



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
February 27, 2025
6:30 PM

In the case of inclement weather, the Board of Education meeting will be scheduled on the following Monday. If that date is a holiday, a special meeting may be called.

Strategic Directions:

- Creating space and opportunity for each and every voice to be heard
- Actively leading by developing and sustaining a diverse and equitable education system
- Supporting and leveraging innovation to improve student outcomes and district culture
- Engaging our community to ensure common understanding of our Strategic Roadmap and the district work to support it

5:45 PM Listening Session with Director Anderson and Director Alt

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Approval of Agenda

III. Information

- A. School Report from Eagle Ridge Middle School, Hidden Valley Elementary School and Harriet Bishop Elementary School. 4
Speaker(s): Dr. Chris Bellmont, Assistant Superintendent, Dave Helke, Ken Essay and Kristine Black, Principals and their guests
- B. READ Act Update 15
Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction, and Assessment
- C. Report on FY26 Achievement and Integration Budget 19
Speaker(s): Isis Buchanan, Director of Educational Equity
- D. 2025 Indian Education Programming & Vote of Concurrence or Nonconcurrence

	Speaker(s): Madison McKinney, Indigenous Cultural Liaison, Kelly Sundquist, AIPAC Co-Chair, Brian Burthay, AIPAC Co-Chair	2
E. Committee, Board Appointment and School Assignment Reports		49
IV. Business Meeting		51
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		54
2. Approve Personnel Recommendations		59
3. Approve Payroll, Receipts, Expenses and Investments		60
4. Accept the Budget Analysis		119
5. Receive a Report about the Listening Session		124
6. Final Approval of Extended Robotics Field Trip to Houston, TX on April 15-20, 2025		125
7. Final approval for DECA Nationals Extended Field Trip to Orlando, FL		130
8. Approve Southwest West Central Service Cooperative Contract		139
9. Approve, on First and Final Reading, Non-substantive Changes to Policy 614: <i>School District Testing Plan and Procedure</i>		162
B. New Business		
1. Approve Indian Education Programming & Vote of Concurrence or Nonconcurrence		166
	Speaker(s): Isis Buchanan, Director of Educational Equity	
2. Approval of FY26 Achievement and Integration Budget		170
	Speaker(s): Isis Buchanan, Director of Educational Equity	
3. Joint Powers of Agreement for Burnsville Senior Center		179
	Speaker(s): Stacey Sovine, Executive Director of Administrative Services	
4. Dissolution of Joint Powers of Agreement for Burnsville Youth Collaborative at The Garage		182
	Speaker(s): Stacey Sovine, Executive Director of Administrative Services	
5. Approve, on a First Reading Basis, Changes to Policy 634: <i>Electronic Technologies Acceptable Use</i>		191
	Speaker(s): Dr. Chris Bellmont, Assistant Superintendent	
6. Approve, on a First Reading Basis, Changes to Policy 504: <i>Student Dress and Appearance</i>		220
	Speaker(s): Dr. Chris Bellmont, Assistant Superintendent	
7. Approve, on a First Reading Basis, Changes to Policies 613: <i>Graduation Requirements</i>		224
	Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction, and Assessment	
V. Work Session		

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.

A. FY26 Preliminary Investments

232

Speaker(s): Dr. Theresa Battle, Superintendent, Imina Oftedahl, Director of Curriