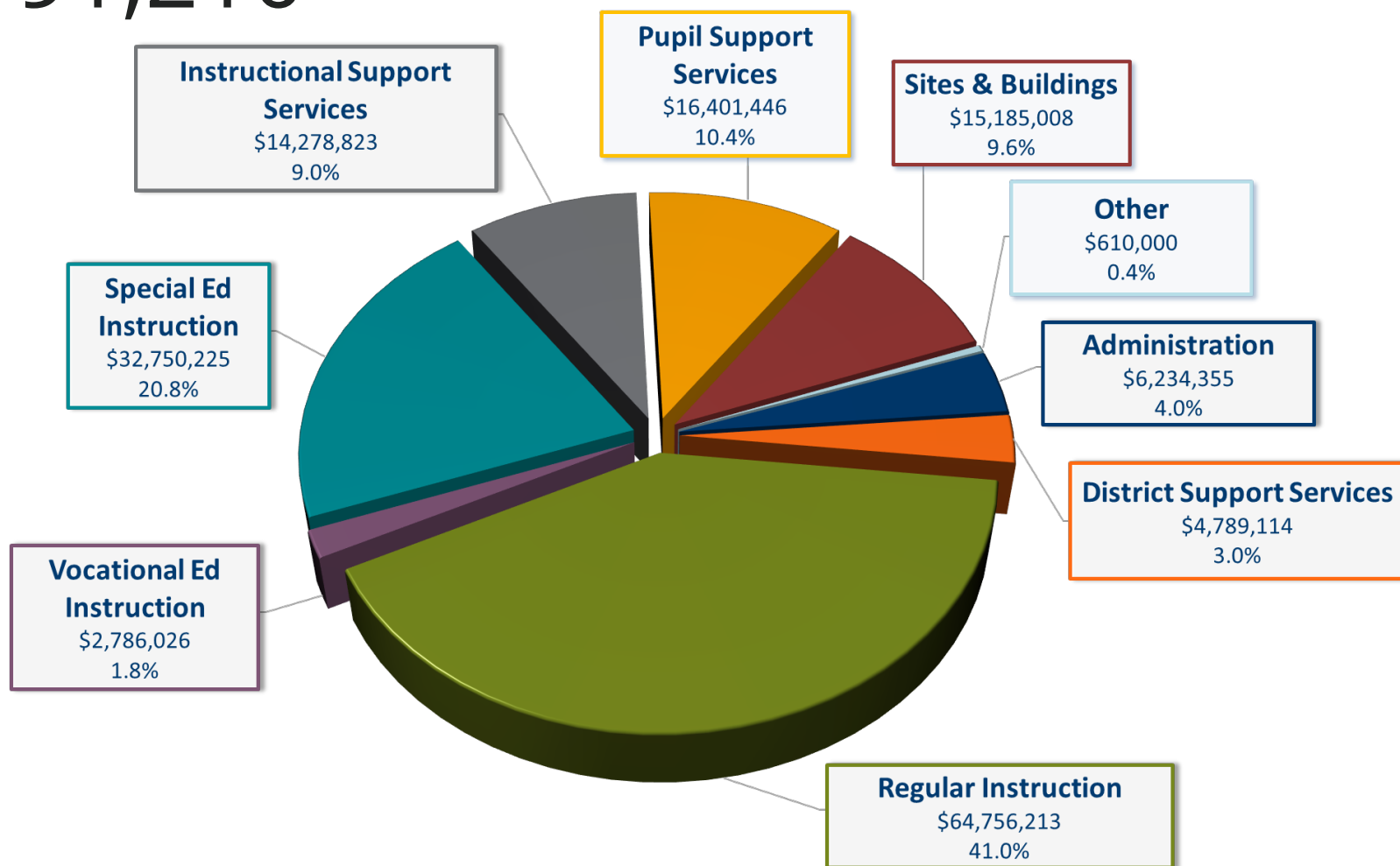
General Fund Expenditures – by Object (2024-25)

Budget \$157,791,210



General Fund Expenditures - by Program (2024-25)

Budget \$157,791,210



Change in Tax Levy does not Determine Change in Budget



Tax levy is based on many state-determined formulas plus voter approved referendums



Some increases in tax levies are revenue neutral, offset by reductions in state aid



Expenditure budget is limited by state-set revenue formulas, voter-approved levies & fund balance



An increase in school taxes does not always correlate to an equal increase in budget

Difference in Levy Cycles



School District:

- Budget year begins July 1st
- 2025 taxes provide revenue for 2025-26 fiscal year
- Budget adopted in June 2025



City/County:

- Budget year begins Jan. 1st
- 2025 taxes provide revenue for 2025 calendar year budget

Parcel Notice Sample

Sample of parcel specific notice mailed to every property owner between November 10th – 25th

Property Tax Background:

- Every owner of taxable property pays property taxes to various “taxing jurisdictions” (county, city/township, school district, special districts) in which property is located
- Each taxing jurisdiction sets own tax levy, often based on limits in state law
- County sends bills, collects taxes from property owners & distributes funds back to other taxing jurisdictions



Spruce County
Jane Smith, Auditor-Treasurer
345 12th Street East, Box 78
Spruceville, MN 55555-5555
(555) 345-6789
www.co.spruce.mn.us

TAXPAYER(S):

John and Mary Johnson
123 Pine Rd S
Spruceville, MN 55555-5555

Property Information

PIN Number: 01.234.56.789.R1 Property Address: 789 Pine Rd S
Spruceville, MN 55555

Property Description:
Lot 1, Block 1, Spruce Acres Subdivision

PROPOSED TAXES 2025			
THIS IS NOT A BILL. DO NOT PAY.			
VALUES AND CLASSIFICATION			
Step	Taxes Payable Year	2024	2025
1	Estimated Market Value	\$125,000	\$150,000
	Homestead Exclusion	\$	\$33,0500
	Taxable Market Value	\$125,000	\$116,950
	Class	Res NHmstd	Res Hmstd
PROPOSED TAX			
2	Property taxes before credits	\$1,562.46	
	School building bond credit	\$ 12.00	
	Agricultural market value credit		
	Other credits		
	Property taxes after credits	\$1,550.46	
PROPERTY TAX STATEMENT			
3	Coming in 2025		
The time to provide feedback on PROPOSED LEVIES is NOW			
It is too late to appeal your value without going to Tax Court.			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

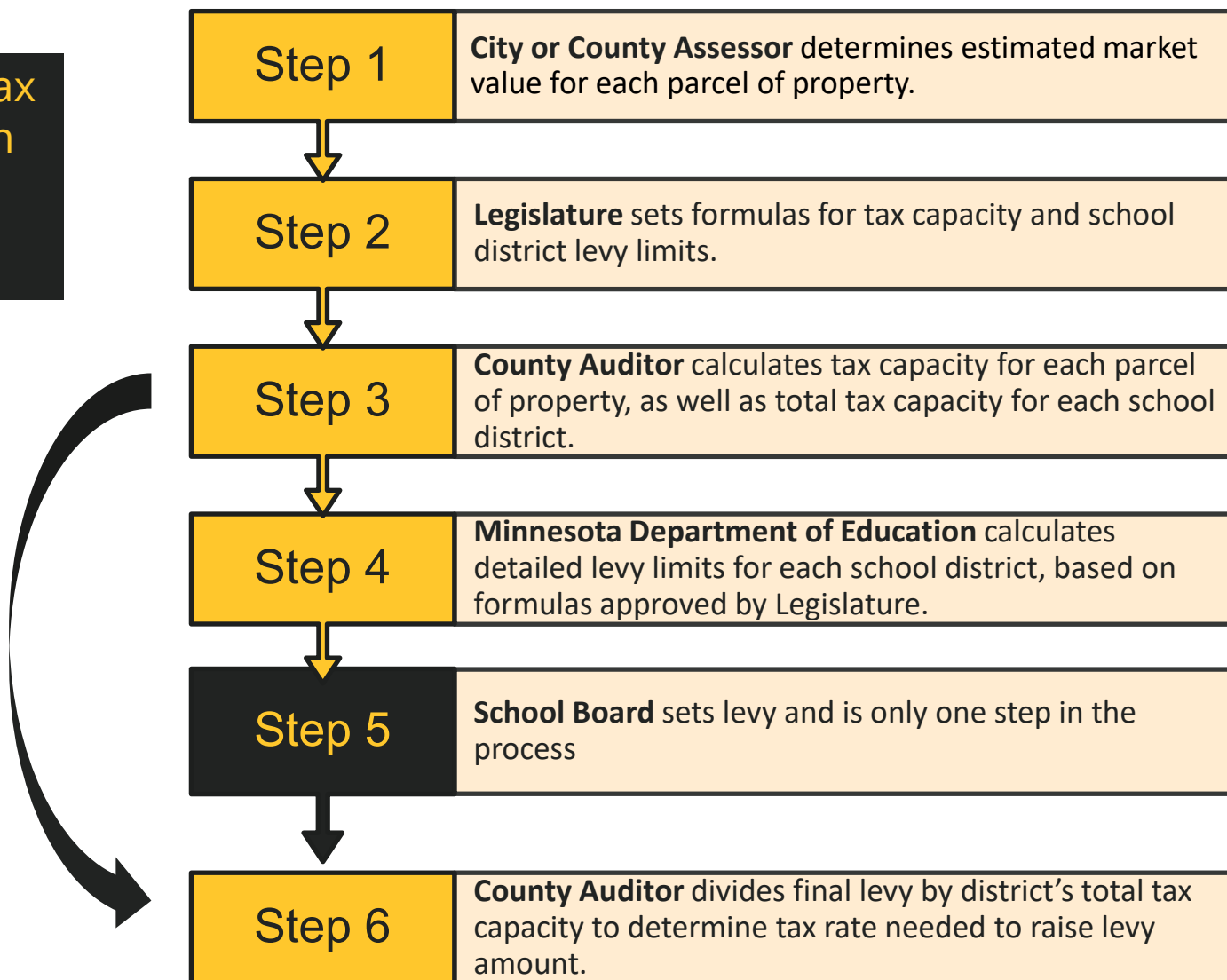
Contact Information	Meeting Information	Actual 2024	Proposed 2025
State General Property Tax	No public meeting	\$0	\$0
County of Spruce Spruce County Courthouse 133 Spruce St Spruceville, MN 55555 www.co.spruce.mn.us (555) 123-4567	December 5, 7:00 PM	\$438.06	\$484.18
City of Spruceville Mayor's Office 456 Spruce St Spruceville, MN 55555 www.ci.spruceville.mn.us (555) 123-7654	December 2, 6:30 PM Spruceville City Hall	\$273.79	\$312.06
Spruceville School District 999 150 1st St N Spruceville, MN 55555 www.spruceville.k12.mn.us (555) 123-6789 Voter Approved Levies Other Levies	December 9, 7:00 PM Spruceville High School Cafeteria	\$289.35 \$340.11	\$296.68 \$374.60
<i>Your school district was scheduled to hold a referendum at the November general election. If the referendum was approved by the voters, the school district's voter approved property tax for 2025 may be higher than the proposed amount shown on this notice.</i>			
Metro Special Taxing Districts		\$57.76	\$58.70
Spruceville Metropolitan Council www.spruce.metrocouncil.org (555) 555-5555 Spruceville, MN 55055	December 11, 7:30 PM Spruce Park Centre 500 Pine St.		
Other Special Taxing Districts Tax Increment Tax	No public meeting No public meeting	\$12.80 \$10.15	\$13.02 \$11.22
Total excluding any special assessments		\$1,422.02	\$1,550.46 9.0%

School District Property Taxes

- Each school district has limited authority to levy taxes
- MDE calculates levy amounts for various categories, set by:
 - State law
 - Voter approval

School District Property Tax Process

Note: For certain levy categories, tax rates & levy amounts are based on referendum market value, rather than tax capacity.



Approval of District's Tax Levy in 2024 (Payable 2025)



Overview of District's Proposed Tax Levy

- Proposed Payable 2025 tax levy is a decrease from 2024 of \$2,224,830 or -4.4%
- Changes by levy category and reasons for major increases & decreases in levy are included on following slides



Levy Comparison

Comparison of Actual Tax Levy Payable in 2024 to Proposed Levy Payable in 2025

Fund Levy Category	Actual Levy Payable in 2024	Proposed Levy Payable in 2025	\$ Change	% Change
General				
Voter Approved Operating Referendum	\$18,274,735	\$17,710,306	(\$564,429)	
Local Optional Revenue (LOR)	6,002,768	5,654,379	(348,389)	
Equity	414,790	390,730	(24,060)	
Voter Approved Capital Project Referendum	4,351,374	4,689,692	338,317	
Operating Capital	1,324,289	1,436,149	111,861	
Alternate Teacher Compensation	710,458	685,290	(25,168)	
Achievement and Integration	580,510	602,392	21,883	
Long Term Facilities Maintenance (LTFM)	2,560,961	4,920,845	2,359,884	
Instructional Lease	329,052	291,421	(37,631)	
Other	1,146,275	1,126,248	(20,028)	
Prior Year Adjustments	3,635,351	(912,227)	(4,547,578)	
Total, General Fund	\$39,330,562	\$36,595,224	(\$2,735,338)	-7.0%
Community Service				
Basic Community Education	\$485,567	\$458,903	(\$26,664)	
Early Childhood Family Education	259,321	278,162	18,841	
School-Age Child Care	830,000	830,000	0	
Other	16,252	16,480	228	
Prior Year Adjustments	26,328	6,825	(19,503)	
Total, Community Service Fund	\$1,617,468	\$1,590,370	(\$27,098)	-1.7%
Debt Service				
Voter Approved	\$3,886,064	\$3,888,164	\$2,100	
Long Term Facility Maintenance	6,383,003	6,359,323	(23,680)	
Other Post Employment Benefits	1,469,759	1,466,832	(2,927)	
Reduction for Debt Excess	(1,677,229)	(1,145,138)	532,091	
Prior Year Adjustments	30,460	60,482	30,022	
Total, Debt Service Fund	\$10,092,057	\$10,629,663	\$537,606	5.3%
Total Levy, All Funds	\$51,040,087	\$48,815,257	(\$2,224,830)	-4.4%
Subtotal by Truth in Taxation Categories:				
Voter Approved	29,109,729	25,399,042	(3,710,687)	
Other	21,930,357	23,416,214	1,485,857	
Total	\$51,040,087	\$48,815,257	(\$2,224,830)	-4.4%

Explanation of Levy Changes

Category:	General Fund – Voter Approved Operating Referendum
Change:	-\$564,429
Use of Funds:	General Operating Expenses
Reasons for Change:	Authority is calculated on estimated enrollment, which is projected to decrease by approx. 200 students for fiscal year 2025-26

Explanation of Levy Changes

Category:

General Fund – Voter Approved Capital Project Referendum

Change:

+\$338,317

Use of Funds:

Technology costs

Reason for Change:

Levy is based on voter approved tax rate applied to the district's previous years tax base. The District's tax base increased resulting in an increase in the district's levy.

Explanation of Levy Changes

Category:	General Fund – Long Term Facilities Maintenance
Change:	+\$2,359,884
Use of Funds:	Facilities Maintenance
Reasons for Change:	District is eligible for LTFM revenue based on state approved project costs & levies are coordinated with other levies to maintain a level or declining tax rate.

Explanation of Levy Changes

Category:	General Fund – Prior Year Adjustments
Change:	-\$4,547,578
Use of Funds:	Various
Reasons for Change:	Initial levies are based on estimates & in later years, amounts are updated & levies are retroactively adjusted

Explanation of Levy Changes

Category:

Debt Service – Reduction for Debt Excess

Change:

+\$532,091

Use of Funds:

Payments on Bonds

Reasons for Change:

- Districts are required to levy at 105% of debt service payment amounts to cover delinquencies in tax collections
- Because delinquencies are generally less than 5%, most districts gradually build up fund balances in debt service funds
- Formulas in state law determine adjustments to tax levy for debt excess balances

Factors Impacting Individual Taxpayers' School Taxes

Many factors can cause a tax bill for an individual property to increase or decrease from year to year

- Changes in value of individual property
- Changes in total value of all property within District
- Increases or decreases in levy amounts caused by changes in state funding formulas, local needs & costs, voter-approved referendums & other factors

What's happening with each slice?

Higher Market Value Increase = Bigger Slice



Lower Market Value Increase = Smaller Slice



Each Property Owner pays a portion of the pie

Impact of Property Valuations

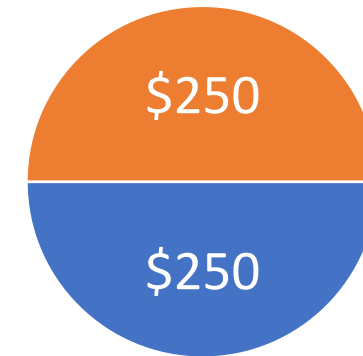
\$100,000



- Two properties in the district
- Both houses are valued at \$100,000

Total levy of \$500

- Each property will pay \$250 of levy



\$100,000



Impact of Property Valuations

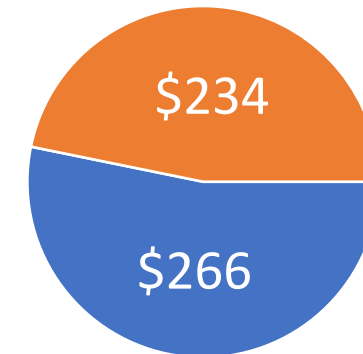
Two properties in the district

- Orange house value increases by 10%
- Blue house value increases by 25%

Total levy of \$500

- School District will still generate the same amount of levy even though values increased
- Orange house pays less
- Blue house pays more

\$110,000



\$125,000



Minnesota Legislative Changes for Pay 2025



In 2023, The Minnesota State Legislature passed laws that affect property taxes for taxes payable in 2025.

Recap of major changes:

- Provided a tax benefit to homeowners by increasing the homestead exclusion for valuations between \$76,000 and \$517,000; and
- Increased the first-tier limit for Ag Homestead land to \$3.5M from \$2.15M

Four Year School Levy Comparison

- Examples include school district taxes only & are shown based on no change and a 18.7% increase in property value for residential homes over the past four years
 - Actual changes in value may be more or less than this for any parcel of property
 - Intended to provide a fair representation of what happened to school district property taxes over this period for typical properties
- Examples are for property in City of Burnsville
- Amounts for 2025 are preliminary estimates; final amounts could change slightly
- Estimates prepared by Ehlers (District's municipal financial advisors)

Estimated Changes in School Property Taxes, 2022 to 2025

Based on No Changes in Property Values

Type of Property	Estimated Market Value	Actual Taxes Payable in 2022	Actual Taxes Payable in 2023	Actual Taxes Payable in 2024	Estimated Taxes Payable in 2025	Change in Taxes 2022 to 2025	Change in Taxes 2024 to 2025
Residential Homestead	\$250,000	\$953	\$1,016	\$983	\$902	-\$51	-\$81
	300,000	1,159	1,234	1,193	1,102	-57	-91
	350,000	1,365	1,452	1,402	1,301	-64	-101
	400,000	1,571	1,670	1,612	1,500	-71	-112
	450,000	1,770	1,881	1,815	1,700	-70	-115
	500,000	1,966	2,090	2,017	1,899	-67	-118
	550,000	2,188	2,323	2,240	2,118	-70	-122
	600,000	2,410	2,556	2,463	2,334	-76	-129
	650,000	2,632	2,790	2,686	2,549	-83	-137
700,000	2,854	3,023	2,909	2,765	-89	-144	
Commercial/ Industrial #	\$1,000,000	\$4,328	\$4,635	\$4,510	\$4,272	-\$56	-\$238
	1,500,000	6,539	7,000	6,808	6,456	-83	-352
	2,000,000	8,750	9,364	9,105	8,640	-110	-465
	2,500,000	10,961	11,729	11,402	10,825	-136	-577
Apartments and Res. Non-Homestead (2 or more units)	\$750,000	\$3,330	\$3,499	\$3,345	\$3,235	-\$95	-\$110
	1,500,000	6,659	6,997	6,690	6,469	-190	-221
	3,000,000	13,318	13,995	13,380	12,938	-380	-442

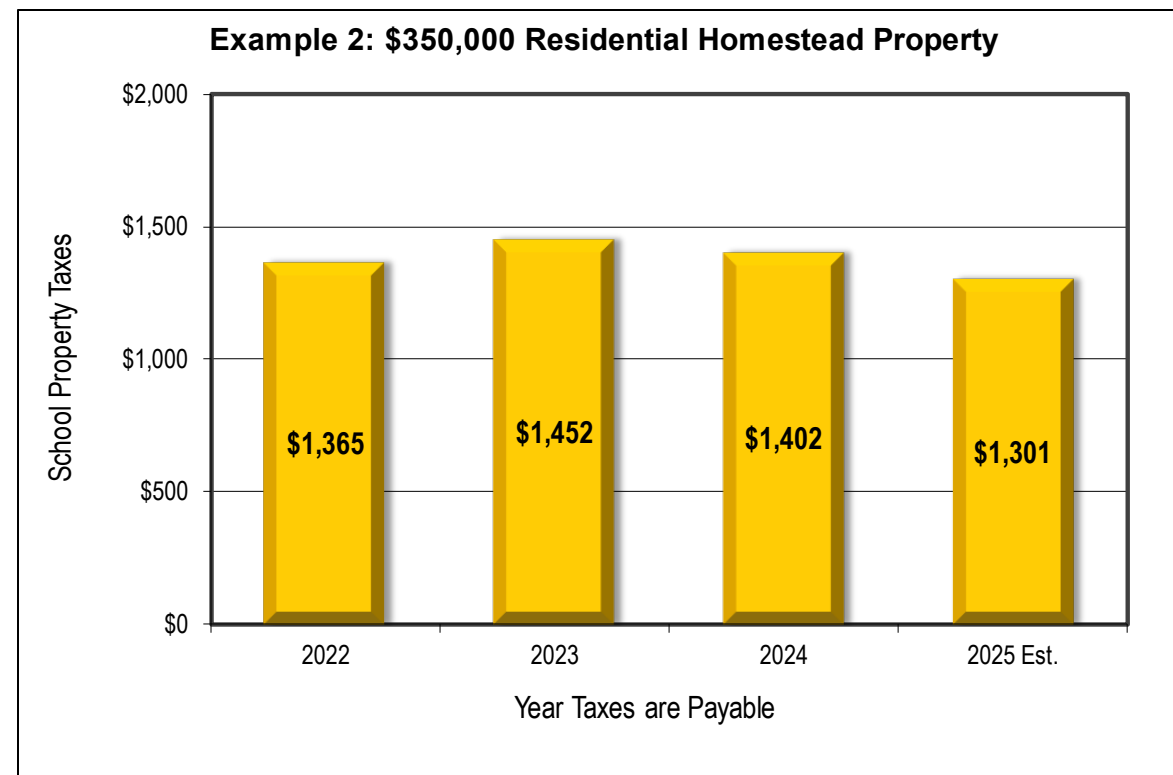
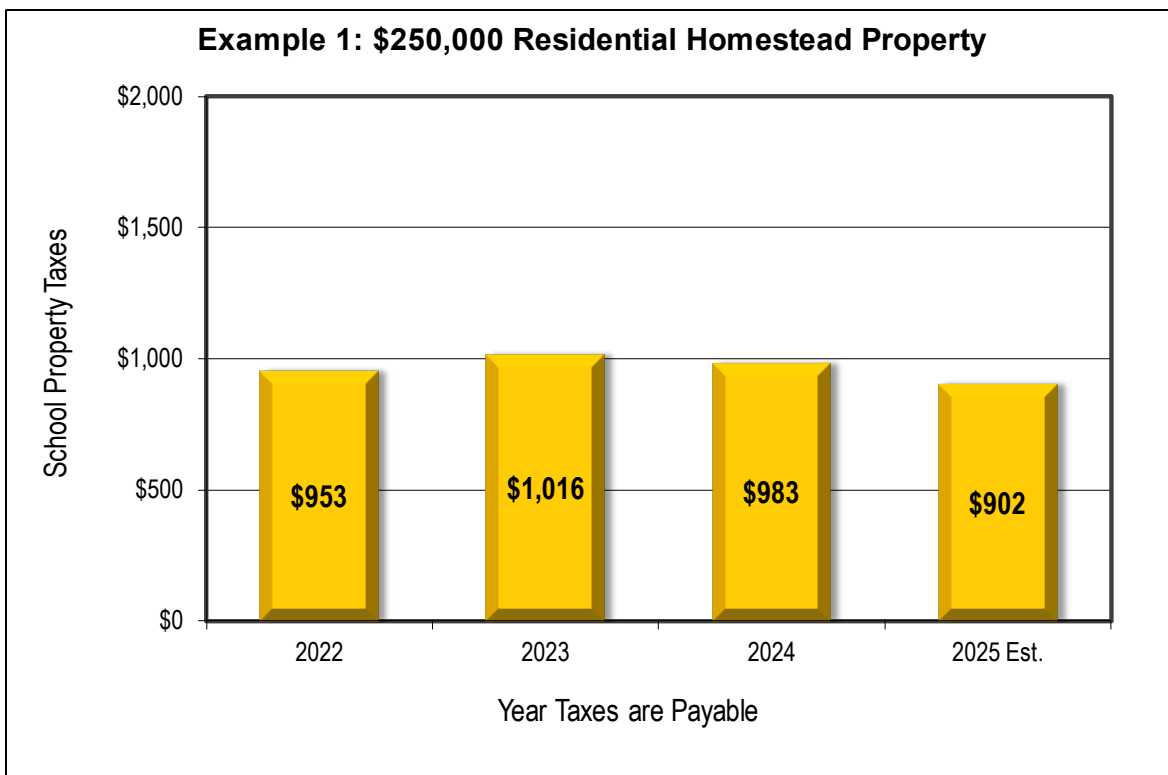
For commercial-industrial property, amounts above are for property in Burnsville. Taxes for commercial-industrial property in other municipalities may be slightly different, due to the impact of the Fiscal Disparities Program.

General Notes

1. Amounts are based on school district taxes only, and do not include taxes for city or township, county, state, or other taxing jurisdictions.
2. Estimates of taxes payable in 2025 are preliminary, based on the best data available.
3. For all examples of properties, taxes are calculated based on no changes in estimated market value from 2022 to 2025.

Estimated Changes in School Property Taxes, 2022-25

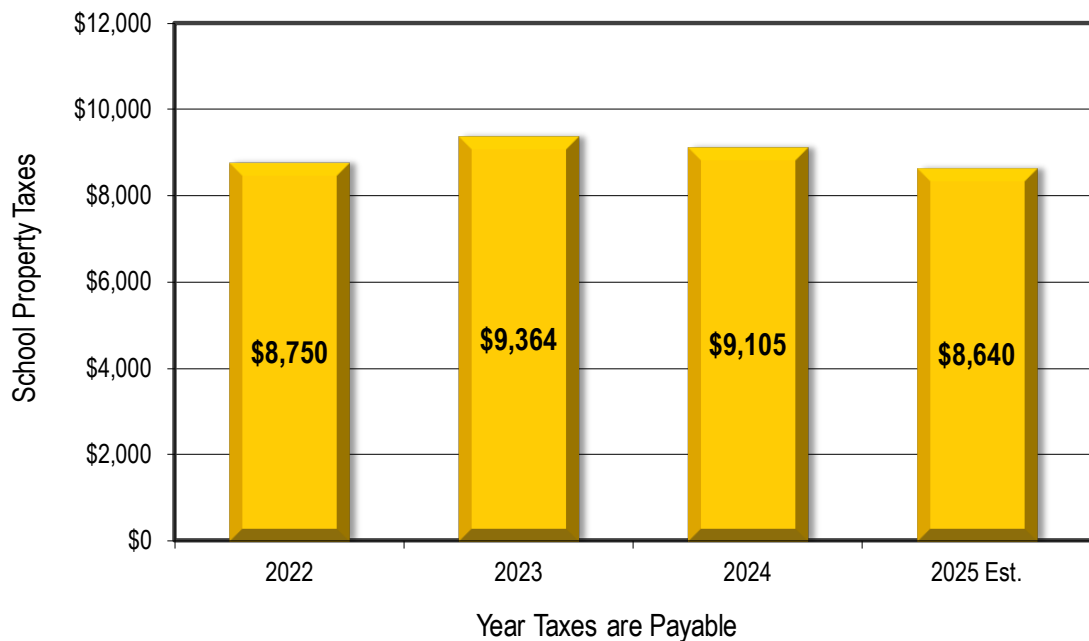
- Based on No Changes in Property Value



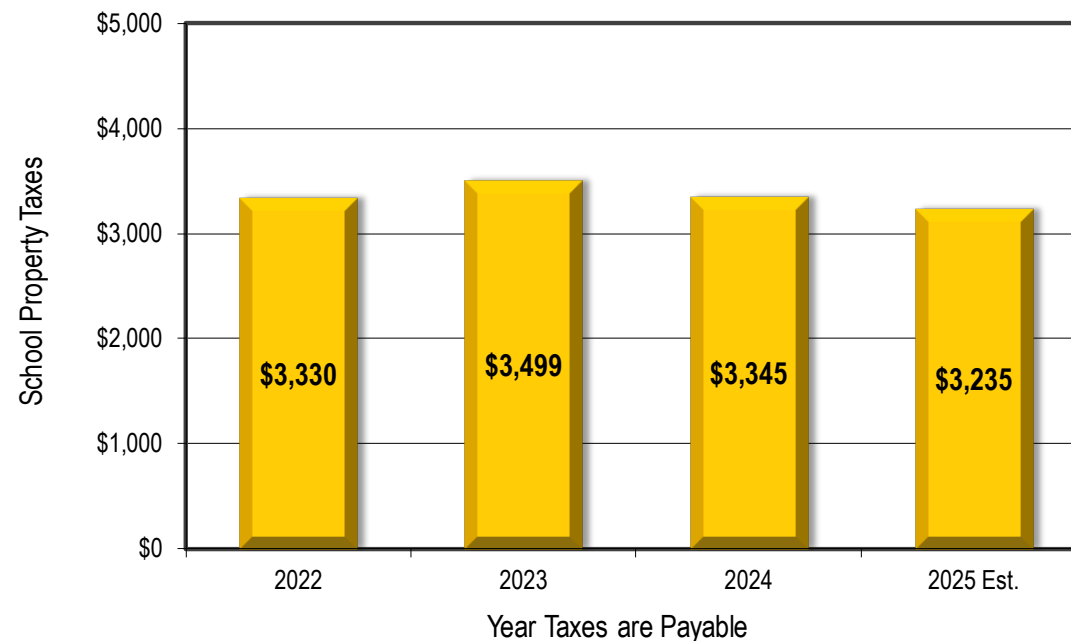
Estimated Changes in School Property Taxes, 2022-25

- Based on No Changes in Property Value

Example 3: \$2,000,000 Commercial - Industrial Property

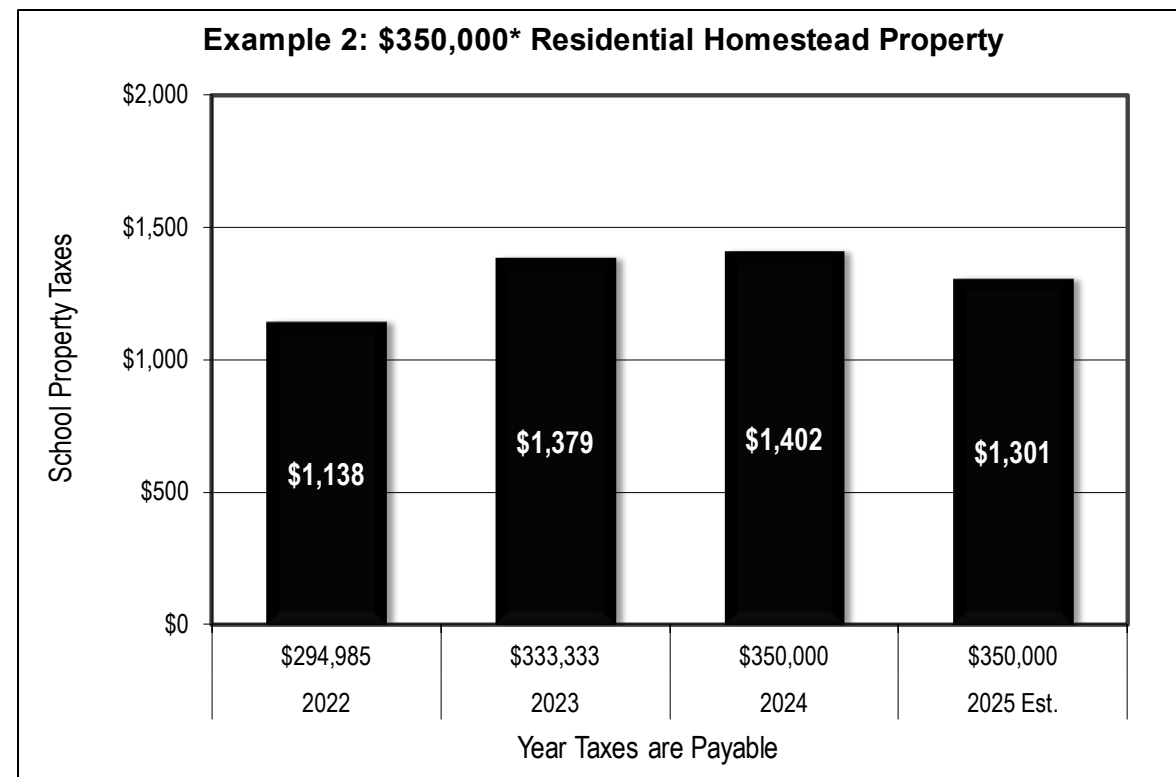
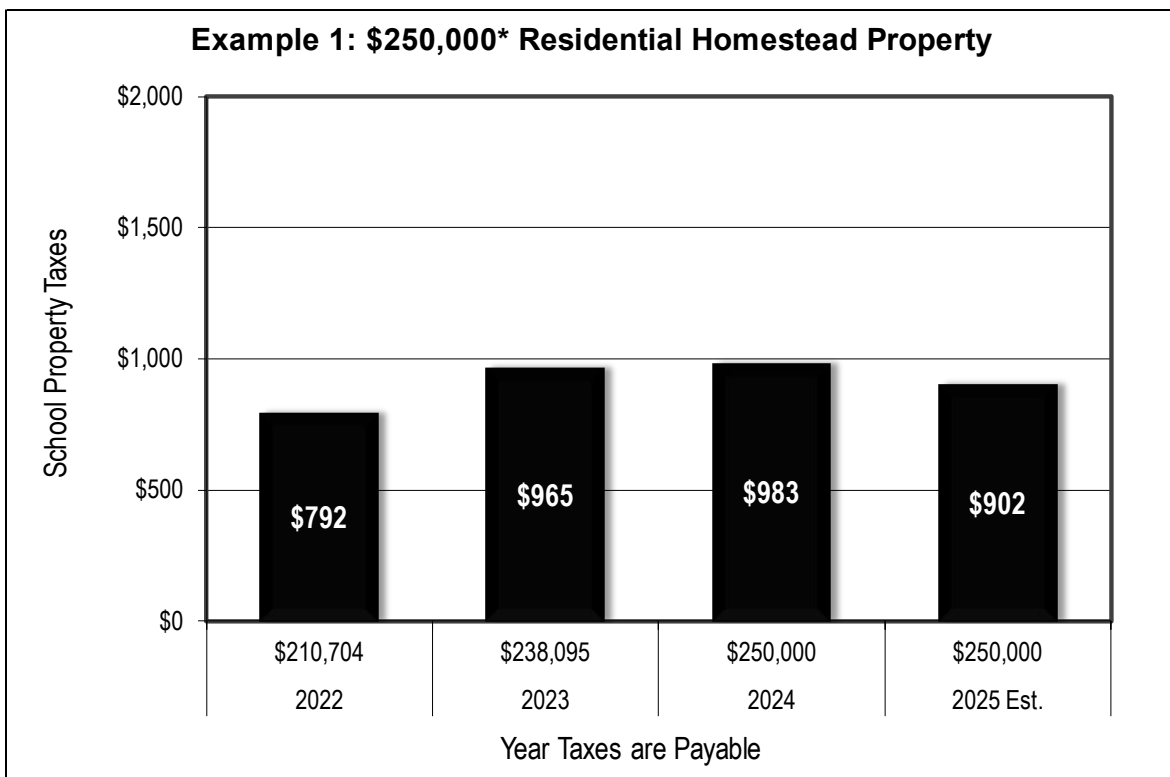


Example 4: \$750,000 Apartment - Non Residential Homestead Property



Estimated Changes in School Property Taxes, 2022-25

- Based on 18.7% Cumulative Changes in Property Value



* Estimated market value for taxes payable in 2025. Taxes are calculated based on changes in market value of 13.0% from 2022 to 2023, 5.0% from 2023 to 2024 and 0.0% from 2024 to 2025.

State Property Tax Refunds & Deferral

Homestead Credit Refund

- Available for all homestead property, both residential and agricultural (house, garage and one acre (HGA) only)
- Refund is sliding scale, based on total property taxes and income (maximum refund is \$3,310 for homeowners and \$2,640 for renters)

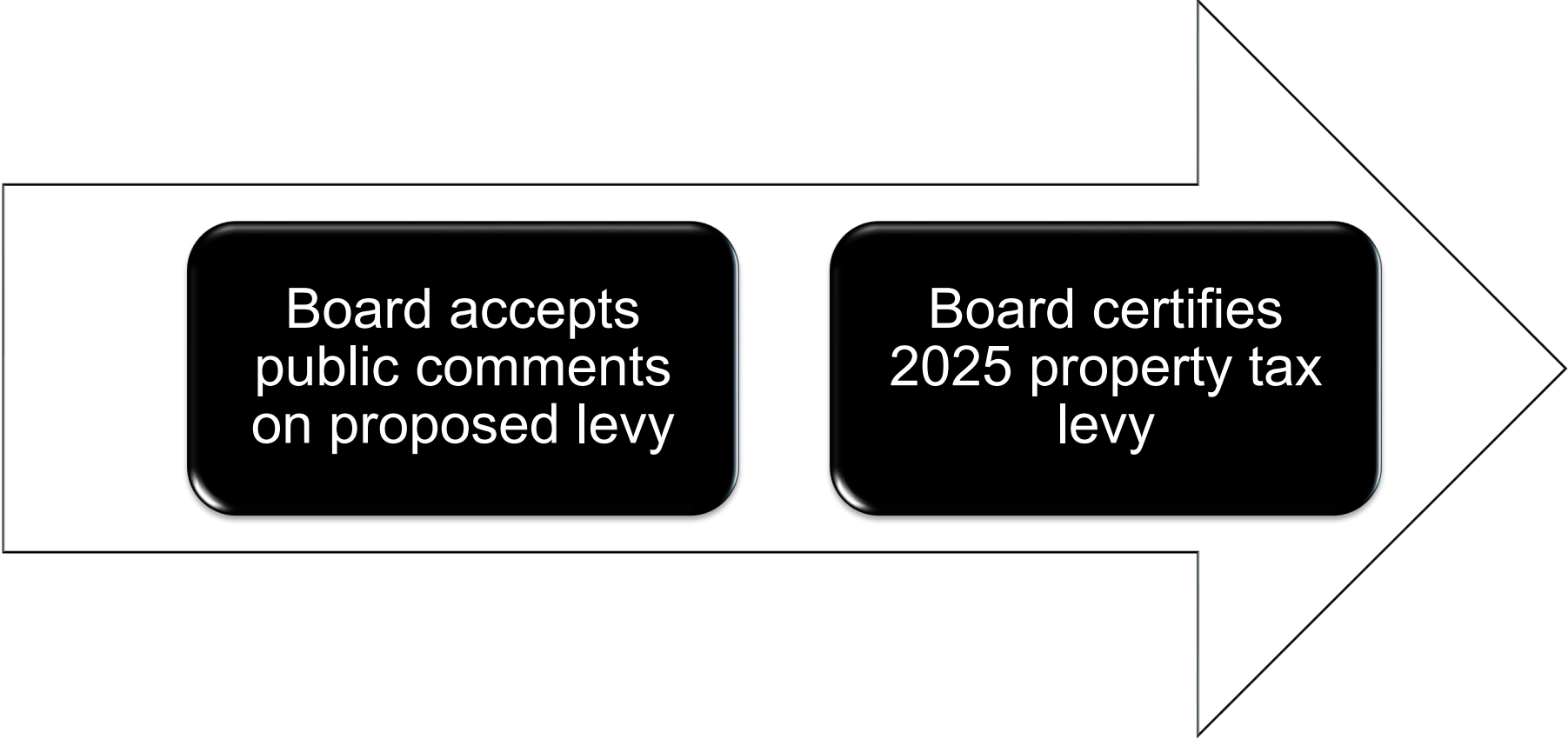
Special Property Tax Refund

- Available for all homestead property, both residential & agricultural (HGA only) with a gross tax increase of at least 12% and \$100 over prior year
- Refund is 60% of tax increase that exceeds greater of 12% or \$100 (max \$1,000)

Senior Citizen Property Tax Deferral

- Allows people 65 years of age or older with household income of \$96,000 or less to defer a portion of property taxes on their home
- Deferred property taxes plus accrued interest must be paid when home is sold or homeowner(s) dies

Next Steps



Board accepts
public comments
on proposed levy

Board certifies
2025 property tax
levy

Public Comments

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	8,798,837.03	103,900.08-	165,683.80			8,860,620.75
TOTAL GENERAL	37,507,451.88	1,077,911.19-	165,683.80			36,595,224.49
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	50,805,315.98	2,224,512.31-	234,453.11			48,815,256.78

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	36,595,224.49	2,735,337.70-	6.95-
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	48,815,256.78	2,224,829.92-	4.36-

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			

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
SUBTOTALS BY LEVY CATEGORY						
(5001)	GENERAL-RMV VOTER	21,448,839.43	21,448,839.43	17,163,924.95	17,163,924.95	
(5002)	GENERAL-RMV OTHER	7,293,645.52	7,293,645.52	5,880,987.19	5,880,987.19	
(5003)	GENERAL-NTC VOTER	4,351,374.36	4,351,374.36	4,689,691.60	4,689,691.60	
(5004)	GENERAL-NTC OTHER	6,236,702.87	6,236,702.88	8,860,620.75	8,860,620.75	
(5009)	COMMUNITY SERV-NTC OTHER	1,617,467.62	1,617,467.62	1,590,369.61	1,590,369.61	
(5013)	GENL DEBT-NTC VOTER	3,309,515.63	3,309,515.63	3,545,425.80	3,545,425.80	*1
(5014)	GENL DEBT-NTC OTHER	5,377,431.32	5,377,431.32	5,710,194.69	5,710,194.69	*1
(5020)	OPEB DEBT-NTC VOTER					
(5021)	OPEB DEBT-NTC OTHER	1,405,109.93	1,405,109.94	1,374,042.19	1,374,042.19	
SUBTOTALS BY FUND						
(5005)	GENERAL FUND	39,330,562.19	39,330,562.19	36,595,224.49	36,595,224.49	
(5009)	COMMUNITY SERVICES FUND	1,617,467.62	1,617,467.62	1,590,369.61	1,590,369.61	
(5015)	GENERAL DEBT SERVICE FUND	8,686,946.95	8,686,946.95	9,255,620.49	9,255,620.49	
(5022)	OPEB/PENSION DEBT SERVICE FUND	1,405,109.93	1,405,109.94	1,374,042.19	1,374,042.19	
SUBTOTALS BY TAX BASE						
	REFERENDUM MARKET VALUE	28,742,484.95	28,742,484.95	23,044,912.14	23,044,912.14	
	NET TAX CAPACITY	22,297,601.74	22,297,601.75	25,770,344.64	25,770,344.64	
SUBTOTALS BY TRUTH IN TAXATION CATEGORY						
	VOTER APPROVED	29,109,729.42	29,109,729.42	25,399,042.35	25,399,042.35	
	OTHER	21,930,357.27	21,930,357.28	23,416,214.43	23,416,214.43	
TOTAL LEVY						
	TOTAL LEVY	51,040,086.70	51,040,086.70	48,815,256.78	48,815,256.78	

ALLOWABLE INCREASE

ALLOWABLE INCREASE AMOUNT

MAXIMUM ALLOWABLE CERTIFIED LEVY

48,815,256.78

FOOTNOTES:

*1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES

NOTE TO SCHOOL DISTRICTS: MUST CERTIFY PROPOSED AND FINAL LEVIES VIA THE WEB-BASED LEVY CERTIFICATION SYSTEM AVAILABLE ON THE MDE WEBSITE, HTTP://EDUCATION.STATE.MN.US.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL REFER MARKET VALUE VOTER APPROVED:						
(313)	1ST TIER RMV REFER	3,816,068.00	3,816,068.00	3,594,716.00	3,594,716.00	*2
(314)	2ND TIER RMV REFER	8,795,621.95	8,795,621.95	8,644,901.25	8,644,901.25	*2
(315)	UNEQUALIZED RMV REFER	5,663,044.91	5,663,044.91	5,470,688.88	5,470,688.88	
(1031)	FY2025 1ST TIER REF ADJUST	190,532.00	190,532.00	145,820.00-	145,820.00-	*2
(1039)	FY2025 2ND TIER REF ADJUST	972,381.65	972,381.65	336,099.25-	336,099.25-	*2
(1047)	FY2025 UNEQUAL REF ADJUST	705,227.58	705,227.58	196,529.67-	196,529.67-	
(1053)	FY2025 TBRA ALLOC ADJUST					*2
(1062)	FY2025 REF HOLD HARMLESS ADJ					
(1137)	FY2023 1ST TIER REF ADJUST	139,577.80	139,577.80	4,526.40	4,526.40	
(1144)	FY2023 2ND TIER REF ADJUST	279,762.46	279,762.46	9,404.58	9,404.58	
(1151)	FY2023 UNEQUAL REF ADJUST	886,623.08	886,623.08	118,136.76	118,136.76	
(1157)	FY2023 TBRA ALLOC ADJUST					
(1169)	FY2023 REF HOLD HARMLESS ADJ					
(1334)	OTHER RMV REF ADJUST (MEMO)					
(3025)	RMV REF NET OFFSET ADJUST					
(4055)	REFERENDUM TACONITE ADJUST					
(5001)	TOTAL GENERAL - RMV VOTER APPROVED	21,448,839.43	21,448,839.43	17,163,924.95	17,163,924.95	
GENERAL REFER MARKET VALUE OTHER:						
(310)	1ST TIER LOCAL OPTIONAL	2,485,348.41	2,485,348.41	2,340,988.41	2,340,988.41	2,340,988.41 *3
(238)	2ND TIER LOCAL OPTIONAL	3,517,419.20	3,517,419.20	3,313,390.40	3,313,390.40	3,313,390.40 *3
(242)	EQUITY	414,790.00	414,790.00	390,730.00	390,730.00	*3
(245)	TRANSITION	279,734.37	279,734.37	263,508.31	263,508.31	*3
(1011)	FY2025 LOR TIER 1 ADJUST	88,255.57	88,255.57	95,100.00-	95,100.00-	*3
(1015)	FY2025 LOR TIER 2 ADJUST	175,620.80	175,620.80	134,408.00-	134,408.00-	*3
(1019)	FY2025 EQUITY ADJUST	20,710.00	20,710.00	15,850.00-	15,850.00-	*3
(1023)	FY2025 TRANSITION ADJUST	13,966.83	13,966.83	10,689.23-	10,689.23-	*3
(1055)	FY2025 LOR TIER 1 TBRA ADJUST					*2
(1064)	FY2025 LOR TIER 1 HOLD HARM ADJ					
(1109)	FY2023 LOR TIER 1 ADJUST	143,742.86	143,742.86	22,967.32-	22,967.32-	22,967.32-
(1116)	FY2023 LOR TIER 2 ADJUST	128,654.32	128,654.32	4,172.16	4,172.16	4,172.16
(1123)	FY2023 EQUITY ADJUST	15,171.50	15,171.50	153,119.34-	153,119.34-	
(1130)	FY2023 TRANSITION ADJUST	10,231.66	10,231.66	331.80	331.80	
(1163)	FY2023 LOR TIER 1 TBRA ADJUST					
(1175)	FY2023 LOR TIER 1 HOLD HARMLESS					
(1339)	OTHER ADJ, GEN OTHER RMV					
(3026)	GENERAL OTH RMV NET OFFSET ADJ					
(4053)	GENERAL OTH RMV TACONITE ADJUST					
(5002)	TOTAL GENERAL - RMV OTHER	7,293,645.52	7,293,645.52	5,880,987.19	5,880,987.19	

FOOTNOTES:

*2 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING REFERENDUM EQUALIZATION AID (PRIOR TO TAX BASE REPLACEMENT AID AND REFERENDUM HOLD HARMLESS).

*3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID. FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LVYSUP01910125
 DISTRICT NO. 0191 TYPE 01
 DISTRICT NAME Burnsville-Eagan-Savage S
 ECSU REGION 11 Dakota County

M I N N E S O T A D E P A R T M E N T O F E D U C A T I O N
 L E V Y S U P P L E M E N T A L R E P O R T
 2 0 2 4 P A Y A B L E 2 0 2 5

ED-00111-46

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 DATE OF RUN: 11/25/24

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY VOTER APPROVED:						
(492)	CAPITAL PROJECT REFERENDUM	4,351,374.36	4,351,374.36	4,689,691.60	4,689,691.60	
(1337)	OTHER NTC VOTER ADJ					
(4057)	CAPITAL PROJ TACONITE ADJ					
(5003)	TOTAL GENERAL - NTC VOTER APPROVED	4,351,374.36	4,351,374.36	4,689,691.60	4,689,691.60	

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER:						
INITIAL LEVIES:						
(232)	OPERATING CAPITAL	1,324,288.67	1,324,288.67	1,436,149.33	1,436,149.33	*3
(337)	ALT TEACHER COMP (Q COMP)	710,457.93	710,457.93	685,290.06	685,290.06	*4
(359)	ACHIEVEMENT & INTEGRATION	580,509.80	580,509.80	602,392.48	602,392.48	*5
(363)	FY2025 REEMPLOYMENT INS	100,000.00	100,000.00	100,000.00	100,000.00	
(365)	SAFE SCHOOLS	298,648.79	298,648.80	281,325.60	281,325.60	
(368)	SAFE SCHOOLS INTERMEDIATE	103,697.50	103,697.50	117,219.00	117,219.00	
(371)	JUDGMENT					*6
(373)	ICE ARENA					
(385)	FY2025 CAREER TECHNICAL	364,194.71	364,194.71	364,194.71	364,194.71	
(389)	FY2024 ANNUAL OTHER POST- EMPLOYMENT BENEFITS (OPEB)					
(444)	LT FACILITIES EQUAL					*4
(445)	LT FACILITIES UNEQUAL	2,560,960.80	2,560,960.80	4,920,844.75	4,920,844.75	
(455)	DISABLED ACCESS					
(489)	BUILDING/LAND LEASE	329,052.08	329,052.08	291,421.10	291,421.10	
(490)	COOP BUILDING REPAIR					
(491)	OTHER CAPITAL (MEMO)					
(494)	CONSOL/TRANSITION					
(495)	REORG OPERATING DEBT					
(496)	FY2025 HEALTH BENEFITS					
(497)	ADDITIONAL RETIREMENT					
(498)	SEVERANCE					
(499)	ADMINISTRATIVE DISTRICT					
(500)	SWIMMING POOL					
(501)	TREE GROWTH					
(502)	CONSOL/RETIREMENT					
(503)	ECON DEV ABATEMENT					
(504)	OTHER GENERAL (MEMO)					
(5005A)	SUBTOTAL - INITIAL LEVIES - GENERAL NTC OTHER	6,371,810.28	6,371,810.29	8,798,837.03	8,798,837.03	

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *4 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN EQUALIZATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *6 WITH COMMISSIONER APPROVAL, DISTRICTS MAY SPREAD THIS LEVY OVER UP TO THREE YEARS.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1003)	FY2025 OPER CAPITAL ADJUST	1,591.62	1,591.62	1,110.19-	1,110.19-	*3
(1102)	FY2023 OPER CAPITAL ADJUST	3,626.44	3,626.44	2,436.63	2,436.63	
(1072)	FY2025 ALT TEACHER COMP ADJUST	1,747.51-	1,747.51-	19,403.93-	19,403.93-	*7
(1204)	FY2023 ALT TEACHER COMP ADJUST	68.21-	68.21-	29,524.68-	29,524.68-	
(1068)	FY2025 ACHIEVE & INTEG ADJUST	16,201.81	16,201.81			*5
(1182)	FY2023 ACHIEVE & INTEG ADJUST			38,212.06	38,212.06	*5
(1187)	FY2023 REEMPLOYMENT ADJUST	175,000.00-	175,000.00-	78,545.19-	78,545.19-	
(1192)	FY2023 SAFE SCHOOLS ADJUST	1,194.12-	1,194.12-	20,643.84	20,643.84	
(1197)	FY2023 SAFE SCHOOLS INTERM ADJ	414.62-	414.62-	7,168.00	7,168.00	
(1230)	FY2023 CAREER TECHNICAL ADJUST	1,658.78	1,658.78			
(1234)	FY2023 HEALTH BENEFITS ADJUST					
(1240)	FY2023 ANNUAL OPEB ADJUST					
(1076)	FY2025 LTFM EQUAL ADJUST					
(1080)	FY2025 LTFM UNEQUAL ADJUST			16,349.00-	16,349.00-	
(1081)	FY2025 H&S REBATE ADJ					
(1088)	FY2024 LTFM EQUAL ADJUST					
(1095)	FY2024 LTFM UNEQUAL ADJUST	111,896.95	111,896.95	25,918.92	25,918.92	
(1215)	FY2023 LTFM EQUAL ADJUST					
(1226)	FY2023 LTFM UNEQUAL ADJUST					
(5005B)	SUBTOTAL - ADJUSTMENTS-THIS PAGE					
	GENERAL NTC OTHER	43,448.86-	43,448.86-	50,553.54-	50,553.54-	

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *7 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN ALTERNATIVE COMPENSATION EQUALIZATION

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1327)	PAY 22 LEASE ADJUST	179,898.65-	179,898.65-	53,346.54-	53,346.54-	
(1328)	LEASE LEVY ADJ (MEMO)					
(1329)	OTHER CAPITAL ADJUST (MEMO)					
(758)	FY2026 FAC & EQUIP BOND ADJUST					
(1331)	ECON DEV ABATE ADJUST					
(1332)	DEBT SURPLUS ADJUST					
(1346)	OTHER GENERAL ADJUST					
(2038)	ABATEMENT ADJUSTMENT	74,286.22	74,286.22	206,670.99	206,670.99	*10
(2051)	CARRY-OVER ABATEMENT ADJUST					*11
(2069)	ADVANCE ABATEMENT ADJUST	13,953.88	13,953.88	40,987.19-	40,987.19-	*12
(4047)	GENERAL OTH NTC TACONITE ADJUST					
(5005C)	SUBTOTAL - ADJUSTMENTS- THIS PAGE GENERAL NTC OTHER	91,658.55-	91,658.55-	112,337.26	112,337.26	
(5005A)	SUBTOTAL - INITIAL LEVIES- PAGE 34 GENERAL NTC OTHER	6,371,810.28	6,371,810.29	8,798,837.03	8,798,837.03	
(5005B)	SUBTOTAL - ADJUSTMENTS- PAGE 35 GENERAL NTC OTHER	43,448.86-	43,448.86-	50,553.54-	50,553.54-	
(5004)	TOTAL GENERAL - NTC OTHER	6,236,702.87	6,236,702.88	8,860,620.75	8,860,620.75	

FOOTNOTES:

- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
COMMUNITY SERVICE:						
(609)	BASIC COMMUNITY EDUC	485,566.73	485,566.74	458,903.01	458,903.01	*13
(619)	EARLY CHILD FAMILY	259,321.12	259,321.12	278,162.29	278,162.29	*14
(624)	HOME VISITING	8,482.85	8,482.85	9,105.00	9,105.00	
(631)	ADULTS W/ DISABILITIES	7,769.06	7,769.06	7,374.72	7,374.72	
(636)	SCHOOL-AGE CARE	830,000.00	830,000.00	830,000.00	830,000.00	*14
(638)	OTHER COMM ED (MEMO)					
(1403)	FY2025 EARLY CHILD FAMILY ADJ	13,180.86-	13,180.86-	471.71-	471.71-	
(1407)	FY2023 HOME VISITING ADJUST	118.42-	118.42-	584.40-	584.40-	
(1411)	FY2023 SCHOOL-AGE CARE ADJUST	35,677.79	35,677.79			
(1412)	ADULTS W/ DISABILITIES ADJUST					
(1415)	OTHER ADJUST (MEMO)					
(2039)	ABATEMENT ADJUSTMENT	3,491.67	3,491.67	9,967.12	9,967.12	*10
(2052)	CARRY-OVER ABATEMENT ADJUST					*11
(2070)	ADVANCE ABATEMENT ADJUST	457.67	457.67	2,086.42-	2,086.42-	*12
(4045)	COM SERV TACONITE ADJUST					
(5009)	TOTAL COMMUNITY SERVICE	1,617,467.62	1,617,467.62	1,590,369.61	1,590,369.61	

FOOTNOTES:

- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
 - *13 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID.
 - *14 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID. DISTRICT MUST PROVIDE A COMMUNITY EDUCATION PROGRAM TO QUALIFY FOR THIS LEVY.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
DEBT SERVICE VOTER APPROVED:						
(806)	DEBT SERVICE-AID ELIG	3,886,064.00	3,886,064.00	3,888,164.00	3,888,164.00	*15
(808)	DEBT SERVICE-AID INELIG					*15
(778)	NATURAL DISASTER DEBT					*15
(1700)	REDUCTION FOR DEBT EXCESS	608,847.25-	608,847.25-	394,910.94-	394,910.94-	
(1701)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT	25,839.54	25,839.54	66,469.13	66,469.13	*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST	6,459.34	6,459.34	14,296.39-	14,296.39-	*12,16
(3034)	GDS VTR NET OFFSET ADJUST					
(3506)	GDS VTR MAX EFFORT ADJ					
(4061)	GDS VTR TACONITE ADJUST					
(5013)	TOTAL DEBT SERVICE VOTER APPROVED	3,309,515.63	3,309,515.63	3,545,425.80	3,545,425.80	*1
DEBT SERVICE OTHER:						
(807)	DEBT SERVICE-AID ELIG					*15
(809)	DEBT SERVICE-AID INELIG					*15
(769)	LT FACILITIES DEBT SERVICE	6,383,003.00	6,383,003.00	6,359,323.08	6,359,323.08	*15
(1708)	FY2025 LTFM DEBT SERV ADJ	302.85-	302.85-			
(1715)	FY2024 LTFM DEBT SERV ADJ	39.81-	39.81-	190.50	190.50	190.50
(1726)	FY2023 LTFM DEBT SERV ADJ	5,175.06-	5,175.06-	597.54-	597.54-	597.54-
(1703)	REDUCTION FOR DEBT EXCESS	1,000,053.96-	1,000,053.96-	648,721.35-	648,721.35-	
(1704)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT					*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST					*12,16
(3035)	GDS OTH NET OFFSET ADJUST					
(3507)	GDS OTH MAX EFFORT ADJ					
(4051)	GDS OTH TACONITE ADJUST					
(5014)	TOTAL DEBT SERVICE OTHER	5,377,431.32	5,377,431.32	5,710,194.69	5,710,194.69	*1

FOOTNOTES:

- *1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES
- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *16 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2040, 2053 AND 2071 APPEAR AS VOTER APPROVED DEBT SERVICE IF VOTER APPROVED INITIAL DEBT SERVICE LEVY ON LINE 810 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
OPEB/PENSION DEBT SERVICE VOTER APPROVED:						
(902)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1900)	REDUCTION FOR DEBT EXCESS					
(1901)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT					*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST					*12,17
(4059)	OPEB/PENSION DEBT TACONITE ADJUST					
(5020)	TOTAL OPEB/PENSION DEBT SERVICE VOTER APPROVED					
OPEB/PENSION DEBT SERVICE OTHER:						
(907)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS	1,469,759.00	1,469,759.00	1,466,832.00	1,466,832.00	*15
(1903)	REDUCTION FOR DEBT EXCESS	68,327.54-	68,327.54-	101,505.68-	101,505.68-	
(1904)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT	3,678.47	3,678.47	9,430.68	9,430.68	*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST			714.81-	714.81-	*12,17
(3041)	OPEB DEBT OTH NET OFFSET ADJUST					
(4049)	OPEB/PENSION DEBT TACONITE ADJUST					
(5021)	TOTAL OPEB/PENSION DEBT SERVICE OTHER	1,405,109.93	1,405,109.94	1,374,042.19	1,374,042.19	

FOOTNOTES:

- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *17 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2041, 2054 AND 2072 APPEAR AS VOTER APPROVED OPEB DEBT SERVICE IF VOTER APPROVED INITIAL OPEB DEBT SERVICE LEVY ON LINE 902 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

END OF LEVY LIMITATION AND CERTIFICATION REPORT



**Agenda IV.A.
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Amy Piotrowski, director of student support services and Morgan McDowell, teacher
on special assignment

Date: December 12, 2024

Re: Attendance Pilot Report

Attendance Pilot Program

December 12, 2024

Amy Piotrowski, Director of Student Support Services

Morgan McDowell, Teacher on Special Assignment

Vision

In 2024-2026, One91 will create a multi-pronged approach to system redesign around the question:

How might we proactively decrease the amount of chronically absent students in our system?

(Chronically absent student, as defined by students missing more than 15 days or 9% of instructional class periods in a school year.)



Best Practices

SCALE & INTENSITY OF CHALLENGE

REQUIRES A SYSTEMIC APPROACH

1

Improvement
is Possible.

2

Know Your
Challenge.

3

Organize Your
Response.

4

Align Your
Resources.

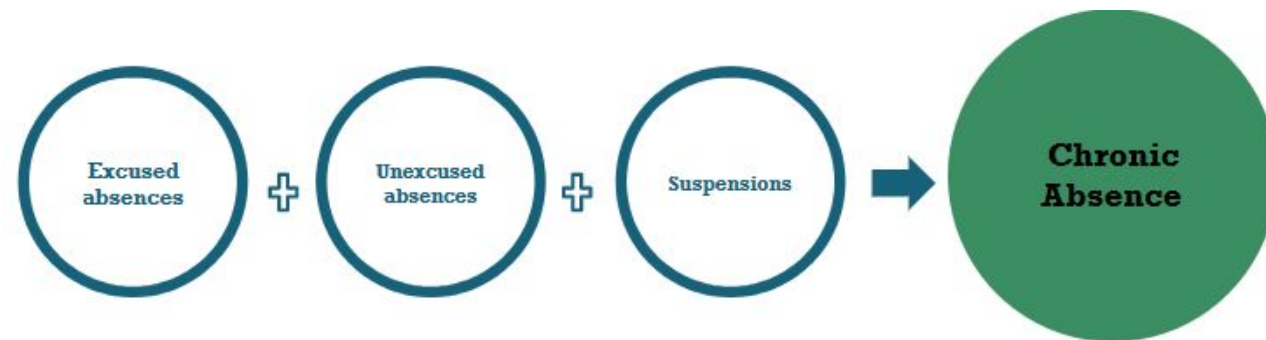
Mitigation

Problem-Solving

Prevention

District and School Teams
with Actionable Data

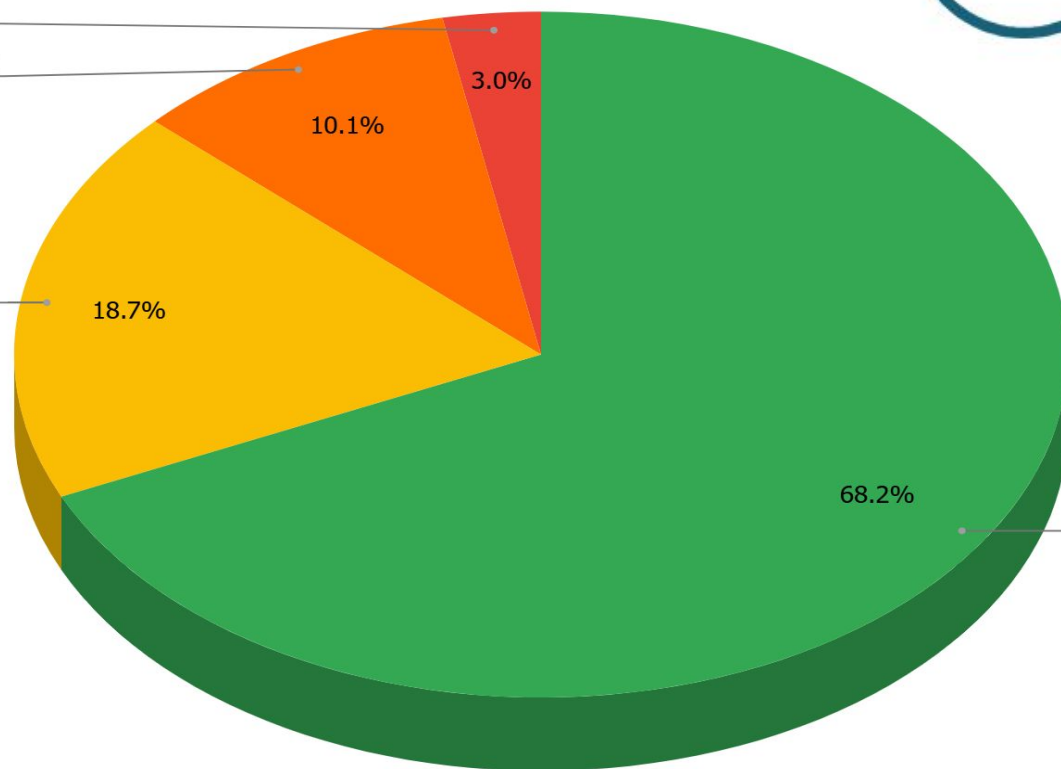
Current Reality



Severe Chronic Absenteeism
3.0%

Moderate Chronic Absenteeism
10.1%

Mild Chronic Absenteeism
18.7%



Consistent Attendance
68.2%

Definitions:

- Consistent Attendance - 91-100%
- Mild Chronic Absenteeism - 80-90%
- Moderate Chronic Absenteeism - 51-70%
- Severe Chronic Absenteeism - Less than 50%

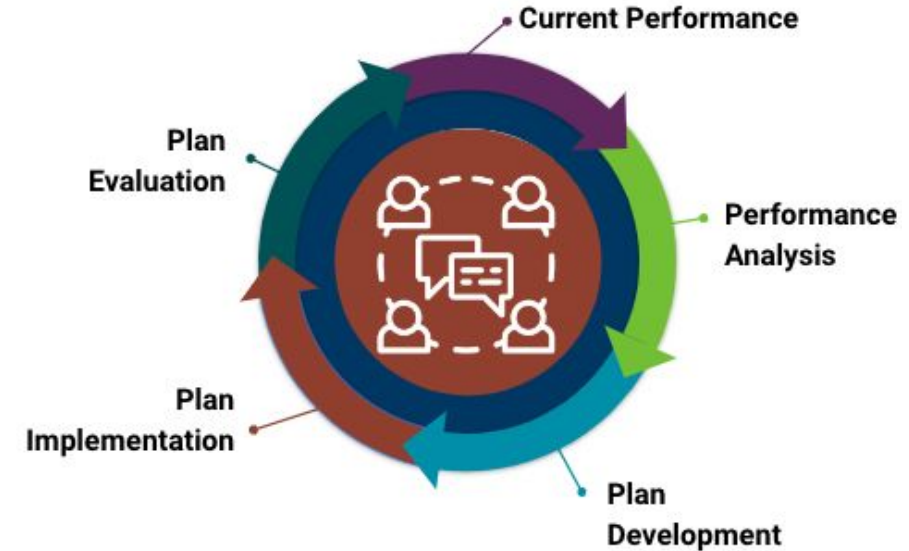
Inclusive Partnerships

- 12 Pilot Districts - 3 Years
- Legislative Study Group
- Scott & Dakota County - Prevention Partnerships
- Communications - Tier 1 Communication, Parent Square
- Clerical Staff - Consistent Guidance
- Support Staff - Data Based Decision Making
- Student and Family Engagement



Process

- Understanding Root Cause
 - Chronic Absenteeism Data
 - Staff Focus Groups
 - Social Workers, Cultural Liaisons, Clerical
 - District Systems Self Assessment
 - Pilot Sites School Self Assessment
 - Edward Neill Elementary
 - Eagle Ridge Middle School
 - Burnsville High School



Next Steps

- Engage with students, families, and community
- Partner with District Attendance Team and School Pilot Sites to develop comprehensive plan



[Thank You]



**Agenda IV.B.
December 12, 2024**

To: Board of Education

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

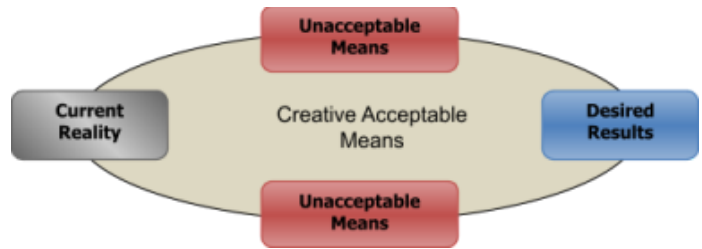
Date: December 12, 2024

Re: Preliminary Budget Report

GUIDING CHANGE DOCUMENT

FY26 Budget

Driving Question(s): *How will the budget for FY26 continue to support our mission and priorities, position the budget to leverage every funding source available, while aligning with the goals of advancing equitable student outcomes and the district's strategic directions?*



<p align="center">Current Reality “The Why”</p>	<p align="center">Unacceptable Means “The Not-How”</p>	<p align="center">Desired Results “The What”</p>
<p>The following realities necessitate discussion about the FY26 budget:</p> <ol style="list-style-type: none"> 1. Pre-K Pathways development has identified multi-year programmatic investments for full implementation. 2. Virtual Academy launched in FY22, assessment in process. 3. We are projecting a modest decline in enrollment for the 2025-26 school year that may result in a decrease in revenue. 4. 80% of the costs are salaries and benefits. 5. State and federal funding is not keeping pace with program costs. 6. The school board’s general fund unassigned fund balance policy requires a minimum of 8% at the end of each fiscal year. To ensure this minimum, it is anticipated budget adjustments will be necessary any year in which a decline in enrollment is projected. 7. Challenges posed by the pandemic continue to impact staffing and we anticipate single and possibly double digit increases in costs for employee health benefits, transportation, food, supplies and utilities. 8. The state anticipated a small budget forecast surplus. The MN February Budget Forecast is released at the end of February. 10. We received legislation to allow for us to maximize use of property sale proceeds in the general fund. 11. General Education formula allowance is expected to increase by 2.5% FY25 to FY26. 12. Statewide, supplemental aid (not on the formula) is provided for four years only to English learners. 14. School districts are required to develop teacher mentoring programs and to use staff development revenue for this purpose. 15. November 2024, the public approved renewal of our capital technology levy to support our technology instruction and infrastructure for 10 more years. 16. We have 5 years remaining on our operating levy. 	<p>It will be unacceptable to:</p> <ol style="list-style-type: none"> 1. violate laws, contracts, or agreements. 2. continue to fund initiatives or programs that do not support World’s Best WorkForce, Achievement and Integration Plan, PreK-12 Pathways and district priorities. 3. not complete an annual programmatic, site, department level line item review of actual expenditures to make necessary adjustments. 4. invest short term in programs or initiatives that will result in the long term in creating further deficits. 5. develop a budget that creates greater systemic inequities. 6. fail to involve multiple voices in the process. 7. fail to systematically and thoroughly review the budget for adjustments. 8. to leverage revenue generating opportunities that do not align to our district strategic priorities. 	<p>The outcome of the budget process will result in a budget:</p> <ol style="list-style-type: none"> 1. aligned to Strategic Roadmap initiatives and equity goals. 2. designed to retain and recruit students. 3. with competitive class sizes and programs for our students. 4. structurally sustainable budget to plan for multiple years of programming and staffing security. Process understands that some years the revenue will be needed to offset increased expenditures in other fiscal years. 5. maintains a budget that follows board fund balance policy and rationale used to define the level, acceptable uses of fund balance, and mechanisms to ensure that fund balance is replenished. 6. built to maximize cross departmental collaboration. 7. built in a transparent budget process that includes constituents’ perspectives and input. 8. approved by the School Board by June 30, 2025.

Preliminary Fiscal Year 2026 Budget

State and Federal Funding

- Our General Education formula per pupil allocation for FY25 is \$7,281. In FY26, the per pupil amount increase is tied to inflation. It will increase by at least 2% but not more than 3%. We are using a 2.40% increase, \$7,456 per pupil. (Oct. 1, Early Education -12+ count is 7,672. This is down 53 students from a year ago).
- Projected FY26 K-12 enrollment is expected to be around 7,000 students, approximately 7,021 students. The decline in enrollment will decrease our General Education Formula amount by \$175,000.
- English Learner Cross Subsidy Reduction Aid - Additional statewide, supplemental aid is provided for English learners. For FY26 the expected amount is \$50,000. This remains flat compared to FY25. The 2023 legislative session increased the English Learner aid formula from \$954 per pupil to \$1,664 per pupil. This results in an additional \$1 million in aid for our English learners. Between FY25 and FY26 the revenue is flat. (Oct. 1, Limited English Proficient count is 1,894 students; up 113 from a year ago).
- Special Education Revenue – FY26 the expected amount is \$27.5 million. This is an increase of \$5.5 million from the current FY25 budget. The increase is due to historically under budgeting here and not any new funding or change in formula calculations. (Oct. 1, Special Education count is 1,231 students; up 39 from a year ago).
- Compensatory funding for FY25 is approximately \$15 million but funding for FY26 remains unknown as MDE has not released revenue reports due to a change in the funding calculation.
- Anticipated Achievement and Integration funding for FY25 is \$2,064,567 and FY 26 is \$2,002,201, a decrease of \$62,366.
- Anticipated Title funding for FY25 is \$3 million and there is expected to be \$3 million available for FY26 too.
- Early Education - For FY25 District #191 was able to gain seats up to a total of 390 seats.

Referendum Levy

For FY25 we generated \$18,274,735 in levy funds from PAY24 levy certification. For FY26 it is expected we will generate \$17,710,306 in levy funds from PAY2025 when approved by the School Board in December 2024. These funds are calculated based on students served.

Capital Projects Referendum Levy

For FY25 based upon the PAY24 levy certification; the capital projects referendum levy generated \$4,351,374. For FY26 based upon the PAY25 levy certification; the capital projects referendum levy will generate \$4,689,692. These funds are calculated based on net tax capacity and the rate applied when originally passed. This funding was renewed by voters in November 2024 for another 10 years.

One91 specific

67

- PreK-12 Pathways development has identified multi-year programmatic investments for full implementation. Additionally, Comprehensive Achievement and Civic Readiness and Achievement and Integration Plan and Equity Plan components will be part of FY26 budget.
- 80% of the costs are salaries and benefits.
- Special Education and Multilingual State and federal funding is not keeping pace with program costs.
- We expect single digit increases in costs for transportation, food, supplies and utilities.
- Enrollment considerations with smaller Kindergarten classes will impact future revenue.

FY26 Budget Process

Driving Question(s): *Given ISD 191's strategic roadmap requires that the district optimize resources for student learning; How will the budget for FY26 continue to support our mission and priorities, position the budget to leverage every funding source available, while aligning with the goals of advancing equitable student outcomes and the district's strategic directions?*

Draft Budgeting Goals include:

1. Be good stewards of taxpayer dollars.
2. Align budget to strategic plan initiatives and equity goals (resources allocated to district's highest priorities).
3. Comply with all statutory uses of funds.
4. Include constituents' perspectives and input throughout the budget process.
5. Be transparent about the district's current and projected finances, budget processes and budget decision-making.
6. Continue cross departmental collaboration.
7. Submit a structurally sustainable and effective budget.

Current Reality Reflecting Audit Results

General Fund Budget Comparative Summary

	Actual Results 2022-23	Actual Results 2023-24	Adopted Budget 2024-25	Updated Adopted Budget 2024-25
Total Beginning Fund Balance	\$ 32,521,898	\$ 37,483,214	\$ 44,088,212	\$ 53,791,906
Revenues	132,752,660	156,983,853	154,353,629	154,353,629
Federal Relief Revenues for current costs	4,349,350	4,736,812	-	-
Federal Relief Revenues for new costs	5,172,694	3,867,316	-	-
Expenditures	132,090,694	145,411,973	157,791,210	157,791,210
Federal Relief Expenditures for new costs	5,222,694	3,867,316	-	-
Variance (Revenues - Expenditures)	4,961,316	16,308,692	(3,437,581)	(3,437,581)
Total Ending Fund Balance	\$ 37,483,214	\$ 53,791,906	\$ 40,650,631	\$ 50,354,325
Breakdown of Fund Balance Categories				
Nonspendable	\$ 603,936	\$ 342,496	\$ 503,936	\$ 342,496
Restricted	12,855,738	15,547,817	13,269,854	15,246,327
Committed	1,505,311	1,207,116	988,221	911,503
Assigned	-	-	-	-
Unassigned	22,518,230	36,694,478	25,888,620	33,854,000
Total Ending Fund Balance	\$ 37,483,214	\$ 53,791,906	\$ 40,650,631	\$ 50,354,325
Unassigned Fund Balance %	16.40%	24.58%	16.41%	21.45%



**Agenda IV.C.
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Maryam Bradai, student board representative

Date: December 12, 2024

Re: Student Board Representative Report



**Agenda IV.D.
December 12, 2024**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: December 12, 2024
Re: Superintendent Report



**Agenda IV.E.
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Eric Miller, board chair

Date: December 12, 2024

Re: Board Member Reports



**Agenda IV.F.
December 12, 2024**

To: Board of Education
Dr. Chris Bellmont, assistant superintendent

From: Eric Miller, board chair

Date: December 12, 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

December 12, 2024 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(Preliminary FY26 Budget)

Board Member Question	Staff Response
<p>On the FY26 Budget presentation, point 7 in the "Current Reality" portion of the Guiding Change document references ongoing challenges presented by the pandemic. While I don't doubt there are still impacts from the pandemic that are being felt, reading that statement in its current phrasing felt somewhat outdated to me, seeming to imply that the pandemic is more current / more recent than it actually is. I leave it to you to determine if updated phrasing is appropriate but wanted to share my thoughts.</p> <p>* On the FY26 Budget presentation, point 16 in the "Current Reality" portion of the Guiding Change document states that we have 10 years left on the operating levy. If I'm not mistaken, that is referencing the levy that was renewed in 2019, so I believe the renewal is 5 years away, not 10.</p>	<p>The lingering impact of the pandemic is that we are still experiencing staff shortages. I do see how the statement can seem outdated. We will revise the statement</p> <p>The technology levy is the levy approved for ten years and the operational is for another 5 years. We will revise the Guiding Change document.</p>

(Topic)

Board Member Question	Staff Response
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(Topic)

Board Member Question	Staff Response

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 November 21, 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, Conner, Hume, Mursal and Chair Miller were present. Directors Werb and Chester were absent. Dr. Theresa Battle, Student Board Representative Maryam Bradai, administrators, staff and members of the public were also present.

Attendance

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

Pledge of Allegiance

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

Agenda

Received a School Report about Neill Elementary School and Burnsville High School from Dr. Chris Bellmont, assistant superintendent, Jesús Sandoval and Lyle Bomsta, principals, Sara Petrella, advanced learning specialist, Ryan Moran, multilingual teacher and Burnsville High School Students.

Reports

Received a Fall Enrollment and Staffing Report from Stacey Sovine, executive director of administrative services and Aaron Tinklenberg, director of communications.

Board Member Reports

Director Conner gave a report on the Legislative Committee and the Association for Metropolitan School Districts. Director Mursal gave a report on the Policy Review Committee. Director Conner gave a report on the Burnsville Chamber of Commerce Public Policy Committee Meeting.

*Consent Agenda
 Minutes
 Personnel
 Checks, claims,
 receipts and
 investments*

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

-Approve the minutes of the November 7, 2024, regular board meeting and the November 15th, 2025 special board of education meeting to canvass the elections.

-Approve personnel recommendations for Rachel Anderson, Peter Brynjegard, Julia Rose, Ana Best, Robert Thompson, Robert Stith, Nathaniel Blickfeldt, Kelli Mitsch, Katia Fischer, Julia Krube, Rachael Theis, Carlene Moberg.

- September payroll checks in the net amount of \$4,962,990.96.

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
December 9, 2024

The retreat of the Board of Education was called to order by Chair Miller at 5:14 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Alt, Conner, Chester, Hume, Werb, and Chair Miller were present. Director Mursal was absent. Others in attendance were Dr. Battle, superintendent and Gail Gilman from the Minnesota School Board Association

Attendance

The purpose of the retreat was to go through a facilitated workshop to discuss the school board self-evaluation.

Purpose

The meeting adjourned at 7:10 p.m.

Adjourn

Abigail Alt, clerk

Date approved

**Burnsville-Eagan-Savage Public Schools
Independent School District 191
Human Resources**

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

FROM: Stacey Sovine, Executive Director of Administrative Services

DATE: December 12, 2024
RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Appointment	Kristen Thammalangsy		Gideon Pond Elementary	Teacher	10/07/2024	1.0 FTE
Certified	Appointment	Jennifer Wheeler		Harriet Bishop Elementary	Long Term Substitute- Teacher	12/10/2024	1.0 FTE
Certified	Resignation	Alison Rossow		Diamondhead Education Center	Teacher	11/27/2024	1.0 FTE
Classified	Appointment	Woubishet Degafu		Harriet Bishop Elementary	Educational Assistant	12/10/2024	7.25 hours/day
Classified	Appointment	Thomas Kimmes		Burnsville High School	Alpine Ski- Assistant Coach	Winter Stipend	1.0 FTE Stipend
Classified	Appointment	Ronald Hampton		Gideon Pond Elementary	Educational Assistant	12/02/2024	7 hours/day
Classified	Appointment	Paul Connell		Burnsville High School	Webmaster	Year Round Stipend	8125 FTE Stipend
Classified	Appointment	Mubashir Diriye		Burnsville High School	Boys Basketball- Assistant Coach	11/25/2024	1.0 FTE Stipend
Classified	Appointment	Leah Lopez		Burnsville High School	Girls Soccer- Assistant Coach	Fall Stipend	.310 FTE Stipend
Classified	Appointment	Laura Meyer		Rahn Elementary School	Educational Assistant	12/16/2024	7.25 hours/day
Classified	Appointment	Kara Schwenn		Hidden Valley Elementary	Student Council	Year Round Stipend	1.0 FTE Stipend
Classified	Appointment	Joshua Wastvedt		Burnsville High School	Boys Volleyball- Head Coach	Spring Stipend	1.0 FTE Stipend
Classified	Appointment	John Dahl		Nicollet Middle School	Wrestling- Assistant Coach	Winter Stipend	1.0 FTE Stipend
Classified	Appointment	Hannah Lushanko		Sky Oaks Elementary School	Educational Assistant	12/04/2024	7.25 hours/day
Classified	Appointment	Erin Huber		Harriet Bishop Elementary	Science Fair Leader	Year Round Stipend	1.0 FTE Stipend
Classified	Appointment	Ebony Cotton		Hidden Valley Elementary	Educational Assistant	12/09/2024	7.25 hours/day
Classified	Appointment	Danielle Anderson		Community Education	Long Term Substitute- Clerical	12/09/2024	8 hours/day
Classified	Appointment	Danette Westerlund		Nicollet Middle School	Boys Basketball- Assistant Coach	Winter Stipend	1.0 FTE Stipend
Classified	Appointment	Bjorn Anderson		Gideon Pond Elementary	Computer Club	Year Round Stipend	1.0 FTE Stipend
Classified	Appointment	Andre Sellars		Burnsville High School	Wrestling- Assistant Coach	Winter Stipend	1.0 FTE Stipend
Classified	Change of Assignment	Tracy Sexton		Diamondhead Education Center	Community Service Associate	08/26/2024	7.5 hours/day
Classified	Change of Assignment	Tausha Chamberland		Diamondhead Education Center	Clerical	11/13/2024	8 hours/day
Classified	Resignation	Susan Stachowski		Burnsville High School	Webmaster	11/25/2024	.5 FTE Stipend
Classified	Resignation	Mohamed Ahmed		Burnsville High School	Boys Basketball- Assistant Coach	11/20/2024	.85 FTE Stipend
Classified	Resignation	Katia Fischer		Diamondhead Education Center	Community Service Associate	12/02/2024	8 hours/day
Classified	Resignation	Jill Pieper		Burnsville High School	Softball- Assistant Coach	Spring Stipend	1.0 FTE Stipend
Classified	Resignation	Jarret Mosoti		Burnsville High School	Winter Drumline	11/15/2024	.5 FTE Stipend
Classified	Resignation	Guek Yong Lau		Diamondhead Education Center	Clerical	12/06/2024	8 hours/day
Classified	Resignation	Courtney Kruse		Burnsville High School	Fall Dance Team- Assistant Coach	11/15/2024	.56 FTE Stipend
Classified	Resignation	Cornelle Horton		Eagle Ridge Middle School	Educational Assistant	11/27/2024	7.25 hours/day
Classified	Resignation	Callie Athey		Burnsville High School	Girls Soccer- Head Coach	11/15/2024	1.0 FTE Stipend
Classified	Resignation	Bryan Jensen		Rahn Elementary School	Custodian	12/09/2024	8 hours/day
Classified	Retirement	Tim Bocklund		Burnsville High School	Educational Assistant	01/03/2025	7.0 hours/day
Classified	Retirement	Sandra LaTourelle		Vista View Elementary School	Educational Assistant	12/12/2024	7.25 hours/day
Classified	Retirement	John Toeller		Burnsville High School	Custodian	01/04/2025	8 hours/day
Classified	Termination	Dawn Burdick		Diamondhead Education Center	Community Service Associate	12/02/2024	8 hours/day



Agenda V.A.3
December 12, 2024

To: Board of Educators
Dr. Theresa Battle, Superintendent

From: Tyler Dehne, Director of Finance

Date: December 3, 2024

Re: October Payroll, Claims and Receipts

Recommendation: That the Board approves October payroll checks in the net amount of \$4,827,585.13. October claims to date, wire transfers and adjustments totaling \$11,627,080.45. Also, that the Board accepts October receipts of \$17,004,840.04 and investments for the General Fund and OPEB of \$101,065,255.07 as of October 31, 2024.

October 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
October 2024**

Cash Receipts

Receipts	
Miscellaneous Adjustments	<u>\$17,004,840.04</u>

TOTAL OCTOBER CASH RECEIVED

\$17,004,840.04

CASH DISBURSEMENTS

Oct Payroll	\$4,827,585.13
----------------	----------------

A/P Oct Claims	Checks 493742-494002	\$2,560,903.05
	Virtual Card 6000001867-6000001923	\$336,406.04
	ACH-Emp/Vend 9000006334-9000006532	\$375,301.89

Oct A/P Wires+P-card	\$8,353,046.71
Oct Bank Fees	<u>\$1,422.76</u>

TOTAL OCTOBER CASH DISBURSED

\$16,454,665.58

TOTAL TO BE APPROVED

\$16,454,665.58

	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>10/31/2024</u>
GENERAL FUND	\$23,338,336.51	\$65,615,537.59	\$88,953,874.10
OPEB	\$15,473.52	\$1,624,796.72	\$1,640,270.24
OPEB EQUITY INV	\$209,064.78	\$10,262,045.95	\$10,471,110.73
	<u>\$23,562,874.81</u>	<u>\$76,502,379.26</u>	<u>\$101,065,255.07</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		10/31/2024			IS Balance	\$23,338,336.51	\$23,338,336.51	\$23,338,336.51	82
LTD		10/31/2024			LTD Balance		\$16,219,216.70	\$16,219,216.70	
SDA	SDA-1285862-1	10/31/2024			Savings Deposit Account - MNTrust Term Series-Flex (PenFed LOC)	\$2,396,890.98	\$2,396,890.98	\$2,396,890.98	
SDA	SDA-1348596-1	10/31/2024			Savings Deposit Account - MNTrust Term Series-Flex (VNB)	\$11,976,286.07	\$11,976,286.07	\$11,976,286.07	
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
TS	TS-298488-1	08/23/2024	01/23/2025		MN TRUST TERM SERIES	\$3,000,000.00	\$3,061,744.94	\$3,000,000.00	4.910
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-1366312-1	08/08/2024	07/25/2025	57665	Veritex Community Bank	\$239,700.00	\$249,859.60	\$239,700.00	4.407
CD	CD-1366313-1	08/08/2024	07/25/2025	58534	Solera National Bank	\$238,350.00	\$249,858.52	\$238,350.00	5.021
CD	CD-1366596-1	08/15/2024	07/25/2025	68251	UNITED HERITAGE CREDIT UNION	\$239,800.00	\$249,846.12	\$239,800.00	4.445
TS	TS-298471-1	08/21/2024	07/25/2025		MN TRUST TERM SERIES	\$1,000,000.00	\$1,040,745.21	\$1,000,000.00	4.400
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	4.9083
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
CD	CD-1366311-1	08/08/2024	01/26/2026	24888	WEST VIRGINIA CENTRAL FEDERAL CREDIT UNION	\$234,600.00	\$249,852.38	\$234,600.00	4.427
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
CD	CD-1366309-1	08/08/2024	07/27/2026	31840	Financial Federal Bank	\$230,200.00	\$249,898.18	\$230,200.00	4.350
CD	CD-1366310-1	08/08/2024	07/27/2026	57993	ServisFirst Bank	\$229,150.00	\$249,850.26	\$229,150.00	4.592
CD	CD-1366595-1	08/15/2024	07/27/2026	34966	First Capital Bank	\$231,900.00	\$249,925.70	\$231,900.00	3.990
TS	TS-298442-1	08/21/2024	07/27/2026		MN TRUST TERM SERIES	\$1,250,000.00	\$1,345,368.16	\$1,250,000.00	3.950
Sub Totals →						\$70,979,754.53	\$88,953,874.10	\$87,189,630.26	

Totals →						\$70,979,754.53	\$88,953,874.10	\$87,189,630.26	
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Time and Dollar Weighted Average Portfolio Yield: 4.76%

Weighted Average Portfolio Maturity: 194.11 Days

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

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
SDA	16.15	\$14,373,177.05	SDA Account
CD	7.58	\$6,745,360.05	Certificate of Deposit
TS	27.36	\$24,347,783.79	Term Series
SEC	4.45	\$3,955,553.04	Securities
IS	26.23	\$23,338,336.51	IS Account
LTD	18.23	\$16,219,216.70	LTD Account

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

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

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

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

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



Total Portfolio Report CAR

Report as of 10/31/2024

PMA Financial Network
2135 CityGate Lane
7th Floor
Naperville, IL 60563 85
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	10/02/2024			MMA Balance	\$15,473.52	\$15,473.52	\$15,473.52	
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 →						\$1,569,558.48	\$1,640,270.24	\$1,569,558.48	
Totals →						\$1,569,558.48	\$1,640,270.24	\$1,569,558.48	

Time and Dollar Weighted Average Portfolio Yield: 3.71%

Weighted Average Portfolio Maturity: 128.73 Days

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

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
MMA	0.94	\$15,473.52	MMA Account
SEC	56.36	\$923,604.56	Securities
CD	42.70	\$699,796.72	Certificate of Deposit

Index

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

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

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

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

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



**Burnsville ISD 191 OPEB
Investment Review**
October 1 - October 31, 2024

CLIENT
Burnsville ISD 191 OPEB

INCEPTION DATE
11/01/2014

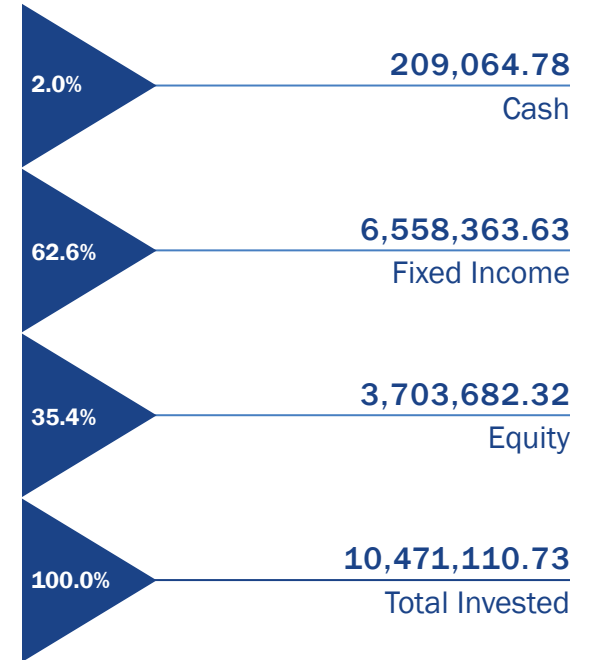
RELATIONSHIP TEAM
Kendra Shelland
Institutional Portfolio
Manager
(612) 509-2579
kshelland@pmanetwork.com

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

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	10,682,057.93
Contributions	0.00
Withdrawals	0.00
Net Investment Income	18,211.11
Unrealized Gain/Loss	(229,158.31)
Realized Gain/Loss	0.00
Ending Market Value	10,471,110.73

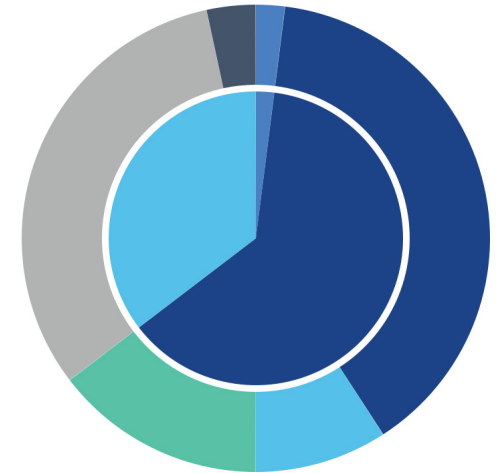
Compliance	Status
As of 10/31/2024	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	209,064.78	2.00%	18,211.11	9.54%
Fixed Income				
TOTAL Credit	4,068,974.55	38.86%	(109,064.43)	(2.61%)
Funds - Corporate	4,068,974.55	38.86%	(109,064.43)	(2.61%)
TOTAL Below Investment Grade	959,335.08	9.16%	(14,061.52)	(1.44%)
Funds - Below Investment Grade	959,335.08	9.16%	(14,061.52)	(1.44%)
TOTAL Mortgage Backed Security	1,530,054.00	14.61%	(46,760.00)	(2.97%)
Funds – MBS	1,530,054.00	14.61%	(46,760.00)	(2.97%)
TOTAL Fixed Income	6,558,363.63	62.63%	(169,885.95)	(2.52%)
Equity				
TOTAL Domestic Equity	3,349,900.32	31.99%	(42,741.56)	(1.26%)
Funds - Large Cap	3,102,539.78	29.63%	(39,089.86)	(1.24%)
Funds - Small Cap	247,360.54	2.36%	(3,651.70)	(1.45%)
TOTAL International Equity	353,782.00	3.38%	(16,530.80)	(4.46%)
Funds - International	353,782.00	3.38%	(16,530.80)	(4.46%)
TOTAL Equity	3,703,682.32	35.37%	(59,272.36)	(1.58%)
TOTAL Invested	10,471,110.73	100.00%	(210,947.20)	(1.97%)

CURRENT PERIOD ALLOCATION



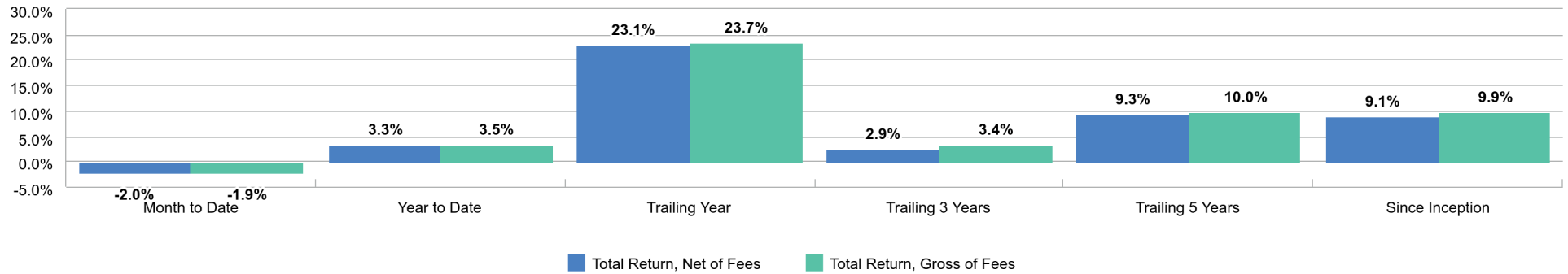
Asset Class

- Cash - 2.0%
- Fixed Income - 62.6%
- Equity - 35.4%

Sector

- Cash - 2.0%
- Credit - 38.9%
- Below Investment Grade - 9.2%
- Mortgage Backed Security - 14.6%
- Domestic Equity - 32.0%
- 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	(1.97%)	3.34%	23.12%	2.87%	9.33%	9.08%
Total Return, Gross of Fees	(1.93%)	3.51%	23.73%	3.38%	9.98%	9.89%

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	209,064.78	2.00%	0.40%	0.01%
Fixed Income	6,558,363.63	62.42%	(2.21%)	(1.39%)
Equity	3,703,682.32	35.58%	(1.58%)	(0.56%)
Portfolio Total	10,471,110.73	100.00%	(1.93%)	(1.93%)



Transaction and Interest Summary

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October 1 - October 31, 2024

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
10/17/2024	10/17/2024	(4,450.86)	US DOLLAR	USD	CCYUSD	—	(4,450.86)	0.00
—	—	(4,450.86)	Total Management Fee	—	—	—	(4,450.86)	0.00
<i>Money Market Fund Interest</i>								
10/31/2024	10/31/2024	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	850.20	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	850.20	—
Funds - Corporate								
<i>Equity Dividend</i>								
10/01/2024	10/03/2024	0.00	VANGUARD SH-TM B ETF	BSV	921937827	—	1,110.14	—
10/01/2024	10/03/2024	0.00	VANGUARD TOT BD ETF	BND	921937835	—	11,124.19	—
—	—	0.00	Total Equity Dividend	—	—	—	12,234.33	—
Funds - Below Investment Grade								
<i>Equity Dividend</i>								
10/01/2024	10/04/2024	0.00	ISHARES:IBOXX \$HY CORP	HYG	464288513	—	4,731.10	—
—	—	0.00	Total Equity Dividend	—	—	—	4,731.10	—
Funds - MBS								
<i>Equity Dividend</i>								
10/01/2024	10/03/2024	0.00	VANGUARD MTG-BK IDX ETF	VMBS	92206C771	—	4,846.34	—
—	—	0.00	Total Equity Dividend	—	—	—	4,846.34	—

Ticker	Identifier	Current Units	Description	Rating	Coupon Rate	Effective Maturity	Final Maturity	Original Cost	Market Price	Market Value + Accrued	Interest / Dividend Income	Dividend Yield	Yield	Book Yield
Cash														
<i>Cash</i>														
FGTXX	38141W273	208,214.58	GOLDMAN:FS GOVT INST	AAA	4.74%	10/31/2024	10/31/2024	208,214.58	1.0000	208,214.58	2,892.96	—	4.78%	4.78%
USD	CCYUSD	850.20	Receivable	AAA	0.00%	10/31/2024	10/31/2024	850.20	1.0000	850.20	0.00	—	0.00%	0.00%
—	—	209,064.78	—	AAA	4.72%	—	—	209,064.78	—	209,064.78	2,892.96	—	4.76%	4.76%
Fixed Income														
<i>Mortgage Backed Security</i>														
<i>Funds – MBS</i>														
VMBS	92206C771	33,400.00	VANGUARD MTG-BK IDX ETF	—	—	—	—	1,505,585.16	45.8100	1,530,054.00	20,056.70	3.82%	—	—
—	—	33,400.00	—	NA	—	—	—	1,505,585.16	—	1,530,054.00	20,056.70	3.82%	—	—
<i>Credit</i>														
<i>Funds - Corporate</i>														
BND	921937835	50,403.00	VANGUARD TOT BD ETF	—	—	—	—	3,948,736.76	73.0500	3,681,939.15	44,900.60	3.52%	—	—
BSV	921937827	4,985.00	VANGUARD SH-TM B ETF	—	—	—	—	380,653.11	77.6400	387,035.40	4,462.40	3.19%	—	—
—	—	55,388.00	—	NA	—	—	—	4,329,389.87	—	4,068,974.55	49,363.00	3.48%	—	—
<i>Below Investment Grade</i>														
<i>Funds - Below Investment Grade</i>														
HYG	464288513	12,122.00	ISHARES:IBOXX \$HY CORP	—	—	—	—	931,949.06	79.1400	959,335.08	19,198.25	5.90%	—	—
—	—	12,122.00	—	NA	—	—	—	931,949.06	—	959,335.08	19,198.25	5.90%	—	—
Equity														
<i>Domestic Equity</i>														
<i>Funds - Large Cap</i>														
ESGU	46435G425	24,898.00	ISHARES:ESG A MSCI USA	—	—	—	—	2,924,466.79	124.6100	3,102,539.78	10,922.25	1.16%	—	—
—	—	24,898.00	—	—	—	—	—	2,924,466.79	—	3,102,539.78	10,922.25	1.16%	—	—
<i>Funds - Small Cap</i>														

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	88.0600	247,360.54	778.37	1.31%	—	—
—	—	2,809.00	—	—	—	—	—	230,007.95	—	247,360.54	778.37	1.31%	—	—
<i>International Equity</i>														
<i>Funds - International</i>														
VXUS	921909768	5,720.00	VANGUARD TOT I S ETF	—	—	—	—	351,743.96	61.8500	353,782.00	1,557.56	2.95%	—	—
—	—	5,720.00	—	—	—	—	—	351,743.96	—	353,782.00	1,557.56	2.95%	—	—
Total Invested		343,401.78	—	AAA	4.72%	—	—	10,482,207.57	—	10,471,110.73	104,769.09	2.99%	4.76%	4.76%

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

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

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

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

Custodian Bank

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

Legal or Tax Information

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

Account Assets, Cost, Valuation and Performance

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

Ratings

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

Risk

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

Account Control

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

Notification of Changes

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

ADV Firm Brochure

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

Affiliated Entities

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

Review of Report

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



PMA Asset Management, LLC

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AP Check Register

AP Run: 20241003 USPS — Post Date: 2024-10-03 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/03/2024	493742	Check	US Postmaster USPS	904153-1	AP Merch	4,434.36
Total:						\$4,434.36

20241003 USPS Summary

Type	Count	Amount
Regular	1	4,434.36
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$4,434.36

AP Check Register

AP Run: 20241011 AP — Post Date: 2024-10-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/11/2024	493743	Check	A.J. Moore Electric Inc	928491	AP Merch	1,903.13
10/11/2024	493744	Check	Advanced Imaging Solutions	928551-1	AP Merch	5,924.63
10/11/2024	493745	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	270.00
10/11/2024	493746	Check	Arvig	928649	AP Merch	2,900.70
10/11/2024	493747	Check	Backupify Inc	928803	AP Merch	1,500.00
10/11/2024	493748	Check	Barker, Zachary	931301	AP Merch	112.00
10/11/2024	493749	Check	Baumann, Walter	931298	AP Merch	100.00
10/11/2024	493750	Check	BerganKDV Ltd	930820	AP Merch	35,000.00
10/11/2024	493751	Check	Bimbo Bakeries USA	902333-1	AP Merch	3,450.00
10/11/2024	493752	Check	Birch Agency, Inc	931264	AP Merch	8,067.75
10/11/2024	493753	Check	Bix Produce Company	900477	AP Merch	15,093.23
10/11/2024	493754	Check	Brown's Ice Cream Co	904655	AP Merch	2,299.56
10/11/2024	493755	Check	Burgeson, Nancy	905368	AP Merch	203.50
10/11/2024	493756	Check	Carlson, Ashleigh	922414	AP Merch	60.00
10/11/2024	493757	Check	Carlson's Piano World	931303	AP Merch	3,674.00
10/11/2024	493758	Check	CESO Communications LLC	930130	AP Merch	2,775.00
10/11/2024	493759	Check	CESO HR, LLC	930763	AP Merch	3,125.00
10/11/2024	493760	Check	CESO Transportation LLC	930220	AP Merch	16,177.08
10/11/2024	493761	Check	Charpentier Enterprises LLC	931223	AP Merch	155.35
10/11/2024	493762	Check	Christensen, Erik	925015	AP Merch	125.00

AP Check Register

AP Run: 20241011 AP — Post Date: 2024-10-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/11/2024	493763	Check	City of Burnsville	900673	AP Merch	170.00
10/11/2024	493764	Check	City of Burnsville - Utilities	904226	AP Merch	22,661.17
10/11/2024	493765	Check	City of Eagan - Utilities	901002	AP Merch	1,324.33
10/11/2024	493766	Check	City of Savage - Utilities	909588	AP Merch	3,752.89
10/11/2024	493767	Check	Comcast	926565-1	AP Merch	5,627.44
10/11/2024	493768	Check	Community Education Prior Lake-Savage Area Schools	921458-2	AP Merch	235.00
10/11/2024	493769	Check	Conney Safety Products	900552-1	AP Merch	10,533.60
10/11/2024	493770	Check	Crown Rental Inc	900647	AP Merch	393.60
10/11/2024	493771	Check	Dakota Printing Inc	926840	AP Merch	235.00
10/11/2024	493772	Check	Dangerfield, Meghan	931297	AP Merch	100.00
10/11/2024	493773	Check	Dewald, Rina C	920524	AP Merch	240.00
10/11/2024	493774	Check	Dialog One LLC	927732	AP Merch	762.00
10/11/2024	493775	Check	Digital Insurance, LLC	929385	AP Merch	6,250.00
10/11/2024	493776	Check	Education Minnesota	928531	AP Merch	74.00
10/11/2024	493777	Check	Educators Benefit Consultants LLC	926262-1	AP Merch	830.34
10/11/2024	493778	Check	Ekon-O-Pac LLC	928982	AP Merch	12,240.00
10/11/2024	493779	Check	Electro Watchman Inc	901078	AP Merch	54,875.84
10/11/2024	493780	Check	Estrada Martinez, Ana	931261	AP Merch	150.00
10/11/2024	493781	Check	Everyday Speech LLC	931255	AP Merch	399.99

AP Check Register

AP Run: 20241011 AP — Post Date: 2024-10-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/11/2024	493782	Check	FaxSIPit Services Inc.	930948	AP Merch	231.00
10/11/2024	493783	Check	French, Amanda	931295	AP Merch	100.00
10/11/2024	493784	Check	Gedi, Muno	930842	AP Merch	180.00
10/11/2024	493785	Check	Graphic Source	902858-2	AP Merch	556.60
10/11/2024	493786	Check	Groth Music Company	900575	AP Merch	91.10
10/11/2024	493787	Check	Hammer Sports LLC	930735	AP Merch	240.00
10/11/2024	493788	Check	Hanuschak, Oksana	930258	AP Merch	240.00
10/11/2024	493789	Check	Hastings Bus Company	907139	AP Merch	3,475.09
10/11/2024	493790	Check	Health Counseling Services LLC	924154-1	AP Merch	350.00
10/11/2024	493791	Check	Heartland Tire, Inc.	930160	AP Merch	107.98
10/11/2024	493792	Check	High Point Networks LLC	929536	AP Merch	9,000.00
10/11/2024	493793	Check	Horizon Equipment LLC	901324	AP Merch	1,255.75
10/11/2024	493794	Check	Imperial Dade	904186-1	AP Merch	6,773.64
10/11/2024	493795	Check	Ind School Dist 625	901826	AP Merch	1,725.12
10/11/2024	493796	Check	Intermediate District 287	901390	AP Merch	6,082.78
10/11/2024	493797	Check	Interstate All Battery Center	928877	AP Merch	1,209.00
10/11/2024	493798	Check	Johnson Controls Fire Protection LP	903587	AP Merch	60,550.00
10/11/2024	493799	Check	Johnson, Gabriela	930170	AP Merch	180.00
10/11/2024	493800	Check	Johnson, Geoffrey	931296	AP Merch	89.00
10/11/2024	493801	Check	JPW Consulting	931281	AP Merch	2,350.00

AP Check Register

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AP Run: 20241011 AP — Post Date: 2024-10-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/11/2024	493802	Check	Kennedy and Graven Chartered	908356	AP Merch	3,046.00
10/11/2024	493803	Check	Knutson, Trevor	930740	AP Merch	89.00
10/11/2024	493804	Check	Koy, Zenith	930721	AP Merch	140.00
10/11/2024	493805	Check	Kraus-Anderson Ins Agency Inc	902102	AP Merch	16,047.00
10/11/2024	493806	Check	Kruger, Jordan	929010	AP Merch	125.00
10/11/2024	493807	Check	Macario Corporation	930770	AP Merch	1,175.00
10/11/2024	493808	Check	Maddio, Michael	929288	AP Merch	89.00
10/11/2024	493809	Check	Markee, Tim	927414	AP Merch	56.00
10/11/2024	493810	Check	Marshall, James	908647	AP Merch	142.00
10/11/2024	493811	Check	MEI Total Elevator Solutions	908999-1	AP Merch	37,174.72
10/11/2024	493812	Check	Meythaler, Amy	500478	AP Merch	120.97
10/11/2024	493813	Check	Midwest Machinery Co	930825	AP Merch	3,718.24
10/11/2024	493814	Check	Miller, Robert	931280	AP Merch	280.00
10/11/2024	493815	Check	Minnesota Elite Assigning LLC	931275	AP Merch	2,301.00
10/11/2024	493816	Check	Minnesota Valley Electric Cooperative	907448	AP Merch	22,705.91
10/11/2024	493817	Check	Minuteman Press	929825	AP Merch	2,179.43
10/11/2024	493818	Check	MN Highway Safety & Research Center	926466	AP Merch	179.00
10/11/2024	493819	Check	Mohamed Hussein, Faduma	930998	AP Merch	60.00
10/11/2024	493820	Check	MTI Distributing Inc	902544	AP Merch	300.00

AP Check Register

AP Run: 20241011 AP — Post Date: 2024-10-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/11/2024	493821	Check	Mujo Learning Systems Inc	931265	AP Merch	954.00
10/11/2024	493822	Check	New Dominion School	924335	AP Merch	1,651.67
10/11/2024	493823	Check	Notch, Clayton	931302	AP Merch	125.00
10/11/2024	493824	Check	Novak, Janice S	902467	AP Merch	36.00
10/11/2024	493825	Check	Office Systems And Design Inc	926881	AP Merch	5,331.77
10/11/2024	493826	Check	Perez, Melissa M	924879	AP Merch	1,350.00
10/11/2024	493827	Check	Phoenix School Counseling, LLC	930806	AP Merch	10,185.90
10/11/2024	493828	Check	Pioneer SecureShred	930098	AP Merch	435.00
10/11/2024	493829	Check	Polum, Matthew	931299	AP Merch	100.00
10/11/2024	493830	Check	QBS LLC	930033	AP Merch	60.00
10/11/2024	493831	Check	RAK Construction Inc	929749	AP Merch	40,238.63
10/11/2024	493832	Check	Region 1	929855	AP Merch	85.00
10/11/2024	493833	Check	Rock Hard Landscape Supply	928528	AP Merch	160.00
10/11/2024	493834	Check	Romero Zamora, Karla	931279	AP Merch	100.00
10/11/2024	493835	Check	Ryan Mechanical Inc	923241	AP Merch	4,225.40
10/11/2024	493836	Check	Schmidt, Chelsie	501142	AP Merch	302.43
10/11/2024	493837	Check	School Services Employees Local 284	907382	AP Merch	3,092.90
10/11/2024	493838	Check	Second Harvest Heartland	928183	AP Merch	1,881.32
10/11/2024	493839	Check	Siemens Industry Inc	902217	AP Merch	3,592.00
10/11/2024	493840	Check	Southpaw Enterprises Inc	903553	AP Merch	18.50

AP Check Register

AP Run: 20241011 AP — Post Date: 2024-10-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/11/2024	493841	Check	Southwest West Central Service Cooperative	923594	AP Merch	6,934.30
10/11/2024	493842	Check	SR Marketing	930236	AP Merch	1,943.00
10/11/2024	493843	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	4,041.88
10/11/2024	493844	Check	Staples	903640-1	AP Merch	1,431.46
10/11/2024	493845	Check	Stiers, Erin	930743	AP Merch	82.00
10/11/2024	493846	Check	Summit 360	930892	AP Merch	7,212.13
10/11/2024	493847	Check	Sunbelt Staffing LLC	930586	AP Merch	21,638.41
10/11/2024	493848	Check	The Food Group	928651	AP Merch	1,506.50
10/11/2024	493849	Check	The Retrofit Companies Inc	927677	AP Merch	359.83
10/11/2024	493850	Check	Third Party Integrity Inc	930282	AP Merch	2,500.00
10/11/2024	493851	Check	UHL Company, Inc.	931094	AP Merch	12,632.23
10/11/2024	493852	Check	United Rentals (North America) Inc	908379	AP Merch	2,575.09
10/11/2024	493853	Check	Upper Lakes Foods Inc	929826	AP Merch	45,910.30
10/11/2024	493854	Check	Versatile Vehicles Inc	927393	AP Merch	840.00
10/11/2024	493855	Check	Washburn Center for Children	931077	AP Merch	52,333.33
10/11/2024	493856	Check	Wenzel Plumbing-Heating-Cooling	904563	AP Merch	15,185.00
10/11/2024	493857	Check	Wiese USA, Inc.	930549	AP Merch	3,544.16
10/11/2024	493858	Check	Wollan, Tom, SR	922327	AP Merch	125.00
10/11/2024	493859	Check	Worm, Phil	925298	AP Merch	125.00

AP Check Register

AP Run: 20241011 AP — Post Date: 2024-10-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/11/2024	493860	Check	Xcel Energy	902776	AP Merch	18,759.85
Total:						\$682,091.45

20241011 AP Summary

Type	Count	Amount
Regular	118	682,091.45
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	118	\$682,091.45

AP Check Register

AP Run: 20241018 AP — Post Date: 2024-10-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/18/2024	493861	Check	Acer Service Corporation - Attn: Finance Dept.	929434	AP Merch	2,619.00
10/18/2024	493862	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	7,446.00
10/18/2024	493863	Check	Anchor Solar Investments LLC	929704	AP Merch	2,160.60
10/18/2024	493864	Check	Audio Visions Of Minnesota Inc	929589	AP Merch	6,325.00
10/18/2024	493865	Check	Aztec Software LLC	931285	AP Merch	2,937.29
10/18/2024	493866	Check	Badaczewski, Timothy	931311	AP Merch	100.00
10/18/2024	493867	Check	Barr Engineering Co.	931270	AP Merch	1,287.50
10/18/2024	493868	Check	Barry, Suzanne	501335	AP Merch	25.00
10/18/2024	493869	Check	BHS Swim and Dive Boosters	909039	AP Merch	350.00
10/18/2024	493870	Check	Birch Agency, Inc	931264	AP Merch	3,596.31
10/18/2024	493871	Check	Bix Produce Company	900477	AP Merch	11,658.99
10/18/2024	493872	Check	Centerpoint Energy	902519	AP Merch	5,393.71
10/18/2024	493873	Check	Clear, David	925292	AP Merch	56.00
10/18/2024	493874	Check	Conney Safety Products	900552-1	AP Merch	567.91
10/18/2024	493875	Check	Consolidated Communications	906231	AP Merch	5,096.98
10/18/2024	493876	Check	Constantine Dance Classes, Inc.	930792	AP Merch	724.50
10/18/2024	493877	Check	CST MN	929862	AP Merch	50,000.00
10/18/2024	493878	Check	Dewald, Rina C	920524	AP Merch	180.00
10/18/2024	493879	Check	EPS Operations, LLC	931127	AP Merch	1,844.44

AP Check Register

AP Run: 20241018 AP — Post Date: 2024-10-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/18/2024	493880	Check	Ford & Harrison LLP	931097	AP Merch	10,248.98
10/18/2024	493881	Check	Full Compass Systems Ltd.	931101	AP Merch	7,047.46
10/18/2024	493882	Check	Gerber, Justin	501336	AP Merch	16.20
10/18/2024	493883	Check	Groves Learning Organization	922990	AP Merch	693.00
10/18/2024	493884	Check	Heartland Tire, Inc.	930160	AP Merch	1,404.86
10/18/2024	493885	Check	Hegg, Carmen	501331	AP Merch	4.30
10/18/2024	493886	Check	Hoel, Lynne	500472	AP Merch	50.00
10/18/2024	493887	Check	Holiday Stationstores LLC	930483	AP Merch	38.50
10/18/2024	493888	Check	Hyvee	929410	AP Merch	878.68
10/18/2024	493889	Check	Imperial Dade	904186-1	AP Merch	11,570.49
10/18/2024	493890	Check	Infinite Health Collaborative, PA	930472	AP Merch	375.00
10/18/2024	493891	Check	Infinity Systems Inc	920700	AP Merch	17,000.00
10/18/2024	493892	Check	Innovational Water Solutions, Inc.	930169	AP Merch	9,237.00
10/18/2024	493893	Check	Irish Speech and Debate Boosters	931310	AP Merch	21.00
10/18/2024	493894	Check	Jech, Jenn	501327	AP Merch	36.20
10/18/2024	493895	Check	Johnson Controls Fire Protection LP	903587	AP Merch	5,234.48
10/18/2024	493896	Check	Johnson, Geoffrey	931296	AP Merch	89.00
10/18/2024	493897	Check	JTM Provisions Co Inc	928622	AP Merch	7,495.60
10/18/2024	493898	Check	Jurewicz, Matt	921225	AP Merch	89.00

AP Check Register

AP Run: 20241018 AP — Post Date: 2024-10-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/18/2024	493899	Check	JW Pepper & Son Inc	903003	AP Merch	247.49
10/18/2024	493900	Check	Kennedy and Graven Chartered	908356	AP Merch	2,350.00
10/18/2024	493901	Check	Keystone Interpreting Solutions Inc	924514	AP Merch	3,667.00
10/18/2024	493902	Check	Kielas, Christopher	930120	AP Merch	89.00
10/18/2024	493903	Check	Kyle, Aunna	931306	AP Merch	100.00
10/18/2024	493904	Check	Link Interpret	929933	AP Merch	437.62
10/18/2024	493905	Check	Markee, Tim	927414	AP Merch	168.00
10/18/2024	493906	Check	Metro Volleyball Officials Association	901927	AP Merch	9,560.00
10/18/2024	493907	Check	MGX Equipment Services LLC	931183	AP Merch	588.38
10/18/2024	493908	Check	Midwest Educational Consultants Inc	927440	AP Merch	7,575.00
10/18/2024	493909	Check	Miller, Robert	931280	AP Merch	280.00
10/18/2024	493910	Check	Minitex	909509	AP Merch	1,878.00
10/18/2024	493911	Check	Minnesota State High School Mathematics League	931305	AP Merch	600.00
10/18/2024	493912	Check	Mohammoud, Zahra Ali	928322	AP Merch	540.00
10/18/2024	493913	Check	Muska Electric Co	931233	AP Merch	3,527.38
10/18/2024	493914	Check	Northern Tool & Equipment	902861-2	AP Merch	522.49
10/18/2024	493915	Check	Novak, Janice S	902467	AP Merch	180.00
10/18/2024	493916	Check	Nuvera	902483	AP Merch	198.10
10/18/2024	493917	Check	Painters Gear Inc	920591	AP Merch	479.55

AP Check Register

AP Run: 20241018 AP — Post Date: 2024-10-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/18/2024	493918	Check	Perez, Melissa M	924879	AP Merch	900.00
10/18/2024	493919	Check	Peterson, Kelly	501332	AP Merch	15.90
10/18/2024	493920	Check	Pothini, Seema	925931	AP Merch	500.00
10/18/2024	493921	Check	Prera, Marvin	501334	AP Merch	15.00
10/18/2024	493922	Check	Quadient Inc	930262	AP Merch	853.56
10/18/2024	493923	Check	Rahe, Anthony	931090	AP Merch	540.00
10/18/2024	493924	Check	Red Wing Business Advantage Account	921851-1	AP Merch	480.43
10/18/2024	493925	Check	Schmitt & Sons - Contract	909331-2	AP Merch	1,134,440.18
10/18/2024	493926	Check	Second Harvest Heartland	928183	AP Merch	1,514.25
10/18/2024	493927	Check	SFM	923848	AP Merch	3,083.79
10/18/2024	493928	Check	Sherburne, Rachell	501330	AP Merch	11.80
10/18/2024	493929	Check	Singh, Rohan	501333	AP Merch	48.80
10/18/2024	493930	Check	Smart Care Equipment Solutions	929900	AP Merch	5,988.68
10/18/2024	493931	Check	Sparks, Heather	501329	AP Merch	90.00
10/18/2024	493932	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	4,373.67
10/18/2024	493933	Check	Sunbelt Staffing LLC	930586	AP Merch	42,550.74
10/18/2024	493934	Check	Sysco Western Minnesota, Inc	931067	AP Merch	3,300.72
10/18/2024	493935	Check	The Food Group	928651	AP Merch	1,275.00
10/18/2024	493936	Check	The University of Colorado Denver School of Ed & Human Dev	929286-2	AP Merch	2,500.00

AP Check Register

AP Run: 20241018 AP — Post Date: 2024-10-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/18/2024	493937	Check	Tischendorf, Mike	923741	AP Merch	150.00
10/18/2024	493938	Check	T-Mobile	929345	AP Merch	5,212.09
10/18/2024	493939	Check	Total Filtration Services Inc	922123-1	AP Merch	1,749.78
10/18/2024	493940	Check	Turbes, Kate	501328	AP Merch	129.60
10/18/2024	493941	Check	Upper Lakes Foods Inc	929826	AP Merch	47,204.18
10/18/2024	493942	Check	Vestis Services LLC	901365	AP Merch	790.59
10/18/2024	493943	Check	Vogman, Tiffany	501326	AP Merch	18.80
10/18/2024	493944	Check	Wenner, Stacey	501325	AP Merch	13.05
Total:						\$1,464,637.60

20241018 AP Summary

Type	Count	Amount
Regular	84	1,464,637.60
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	84	\$1,464,637.60

AP Check Register

AP Run: 20241028 AP — Post Date: 2024-10-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/28/2024	493945	Check	A.J. Moore Electric Inc	928491	AP Merch	10,272.03
10/28/2024	493946	Check	Alemeny-Jones, Aurea	923909	AP Merch	532.50
10/28/2024	493947	Check	All In One Translation Agency LLC	923652	AP Merch	880.00
10/28/2024	493948	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	5,336.80
10/28/2024	493949	Check	Anisa Hagi LLC	931288	AP Merch	500.00
10/28/2024	493950	Check	Backupify Inc	928803	AP Merch	1,500.00
10/28/2024	493951	Check	Bix Produce Company	900477	AP Merch	13,232.65
10/28/2024	493952	Check	Burnsville HS Baseball Booster Club Inc	926757	AP Merch	350.00
10/28/2024	493953	Check	Captivate Media + Consulting	929000	AP Merch	2,851.00
10/28/2024	493954	Check	Carlevarino, Giovanna	929403	AP Merch	105.00
10/28/2024	493955	Check	Carlson, Ashleigh	922414	AP Merch	337.50
10/28/2024	493956	Check	Centerpoint Energy	902519	AP Merch	5,632.66
10/28/2024	493957	Check	CESO Communications LLC	930130	AP Merch	454.86
10/28/2024	493958	Check	CESO HR, LLC	930763	AP Merch	2,242.50
10/28/2024	493959	Check	Creative Planning LLC	931313	AP Merch	1,050.00
10/28/2024	493960	Check	CST MN	929862	AP Merch	249.46
10/28/2024	493961	Check	Dakota Electric Association	900809	AP Merch	82,701.75
10/28/2024	493962	Check	DASH Sports LLC	930957	AP Merch	1,944.00
10/28/2024	493963	Check	Dewald, Rina C	920524	AP Merch	510.00
10/28/2024	493964	Check	Earl F Andersen	901064-2	AP Merch	400.30

AP Check Register

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AP Run: 20241028 AP — Post Date: 2024-10-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/28/2024	493965	Check	EPS Operations, LLC	931127	AP Merch	1,836.53
10/28/2024	493966	Check	FaxSIPit Services Inc.	930948	AP Merch	231.00
10/28/2024	493967	Check	Fedex	901463	AP Merch	47.08
10/28/2024	493968	Check	Hammer Sports LLC	930735	AP Merch	2,540.00
10/28/2024	493969	Check	I Got Skills	924432	AP Merch	1,377.00
10/28/2024	493970	Check	Imperial Dade	904186-1	AP Merch	11,267.36
10/28/2024	493971	Check	Infinite Health Collaborative, PA	930472	AP Merch	1,117.50
10/28/2024	493972	Check	Intermediate District 287	901390	AP Merch	486.20
10/28/2024	493973	Check	Johnson Controls Fire Protection LP	903587	AP Merch	6,443.39
10/28/2024	493974	Check	Lakeville North High School	902673-3	AP Merch	40.00
10/28/2024	493975	Check	Lee, Wai Yee	926282	AP Merch	80.00
10/28/2024	493976	Check	MEI Total Elevator Solutions	908999-1	AP Merch	3,034.65
10/28/2024	493977	Check	Minnesota Elite Assigning LLC	931275	AP Merch	2,551.00
10/28/2024	493978	Check	Minnesota Energy Resources	903029	AP Merch	229.72
10/28/2024	493979	Check	Mission Filtration	931116	AP Merch	4,580.89
10/28/2024	493980	Check	MN Dept of Labor and Industry	907914-2	AP Merch	100.00
10/28/2024	493981	Check	MRI Software LLC	929957	AP Merch	247.00
10/28/2024	493982	Check	Mros, Richard	903216	AP Merch	2,025.00
10/28/2024	493983	Check	MTI Distributing Inc	902544	AP Merch	3,985.31

AP Check Register

AP Run: 20241028 AP — Post Date: 2024-10-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/28/2024	493984	Check	NCS Pearson Inc	925372	AP Merch	37.00
10/28/2024	493985	Check	Office Systems And Design Inc	926881	AP Merch	555.00
10/28/2024	493986	Check	Olson Madaus, Kirsten	930631	AP Merch	18.00
10/28/2024	493987	Check	Pacer Center Inc	903268	AP Merch	200.00
10/28/2024	493988	Check	Per Mar Security Services	930354	AP Merch	1,586.72
10/28/2024	493989	Check	Perez, Melissa M	924879	AP Merch	532.50
10/28/2024	493990	Check	Pineapple Appeal	907904	AP Merch	837.85
10/28/2024	493991	Check	RAK Construction Inc	929749	AP Merch	47,784.00
10/28/2024	493992	Check	Richter, Michael	931315	AP Merch	100.00
10/28/2024	493993	Check	Sachs, Frank	930154	AP Merch	125.00
10/28/2024	493994	Check	Schmitt & Sons Inc	909331	AP Merch	45,177.84
10/28/2024	493995	Check	Second Harvest Heartland	928183	AP Merch	1,246.99
10/28/2024	493996	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	4,169.90
10/28/2024	493997	Check	Staples	903640-1	AP Merch	37.86
10/28/2024	493998	Check	Sunbelt Staffing LLC	930586	AP Merch	21,887.18
10/28/2024	493999	Check	The Hartford	924486	AP Merch	56,321.53
10/28/2024	494000	Check	Tools for Schools Inc	930373	AP Merch	1,367.10
10/28/2024	494001	Check	Trophy Lawn care	926186	AP Merch	15,120.00

AP Check Register

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AP Run: 20241028 AP — Post Date: 2024-10-28 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/28/2024	494002	Check	Upper Lakes Foods Inc	929826	AP Merch	39,332.53
Total:						\$409,739.64

20241028 AP Summary

Type	Count	Amount
Regular	58	409,739.64
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	58	\$409,739.64

AP Check Register

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Fund	Total
01 - General	1,050,478.41
02 - Food Service	221,671.72
03 - Transportation	1,204,341.81
04 - Community Service	80,881.09
16 - Facility Rental	102.46
22 - Internal Service - Health Insurance	1,175.00
50 - Student Activity Fund	2,252.56
	\$2,560,903.05

AP Check Register

AP Run: 20241004 CB — Post Date: 2024-10-04 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/04/2024	6000001867		Business Essentials	908358	AP Merch	67,616.28
Total:						\$67,616.28

20241004 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	67,616.28
Total:	1	\$67,616.28

AP Check Register

AP Run: 20241015 CB — Post Date: 2024-10-15 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/15/2024	6000001868		Advanced Imaging Solutions	928551	AP Merch	5,135.16
10/15/2024	6000001869		American Time & Signal Co	903503	AP Merch	3,655.60
10/15/2024	6000001870		Automated Logic Contracting Services	925449	AP Merch	3,395.00
10/15/2024	6000001871		Barnes & Noble Inc	900386	AP Merch	4,573.54
10/15/2024	6000001872		Bester Bros Transfer & Storage Co	904400	AP Merch	58,200.00
10/15/2024	6000001873		Center For The Collaborative Classroom	924466-1	AP Merch	135.00
10/15/2024	6000001874		Cintas Corp	903681	AP Merch	576.90
10/15/2024	6000001875		Cornerstone Copy Center	900502	AP Merch	4,505.52
10/15/2024	6000001876		Cummins Sales & Service	929228-1	AP Merch	3,368.34
10/15/2024	6000001877		Dicks Sanitation Service Inc	900641	AP Merch	7,465.06
10/15/2024	6000001878		ECM Publishers Inc	909272	AP Merch	1,251.86
10/15/2024	6000001879		Ecolab	908846-2	AP Merch	2,981.34
10/15/2024	6000001880		Game One	928417	AP Merch	3,383.20
10/15/2024	6000001881		Grainger	904387-1	AP Merch	5,917.14
10/15/2024	6000001882		Innovative Office Solutions LLC	924274	AP Merch	19,435.56
10/15/2024	6000001883		Literacy Resources, LLC	930694	AP Merch	4,647.04
10/15/2024	6000001884		Mackin Educational Resources	902196	AP Merch	1,752.19
10/15/2024	6000001885		Medco Supply Company	904333-1	AP Merch	3,649.85
10/15/2024	6000001886		Natus Medical Inc	929836	AP Merch	1,532.53

AP Check Register

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AP Run: 20241015 CB — Post Date: 2024-10-15 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/15/2024	6000001887		Occupational Health of MN, PC	929919	AP Merch	388.00
10/15/2024	6000001888		PPG Architectural Finishes	901709	AP Merch	26.85
10/15/2024	6000001889		Professional Wireless Communications	924681	AP Merch	1,323.17
10/15/2024	6000001890		Riverside Insights	931018	AP Merch	795.00
10/15/2024	6000001891		State Supply Co Inc	903689	AP Merch	118.46
10/15/2024	6000001892		Swank Motion Pictures Inc	926978	AP Merch	3,029.00
10/15/2024	6000001893		Trio Supply	903802	AP Merch	7,818.58
10/15/2024	6000001894		Zaner-Bloser	904484	AP Merch	1,403.60
Total:						\$150,463.49

20241015 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	27	150,463.49
Total:	27	\$150,463.49

AP Check Register

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AP Run: 20241025 CB — Post Date: 2024-10-25 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/25/2024	6000001895		Aramark Refreshment Services	900428	AP Merch	91.69
10/25/2024	6000001896		Barnes & Noble Inc	900386	AP Merch	1,821.27
10/25/2024	6000001897		Continued.com	930015	AP Merch	712.00
10/25/2024	6000001898		Cornerstone Copy Center	900502	AP Merch	209.58
10/25/2024	6000001899		Deca Inc.	927788	AP Merch	156.00
10/25/2024	6000001900		Demco Inc	900837-1	AP Merch	192.05
10/25/2024	6000001901		Distributed Website Corporation	922061-1	AP Merch	573.44
10/25/2024	6000001902		ECM Publishers Inc	909272	AP Merch	211.25
10/25/2024	6000001903		Game One	928417	AP Merch	1,376.20
10/25/2024	6000001904		Grainger	904387-1	AP Merch	1,146.80
10/25/2024	6000001905		Horizon Commercial Pool Supply	904818	AP Merch	1,179.54
10/25/2024	6000001906		Kelleher Helmrich and Associates Inc	908955	AP Merch	523.50
10/25/2024	6000001907		Mackin Educational Resources	902196	AP Merch	1,495.26
10/25/2024	6000001908		Meca Sportswear	924921	AP Merch	333.75
10/25/2024	6000001909		Northern Air Corporation	920320	AP Merch	2,107.50
10/25/2024	6000001910		Occupational Health of MN, PC	929919	AP Merch	194.00
10/25/2024	6000001911		PPG Architectural Finishes	901709	AP Merch	380.57
10/25/2024	6000001912		School Specialty LLC	925097	AP Merch	675.15
10/25/2024	6000001913		Trane US Inc	904045	AP Merch	81,570.85

Total: \$94,950.40

AP Check Register

AP Run: 20241025 CB — Post Date: 2024-10-25 — 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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20241025 CB Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	19	94,950.40
Total:	19	\$94,950.40

AP Check Register

AP Run: 20241031 CB — Post Date: 2024-10-31 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/31/2024	6000001914		Center For The Collaborative Classroom	924466-1	AP Merch	669.60
10/31/2024	6000001915		Grainger	904387-1	AP Merch	2,656.78
10/31/2024	6000001916		Kully Supply Inc	901434	AP Merch	472.53
10/31/2024	6000001917		Lightspeed Technologies Inc	926151	AP Merch	1,626.00
10/31/2024	6000001918		Meca Sportswear	924921	AP Merch	331.00
10/31/2024	6000001919		ODP Business Solutions LLC	902489	AP Merch	1,025.02
10/31/2024	6000001920		Professional Wireless Communications	924681	AP Merch	167.90
10/31/2024	6000001921		School Specialty LLC	925097	AP Merch	47.66
10/31/2024	6000001922		Trane US Inc	904045	AP Merch	6,082.21
10/31/2024	6000001923		Trio Supply	903802	AP Merch	10,297.17
Total:						\$23,375.87

20241031 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	10	23,375.87
Total:	10	\$23,375.87

AP Check Register

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AP Run: 20241031 Void CB — Post Date: 2024-10-31 — AP Run Type: V

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/31/2024	6000001882		Innovative Office Solutions LLC	924274	AP Merch	-19,435.56
Total:						-\$19,435.56

20241031 Void CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	-19,435.56
Total:	1	-\$19,435.56

AP Check Register

Fund	Total
01 - General	291,330.92
02 - Food Service	21,682.87
04 - Community Service	3,956.69
	\$316,970.48

AP Check Register

AP Run: 20241002 EACH — Post Date: 2024-10-02 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/02/2024	9000006334	ACH	Arias, Angela Joy	017003	AP Merch	38.84
10/02/2024	9000006335	ACH	Bachmeier, Michelle M	017895	AP Merch	75.00
10/02/2024	9000006336	ACH	Becker, Cynthia M	021112	AP Merch	170.00
10/02/2024	9000006337	ACH	Beerling, Lorie A	011213	AP Merch	170.00
10/02/2024	9000006338	ACH	Bernal, Reginne Ma Aubrey Esguerra	021147	AP Merch	170.00
10/02/2024	9000006339	ACH	Brevik, Lori A	020187	AP Merch	100.00
10/02/2024	9000006340	ACH	Buck, Kathy J	019472	AP Merch	170.00
10/02/2024	9000006341	ACH	Burns, Pollyanna M	010851	AP Merch	170.00
10/02/2024	9000006342	ACH	Challgren, Peg Ten	006842	AP Merch	50.00
10/02/2024	9000006343	ACH	Contreras, Kodi C	018537	AP Merch	170.00
10/02/2024	9000006344	ACH	Cook, Laurie N	018430	AP Merch	170.00
10/02/2024	9000006345	ACH	Cummings, Gloria	014779	AP Merch	50.00
10/02/2024	9000006346	ACH	Cunniën, Laurie A	016885	AP Merch	75.00
10/02/2024	9000006347	ACH	Dale, Maricela	018971	AP Merch	50.00
10/02/2024	9000006348	ACH	Davila, Rosa N	018717	AP Merch	170.00
10/02/2024	9000006349	ACH	DeGroot, Elizabeth M	019918	AP Merch	170.00
10/02/2024	9000006350	ACH	Doege Sackman, Lynn	021120	AP Merch	170.00
10/02/2024	9000006351	ACH	Dukart, Tonia R	021014	AP Merch	50.00
10/02/2024	9000006352	ACH	Elbeiali, Rosenda	020877	AP Merch	170.00
10/02/2024	9000006353	ACH	Elkins, Amby M	021036	AP Merch	50.00

AP Check Register

AP Run: 20241002 EACH — Post Date: 2024-10-02 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/02/2024	9000006354	ACH	Encalada Inamagua, Rosario	020851	AP Merch	170.00
10/02/2024	9000006355	ACH	Frank, Sharon M	015516	AP Merch	50.00
10/02/2024	9000006356	ACH	Geditz, Randall J	009409	AP Merch	50.00
10/02/2024	9000006357	ACH	Gillis, Cindy M	016470	AP Merch	50.00
10/02/2024	9000006358	ACH	Gilpin, Ashley	017611	AP Merch	220.00
10/02/2024	9000006359	ACH	Gonzalez, Briseida	020509	AP Merch	170.00
10/02/2024	9000006360	ACH	Hamann, Pamela J	020773	AP Merch	170.00
10/02/2024	9000006361	ACH	Hansen, William C	015277	AP Merch	100.00
10/02/2024	9000006362	ACH	Hartog, Karra L	014710	AP Merch	170.00
10/02/2024	9000006363	ACH	Harves, Nicole R	018289	AP Merch	50.00
10/02/2024	9000006364	ACH	Haslock, Christine	019025	AP Merch	170.00
10/02/2024	9000006365	ACH	Hill, Kari L	008255	AP Merch	50.00
10/02/2024	9000006366	ACH	Hovde, Lynelle R	018969	AP Merch	125.00
10/02/2024	9000006367	ACH	Impola, Donna	020489	AP Merch	170.00
10/02/2024	9000006368	ACH	Johnson, Ronna E	014613	AP Merch	839.54
10/02/2024	9000006369	ACH	Jordan, Allison A	016428	AP Merch	50.00
10/02/2024	9000006370	ACH	Kaahanui, Jessica L	020578	AP Merch	170.00
10/02/2024	9000006371	ACH	Kauffman, Christina	019468	AP Merch	170.00
10/02/2024	9000006372	ACH	Larson, Constance R	021167	AP Merch	170.00
10/02/2024	9000006373	ACH	Lenton, Tiffany	012899	AP Merch	100.00

AP Check Register

AP Run: 20241002 EACH — Post Date: 2024-10-02 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/02/2024	9000006374	ACH	Mackey, Gale M	010140	AP Merch	170.00
10/02/2024	9000006375	ACH	Marshall, Veronica Jean	011858	AP Merch	75.00
10/02/2024	9000006376	ACH	Martin, Joan M	014860	AP Merch	170.00
10/02/2024	9000006377	ACH	Mauser, Benjamin	019585	AP Merch	50.00
10/02/2024	9000006378	ACH	Mauser, Courtney	012243	AP Merch	170.00
10/02/2024	9000006379	ACH	McDonald, Patricia A	017146	AP Merch	170.00
10/02/2024	9000006380	ACH	McKinney, Madison	021229	AP Merch	104.95
10/02/2024	9000006381	ACH	Meade, Sara	019493	AP Merch	170.00
10/02/2024	9000006382	ACH	Merkel, Sara A	017547	AP Merch	50.00
10/02/2024	9000006383	ACH	Miller, Lori A	017691	AP Merch	170.00
10/02/2024	9000006384	ACH	Mosser, Dawn M	015815	AP Merch	170.00
10/02/2024	9000006385	ACH	Nash, Baillie	021329	AP Merch	1,671.84
10/02/2024	9000006386	ACH	Neher, Tamala Sue	014292	AP Merch	170.00
10/02/2024	9000006387	ACH	Neily, Catherine L	020632	AP Merch	170.00
10/02/2024	9000006388	ACH	Neisen, Luann M	014675	AP Merch	170.00
10/02/2024	9000006389	ACH	Nolte, Nicole L	020428	AP Merch	100.00
10/02/2024	9000006390	ACH	O'Daniel, Rebecca L	020586	AP Merch	170.00
10/02/2024	9000006391	ACH	Omerovic, Amra	019486	AP Merch	170.00
10/02/2024	9000006392	ACH	Otto, Caron	018846	AP Merch	75.00
10/02/2024	9000006393	ACH	Pearson, Genevieve L	019994	AP Merch	50.00

AP Check Register

AP Run: 20241002 EACH — Post Date: 2024-10-02 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/02/2024	9000006394	ACH	Pederson, Janell R	020502	AP Merch	170.00
10/02/2024	9000006395	ACH	Perera, Nadeeka M	019791	AP Merch	170.00
10/02/2024	9000006396	ACH	Peterson, Keri	011306	AP Merch	50.00
10/02/2024	9000006397	ACH	Plaschko, Mary Beth	008281	AP Merch	50.00
10/02/2024	9000006398	ACH	Polukhina, Hanna	021119	AP Merch	170.00
10/02/2024	9000006399	ACH	Quast, Lucia Jane	016712	AP Merch	170.00
10/02/2024	9000006400	ACH	Rathsabandith, Tanya	019368	AP Merch	170.00
10/02/2024	9000006401	ACH	Robb, Brad E	013654	AP Merch	75.00
10/02/2024	9000006402	ACH	Sanz, Margaret M	015894	AP Merch	75.00
10/02/2024	9000006403	ACH	Simpson, Shannon	020740	AP Merch	170.00
10/02/2024	9000006404	ACH	Slattery, Cara	014619	AP Merch	50.00
10/02/2024	9000006405	ACH	Szymanski, Hannah J	021217	AP Merch	170.00
10/02/2024	9000006406	ACH	Tadevich Saunders, Naomi S	020533	AP Merch	170.00
10/02/2024	9000006407	ACH	Teachout, Evi Sue	012967	AP Merch	170.00
10/02/2024	9000006408	ACH	Teal, Darla L	017155	AP Merch	170.00
10/02/2024	9000006409	ACH	Thompson, Dana K	018310	AP Merch	75.00
10/02/2024	9000006410	ACH	Thompson, Malachi D	021129	AP Merch	170.00
10/02/2024	9000006411	ACH	True, Dixie A	018188	AP Merch	170.00
10/02/2024	9000006412	ACH	Wahedi, Arizo	019367	AP Merch	170.00
10/02/2024	9000006413	ACH	Wahidi, Zarghona	017649	AP Merch	170.00

AP Check Register

AP Run: 20241002 EACH — Post Date: 2024-10-02 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/02/2024	9000006414	ACH	Warmka, Cheri R	007858	AP Merch	50.00
10/02/2024	9000006415	ACH	Webster, Susan M	018046	AP Merch	50.00
10/02/2024	9000006416	ACH	Wening, Alesha	019166	AP Merch	50.00
10/02/2024	9000006417	ACH	Westerlund, Danette R	018186	AP Merch	50.00
10/02/2024	9000006418	ACH	Williamson, Jennifer	018193	AP Merch	170.00
10/02/2024	9000006419	ACH	Witt, Samantha M	020772	AP Merch	75.00
10/02/2024	9000006420	ACH	Wuensch, Wendy Drugge	014589	AP Merch	75.00
10/02/2024	9000006421	ACH	Xie, Wanyi	021169	AP Merch	170.00
10/02/2024	9000006422	ACH	Zambrano, Cinthya	020649	AP Merch	170.00
10/02/2024	9000006423	ACH	Zavala, Melissa I	021134	AP Merch	170.00
Total:						\$13,625.17

20241002 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	90	13,625.17
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	90	\$13,625.17

AP Check Register

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AP Run: 20241004 VACH — Post Date: 2024-10-04 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/04/2024	9000006424	ACH	Association Of Clerical Employees	904895	AP Merch	420.00
10/04/2024	9000006425	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	981.00
10/04/2024	9000006426	ACH	Carlson, Gerri	929243	AP Merch	940.80
10/04/2024	9000006427	ACH	CDW Government Inc	920289-1	AP Merch	13,368.74
10/04/2024	9000006428	ACH	Sachs, Alice	925562	AP Merch	217.50
10/04/2024	9000006429	ACH	Teachers On Call	929847	AP Merch	42,926.43
Total:						\$58,854.47

20241004 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	6	58,854.47
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	6	\$58,854.47

AP Check Register

AP Run: 20241015 EACH — Post Date: 2024-10-15 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/15/2024	9000006430	ACH	Blomquist, Stephanie	017796	AP Merch	19.56
10/15/2024	9000006431	ACH	Broge, Dawndra S	020951	AP Merch	25.80
10/15/2024	9000006432	ACH	Buchanan, Isis L	019608	AP Merch	96.61
10/15/2024	9000006433	ACH	Buckrey, Susan E	019475	AP Merch	56.88
10/15/2024	9000006434	ACH	Cloutier, Dana	016633	AP Merch	115.58
10/15/2024	9000006435	ACH	Coddington, Bronwyn M	021393	AP Merch	74.04
10/15/2024	9000006436	ACH	Coleman, Colleen M	013413	AP Merch	30.22
10/15/2024	9000006437	ACH	Czapar, Kelly N	017322	AP Merch	55.41
10/15/2024	9000006438	ACH	DeJong, Lindsay L	021394	AP Merch	12.60
10/15/2024	9000006439	ACH	Discher, Tracy L	016311	AP Merch	80.20
10/15/2024	9000006440	ACH	Erbes, Sarah L	017283	AP Merch	120.20
10/15/2024	9000006441	ACH	Ewert, Casey B	019158	AP Merch	101.51
10/15/2024	9000006442	ACH	Funston, Kathy L	017175	AP Merch	22.18
10/15/2024	9000006443	ACH	Ganion, Emma C	020498	AP Merch	79.06
10/15/2024	9000006444	ACH	Gries, Brenda J	014219	AP Merch	44.76
10/15/2024	9000006445	ACH	Gronseth, Allyssa M	020562	AP Merch	45.00
10/15/2024	9000006446	ACH	Hall, Tony J	021254	AP Merch	55.54
10/15/2024	9000006447	ACH	Hennen, Jennifer S	016618	AP Merch	30.15
10/15/2024	9000006448	ACH	Janey, Karen A	021241	AP Merch	10.51
10/15/2024	9000006449	ACH	Johnson, Brian J	018190	AP Merch	95.81

AP Check Register

AP Run: 20241015 EACH — Post Date: 2024-10-15 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/15/2024	9000006450	ACH	Jordan, Joanna	014624	AP Merch	4.69
10/15/2024	9000006451	ACH	Kennedy, Jennifer K	013375	AP Merch	28.94
10/15/2024	9000006452	ACH	Kirchner, Amy	014600	AP Merch	17.49
10/15/2024	9000006453	ACH	Kitzman, Jessica L	021405	AP Merch	18.76
10/15/2024	9000006454	ACH	Kleiner, Kevin T	020910	AP Merch	32.09
10/15/2024	9000006455	ACH	Kolstad, Michele M	007847	AP Merch	19.76
10/15/2024	9000006456	ACH	Lake, Lisa L	017600	AP Merch	39.80
10/15/2024	9000006457	ACH	Larson, Rachel E	021391	AP Merch	37.52
10/15/2024	9000006458	ACH	Lorincz, Kristen L	018602	AP Merch	46.16
10/15/2024	9000006459	ACH	Maro, Julie A	011378	AP Merch	8.84
10/15/2024	9000006460	ACH	McDowell, Morgan	018635	AP Merch	19.77
10/15/2024	9000006461	ACH	Meyer, Tanya L	012306	AP Merch	109.55
10/15/2024	9000006462	ACH	Middendorf, Jennifer L	019196	AP Merch	57.62
10/15/2024	9000006463	ACH	Mousseau, Rebecca J	020278	AP Merch	19.03
10/15/2024	9000006464	ACH	Nash, Baillie	021329	AP Merch	84.96
10/15/2024	9000006465	ACH	Neal, Bryeny B	013693	AP Merch	10.85
10/15/2024	9000006466	ACH	Nelson, Katie L	015010	AP Merch	89.71
10/15/2024	9000006467	ACH	Nemeth, Heather	014991	AP Merch	22.38
10/15/2024	9000006468	ACH	Niesen, Elizabeth A	015962	AP Merch	23.45
10/15/2024	9000006469	ACH	Niffenegger, Kamala N	018055	AP Merch	25.19

AP Check Register

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AP Run: 20241015 EACH — Post Date: 2024-10-15 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/15/2024	9000006470	ACH	Nordeen, Denise M	020415	AP Merch	194.30
10/15/2024	9000006471	ACH	Oftedahl, Imina P	020003	AP Merch	53.80
10/15/2024	9000006472	ACH	O'Laughlin, John M	020956	AP Merch	80.00
10/15/2024	9000006473	ACH	Otto, Caron	018846	AP Merch	30.35
10/15/2024	9000006474	ACH	Petersen, Holly M	018849	AP Merch	109.67
10/15/2024	9000006475	ACH	Puckett, Nathan	021372	AP Merch	40.20
10/15/2024	9000006476	ACH	Retzlaff, Billie Jean	020995	AP Merch	51.79
10/15/2024	9000006477	ACH	Risteau, Joseph S	007763	AP Merch	117.72
10/15/2024	9000006478	ACH	Robran, Kimberly J	020836	AP Merch	76.31
10/15/2024	9000006479	ACH	Sampers, Karen M	015925	AP Merch	25.19
10/15/2024	9000006480	ACH	Sellars, Jason A	019217	AP Merch	61.30
10/15/2024	9000006481	ACH	Shelden, Jon	010820	AP Merch	10.72
10/15/2024	9000006482	ACH	Smith, Tracy J	014671	AP Merch	9.65
10/15/2024	9000006483	ACH	Tarnofsky, John J	020438	AP Merch	50.92
10/15/2024	9000006484	ACH	Thomas, John S	020221	AP Merch	32.29
10/15/2024	9000006485	ACH	Vodnick, Sarah A	016023	AP Merch	17.69
10/15/2024	9000006486	ACH	Voigt, Pamela M	017183	AP Merch	1,334.99
10/15/2024	9000006487	ACH	Warmka, Cheri R	007858	AP Merch	46.77
10/15/2024	9000006488	ACH	Wesley, Janet M	018000	AP Merch	37.19
10/15/2024	9000006489	ACH	Wolfram, Michael	018192	AP Merch	183.25

AP Check Register

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AP Run: 20241015 EACH — Post Date: 2024-10-15 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/15/2024	9000006490	ACH	Wood, Kimberly R	017247	AP Merch	10.72
10/15/2024	9000006491	ACH	Yost, Molly M	019831	AP Merch	54.54
10/15/2024	9000006492	ACH	Zyskowski, Karly M	021041	AP Merch	236.44
Total:						\$4,753.98

20241015 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	63	4,753.98
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	63	\$4,753.98

AP Check Register

AP Run: 20241016 VACH — Post Date: 2024-10-16 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/16/2024	9000006493	ACH	Association Of Clerical Employees	904895	AP Merch	420.00
10/16/2024	9000006494	ACH	Blurberrybuzz Body Art LLC	931277	AP Merch	150.00
10/16/2024	9000006495	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	954.00
10/16/2024	9000006496	ACH	CDW Government Inc	920289-1	AP Merch	71,767.01
10/16/2024	9000006497	ACH	Teachers On Call	929847	AP Merch	74,908.27
Total:						\$148,199.28

20241016 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	5	148,199.28
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	5	\$148,199.28

AP Check Register

AP Run: 20241017 EACH — Post Date: 2024-10-17 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/17/2024	9000006498	ACH	Domiano, Jessica L	020862	AP Merch	19.43
10/17/2024	9000006499	ACH	Erickson, Kayla M	020006	AP Merch	199.66
10/17/2024	9000006500	ACH	Freeman, Tammy S	016433	AP Merch	35.00
10/17/2024	9000006501	ACH	Howe, Jaimie K	020412	AP Merch	18.02
10/17/2024	9000006502	ACH	Koch, Rebecca M	018297	AP Merch	28.01
10/17/2024	9000006503	ACH	Niemiec, Alicia	013692	AP Merch	202.34
10/17/2024	9000006504	ACH	OBrien, Daniel N	020522	AP Merch	29.61
10/17/2024	9000006505	ACH	Orth, Steven D.	008627	AP Merch	734.77
10/17/2024	9000006506	ACH	Riggs, Jeanine L	015803	AP Merch	21.44
10/17/2024	9000006507	ACH	Schiller, Lori L	016378	AP Merch	197.14
10/17/2024	9000006508	ACH	Zondag-Hamer, Kimberly	014127	AP Merch	96.08
Total:						\$1,581.50

20241017 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	11	1,581.50
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	11	\$1,581.50

AP Check Register

AP Run: 20241025 VACH — Post Date: 2024-10-25 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/25/2024	9000006509	ACH	CDW Government Inc	920289-1	AP Merch	68,579.64
10/25/2024	9000006510	ACH	Goswami, Alpa	929031	AP Merch	269.50
10/25/2024	9000006511	ACH	Multilingual Word Inc	922324	AP Merch	2,050.00
10/25/2024	9000006512	ACH	Teachers On Call	929847	AP Merch	72,265.02
10/25/2024	9000006513	ACH	Teamworks International Inc	924234	AP Merch	1,225.00
Total:						\$144,389.16

20241025 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	5	144,389.16
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	5	\$144,389.16

AP Check Register

AP Run: 20241030 EACH — Post Date: 2024-10-30 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/30/2024	9000006514	ACH	Battle, Theresa F	019927	AP Merch	500.00
10/30/2024	9000006515	ACH	Bellmont, Chris	014183	AP Merch	200.00
10/30/2024	9000006516	ACH	Burt, Emily T	021370	AP Merch	38.86
10/30/2024	9000006517	ACH	Busker, Hailey M	020208	AP Merch	176.62
10/30/2024	9000006518	ACH	Contreras, Kodi C	018537	AP Merch	34.64
10/30/2024	9000006519	ACH	Dehne, Tyler	020322	AP Merch	200.00
10/30/2024	9000006520	ACH	Funston, Kathy L	017175	AP Merch	52.26
10/30/2024	9000006521	ACH	Gorton, Rachel	016735	AP Merch	200.00
10/30/2024	9000006522	ACH	Hagen, Aimee E	016614	AP Merch	11.26
10/30/2024	9000006523	ACH	Harris, Whitney M	021124	AP Merch	154.10
10/30/2024	9000006524	ACH	Mcbride, Kristen	017583	AP Merch	13.74
10/30/2024	9000006525	ACH	Nash, Baillie	021329	AP Merch	78.26
10/30/2024	9000006526	ACH	Robran, Kimberly J	020836	AP Merch	1,000.00
10/30/2024	9000006527	ACH	Schlichting, Catherine	012335	AP Merch	250.00
10/30/2024	9000006528	ACH	Sovine, Stacey	017487	AP Merch	200.00
10/30/2024	9000006529	ACH	Speltz, Ashley	021326	AP Merch	40.39
10/30/2024	9000006530	ACH	Sweeney, Michael J	016376	AP Merch	148.20
10/30/2024	9000006531	ACH	Tinklenberg, Aaron D	017462	AP Merch	200.00

AP Check Register

AP Run: 20241030 EACH — Post Date: 2024-10-30 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
10/30/2024	9000006532	ACH	Woggon, Trevor L	021282	AP Merch	400.00
Total:						\$3,898.33

20241030 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	19	3,898.33
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	19	\$3,898.33

AP Check Register

Fund	Total
01 - General	356,724.75
02 - Food Service	8,738.29
04 - Community Service	5,964.54
22 - Internal Service - Health Insurance	2,300.00
50 - Student Activity Fund	1,574.31
	\$375,301.89

Monthly Void/Wire Report

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AP Run: 20241015 Wires PR — Post Date: 2024-10-15 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
10/15/2024	8000001081	Wire Transfer	Commissioner Of Revenue	140,935.43
10/15/2024	8000001082	Wire Transfer	Educators Benefit Consultants	185,924.04
10/15/2024	8000001083	Wire Transfer	Internal Revenue Service	828,800.31
10/15/2024	8000001084	Wire Transfer	ISD 191 Flex Account	44,699.50
10/15/2024	8000001085	Wire Transfer	ISD 191 Self Insurance Account	1,042,458.21
10/15/2024	8000001086	Wire Transfer	MN Child Support	2,271.29
10/15/2024	8000001087	Wire Transfer	MN Dept of Revenue	100.00
10/15/2024	8000001088	Wire Transfer	Mn Teachers Retirement Assoc	461,523.08
10/15/2024	8000001089	Wire Transfer	PERA	120,993.42
10/15/2024	8000001090	Wire Transfer	Teachers Federal Credit Union	35,833.27
Total:				\$2,863,538.55

20241015 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	10	2,863,538.55
Epayables:	0	0.00
Total:	10	\$2,863,538.55

Monthly Void/Wire Report

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AP Run: 20241031 Wires PR — Post Date: 2024-10-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
10/31/2024	8000001095	Wire Transfer	Commissioner Of Revenue	149,928.04
10/31/2024	8000001096	Wire Transfer	Educators Benefit Consultants	215,422.19
10/31/2024	8000001097	Wire Transfer	Internal Revenue Service	875,451.35
10/31/2024	8000001098	Wire Transfer	ISD 191 Flex Account	45,007.42
10/31/2024	8000001099	Wire Transfer	ISD 191 Self Insurance Account	1,044,510.29
10/31/2024	8000001100	Wire Transfer	MN Child Support	2,340.60
10/31/2024	8000001101	Wire Transfer	MN Dept of Revenue	100.00
10/31/2024	8000001102	Wire Transfer	Mn State Retirement System	40,890.00
10/31/2024	8000001103	Wire Transfer	Mn Teachers Retirement Assoc	457,452.19
10/31/2024	8000001104	Wire Transfer	PERA	137,642.87
10/31/2024	8000001105	Wire Transfer	Teachers Federal Credit Union	36,142.08

Total: \$3,004,887.03

20241031 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	11	3,004,887.03
Epayables:	0	0.00
Total:	11	\$3,004,887.03

Monthly Void/Wire Report

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AP Run: 20241031 Wires 1MSDLAF — Post Date: 2024-10-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
10/31/2024	8000000970	Wire Transfer	Quadient Inc	600.00
Total:				\$600.00

20241031 Wires 1MSDLAF Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	600.00
Epayables:	0	0.00
Total:	1	\$600.00

Monthly Void/Wire Report

141

AP Run: 20241031 Wires 20 S.Ins — Post Date: 2024-10-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
10/31/2024	203	Wire Transfer	Further	193,358.37
10/31/2024	204	Wire Transfer	ISD 191 Self Insurance Account	79,934.17
10/31/2024	205	Wire Transfer	UMR, Inc	1,826,819.87
Total:				\$2,100,112.41

20241031 Wires 20 S.Ins Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	3	2,100,112.41
Epayables:	0	0.00
Total:	3	\$2,100,112.41

Monthly Void/Wire Report

142

AP Run: 20241031 Wires 8 Flex — Post Date: 2024-10-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
10/31/2024	74	Wire Transfer	Further	113,181.72
Total:				\$113,181.72

20241031 Wires 8 Flex Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	113,181.72
Epayables:	0	0.00
Total:	1	\$113,181.72

Monthly Void/Wire Report

143

AP Run: 20241031 Wires MerchMain — Post Date: 2024-10-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
10/31/2024	8000001107	Wire Transfer	Delta Dental Plan Of Minnesota	65,017.58
10/31/2024	8000001108	Wire Transfer	MN Dept of Revenue-Sales Tax	873.00
Total:				\$65,890.58

20241031 Wires MerchMain Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	65,890.58
Epayables:	0	0.00
Total:	2	\$65,890.58

Monthly Void/Wire Report

144

AP Run: 20241031 Wires RI — Post Date: 2024-10-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
10/31/2024	8000001120	Wire Transfer	ISD 191 Self Insurance Account	79,934.17
Total:				\$79,934.17

20241031 Wires RI Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	79,934.17
Epayables:	0	0.00
Total:	1	\$79,934.17

Monthly Void/Wire Report

145

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - General	5,701,555.95
02 - Food Service	125,796.34
04 - Community Service	249,377.42
16 - Facility Rental	11,038.93
20 - Internal Service - Dental	65,017.58
21 - Internal Service - Retirement/Severance	55,180.00
22 - Internal Service - Health Insurance	2,020,178.24
	\$8,228,144.46



**Agenda V.A.4
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, Superintendent

From: Tyler Dehne, Director of Finance

Date: December 03, 2024

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

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

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

	<u>Year-to-Date Revenue</u>	<u>% of Adopted Budget</u>	<u>Year-to-Date Expenditures</u>	<u>% of Adopted Budget</u>
All Funds	\$ 49,364,366	23.84%	\$ 54,696,951	25.88%
General Fund	\$ 34,311,930	22.23%	\$ 39,837,090	25.25%

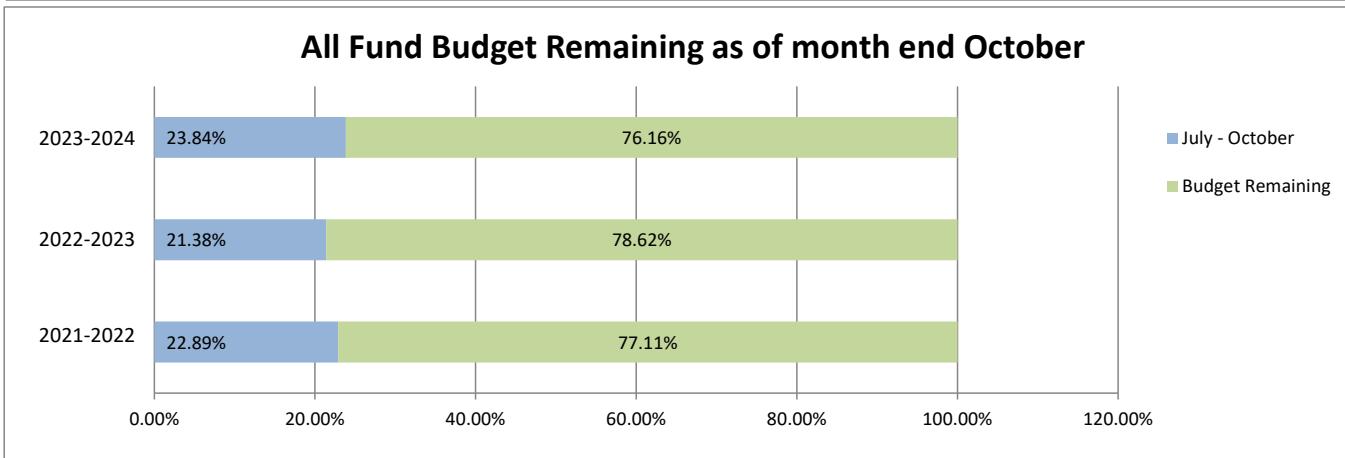
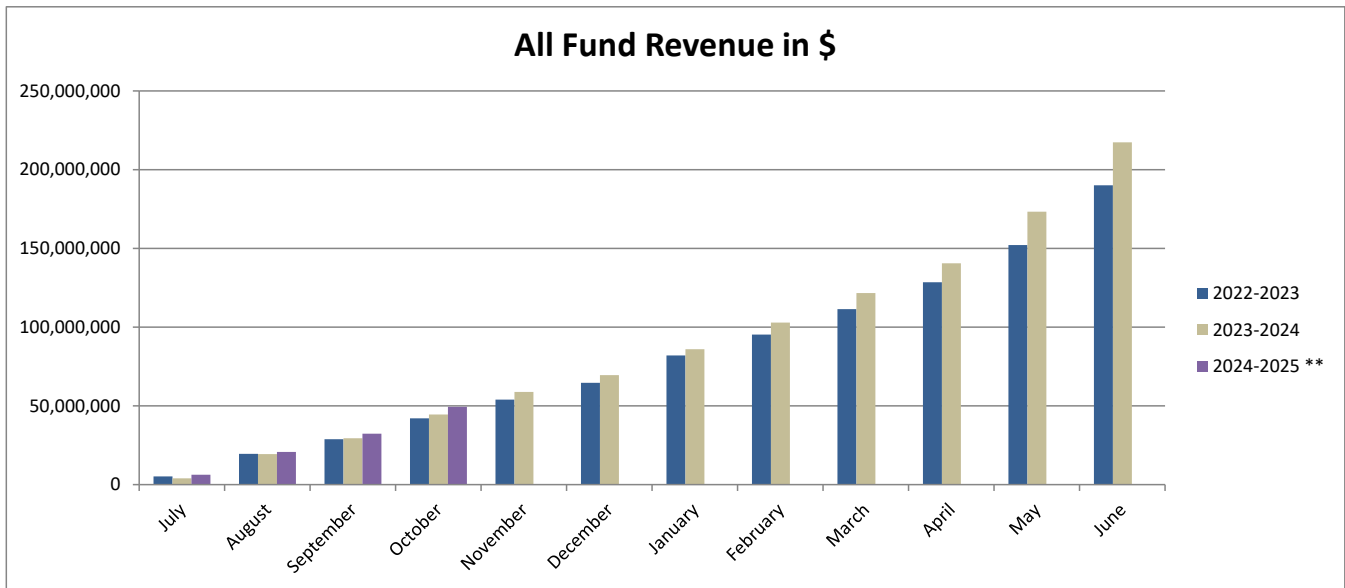
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

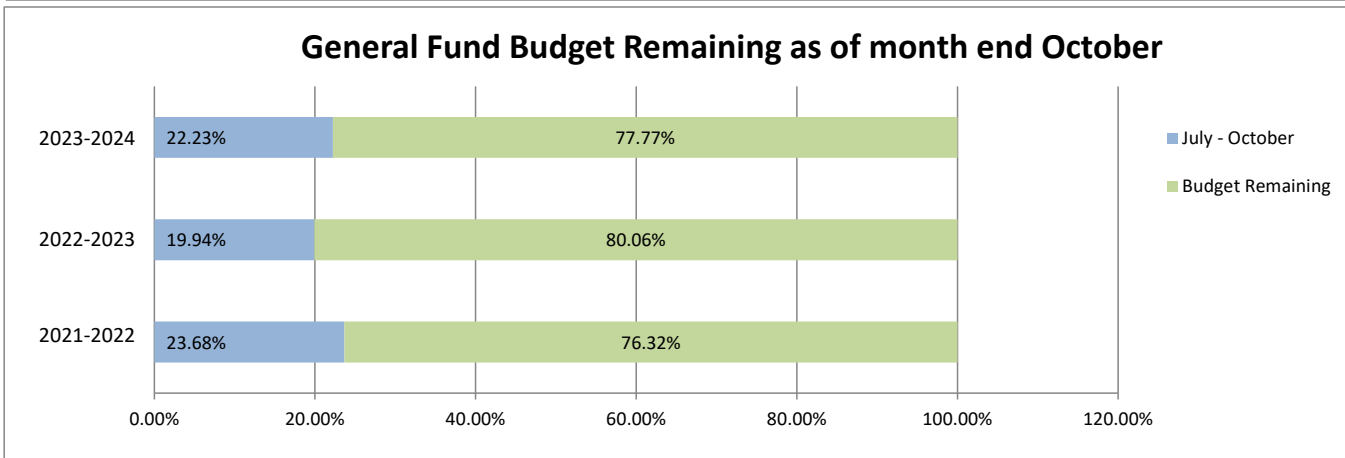
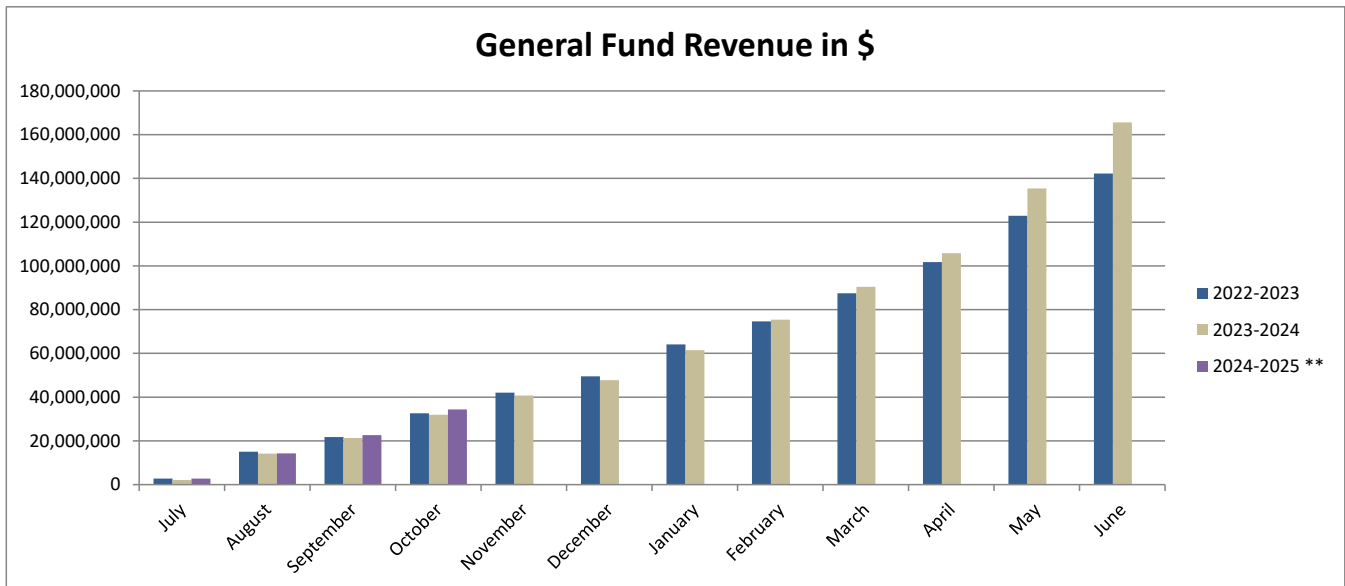
	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	5,211,222	2.83%	3,923,767	1.88%	6,225,705	3.01%
August	19,546,851	10.63%	19,367,531	9.29%	20,740,144	10.02%
September	28,812,784	15.67%	29,426,322	14.11%	32,399,332	15.65%
October	42,091,259	22.89%	44,587,953	21.38%	49,364,366	23.84%
November	54,008,523	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%	217,399,399	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**

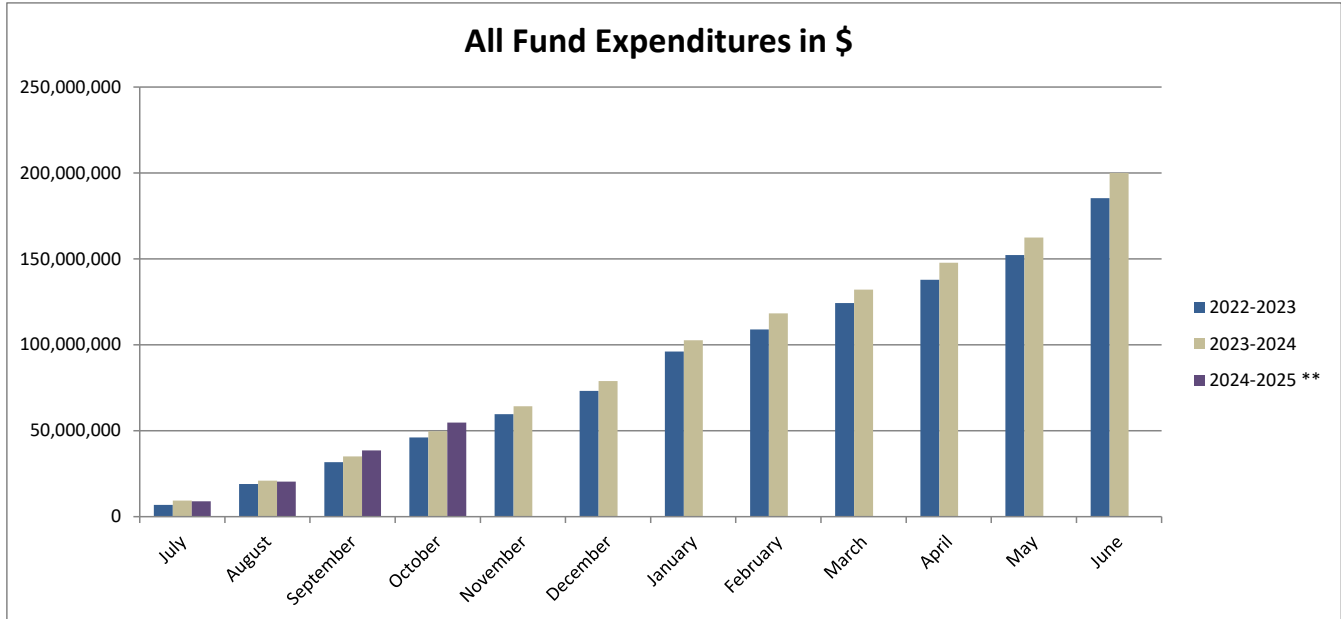
	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	2,782,571	2.02%	2,054,035	1.28%	2,730,267	1.77%
August	15,069,992	10.94%	14,217,775	8.88%	14,246,069	9.23%
September	21,696,447	15.75%	21,337,010	13.32%	22,663,634	14.68%
October	32,616,003	23.68%	31,945,444	19.94%	34,311,930	22.23%
November	42,025,977	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%	165,587,981	104.32%	0	0.00%
BUDGET	137,755,710	100.00%	160,186,251	100.00%	154,353,629	100.00%



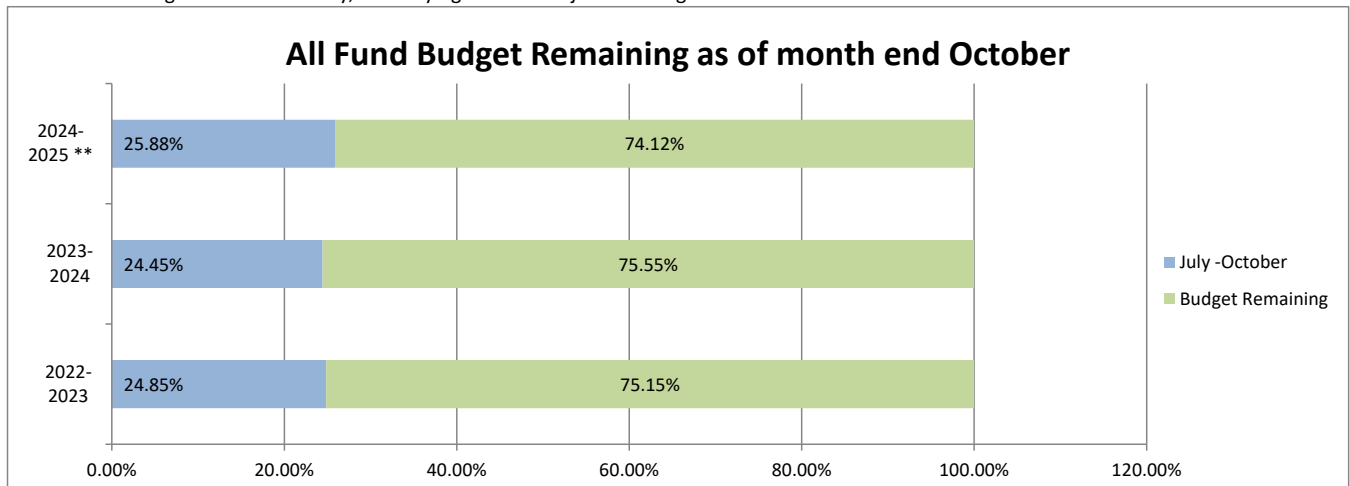
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON
ALL FUNDS**

	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	6,846,145	3.69%	9,311,625	4.58%	8,925,532	4.22%
August	18,979,577	10.22%	20,942,388	10.30%	20,436,074	9.67%
September	31,646,042	17.05%	35,122,008	17.27%	38,557,636	18.24%
October	46,123,533	24.85%	49,720,835	24.45%	54,696,951	25.88%
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%	200,012,729	97.47%	0	0.00%
BUDGET	185,621,470	100.00%	203,361,619	100.00%	211,347,425	100.00%

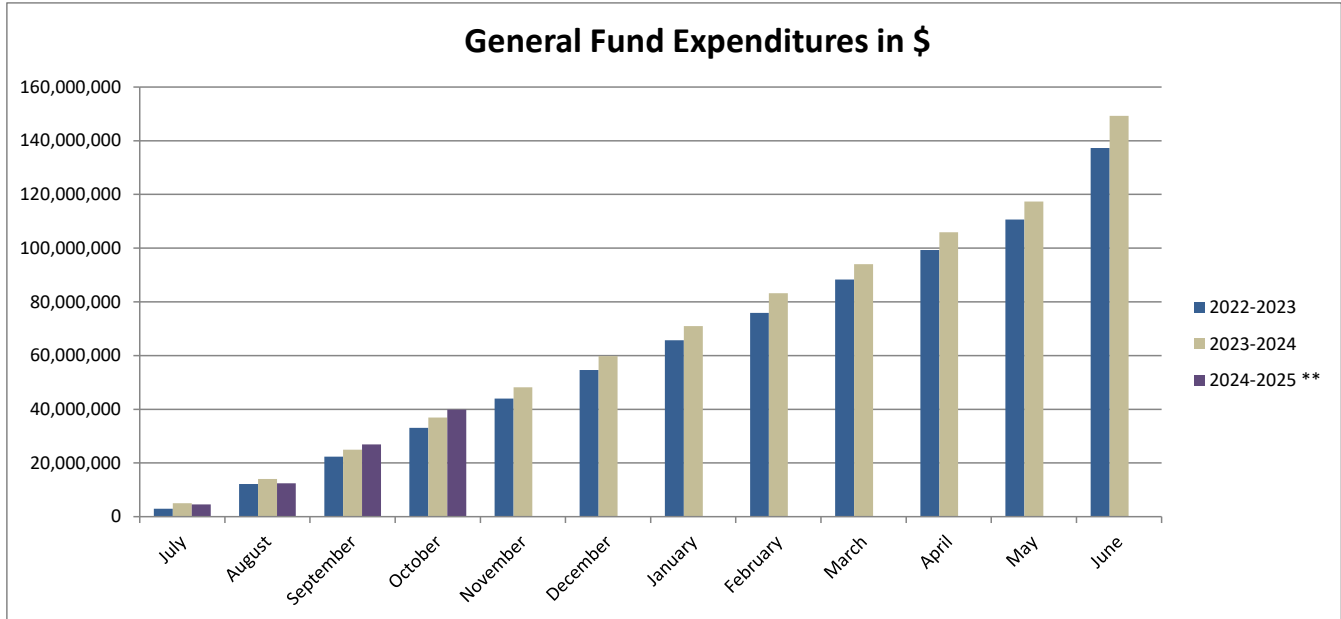


**based on timing of financial activity, monthly figures are subject to change

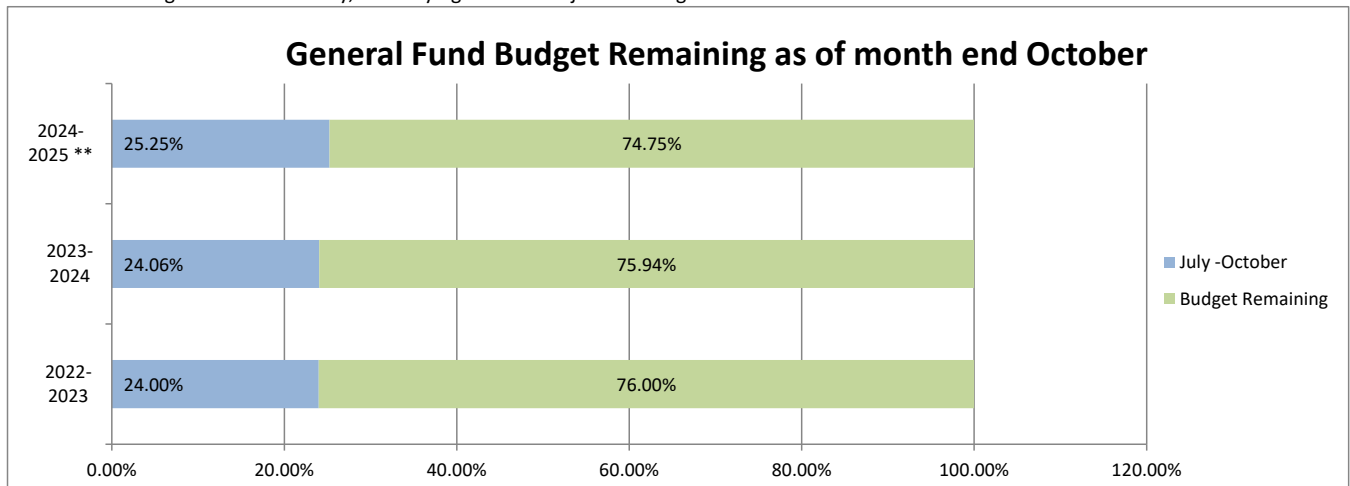


**EXPENDITURE COMPARISON
GENERAL FUND**

	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	2,991,235	2.17%	5,034,065	3.28%	4,587,428	2.91%
August	12,150,968	8.82%	14,041,027	9.14%	12,396,981	7.86%
September	22,316,375	16.19%	24,985,208	16.27%	26,951,894	17.08%
October	33,077,014	24.00%	36,953,232	24.06%	39,837,090	25.25%
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%	149,279,289	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 V.A.5.
December 12, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: November 21, 2024

Re: Report about the Listening Session

Recommendation: Receive a report about the listening session scheduled on November 21, 2024.

There were no speakers who spoke at the November 21, 2024 Listening Session.



**Agenda V.A.6.
December 12, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: December 12, 2024

Re: Approve, on First and Final Reading, No Changes to Policy 103: *Complaints-Students, Employees, Parents and Other Persons*

Recommendation: Approve, on First and Final Reading, No Changes to Policy 103: *Complaints Students, Employees, Parents and Other Persons*

Notes:

This policy was reviewed at the November 19, 2024 Policy Review Committee as part of a regular review rotation.

Adopted: 6/1986

Burnsville-Eagan-Savage School District Policy 103

Reviewed: ~~10/13/2022~~ 11/19/2024

Revised: ~~10/27/2022~~ 12/12/2024

Rescinds: KL

103 COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

I. PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, negotiated agreement, or Terms and Conditions of Employment, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

II. GENERAL STATEMENT OF POLICY

- A. Students, parents, employees, or other persons may report concerns or complaints to the school district. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent, or school board. However, persons are encouraged to file a complaint at the building level with the staff member most immediately involved with the issue when appropriate.
- B. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent, who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.
- C. The appropriate administrator shall respond in a reasonable time-period in writing to the complaining party concerning the completion of the investigation. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minnesota Statutes chapter 13 (the Minnesota Government Data Practices Act) or other law.

- D. Before a complaint against an employee is acted upon, the employee will have the opportunity to respond to the complaint with the appropriate administrator to present information relevant to the complaint.
- E. No reprisals against a complainant or witness will be tolerated.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Cross References: Burnsville-Eagan-Savage School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
 Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
 Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
 Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)
 Burnsville-Eagan-Savage School District Policy 514 (Bullying Prohibition)
 MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)



**Agenda V.A.7.
December 12, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: December 12, 2024

Re: Approve, on First and Final Reading, Non-substantive Changes to Policies: 507.5 *School Resource Officer* and 615: *Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans and LEP students*

Recommendation: Approve, on First and Final Reading, Non-substantive Changes to Policies: 507.5 *School Resource Officer* and 615: *Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans and LEP students*

Notes:

The updates made to both of these policies do not represent changes in policy. Rather, the updates are purely technical corrections to citations sent out by MSBA in their November Policy Newsletter.

- 507.5 – Correct citation in Legal References
- 615 – Update chapter reference in Article IV

Adopted: 08/22/2024

Burnsville-Eagan-Savage School District Policy 507.5

Reviewed:

Revised: 12/12/2024

Rescinds:

507.5 SCHOOL RESOURCE OFFICERS

I. PURPOSE

The purpose of this policy is to establish the contractual duties and training requirements of a school resource officer.

II. GENERAL STATEMENT OF POLICY

The school district, upon securing the services of one or more school resource officers, is committed to establishing the qualifications and duties required of these officers. Any contract for the services of a school resources officer with the school district must meet the requirements of this policy.

III. DEFINITIONS

- A. “School” means an elementary school, middle school or secondary school, as defined in Minnesota Statutes, section 120A.05, subdivisions 9, 11, and 13.
- B. “School Resource Officer” means a peace officer who is assigned to work in an elementary school, middle school, or secondary school during the regular instructional school day as one of the officer’s regular responsibilities through the terms of a contract entered between the peace officer’s employer and the designated school district or charter school.

IV. CONTRACTUAL DUTIES

- A. A school resource officer’s contractual duties with the school district shall include:
 - 1. fostering a positive school climate through relationship building and open communication;
 - 2. protecting students, staff, and visitors to the school grounds from criminal activity;
 - 3. serving as a liaison from law enforcement to school officials;
 - 4. providing advice on safety drills;
 - 5. identifying vulnerabilities in school facilities and safety protocols;

- 6. educating and advising students and staff on law enforcement topics; and,
 - 7. enforcement of criminal laws.
- B. The school district may contract with a school resource officer's employer for the officer to perform additional duties to those described in paragraph IV.A.
 - C. A school resource officer must not use force or the authority of their office solely to enforce school rules or policies or participate in the enforcement of discipline for violations of school rules.
 - D. Nothing in this Article limits any other duty or responsibility imposed on peace officers; limits the expectation that peace officers will exercise professional judgment and discretion to protect the health, safety, and general welfare of the public when carrying out their duties; or creates a duty for school resource officers to protect students, staff, or others on school grounds that is different from the duty to protect the public as a whole.

V. TRAINING

- A. Except as provided for in paragraphs V.B., V.C., and V.D. below, beginning September 1, 2025, a peace officer assigned to serve as a school resource officer must complete a training course that provides instruction on the learning objectives identified in Minnesota Statutes, section 626.8482, subdivision 4 prior to assuming the duties of a school resource officer.
- B. A peace officer who has completed either the School Safety Center standardized Basic School Resource Officer Training or the National School Resource Officer Basic School Resource Officer course prior to September 1, 2025, must complete the training mandated under paragraph V.A. above before June 1, 2027. A peace officer covered under this paragraph may complete a supplemental training course approved by the board pursuant to Minnesota Statutes, section 626.8482, subdivision 4, paragraph (b), to satisfy the training requirement.
- C. If an officer's employer is unable to provide the required training course to the officer prior to the officer assuming the duties of a school resource officer, the officer must complete the required training within six months of assuming the duties of a school resource officer. The officer is not required to perform the duties described in Minnesota Statutes, section 626.8482, subdivision 2, paragraph (a), clause (4) or (5), until the officer has completed the required training course. The officer must review any policy adopted by the officer's employer pursuant to section 626.8482, subdivision 6 before assuming the other duties of a school resource officer and must comply with that policy.

- D. An officer who is serving as a substitute school resource officer for fewer than 60 student contact days within a school year is not obligated to complete the required training or perform the duties described in Minnesota Statutes, section 626.8482 subdivision 2, paragraph (a), clause (4) or (5), but must review and comply with any policy adopted pursuant to subdivision 6 by the law enforcement agency that employs the substitute school resource officer.
- E. For each school resource officer employed by an agency, the chief law enforcement officer must maintain a copy of the most recent training certificate issued to the officer for completion of the training mandated under this section.

Legal References: Minn. Stat. § 120A.05, subs. 9, 11, and 13 (Definitions)
Minn. Stat. § 1230B.02, subd. 25 (General Powers of Independent School Districts – School Resource Officers)
Minn. Stat. § 626.8482 (School Resource Officers; Duties; Training; Model Policy)

Cross References: Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Burnsville-Eagan-Savage School Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
Burnsville-Eagan-Savage School Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
Burnsville-Eagan-Savage School 506 (Student Discipline)

Adopted: 9/14/2017
 Reviewed: 10/22/2024
 Revised: ~~11/7/2024~~ 12/12/24
 Rescinds :

Burnsville-Eagan-Savage School District Policy 615

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

I. PURPOSE

The purpose of the policy is to provide adequate opportunity for students identified as having individualized education program (IEP), Rehabilitation Act of 1973, Section 504 accommodation plan (504 plan), or English Language (EL) needs to participate in statewide assessment systems designed to hold schools accountable for the academic performance of all students.

II. GENERAL STATEMENT OF POLICY

A. Minnesota Test of Academic Skills (MTAS)

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.
2. Participation decisions will be made separately for mathematics, reading, and science. The assessment options are the Minnesota Comprehensive Assessment (MCA) and the MTAS.
3. Eligibility Requirements
 - a. The following requirements must be met for a student with a significant cognitive disability to be eligible for the MTAS:
 - (1) The IEP team must consider the student's ability to access the MCA, with or without accommodations;
 - (2) The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided;
 - (3) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a

significant impact on their ability to function in multiple environments, including home, school, and community;

- (4) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;
- (5) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.

b. MTAS participation decisions must not be made on the following factors:

- (1) Student's disability category;
- (2) Placement;
- (3) Participation in a separate, specialized curriculum;
- (4) An expectation that the student will receive a low score on the MCA;
- (5) Language, social, cultural, or economic differences;
- (6) Concern for accountability calculations.

B. Alternate ACCESS for ELs

- 1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing.
- 2. Eligibility Requirements
 - a. The student must be identified as EL in MARSS in order to take an English language proficiency assessment.
 - b. The student must have a significant cognitive disability. If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion.
 - c. For students in grades that the MTAS is not administered:

- (1) the student must have cognitive functioning significantly below age level;
 - (2) the student's disability must have a significant impact on their ability to function in multiple environments, including home, school, and community; and
 - (3) the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments.
- d. The IEP team must consider the student's ability to access the ACCESS, with or without accommodations.
 - e. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.
3. Alternate ACCESS participation decisions must not be made on the following factors:
 - a. Student's disability category;
 - b. Participation in a separate, specialized curriculum;
 - c. Current level of English language proficiency;
 - d. The expectation that the student will receive a low score on the ACCESS for ELs;
 - e. Language, social, cultural, or economic differences;
 - f. Concern for accountability calculations.

C. EL Students New to the United States

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

III. DEFINITION OF TERMS

See the current "Procedures Manual for the Minnesota Assessments" which is produced by the Minnesota Department of Education and available through minnesota.pearsonaccessnext.com/policies-and-procedures.

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

See Chapter 45 of the current “Procedures Manual for the Minnesota Assessments” and Guidelines for Administration of Accommodations and Linguistic Supports

V. RECORDS

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

Legal References: Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
 Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
 Minn. Stat. § 125A.08 (Individualized Education Programs)
 Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
 Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)
 Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
 Eligibility Requirements for the Minnesota Test of Academic Skills (MTAS),
<https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mda2/~edisp/006087.pdf>
 Alternate ACCESS for ELLs Participation Guidelines,
<https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mdq5/~edisp/049763.pdf>

Cross References: Burnsville-Eagan-Savage School District Policy 104 (School District Mission Statement)
 Burnsville-Eagan-Savage School District Policy 601 (School District Curriculum and Instruction Goals)
 Burnsville-Eagan-Savage School District Policy 613 (Graduation Requirements)
 Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)
 Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)



**Agenda V.B.1.
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Eric Miller, chair

Date: December 12, 2024

Re: Appoint Board Member Representative to Intermediate School District 917

Recommendation: that the Board of Education duly appoints Director Lesley Chester as a School Board Member of Intermediate School District 917, to represent Independent School District No. 191, for a term which will end on December 31, 2027.

NOTICE OF ELECTION

TO: Director Lesley Chester

You are hereby notified that at a meeting of Independent School District No. 191, Burnsville School District, Burnsville, Minnesota, held on the 12th day of December, 2024, you were duly appointed a School Board Member of Intermediate School District 917, to represent Independent School District No. 191 for a term to be three years in length, ending December 31, 2027.

Dated _____

Clerk of Appointing Independent School District

ACCEPTANCE

TO: Director Abigail Alt

Clerk of School District No. 191, Dakota County, Minnesota:

I hereby signify my acceptance of the office of School Board Member of Intermediate School District 917, which your notice of appointment, dated December 12, 2024, informs me that I have been appointed.

Dated _____

Appointed for Intermediate School District 917

FORM OF OATH TO BE ADMINISTERED TO SCHOOL DISTRICT OFFICERS UPON QUALIFYING

I do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Minnesota, and faithfully discharge the duties of my office according to law and the best of my ability and understanding, so help me God.

School Board Member
Intermediate School District 917

Sworn and subscribed to, before me this _____ day of _____, 2025.

Notary



**Agenda V.B.2.
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: December 5, 2024

Re: Certification of Final Property Tax Levy Payable 2025

Recommendation: that the Board of Education certify the final property tax levy for taxes payable in 2025 of \$48,815,256.78 as presented.

General - RMV, Voter Approved	\$ 17,163,924.95
General - RMV, Other	5,880,987.19
General - NTC, Voter Approved	4,689,691.60
General - NTC, Other	8,860,620.75
Community Service	1,590,369.61
General Debt Service, Voter Approved	3,545,425.80
General Debt Service, Other	5,710,194.69
OPEB/ Pension, Other	<u>1,374,042.19</u>
 Total	 <u><u>\$ 48,815,256.78</u></u>

The final levy recommended for approval this evening is in the amount of \$48,815,256.78. This represents the District's maximum levy authority and reflects a 4.36% decrease from the payable 2024 property tax levy. This certified levy funds the fiscal year of 2025-2026.

I recommend approval of the final levy for taxes payable in 2025 of \$48,815,256.78

Attachment: Levy Limitation and Final Certification, Final Levy Comparison Payable 2024 and 2025

Independent School District 191
 Levy Certification Summary
 2024 Payable 2025
 For the Fiscal Year 2025/2026

	2023 Payable 2024	2024 Payable 2025	Increase/ (Decrease)
General Levies:			
Referendum Levy	\$ 18,274,735	\$ 17,710,306	\$ (564,429)
Location Optional Levy Tier 1	2,485,348	2,340,988	(144,360)
Location Optional Levy Tier 2	3,517,419	3,313,390	(204,029)
Equity Revenue Levy	414,790	390,730	(24,060)
Operating Capital Levy	1,324,289	1,436,149	111,861
Safe Schools	298,649	281,326	(17,323)
Safe Schools - District 917	103,698	117,219	13,522
Career & Technical Levy	364,195	364,195	0
Long Term Facilities Maintenance Levy	2,560,961	4,920,845	2,359,884
Economic Development Abatement	0	0	0
Transition Revenue Levy	279,734	263,508	(16,226)
Achievement & Integration Levy	580,510	602,392	21,883
Reemployment Insurance Levy	100,000	100,000	0
Lease Levy	329,052	291,421	(37,631)
Capital Project Referendum Levy	4,351,374	4,689,692	338,317
Alternative Compensation Levy	710,458	685,290	(25,168)
Total General Levies	35,695,211	37,507,452	1,812,240
Levy Adjustments	3,635,351	(912,227)	(4,547,578)
Net General Levies	\$ 39,330,562	\$ 36,595,224	\$ (2,735,338)

Independent School District 191
 Levy Certification Summary
 2024 Payable 2025
 For the Fiscal Year 2025/2026

	2023 Payable 2024	2024 Payable 2025	Increase/ (Decrease)
	<u>2024</u>	<u>2025</u>	<u>(Decrease)</u>
Community Service Fund:			
General Community Education	\$ 485,567	\$ 458,903	\$ (26,664)
Early Childhood Family Education	259,321	278,162	18,841
Disabled Adults	7,769	7,375	(394)
School Age Care	830,000	830,000	-
Home Visiting	8,483	9,105	622
	<u>1,591,140</u>	<u>1,583,545</u>	<u>(7,595)</u>
Total Levies	1,591,140	1,583,545	(7,595)
Levy Adjustments	26,328	6,825	(19,503)
	<u>26,328</u>	<u>6,825</u>	<u>(19,503)</u>
Community Service Levies	\$ 1,617,468	\$ 1,590,370	\$ (27,098)
	<u>\$ 1,617,468</u>	<u>\$ 1,590,370</u>	<u>\$ (27,098)</u>

**Independent School District 191
 Levy Certification Summary
 2024 Payable 2025
 For the Fiscal Year 2025/2026**

	2023 Payable 2024	2024 Payable 2025	Increase/ (Decrease)
General Debt Service Fund:			
Voter Approved Levy	\$ 3,886,064	\$ 3,888,164	\$ 2,100
LTFM Debt Service	6,383,003	6,359,323	(23,680)
Total Levies	10,269,067	10,247,487	(21,580)
Levy Adjustments	(1,582,120)	(991,867)	590,253
Debt Service Levy	\$ 8,686,947	\$ 9,255,620	\$ 568,674

Independent School District 191
Levy Certification Summary
2024 Payable 2025
For the Fiscal Year 2025/2026

	2023 Payable 2024	2024 Payable 2025	Increase/ (Decrease)
	<u> </u>	<u> </u>	<u> </u>
OPEB Levy - Non-Voter Approved	\$ 1,469,759	\$ 1,466,832	\$ (2,927)
Levy Adjustments	(64,649)	(92,790)	(28,141)
	<u> </u>	<u> </u>	<u> </u>
OPEB Levy	<u>\$ 1,405,110</u>	<u>\$ 1,374,042</u>	<u>\$ (31,068)</u>

Independent School District 191
 Levy Certification Summary
 2024 Payable 2025
 For the Fiscal Year 2025/2026

	2023 Payable 2024	2024 Payable 2025	Increase/ (Decrease)
	<u> </u>	<u> </u>	<u> </u>
Summary of All Levies:			
General Levy	\$ 39,330,562	\$ 36,595,224	\$ (2,735,338)
Community Service Levy	1,617,468	1,590,370	(27,098)
General Debt Service Levy	8,686,947	9,255,620	568,674
OPEB Levy	<u>1,405,110</u>	<u>1,374,042</u>	<u>(31,068)</u>
Total - All Levies	<u><u>\$ 51,040,087</u></u>	<u><u>\$ 48,815,257</u></u>	<u><u>\$ (2,224,829)</u></u>
Percentage Increase			-4.36%

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	8,798,837.03	103,900.08-	165,683.80			8,860,620.75
TOTAL GENERAL	37,507,451.88	1,077,911.19-	165,683.80			36,595,224.49
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	50,805,315.98	2,224,512.31-	234,453.11			48,815,256.78

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	36,595,224.49	2,735,337.70-	6.95-
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	48,815,256.78	2,224,829.92-	4.36-

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			

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
SUBTOTALS BY LEVY CATEGORY						
(5001)	GENERAL-RMV VOTER	21,448,839.43	21,448,839.43	17,163,924.95	17,163,924.95	
(5002)	GENERAL-RMV OTHER	7,293,645.52	7,293,645.52	5,880,987.19	5,880,987.19	
(5003)	GENERAL-NTC VOTER	4,351,374.36	4,351,374.36	4,689,691.60	4,689,691.60	
(5004)	GENERAL-NTC OTHER	6,236,702.87	6,236,702.88	8,860,620.75	8,860,620.75	
(5009)	COMMUNITY SERV-NTC OTHER	1,617,467.62	1,617,467.62	1,590,369.61	1,590,369.61	
(5013)	GENL DEBT-NTC VOTER	3,309,515.63	3,309,515.63	3,545,425.80	3,545,425.80	*1
(5014)	GENL DEBT-NTC OTHER	5,377,431.32	5,377,431.32	5,710,194.69	5,710,194.69	*1
(5020)	OPEB DEBT-NTC VOTER					
(5021)	OPEB DEBT-NTC OTHER	1,405,109.93	1,405,109.94	1,374,042.19	1,374,042.19	
SUBTOTALS BY FUND						
(5005)	GENERAL FUND	39,330,562.19	39,330,562.19	36,595,224.49	36,595,224.49	
(5009)	COMMUNITY SERVICES FUND	1,617,467.62	1,617,467.62	1,590,369.61	1,590,369.61	
(5015)	GENERAL DEBT SERVICE FUND	8,686,946.95	8,686,946.95	9,255,620.49	9,255,620.49	
(5022)	OPEB/PENSION DEBT SERVICE FUND	1,405,109.93	1,405,109.94	1,374,042.19	1,374,042.19	
SUBTOTALS BY TAX BASE						
	REFERENDUM MARKET VALUE	28,742,484.95	28,742,484.95	23,044,912.14	23,044,912.14	
	NET TAX CAPACITY	22,297,601.74	22,297,601.75	25,770,344.64	25,770,344.64	
SUBTOTALS BY TRUTH IN TAXATION CATEGORY						
	VOTER APPROVED	29,109,729.42	29,109,729.42	25,399,042.35	25,399,042.35	
	OTHER	21,930,357.27	21,930,357.28	23,416,214.43	23,416,214.43	
TOTAL LEVY						
	TOTAL LEVY	51,040,086.70	51,040,086.70	48,815,256.78	48,815,256.78	

ALLOWABLE INCREASE

ALLOWABLE INCREASE AMOUNT

MAXIMUM ALLOWABLE CERTIFIED LEVY

48,815,256.78

FOOTNOTES:

*1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES

NOTE TO SCHOOL DISTRICTS: MUST CERTIFY PROPOSED AND FINAL LEVIES VIA THE WEB-BASED LEVY CERTIFICATION SYSTEM AVAILABLE ON THE MDE WEBSITE, HTTP://EDUCATION.STATE.MN.US.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL REFER MARKET VALUE VOTER APPROVED:						
(313)	1ST TIER RMV REFER	3,816,068.00	3,816,068.00	3,594,716.00	3,594,716.00	*2
(314)	2ND TIER RMV REFER	8,795,621.95	8,795,621.95	8,644,901.25	8,644,901.25	*2
(315)	UNEQUALIZED RMV REFER	5,663,044.91	5,663,044.91	5,470,688.88	5,470,688.88	
(1031)	FY2025 1ST TIER REF ADJUST	190,532.00	190,532.00	145,820.00-	145,820.00-	*2
(1039)	FY2025 2ND TIER REF ADJUST	972,381.65	972,381.65	336,099.25-	336,099.25-	*2
(1047)	FY2025 UNEQUAL REF ADJUST	705,227.58	705,227.58	196,529.67-	196,529.67-	
(1053)	FY2025 TBRA ALLOC ADJUST					*2
(1062)	FY2025 REF HOLD HARMLESS ADJ					
(1137)	FY2023 1ST TIER REF ADJUST	139,577.80	139,577.80	4,526.40	4,526.40	
(1144)	FY2023 2ND TIER REF ADJUST	279,762.46	279,762.46	9,404.58	9,404.58	
(1151)	FY2023 UNEQUAL REF ADJUST	886,623.08	886,623.08	118,136.76	118,136.76	
(1157)	FY2023 TBRA ALLOC ADJUST					
(1169)	FY2023 REF HOLD HARMLESS ADJ					
(1334)	OTHER RMV REF ADJUST (MEMO)					
(3025)	RMV REF NET OFFSET ADJUST					
(4055)	REFERENDUM TACONITE ADJUST					
(5001)	TOTAL GENERAL - RMV VOTER APPROVED	21,448,839.43	21,448,839.43	17,163,924.95	17,163,924.95	
GENERAL REFER MARKET VALUE OTHER:						
(310)	1ST TIER LOCAL OPTIONAL	2,485,348.41	2,485,348.41	2,340,988.41	2,340,988.41	2,340,988.41 *3
(238)	2ND TIER LOCAL OPTIONAL	3,517,419.20	3,517,419.20	3,313,390.40	3,313,390.40	3,313,390.40 *3
(242)	EQUITY	414,790.00	414,790.00	390,730.00	390,730.00	*3
(245)	TRANSITION	279,734.37	279,734.37	263,508.31	263,508.31	*3
(1011)	FY2025 LOR TIER 1 ADJUST	88,255.57	88,255.57	95,100.00-	95,100.00-	*3
(1015)	FY2025 LOR TIER 2 ADJUST	175,620.80	175,620.80	134,408.00-	134,408.00-	*3
(1019)	FY2025 EQUITY ADJUST	20,710.00	20,710.00	15,850.00-	15,850.00-	*3
(1023)	FY2025 TRANSITION ADJUST	13,966.83	13,966.83	10,689.23-	10,689.23-	*3
(1055)	FY2025 LOR TIER 1 TBRA ADJUST					*2
(1064)	FY2025 LOR TIER 1 HOLD HARM ADJ					
(1109)	FY2023 LOR TIER 1 ADJUST	143,742.86	143,742.86	22,967.32-	22,967.32-	22,967.32-
(1116)	FY2023 LOR TIER 2 ADJUST	128,654.32	128,654.32	4,172.16	4,172.16	4,172.16
(1123)	FY2023 EQUITY ADJUST	15,171.50	15,171.50	153,119.34-	153,119.34-	
(1130)	FY2023 TRANSITION ADJUST	10,231.66	10,231.66	331.80	331.80	
(1163)	FY2023 LOR TIER 1 TBRA ADJUST					
(1175)	FY2023 LOR TIER 1 HOLD HARMLESS					
(1339)	OTHER ADJ, GEN OTHER RMV					
(3026)	GENERAL OTH RMV NET OFFSET ADJ					
(4053)	GENERAL OTH RMV TACONITE ADJUST					
(5002)	TOTAL GENERAL - RMV OTHER	7,293,645.52	7,293,645.52	5,880,987.19	5,880,987.19	

FOOTNOTES:

*2 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING REFERENDUM EQUALIZATION AID (PRIOR TO TAX BASE REPLACEMENT AID AND REFERENDUM HOLD HARMLESS).

*3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID. FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LVYSUP01910125
 DISTRICT NO. 0191 TYPE 01
 DISTRICT NAME Burnsville-Eagan-Savage S
 ECSU REGION 11 Dakota County

M I N N E S O T A D E P A R T M E N T O F E D U C A T I O N
 L E V Y S U P P L E M E N T A L R E P O R T
 2 0 2 4 P A Y A B L E 2 0 2 5

ED-00111-46

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 DATE OF RUN: 11/25/24

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY VOTER APPROVED:						
(492)	CAPITAL PROJECT REFERENDUM	4,351,374.36	4,351,374.36	4,689,691.60	4,689,691.60	
(1337)	OTHER NTC VOTER ADJ					
(4057)	CAPITAL PROJ TACONITE ADJ					
(5003)	TOTAL GENERAL - NTC VOTER APPROVED	4,351,374.36	4,351,374.36	4,689,691.60	4,689,691.60	

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER:						
INITIAL LEVIES:						
(232)	OPERATING CAPITAL	1,324,288.67	1,324,288.67	1,436,149.33	1,436,149.33	*3
(337)	ALT TEACHER COMP (Q COMP)	710,457.93	710,457.93	685,290.06	685,290.06	*4
(359)	ACHIEVEMENT & INTEGRATION	580,509.80	580,509.80	602,392.48	602,392.48	*5
(363)	FY2025 REEMPLOYMENT INS	100,000.00	100,000.00	100,000.00	100,000.00	
(365)	SAFE SCHOOLS	298,648.79	298,648.80	281,325.60	281,325.60	
(368)	SAFE SCHOOLS INTERMEDIATE	103,697.50	103,697.50	117,219.00	117,219.00	
(371)	JUDGMENT					*6
(373)	ICE ARENA					
(385)	FY2025 CAREER TECHNICAL	364,194.71	364,194.71	364,194.71	364,194.71	
(389)	FY2024 ANNUAL OTHER POST- EMPLOYMENT BENEFITS (OPEB)					
(444)	LT FACILITIES EQUAL					*4
(445)	LT FACILITIES UNEQUAL	2,560,960.80	2,560,960.80	4,920,844.75	4,920,844.75	
(455)	DISABLED ACCESS					
(489)	BUILDING/LAND LEASE	329,052.08	329,052.08	291,421.10	291,421.10	
(490)	COOP BUILDING REPAIR					
(491)	OTHER CAPITAL (MEMO)					
(494)	CONSOL/TRANSITION					
(495)	REORG OPERATING DEBT					
(496)	FY2025 HEALTH BENEFITS					
(497)	ADDITIONAL RETIREMENT					
(498)	SEVERANCE					
(499)	ADMINISTRATIVE DISTRICT					
(500)	SWIMMING POOL					
(501)	TREE GROWTH					
(502)	CONSOL/RETIREMENT					
(503)	ECON DEV ABATEMENT					
(504)	OTHER GENERAL (MEMO)					
(5005A)	SUBTOTAL - INITIAL LEVIES - GENERAL NTC OTHER	6,371,810.28	6,371,810.29	8,798,837.03	8,798,837.03	

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *4 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN EQUALIZATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *6 WITH COMMISSIONER APPROVAL, DISTRICTS MAY SPREAD THIS LEVY OVER UP TO THREE YEARS.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1003)	FY2025 OPER CAPITAL ADJUST	1,591.62	1,591.62	1,110.19-	1,110.19-	*3
(1102)	FY2023 OPER CAPITAL ADJUST	3,626.44	3,626.44	2,436.63	2,436.63	
(1072)	FY2025 ALT TEACHER COMP ADJUST	1,747.51-	1,747.51-	19,403.93-	19,403.93-	*7
(1204)	FY2023 ALT TEACHER COMP ADJUST	68.21-	68.21-	29,524.68-	29,524.68-	
(1068)	FY2025 ACHIEVE & INTEG ADJUST	16,201.81	16,201.81			*5
(1182)	FY2023 ACHIEVE & INTEG ADJUST			38,212.06	38,212.06	*5
(1187)	FY2023 REEMPLOYMENT ADJUST	175,000.00-	175,000.00-	78,545.19-	78,545.19-	
(1192)	FY2023 SAFE SCHOOLS ADJUST	1,194.12-	1,194.12-	20,643.84	20,643.84	
(1197)	FY2023 SAFE SCHOOLS INTERM ADJ	414.62-	414.62-	7,168.00	7,168.00	
(1230)	FY2023 CAREER TECHNICAL ADJUST	1,658.78	1,658.78			
(1234)	FY2023 HEALTH BENEFITS ADJUST					
(1240)	FY2023 ANNUAL OPEB ADJUST					
(1076)	FY2025 LTFM EQUAL ADJUST					
(1080)	FY2025 LTFM UNEQUAL ADJUST			16,349.00-	16,349.00-	
(1081)	FY2025 H&S REBATE ADJ					
(1088)	FY2024 LTFM EQUAL ADJUST					
(1095)	FY2024 LTFM UNEQUAL ADJUST	111,896.95	111,896.95	25,918.92	25,918.92	
(1215)	FY2023 LTFM EQUAL ADJUST					
(1226)	FY2023 LTFM UNEQUAL ADJUST					
(5005B)	SUBTOTAL - ADJUSTMENTS-THIS PAGE					
	GENERAL NTC OTHER	43,448.86-	43,448.86-	50,553.54-	50,553.54-	

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *7 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN ALTERNATIVE COMPENSATION EQUALIZATION

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1327)	PAY 22 LEASE ADJUST	179,898.65-	179,898.65-	53,346.54-	53,346.54-	
(1328)	LEASE LEVY ADJ (MEMO)					
(1329)	OTHER CAPITAL ADJUST (MEMO)					
(758)	FY2026 FAC & EQUIP BOND ADJUST					
(1331)	ECON DEV ABATE ADJUST					
(1332)	DEBT SURPLUS ADJUST					
(1346)	OTHER GENERAL ADJUST					
(2038)	ABATEMENT ADJUSTMENT	74,286.22	74,286.22	206,670.99	206,670.99	*10
(2051)	CARRY-OVER ABATEMENT ADJUST					*11
(2069)	ADVANCE ABATEMENT ADJUST	13,953.88	13,953.88	40,987.19-	40,987.19-	*12
(4047)	GENERAL OTH NTC TACONITE ADJUST					
(5005C)	SUBTOTAL - ADJUSTMENTS- THIS PAGE GENERAL NTC OTHER	91,658.55-	91,658.55-	112,337.26	112,337.26	
(5005A)	SUBTOTAL - INITIAL LEVIES- PAGE 34 GENERAL NTC OTHER	6,371,810.28	6,371,810.29	8,798,837.03	8,798,837.03	
(5005B)	SUBTOTAL - ADJUSTMENTS- PAGE 35 GENERAL NTC OTHER	43,448.86-	43,448.86-	50,553.54-	50,553.54-	
(5004)	TOTAL GENERAL - NTC OTHER	6,236,702.87	6,236,702.88	8,860,620.75	8,860,620.75	

FOOTNOTES:

- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
COMMUNITY SERVICE:						
(609)	BASIC COMMUNITY EDUC	485,566.73	485,566.74	458,903.01	458,903.01	*13
(619)	EARLY CHILD FAMILY	259,321.12	259,321.12	278,162.29	278,162.29	*14
(624)	HOME VISITING	8,482.85	8,482.85	9,105.00	9,105.00	
(631)	ADULTS W/ DISABILITIES	7,769.06	7,769.06	7,374.72	7,374.72	
(636)	SCHOOL-AGE CARE	830,000.00	830,000.00	830,000.00	830,000.00	*14
(638)	OTHER COMM ED (MEMO)					
(1403)	FY2025 EARLY CHILD FAMILY ADJ	13,180.86-	13,180.86-	471.71-	471.71-	
(1407)	FY2023 HOME VISITING ADJUST	118.42-	118.42-	584.40-	584.40-	
(1411)	FY2023 SCHOOL-AGE CARE ADJUST	35,677.79	35,677.79			
(1412)	ADULTS W/ DISABILITIES ADJUST					
(1415)	OTHER ADJUST (MEMO)					
(2039)	ABATEMENT ADJUSTMENT	3,491.67	3,491.67	9,967.12	9,967.12	*10
(2052)	CARRY-OVER ABATEMENT ADJUST					*11
(2070)	ADVANCE ABATEMENT ADJUST	457.67	457.67	2,086.42-	2,086.42-	*12
(4045)	COM SERV TACONITE ADJUST					
(5009)	TOTAL COMMUNITY SERVICE	1,617,467.62	1,617,467.62	1,590,369.61	1,590,369.61	

FOOTNOTES:

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 - *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
 - *13 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID.
 - *14 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID. DISTRICT MUST PROVIDE A COMMUNITY EDUCATION PROGRAM TO QUALIFY FOR THIS LEVY.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
DEBT SERVICE VOTER APPROVED:						
(806)	DEBT SERVICE-AID ELIG	3,886,064.00	3,886,064.00	3,888,164.00	3,888,164.00	*15
(808)	DEBT SERVICE-AID INELIG					*15
(778)	NATURAL DISASTER DEBT					*15
(1700)	REDUCTION FOR DEBT EXCESS	608,847.25-	608,847.25-	394,910.94-	394,910.94-	
(1701)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT	25,839.54	25,839.54	66,469.13	66,469.13	*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST	6,459.34	6,459.34	14,296.39-	14,296.39-	*12,16
(3034)	GDS VTR NET OFFSET ADJUST					
(3506)	GDS VTR MAX EFFORT ADJ					
(4061)	GDS VTR TACONITE ADJUST					
(5013)	TOTAL DEBT SERVICE VOTER APPROVED	3,309,515.63	3,309,515.63	3,545,425.80	3,545,425.80	*1
DEBT SERVICE OTHER:						
(807)	DEBT SERVICE-AID ELIG					*15
(809)	DEBT SERVICE-AID INELIG					*15
(769)	LT FACILITIES DEBT SERVICE	6,383,003.00	6,383,003.00	6,359,323.08	6,359,323.08	*15
(1708)	FY2025 LTFM DEBT SERV ADJ	302.85-	302.85-			
(1715)	FY2024 LTFM DEBT SERV ADJ	39.81-	39.81-	190.50	190.50	190.50
(1726)	FY2023 LTFM DEBT SERV ADJ	5,175.06-	5,175.06-	597.54-	597.54-	597.54-
(1703)	REDUCTION FOR DEBT EXCESS	1,000,053.96-	1,000,053.96-	648,721.35-	648,721.35-	
(1704)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT					*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST					*12,16
(3035)	GDS OTH NET OFFSET ADJUST					
(3507)	GDS OTH MAX EFFORT ADJ					
(4051)	GDS OTH TACONITE ADJUST					
(5014)	TOTAL DEBT SERVICE OTHER	5,377,431.32	5,377,431.32	5,710,194.69	5,710,194.69	*1

FOOTNOTES:

- *1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES
- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
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- *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *16 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2040, 2053 AND 2071 APPEAR AS VOTER APPROVED DEBT SERVICE IF VOTER APPROVED INITIAL DEBT SERVICE LEVY ON LINE 810 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
OPEB/PENSION DEBT SERVICE VOTER APPROVED:						
(902)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1900)	REDUCTION FOR DEBT EXCESS					
(1901)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT					*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST					*12,17
(4059)	OPEB/PENSION DEBT TACONITE ADJUST					
(5020)	TOTAL OPEB/PENSION DEBT SERVICE VOTER APPROVED					
OPEB/PENSION DEBT SERVICE OTHER:						
(907)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS	1,469,759.00	1,469,759.00	1,466,832.00	1,466,832.00	*15
(1903)	REDUCTION FOR DEBT EXCESS	68,327.54-	68,327.54-	101,505.68-	101,505.68-	
(1904)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT	3,678.47	3,678.47	9,430.68	9,430.68	*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST			714.81-	714.81-	*12,17
(3041)	OPEB DEBT OTH NET OFFSET ADJUST					
(4049)	OPEB/PENSION DEBT TACONITE ADJUST					
(5021)	TOTAL OPEB/PENSION DEBT SERVICE OTHER	1,405,109.93	1,405,109.94	1,374,042.19	1,374,042.19	

FOOTNOTES:

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- *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *17 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2041, 2054 AND 2072 APPEAR AS VOTER APPROVED OPEB DEBT SERVICE IF VOTER APPROVED INITIAL OPEB DEBT SERVICE LEVY ON LINE 902 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

END OF LEVY LIMITATION AND CERTIFICATION REPORT



**Agenda V.B.3.
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: December 12, 2024

Re: Approve, on First Reading Basis, Changes to Policies 413: *Harassment and Violence*, 709: *Student Transportation Safety*, and 806: *Emergency Operations*

Recommendation: That the Board of Education approve, on first reading basis, changes to policies 413: *Harassment and Violence*, 709: *Student Transportation Safety*, and 806: *Emergency Operations*

Notes:

The following policies were reviewed during the November 19, 2024 Policy Review Committee.

Below is a summary of changes:

- 413 – Legislative Update: Updates “familial status” definitions
- 709 – Legislative Update: Adds electric bicycle provision
- 806 – Legislative Update: Minor language adjustment and removal of Section V

Adopted: 03/94
 Reviewed: ~~12/14/2023~~ 11/19/2024
 Revised: MSBA 2024
 Rescinds: JBA-ACA, ACA & ACA-R

Burnsville-Eagan-Savage School District Policy 413

413 HARASSMENT AND VIOLENCE

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is free from harassment and violence on the basis of 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 (Protected Class).

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to maintain a learning and working environment free from harassment and violence on the basis of Protected Class. The school district prohibits any form of harassment or violence on the basis of Protected Class.
- B. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel harasses a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel through conduct or communication based on a person's Protected Class, as defined by this policy. (For purposes of this policy, school district personnel includes school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)
- C. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel based on a person's Protected Class.
- D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's Protected class, and to discipline or take appropriate action against any student, teacher, administrator, or other school personnel found to have violated this policy.

III. DEFINITIONS

- A. "Assault" is:
 - 1. an act done with intent to cause fear in another of immediate bodily harm

- or death;
2. the intentional infliction of or attempt to inflict bodily harm upon another; or
 3. the threat to do bodily harm to another with present ability to carry out the threat.
- B. “Harassment” prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual’s or group of individuals’ 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 when the conduct:
1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
 2. has the purpose or effect of substantially or unreasonably interfering with an individual’s work or academic performance; or
 3. otherwise adversely affects an individual’s employment or academic opportunities.
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.
- D. Protected Classifications; Definitions
1. “Disability” means, with respect to an individual who:
 - a. has a physical, sensory, or mental impairment that materially limits one or more major life activities of such individual;
 - b. has a record of such an impairment; or
 - c. is regarded as having such an impairment.
 2. “Familial status” means the condition of one or more minors ~~being domiciled with~~ having legal status or custody with:
 - a. ~~the~~ minor’s parent or parents or the minor’s legal guardian or guardians; or
 - b. the designee of the parent or parents or guardian or guardians with the written permission of the parent or parents or guardian or guardians. Familial status also means residing with and caring for one or more individuals who lack the ability to meet essential requirements for physical health, safety, or self-care because the individual or individuals are unable to receive and evaluate

information or make or communicate decisions. The protections afforded against harassment or discrimination on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.

3. “Marital status” means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment or discrimination on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
 4. “National origin” means the place of birth of an individual or of any of the individual’s lineal ancestors.
 5. “Sex” includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
 6. “Sexual orientation” means to whom someone is, or is perceived of as being, emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities.
 7. “Gender identity or expression” means the socially constructed roles, behaviors, activities, and attributes that a given society attaches to femininity or masculinity. The manner in which persons represent or express gender to others, often through behavior, clothing, hair style, activities, voice, or mannerisms. Or a person’s deeply held sense of knowledge of their own sex.
 8. “Status with regard to public assistance” means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.
- E. “Remedial response” means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.
- F. Sexual Harassment; Definition
1. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

- a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or
 - b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
 - c. that conduct or communication has the purpose or effect of substantially interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.
2. Sexual harassment may include, but is not limited to:
- a. unwelcome verbal harassment or abuse;
 - b. unwelcome pressure for sexual activity;
 - c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of students(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
 - d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;
 - e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or
 - f. unwelcome behavior or words directed at an individual because of sexual orientation, gender identity or expression.

G. Sexual Violence; Definition

- 1. Sexual violence is a physical act of aggression or force or the threat thereof that involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minnesota Statutes, section 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.
- 2. Sexual violence may include, but is not limited to:
 - a. touching, patting, grabbing, or pinching another person's intimate

parts;

- b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
- c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
- d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

H. Violence; Definition

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to an individual's Protected Class.

IV. REPORTING PROCEDURES

- A. Any person who believes ~~he or she has~~ they have been the target or victim of harassment or violence on the basis of Protected Class by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct that may constitute harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.
- C. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.
- D. In Each School Building. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the school

district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- E. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.
- F. Upon receipt of a report, the building report taker must notify the school district human rights officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.
- G. In the District. The school board hereby designates the executive director of administrative services as the school district human rights officer(s) to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.
- H. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.
- I. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, or work assignments, or educational or work environment.
- J. Use of formal reporting forms is not mandatory.
- K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take

appropriate action, and to comply with any discovery or disclosure obligations.

- M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- N. False accusations or reports of violence or harassment against another person are prohibited.
- O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

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

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

V. INVESTIGATION

- A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

- D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.
- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

VI. SCHOOL DISTRICT ACTION

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulation.
- B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the targets or victims and alleged perpetrators of harassment or violence, the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who commits an act of reprisal or who

retaliates against any person who asserts, alleges, or makes a good faith report of alleged harassment or violence prohibited by this policy, who testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to the harassment or violence shall be tailored to the particular incident and nature of the conduct.

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights or another state or federal agency, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minnesota Statutes chapter. 260E may be applicable.
- B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.
- B. This policy shall be given to each school district employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
- C. This policy shall appear in the student handbook.
- D. The school district will develop a method of discussing this policy with students and employees.
- E. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, resourcefulness and/or sexual abuse prevention.
- F. This policy shall be reviewed at least annually for compliance with state and

federal law.

Legal References: Minn. Stat. § 120B.232 (Character Development Education)
 Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
 Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
 Minn. Stat. § 121A.031 (School Student Bullying Policy)
 Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
 Minn. Stat. § 609.341 (Definitions)
 Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
 20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
 29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
 29 U.S.C. § 794 (Section 504 of the Rehabilitation Act of 1973)
 42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
 42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
 42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
 42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: Burnsville-Eagan-Savage Policy 102 (Equal Educational Opportunity)
 Burnsville-Eagan-Savage Policy 401 (Equal Employment Opportunity)
 Burnsville-Eagan-Savage Policy 402 (Disability Nondiscrimination Policy)
 Burnsville-Eagan-Savage Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
 Burnsville-Eagan-Savage Policy 406 (Public and Private Personnel Data)
 Burnsville-Eagan-Savage Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
 Burnsville-Eagan-Savage Regulation 413 (Gender Inclusion)
 Burnsville-Eagan-Savage Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
 Burnsville-Eagan-Savage Policy 506 (Student Discipline)
 Burnsville-Eagan-Savage Policy 514 (Bullying Prohibition Policy)
 Burnsville-Eagan-Savage Policy 515 (Protection and Privacy of Pupil Records)
 Burnsville-Eagan-Savage Policy 521 (Student Disability Nondiscrimination)
 Burnsville-Eagan-Savage Policy 522 (Title IX Sex Nondiscrimination, Grievance Procedures and Process)
 Burnsville-Eagan-Savage Policy 524 (Internet Acceptable Use and Safety Policy)
 Burnsville-Eagan-Savage Policy 525 (Violence Prevention)
 Burnsville-Eagan-Savage Policy 526 (Hazing Prohibition)
 Burnsville-Eagan-Savage Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)
 Culturally Proficient School System (CPSS) Training

Adopted: 12/03

Burnsville-Eagan-Savage School District Policy 709

Reviewed: ~~10/26/2023~~ 11/19/2024

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Rescinds: EEAC

709 STUDENT TRANSPORTATION SAFETY POLICY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The school district may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

B. Student School Bus Safety Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
 - a. transportation by school bus is a privilege, not a right;
 - b. school district policies for student conduct and school bus safety;
 - c. appropriate conduct while on the bus;
 - d. the danger zones surrounding a school bus;
 - e. procedures for safely boarding and leaving a school bus;
 - f. procedures for safe vehicle lane crossing; and
 - g. school bus evacuation and other emergency procedures.
2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus

training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within 4 weeks of their first day of attendance.

3. The school district and a nonpublic school with students transported by school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.
4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minnesota Statutes section 169.446, subdivision 2.
5. The school district and a nonpublic school with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.
6. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
7. The school district may provide kindergarten students with school bus safety training before the first day of school.
8. The school district shall adopt and make available for public review a curriculum for transportation safety education.
9. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. Upon request by the school district superintendent, the nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training.

C. Active Transportation Safety Training

1. Training required
 - a. The school district must provide public school pupils enrolled in kindergarten through grade 3 with age-appropriate active transportation safety training. At a minimum, the training must include pedestrian safety, including crossing roads.

- b. The school district must provide pupils enrolled in grades 4 through 8 with age-appropriate active transportation safety training. At a minimum, the training must include:
 - (1) pedestrian safety, including crossing roads safely using the searching left, right, left for vehicles in traffic technique; ~~and~~
 - (2) bicycle safety, including relevant traffic laws, use and proper fit of protective headgear, bicycle parts and safety features, and safe biking techniques; ~~and-~~
 - (3) electric-assisted bicycle safety, including that a person under the age of 15 is not allowed to operate an electric-assisted bicycle.

2. Deadlines.

- a. Students under subdivision 1, paragraph (a), who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the third week of school.
- b. Students under subdivision 1, paragraph (b), who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the sixth week of school.
- c. Students under subdivision 1, paragraph (a) or (b), who enroll in a school after the second week of school and have not received the appropriate active transportation safety training in their previous school district must undergo the training or receive active transportation safety instructional materials within four weeks of the first day of attendance.
- d. The school district and a nonpublic school may provide kindergarten pupils with active transportation safety training before the first day of school.

3. Instruction

- a. The school district may provide active transportation safety training through distance learning.

- b. The district and a nonpublic school must make reasonable accommodations for the active transportation safety training of pupils known to speak English as a second language and pupils with disabilities.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.
 - 1. School Bus and Bus Stop Rules. The school district school bus safety rules are to be posted on every bus. If these rules are broken, the school district's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.
 - 2. Rules at the Bus Stop
 - a. Get to your bus stop 5 minutes before your scheduled pick up time. The school bus driver will not wait for late students.
 - b. Respect the property of others while waiting at your bus stop.
 - c. Keep your arms, legs, and belongings to yourself.
 - d. Use appropriate language.
 - e. Stay away from the street, road, or highway when waiting for the bus.
 - f. Wait until the bus stops before approaching the bus.
 - g. After getting off the bus, move away from the bus.
 - h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
 - i. No fighting, harassment, intimidation, or horseplay.

- j. No use of alcohol, tobacco, or drugs.

3. Rules on the Bus

- a. Immediately follow the directions of the driver.
- b. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the bus.
- e. Keep your arms, legs, and belongings to yourself.
- f. No fighting, harassment, intimidation, or horseplay.
- g. Do not throw any object.
- h. No eating, drinking, or use of alcohol, tobacco, or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the school bus.

4. Consequences

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with cocurricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

(1) Elementary (K-6)

1st offense – warning

2nd offense – 3 school-day suspension from riding the bus

3rd offense – 5 school-day suspension from riding the bus

4th offense – 10 school-day suspension from riding the
bus/meeting with parent

Further offenses – individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

(2) Secondary (7-12)

1st offense – warning

- 2nd offense – 5 school-day suspension from riding the bus
 3rd offense – 10 school-day suspension from riding the bus
 4th offense – 20 school-day suspension from riding the bus/meeting with parent
 5th offense – suspended from riding the bus for the remainder of the school year

[Note: When any student goes 60 transportation days without a report, the student's consequences may start over at the first offense.]

(3) Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

(4) Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that are reasonably believed to cause an immediate and substantial danger to the student or surrounding persons or property shall be provided by the school district to local law enforcement and the Department of Public Safety in accordance with state and federal law.

(5) Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within 2 weeks may result in the loss of bus privileges until damages are paid.

(6) Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.

(7) Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

The school district school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

B. Parents/Guardians Responsibilities for Transportation Safety

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators;
4. Monitor bus stops, if possible;
5. Have their children to the bus stop 5 minutes before the bus arrives;
6. Have their children properly dressed for the weather; and
7. Have a plan in case the bus is late.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

- A. School bus drivers shall have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a type III vehicle set forth in Sections VII.B. and VII.C., below. Drivers with a valid Class D driver's license, without a school bus endorsement, may operate a "type A-I" school bus as set forth in Section VII.D., below.
- B. The school district shall conduct mandatory drug and alcohol testing of all school district bus drivers and bus driver applicants in accordance with state and federal law and school district policy.
- C. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of

a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within 30 days of the conviction. For purposes of this paragraph, a “serious traffic violation” means a conviction of any of the following offenses:

1. excessive speeding, involving any single offense for any speed of 15 miles per hour or more above the posted speed limit;
2. reckless driving;
3. improper or erratic traffic lane changes;
4. following the vehicle ahead too closely;
5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;
6. driving a commercial vehicle without obtaining a commercial driver’s license or without having a commercial driver’s license in the driver’s possession.
7. driving a commercial vehicle without the proper class of commercial driver’s license and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported;
8. a violation of a state or local law prohibiting texting while driving a commercial vehicle; and
9. a violation of a state or local law prohibiting the use of a hand-held mobile telephone while driving a commercial vehicle.

D. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver’s license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person’s employer of the conviction within 30 days of conviction. The notification shall be in writing and shall contain all the information set forth in Attachment A accompanying this policy.

E. A school bus driver, with the exception of a driver operating a type A-I school bus, who has a Minnesota commercial driver’s license suspended, revoked, or cancelled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person’s employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of

the business day following the day the employee received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy.

- F. A person who operates a type III vehicle and who sustains a conviction as described in Section VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person's employer within 10 days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

1. All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction, before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All school bus drivers shall receive in-service training annually. For purposes of this section, "annually" means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school district shall retain on file an annual individual school bus driver "evaluation certification" form for each school district driver as contained in the Model School Bus Driver Training Manual.
2. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Section VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district.

B. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving;
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of

misconduct appropriately;

4. Know and understand relevant laws, rules of the road, and local school bus safety policies;
5. Handle emergency situations; and
6. Safely load and unload students.

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the Model School Bus Driver Training Manual.

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the school district shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to school district policy, a day care facility, respite care facility, the residence of a relative, or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.
4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. To the extent practical, the school district will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.
6. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, “school bus” has the meaning given in Minnesota Statutes 169.011, subdivision 71. In addition, “school bus” also includes type III vehicles when driven by employees or agents of the school district. “Cellular phone” means a cellular, analog, wireless, or

digital telephone capable of sending or receiving telephone or text messages without an access line for service.

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.
4. Vehicles model year 2007 or older must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor vehicle safety standard 222, Code of Federal Regulations, title 49, part 571.
5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A "type III vehicle" must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
10. Any type III vehicle used to transport students must carry emergency equipment including:

- a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
 - b. First aid kit and body fluids cleanup kit. A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.
 - c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.
11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.
 12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
 13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.
- C. Type III Vehicle Driven by Employees with a Driver's License Without a School Bus Endorsement
1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:
 - a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.
 - b. The operator's employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:

- (1) safe operation of a type III vehicle;
- (2) understanding student behavior, including issues relating to students with disabilities;
- (3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
- (4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
- (5) handling emergency situations;
- (6) proper use of seat belts and child safety restraints;
- (7) performance of pretrip vehicle inspections;
- (8) safe loading and unloading of students, including, but not limited to:
 - (a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
 - (b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
 - (c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location;
 - (d) placing the type III vehicle in “park” during loading and unloading;
 - (e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and
- (9) compliance with paragraph V.F. concerning reporting convictions to the employer within 10 days of the date of

conviction.

- c. A background check or background investigation of the operator has been conducted that meets the requirements under Minnesota Statutes, section 122A.18, subdivision. 8, or Minnesota Statutes, section 123B.03 for school district employees; Minnesota Statutes, section 144.057 or Minnesota Statutes, Chapter 245C for day care employees; or Minnesota Statutes, section 171.321, subdivision 3, for all other persons operating a type III vehicle under this section.
- d. Operators shall submit to a physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.
- e. The operator's employer requires preemployment drug testing of applicants for operator positions. Current operators must comply with the employer's policy under Minnesota Statutes, section 181.951, subdivisions 2, 4, and 5. Notwithstanding any law to the contrary, the operator's employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.
- f. The operator's driver's license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minnesota Statutes, section 171.321, subdivision 5.
- g. A person who sustains a conviction, as defined under Minnesota Statutes section 609.02, of violating Minnesota Statutes sections 169A.25, § 169A.26, § 169A.27 (driving while impaired offenses), or 169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minnesota Statutes, sections 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for 5 years from the date of conviction.
- h. A person who has ever been convicted of a disqualifying offense as defined in Minnesota Statutes sections 171.3215, subdivision 1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
- i. A person who sustains a conviction, as defined under Minnesota Statutes section 609.02, of a moving offense in violation of Minnesota Statutes Chapter 169 within 3 years of the first of 3 other moving offenses is precluded from operating a type III vehicle for 1 year from the date of the last conviction.

- j. Students riding the type III vehicle must have training required under Minnesota Statutes section 123B.90, subdivision 2 (See Section II.B., above).
 - k. Documentation of meeting the requirements listed in this section must be maintained under separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.
2. The type III vehicle must bear a current certificate of inspection issued under Minnesota Statutes section 169.451.
 3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt from paragraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.

D. Type A-I “Activity” Buses Driven by Employees with a Driver’s License Without a School Bus Endorsement

1. The holder of a Class D driver’s license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
 - a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
 - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
 - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
 - d. The operator has submitted to a background check and physical examination as required by Minnesota Statutes section 171.321, subdivision 2.
 - e. The operator has a valid driver’s license and has not sustained a conviction of a disqualifying offense as set forth in Minnesota Statutes section 171.02, subdivisions 2a(h) - 2a(j).
 - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety

Administration's "Guideline for the Safe Transportation of Pre-school Age Children in School Buses," if child safety restraints are used by passengers, in addition to the training required in Section VI., above.

- g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport 15 or fewer passengers, including the driver.
- 2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
- 3. A school bus operated under this section must bear a current certificate of inspection.
- 4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within 1 month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:
 - 1. the student's name and address;
 - 2. the nature of the student's disabilities;
 - 3. emergency health care information; and

4. the names and telephone numbers of the student's physician, parents, guardians, or custodians, and some person other than the student's parents or custodians who can be contacted in case of an emergency.

IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

X. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The school board has designated an individual to serve as the school district's school transportation safety director. The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required by Minnesota Statutes section 171.321, subdivision 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.

Legal References: Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
 Minn. Stat. § 123B.03 (Background Check)
 Minn. Stat. § 123B.42 (Textbooks; Individual Instructor or Cooperative Learning Material; Standard Tests)
 Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
 Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)

Minn. Stat. § 123B.90 (School Bus Safety Training)
 Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
 Minn. Stat. § 123B.935 (Active Transportation Safety Training)
 Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
 Minn. Stat. Ch. 169 (Traffic Regulations)
 Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)
 Minn. Stat. § 169.02 (Scope)
 Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
 Minn. Stat. § 169.446, Subd. 2 (Driver Training Programs)
 Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
 Minn. Stat. § 169.454 (Type III Vehicle Standards)
 Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
 Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
 Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
 Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
 Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
 Minn. Stat. § 171.168 (Notification of Conviction for Violation by a Commercial Driver)
 Minn. Stat. § 171.169 (Notification of Suspension of License of Commercial Driver)
 Minn. Stat. § 171.321 (Qualifications of School Bus Driver)
 Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)
 Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)
 Minn. Stat. Ch. 245C (Human Services Background Studies)
 Minn. Stat. § 609.02 (Definitions)
 Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
 49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)
 49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)
 49 C.F.R. § 383.5 (Transportation Definitions)
 49 C.F.R. § 383.51 (Disqualification of Drivers)
 49 C.F.R. Part 571 (Federal Motor Vehicle Safety Standards)

Cross References: Burnsville-Eagan-Savage School District Policy 416 (Drug and Alcohol Testing)
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
 Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)
 Burnsville-Eagan-Savage School District Policy 707 (Transportation of Public Students)
 Burnsville-Eagan-Savage School District Policy 708 (Transportation of Nonpublic Students)
 Burnsville-Eagan-Savage School District Policy 710 (Extracurricular Transportation)

Adopted: 6/2000
 Reviewed: ~~10/26/2023~~ 11/19/2024
 Revised: ~~1~~ 11/9/2023 MSBA 2024
 Rescinds: KDE

Burnsville Eagan Savage Policy 806

806 CRISIS MANAGEMENT POLICY

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for the school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. The step-by-step procedures suggested by this policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Each school district should develop tailored building-specific crisis management operations plans for each school building in the school district, and sections or procedures may be added or deleted in those emergency operations plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district's Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building's specific situation and needs.

The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. This policy and the plans will be maintained and updated on an annual basis.

B. Elements of the District Crisis Management Policy

1. General Crisis Procedures. The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency response team. A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable.

All general emergency procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

- a. Lock-Down Procedures. Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or their designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down. Each building administrator will submit lock-down procedures for their building as part of the building-specific crisis management plan.
- b. Evacuation Procedures. Evacuations of classrooms and buildings shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.
- c. Sheltering Procedures. Sheltering provides refuge for students, staff, and visitors within the school building during an emergency.

Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.

2. Crisis-Specific Procedures. The Crisis Management Policy includes specific procedures for crisis-specific situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.
3. School Emergency Response Teams
 - a. Composition. The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator and designee(s) will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office.
 - b. Leaders. The building administrator or designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response personnel are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response personnel.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees. Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to emergency situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.
2. Students and Caregivers. Students and caregivers shall be made aware of the school district's Crisis Management Policy and relevant tailored emergency operations plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and caregivers are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area suggested at least 50 feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)
2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, and utility shut offs.
3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.
4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.
5. Fire drills will be conducted periodically without warning at various times

of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minnesota Statutes, section 299F.30. See Minnesota Statutes, section 121A.035.

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.
7. The school district will have prearranged sites for emergency sheltering and transportation as needed.
8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, and the location of fire alarm control panel, utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school districts, and will be updated annually.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may

be dangerous to use during an emergency.

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will describe potential reasons for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (such as designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building.

Early school closure procedures also will include a reminder to caregivers to monitor local and district social media for school closing announcements, where possible.

G. Media Procedures

The superintendent has the authority and discretion to notify caregivers and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will provide for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines counseling to be necessary, such as after an assault, a hostage

situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.
2. Designate specific rooms as private counseling areas.
3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.
4. Prohibit media from interviewing or questioning students or staff.
5. Provide follow-up services to students and staff who receive counseling.
6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.
2. Fiscal recovery.
3. Academic recovery.
4. Social/emotional recovery.

IV. ACTIVE SHOOTER DRILL

A. Definitions

1. "Active shooter drill" means an emergency preparedness drill designed to teach students, teachers, school personnel, and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school. An active shooter drill is not an active shooter simulation, nor may an active shooter drill include any sensorial components, activities, or elements which mimic a real life shooting.
2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a

real life shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:
 - a. a statistically significant effect on relevant outcomes based on any of the following:
 - i. strong evidence from one or more well designed and well implemented experimental studies;
 - ii. moderate evidence from one or more well designed and well implemented quasi-experimental studies; or
 - iii. promising evidence from one or more well designed and well implemented correlational studies with statistical controls for selection bias; or
 - b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.
4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources.
5. "Functional exercises" means an operations-based exercise designed to assess and evaluate capabilities and functions while in a realistic, real-time environment, however, movement of resources is usually simulated.

B. Criteria

An active shooter drill conducted according to Minnesota Statutes, section 121A.037 with students in early childhood through grade 12 must be:

1. accessible;
2. developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary;
3. culturally aware;
4. trauma-informed; and

5. inclusive of accommodations for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

C. Student Mental Health and Wellness

Active shooter drill protocols must include a reasonable amount of time immediately following the drill for teachers to debrief with their students. The opportunity to debrief must be provided to students before regular classroom activity may resume. During the debrief period, students must be allowed to access any mental health services available on campus, including counselors, school psychologists, social workers, or cultural liaisons. An active shooter drill must not be combined or conducted consecutively with any other type of emergency preparedness drill. An active shooter drill must be accompanied by an announcement prior to commencing. The announcement must use concise and age-appropriate language and, at a minimum, inform students there is no immediate danger to life and safety.

D. Notice

1. The school district must provide notice of a pending active shooter drill to every student's caregiver before an active shooter drill is conducted. Whenever practicable, notice must be provided at least 24 hours in advance of a pending active shooter drill and inform the caregiver of the right to opt their student out of participating.
2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.
3. The Commissioner ~~of the Minnesota Department of Education~~ must ensure the availability of alternative safety education for students who are opted out of participating or otherwise exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

E. Participation in Active Shooter Drills

Any student in early childhood through grade 12 must not be required to participate in an active shooter drill that does not meet the Criteria set forth above.

F. Active Shooter Simulations

A student must not be required to participate in an active shooter simulation. An active shooter simulation must not take place during regular school hours if a majority of students are present, or expected to be present, at the school. A caregiver of a student in grades 9 through 12 must have the opportunity to opt their student into participating in an active shooter simulation.

G. Violence Prevention

1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one hour, or one standard class period, of violence prevention training annually.
2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:
 - a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;
 - b. the importance of taking threats seriously and seeking help; and
 - c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity.
3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multihazard planning for schools, including but not limited to:
 - a. student opportunities for leadership related to prevention and safety;
 - b. encouragement and support to students in establishing clubs and programs focused on safety; and
 - c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.

H. Board Meeting

At a regularly scheduled school board meeting, a school board of a district that has conducted an active shooter drill must consider the following:

1. the effect of active shooter drills on the safety of students and staff; and

2. the effect of active shooter drills on the mental health and wellness of students and staff.

~~V. PROCEDURES INCLUDED IN THIS POLICY~~

~~Procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.~~

- ~~A. Fire~~
- ~~B. Hazardous Materials~~
- ~~C. Severe Weather: Tornado/Severe Thunderstorm/Flooding~~
- ~~D. Medical Emergency~~
- ~~E. Fight/Disturbance~~
- ~~F. Assault~~
- ~~G. Intruder~~
- ~~H. Weapons~~
- ~~I. Shooting~~
- ~~J. Hostage~~
- ~~K. Bomb Threat~~
- ~~L. Chemical or Biological Threat~~
- ~~M. Checklist for Telephone Threats~~
- ~~N. Demonstration~~
- ~~O. Suicide~~
- ~~P. Lock-down Procedures~~
- ~~Q. Shelter In-Place Procedures~~
- ~~R. Evacuation/Relocation~~
- ~~S. Media Procedures~~

~~T. Post-Crisis Procedures~~

~~U. School Emergency Response Team~~

~~V. Emergency Phone Numbers~~

~~W. Highly Contagious Serious Illness or Pandemic Flu~~

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See Burnsville Eagan Savage School District Policy 903 (Visitors to School District Buildings and Sites).

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. Student Victims of Criminal Offenses at or on School Property

The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.

Legal References: Minn. Stat. Ch. 12 (Emergency Management)
 Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
 Minn. Stat. § 121A.035 (Crisis Management Policy)
 Minn. Stat. § 121A.038 (Students Safe at School)Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
 Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
 Minn. Stat. § 326B.02, Subd. 6 (Powers)
 Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
 Minn. Stat. § 609.605, Subd. 4 (Trespasses)
 Minn. Rules Ch. 7511 (Fire Code)
 20 U.S.C. § 1681, *et seq.* (Title IX)
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
 20 U.S.C. § 7912 (Unsafe School Choice Option)

42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)

Cross References: Burnsville Eagan Savage School District Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
Burnsville Eagan Savage School District Policy 413 (Harassment and Violence)
Burnsville Eagan Savage School District Policy 501 (School Weapons Policy)
Burnsville Eagan Savage School District Policy 506 (Student Discipline)
Burnsville Eagan Savage School District Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
Burnsville Eagan Savage School District Policy 903 (Visitors to School District Buildings and Sites)
Comprehensive School Safety Guide
[Minnesota School Safety Center - Resources \(mn.gov\)](#)



**Agenda V.B.4.
December 12, 2024**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: December 12, 2024

Re: Approve, on First Reading Basis, Changes to Policies 202: *School Board Officers*

Recommendation: That the Board of Education approve, on first reading basis, changes to policy 202: *School Board Officers*

Notes:

This policy was reviewed during the November 19, 2024 Policy Review Committee.

Below is a summary of changes:

- The Minnesota School Board Association reviewed updated language to more closely align with state statute language around the annual organizational meeting.

Adopted: 08/2008
 Reviewed: ~~5/11/2023~~ 11/19/2024
 Revised: 5/25/2023
 Rescinds: BCB

Burnsville-Eagan-Savage School District Policy 202

202 SCHOOL BOARD OFFICERS

I. PURPOSE

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. The school board shall meet annually and organize by selecting a chair, a vice-chair, a clerk, and a treasurer.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

III. ORGANIZATION

The school board shall meet annually on the ~~second Thursday in January~~ first Monday in January, or as soon thereafter as practicable, and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify. The ISD 191 school board holds this meeting on the first Thursday following the first Monday in January.

- A. The duties of the clerk and treasurer are performed by the selected school board members or their designees.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.
- C. If a regularly scheduled board meeting is postponed due to bad weather, the meeting will be held at the discretion of the board chair and properly noticed.
- D. The school board will select the school district's legal counsel at the organizational meeting. The individuals authorized to contact legal counsel are the school board chair, the superintendent and his or her designees.

IV. OFFICER'S RESPONSIBILITIES

- A. Chair

1. The chair when present shall preside at all meetings of the school board, preserve order, ensure all business before the school board is conducted with propriety and dispatch, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions, and perform all duties a chair usually performs.
2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.
3. The chair will provide leadership in carrying out the powers and duties of the school board and act as spokesperson for the school board unless this responsibility has been delegated to others. The chair shall have completed MSBA Phase I, II, III, and IV training prior to serving as chair to ensure governance norms and protocols. If the school board determines there is not a member who qualifies, this policy may be waived upon majority vote.
4. The chair will oversee all school board members' appointments to committees and outside organizations and bring such appointments to the school board for approval.
5. Other duties may be prescribed to the chair by law or school board action.

B. Vice-Chair

The vice-chair shall perform the duties of the chair in the event the chair is temporarily absent, assist the chair in the performance of his/her responsibilities, and plan and coordinate the school board's annual evaluation of the superintendent.

C. Treasurer

1. The treasurer shall deposit the funds of the school district in the official depository.
2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minnesota Statutes section 123B.12.

D. Clerk

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before September 15 of each year, the clerk shall:
 - a. file with the school board a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.
 - b. make and transmit to the Commissioner of the Minnesota Department of Education (Commissioner) certified reports, showing:
 - (1) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the Commissioner;
 - (2) length of school term and enrollment and attendance by grades;
 - (3) the condition and value of school district property; and
 - (4) other items of information as called for by the Commissioner.
4. The clerk shall enter into the clerk's record book copies of all reports and of the teachers' term reports, and of the proceedings of any meeting, and keep an itemized account of all expenses of the school district.
5. The clerk shall furnish to the county auditor, on or before September 30 of each year, an attested copy of the clerk's record, showing the amount of proposed property tax voted by the school district or the school board for school purposes.
6. The clerk shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.
8. The clerk shall perform the duties of the chair in the event of the chair's and the vice-chair's temporary absences.

E. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
 - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
 - b. recommend to the school board employment and dismissal of teachers;
 - c. annually evaluate each school principal assigned responsibility for supervising a school building within the district;
 - d. superintend school grading practices and examinations for promotions;
 - e. make reports required by the commissioner; and
 - f. perform other duties prescribed by the school board.

Legal References:

[Minn. Stat § 123B.09 \(Boards of Independent School Districts\)](#)
 Minn. Stat. § 123B.12 (Insufficient Funds to Pay Orders)
 Minn. Stat. § 123B.14 (Officers of Independent School Districts)
 Minn. Stat. § 123B.143 (Superintendent)
 Minn. Stat. § 126C.17 (Referendum Revenue)
 Minn. Stat. Ch. 205A (School District Elections)

Cross References:

Burnsville-Eagan-Savage School District Policy 101 (Legal Status of the School District)
 Burnsville-Eagan-Savage School District Policy 201 (Legal Status of the School Board)
 Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
 MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties



**Agenda V.B.5.
December 12, 2024**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: December 12, 2024

Re: Approve, on First Reading Basis, Changes to Policies 610: *Field Trips*

Recommendation: That the Board of Education approve, on first reading basis, changes to policy 610: *Field Trips*

Notes:

This policy was reviewed during the November 19, 2024 Policy Review Committee.

Below is a summary of changes:

- Language was added to differentiate the types of field trips and the required approval process that relates to each type of trip.

Adopted: 11/2000
 Reviewed: ~~6/9/2022~~ 11/19/2024
 Revised: 6/21/2018
 Rescinds: IICA

Burnsville-Eagan-Savage School District Policy 610

610 FIELD TRIPS

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

The general expectation of the school board is that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Student trips will be categorized within three general areas:

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal and shall be financed by school district funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, ~~Prohibited Fees~~)

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which may take place outside the regular school day. Examples of trips in this category involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities/~~athletic~~ director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, ~~Authorized Fees~~)

C. Extended Trips

1. Trips that involve one or more overnight stops fall into this category. Extended trips may be instructional or supplementary and must be requested well in advance of the planned activity. An extended trip request form must be completed and approved at each level: student (when funds from a student activity account are being used), principal, and superintendent, ~~and school board~~. Exceptions to the approval policy may be granted or expedited to accommodate emergencies or contingencies

(e.g., tournament competition).

2. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.
3. The process to obtain extended field trip permission is:
 - a. An ISD 191 employee initiates a written request (form: Proposal for Extended Field Trip) to the activities/athletic director and/or principal.
 - b. The activities/athletic director and principal review the request and, if appropriate, forward the request for preliminary approval (prior to communicating with parents and students) by-to the superintendent or Board of Education, as appropriate, per schedule below:

PRELIMINARY APPROVAL SCHEDULE

Local, Regional Travel — Principal <u>Principal and Superintendent</u>	60 days in advance
National Travel — Principal and Superintendent	120 days in advance
International Travel—School Board	<u>180 days in advance</u>

- c. The superintendent reviews the request, ~~and if appropriate, forwards the request to the Board of Education.~~
- d. The trip is approved or denied.
- e. Activities/athletic director or principal notifies the coach/advisor of the trip status.
- f. Parents and students are contacted regarding the feasibility of the approved trip.
- g. The activities/athletic director and principal review the request and, ~~if appropriate,~~ forward the request for final approval by-to the superintendent or Board of Education, as appropriate, per the schedule below:

FINAL APPROVAL SCHEDULE

Local, Regional Travel — Principal <u>Principal and Superintendent</u>	30 days in advance
National Travel — Principal and Superintendent	60 days in advance
International Travel—School Board	<u>120 days in advance</u>

D. INTERNATIONAL AND EXTENDED TRIPS WHERE STUDENTS MAY BE MISSING MORE THAN THREE DAYS OF SCHOOL

1. Trips that involve international travel and/or missing three or more days of school fall into this category. Extended trips may be instructional or supplementary and must be requested well in advance of the planned activity. An international or extended trip request form must be completed and approved at each level: student (when funds from a student activity account are being used), principal, superintendent, and school board. Exceptions to the approval policy may be granted or expedited to accommodate emergencies or contingencies (e.g., tournament competition).
2. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.
3. The process to obtain extended field trip permission is:
 - a. An ISD 191 employee initiates a written request (form: Proposal for Extended Field Trip) to the activities/athletic director and/or principal.
 - b. The activities/athletic director and principal review the request and, if appropriate, forward the request for preliminary approval (prior to communicating with parents and students) by the superintendent and School Board as appropriate per schedule below:

PRELIMINARY APPROVAL SCHEDULE

<u>International or Extended Trip missing more than three days of school- Principal, Superintendent and School Board</u>	<u>180 days in advance</u>
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- c. The superintendent reviews the request and forwards the request to the Board of Education.
- d. The trip is approved or denied.
- e. Activities/athletic director or principal notifies the coach/advisor of the trip status.
- f. Parents and students are contacted regarding the feasibility of the approved trip.
- g. The activities/athletic director and principal review the request and forward the request for final approval by the superintendent as appropriate per the schedule below:

FINAL APPROVAL SCHEDULE

<u>International or Extended Trip</u>	<u>120 days in advance</u>
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missing more than three days of school- School Board	
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III. REGULATIONS

- A. Rules of conduct and discipline for students and employees shall apply to all student trip activity.
- B. The school administration shall be responsible for providing more detailed procedures, including parental involvement, supervision, and such other factors deemed important and in the best interest of students.
- C. Transportation shall be furnished through a commercial carrier or school-owned vehicle.
- D. An employee may use a personal vehicle to transport staff or personal property for purposes of a field trip upon prior, written approval from administration.
- E. An employee must not use a personal vehicle to transport one or more students for purposes of a field trip.
 - 1. If immediate transportation of a student is required due to an emergency or unforeseen circumstance, such as the illness or injury of a child, and the transportation does not constitute regular or scheduled transportation, a personal vehicle may be used. To the extent a personal vehicle is used, the vehicle must be properly registered and insured.
 - 2. An employee must obtain preapproval by administration of student transportation by a personal vehicle, pursuant to Section III.E.1, if practicable. If preapproval by administration of use of a personal vehicle cannot be obtained in a reasonable time given the circumstances, an employee shall report the relevant facts and circumstances justifying the need for use of a personal vehicle to administration as soon as practicable. The relevant facts and circumstances for use of a personal vehicle shall be documented by administration.
 - 3. Equitable transportation must be provided to all students.

IV. ADDITIONAL GUIDELINES FOR EXTENDED

- A. Chaperones of same gender of students must be on the trip.
- B. Ratio of chaperones to students is 10:1 with a minimum of two chaperones on the trip.
- C. Plan for supervision of students must be provided prior to trip.

V. CANCELLATION

The superintendent is authorized to cancel an approved field trip should safety circumstances arise that in the superintendent's judgment warrant such action (e.g., based on U.S. State department travel advisories or other basis as determined by the superintendent).

- Legal References:** Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.49 (~~Coeurricular~~ and Extracurricular Activities; Insurance)
Minn. Stat. § 169.011, Subd. 71(a) (Definition of a School Bus)
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards – Exemption)
Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721, 327 F.3d 675 (8th Cir. 2003)
Lee v. Pine Bluff Sch. Dist., 472 F.3d 1026 (8th Cir. 2007)
- Cross References:** Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Burnsville-Eagan-Savage School District Policy 422 (Policies Incorporated by Reference)
Burnsville-Eagan-Savage School District Policy 423 (Employee – Student Relationships)
Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
Burnsville-Eagan-Savage School District Policy 707 (Transportation of Public School Students)
Burnsville-Eagan-Savage School District Policy 709 (Student Transportation Safety Policy)
Burnsville-Eagan-Savage School District Policy 710 (Extracurricular Transportation)



**Agenda V.B.6.
December 12, 2024**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: December 12, 2024

RECOMMENDATION: To adopt a resolution to approve and accept donations as presented.

RESOLUTION TO ACCEPT DONATIONS

WHEREAS,

1. School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and
2. Minnesota Statute 123B.02, Subd. 6 states the School Board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated; and
3. Minnesota Statute 465.03 states the School Board may accept a grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and
4. Businesses and individuals have submitted donations to the district;

THEREFORE, BE IT RESOLVED by the School Board of ISD 191 to approve and accept with appreciation the donations as presented below and to permit their use as designated by the donors.

Moved by: _____

Seconded by: _____

Members in favor of the motion:

Members opposed:

Whereupon said Resolution was declared duly passed and adopted on December 12, 2024.

Clerk – Board of Education

8/29/2024	Hosanna Church - Lakeville Campus	Burnsville High School	Financial investment for back-to-school supplies	235 7,500.00
8/14/2024	Carmeuse Americas	Burnsville High School	BrainPower in a Backpack	\$1,000.00
10/1/2024	MN Valley Electric	Community Services	BrainPower in a Backpack	\$500
11/1/2024	Presbyterian Church of The Apostles	Community Services	BrainPower in a Backpack	\$1,000
11/1/2024	Cargill Salt, Denise Vanbeusekom	Community Services	BrainPower in a Backpack	\$4,000
10/15/2024	Gary W King	Community Services	BrainPower in a Backpack	\$1,000
10/15/2024	Prior Lake Savage Optimist Club	Community Services	BrainPower in a Backpack	\$1,000
10/15/2024	Joanne Morrissey	Community Services	BrainPower in a Backpack	\$100
10/15/2024	Donald and Mary Anne Bennett	Community Services	BrainPower in a Backpack	\$100
11/1/2024	Burnsville Savage Lion's Club	Community Services	Community Engagement Donation	\$300
5/14/2024	Thomas Mayfield & Family	Joseph Nicollet Middle School	In honor of a Special Education EA who recently passed away	\$265.00
5/9/2024	Mark & Patricia Heimkes	Joseph Nicollet Middle School	In honor of a Special Education EA who recently passed away	\$50.00
5/20/2024	Ann & Gary Selgeby, Erin & Joe Park and their children Cohen and Rory	Joseph Nicollet Middle School	In honor of a Special Education EA who recently passed away	\$200.00
5/31/2024	Robert & Gwynn Sorensen	Joseph Nicollet Middle School	In honor of a Special Education EA who recently passed away	\$125.00
5/30/2024	Fryberger, Buchanan, Smith & Frederick, P.A., Attorney's at Law	Joseph Nicollet Middle School	In honor of a Special Education EA who recently passed away	\$350.00
9/1/2024	Verus Mortgage Capital	Joseph Nicollet Middle School	School Supply donation	\$500
9/1/2024	Kopp Family Foundation	Joseph Nicollet Middle School	To benefit the students of Nicollet Middle School	\$2,000
11/22/2024	Diane Johnson	Community Education	Brainpower in a Backpack	\$15
11/22/2024	Burnsville Rotary Foundation	Community Education	Brainpower in a Backpack	\$13,000.00
11/26/2024	Mary and Scott Kamarainen	Community Education	BSC Annual Giving	\$100
11/26/2024	Janet and Hermann Kauls	Community Education	BSC annual giving	\$100
11/26/2024	Rose Herrmann	Community Education	BSC annual giving	\$25
11/26/2024	Patricia and Lyle Olson	Community Education	BSC annual giving	\$25
11/26/2024	Shepherd of the Valley Lutheran Church	Community Education	Brainpower in a Backpack	\$1,000.00
12/2/2024	Merkan Corporation	Community Education	Brainpower in a Backpack	\$3,000

Total Cash Donations - \$37,255.00



VI
December 12, 2024

To: Board of Education
Dr. Theresa Battle, superintendent

From: Lesley Chester, legislative committee chair

Date: December 12, 2024

Re: Work Session to Discuss 2025 Legislative Priorities



Spark.

Fuel.

Blaze.



School District 191 Legislative Platform

Draft for 2025

2025 Legislative Platform

Supporting all learners and addressing inequity in education

On behalf of the students, educators, families and community members of Burnsville-Eagan-Savage School District 191, the District 191 Board of Education asks the Minnesota State Legislature and U.S. Congress to take the actions described in this platform in 2025.

Fully fund mandates and essential services

Increase the general education funding formula by an additional 3% above the inflationary increase.

Reduce the cross subsidy for special education and English Learner funding.

Increase Local Optional Revenue from \$724 to \$957 per pupil to recover ground lost to inflation.

Create a permanent state funding stream for unemployment insurance for non-licensed employees.

Provide additional funding to reimburse districts for implementation and training expenses related to early adoption of evidence-based reading curriculum.

Removing barriers so all students and families can succeed

Remove the 15-day residency requirement for students enrolled in online schools.

Continue medicaid eligibility as a means of direct certification for students to qualify for educational benefits, and make funding permanent to hold districts harmless for loss of compensatory aid.

Create safe school environments that support all students

Increase Safe Schools funding to expand mental health supports.

Enhance support for programs that address staff shortages and help increase diversity among teachers, including Grow Your Own grants and the short-call substitute teaching program.

Increase the per pupil allocation for Long-Term Facilities Maintenance, Lease Levy and Operating Capital programs to account for inflation.

About District 191

Burnsville-Eagan-Savage School District is a future-forward school district creating barrier-free pathways for learning for everyone in our community. We believe learning is a lifelong pursuit, and we create programs, services and opportunities that inspire this belief.

Each Student. Future Ready. Community Strong.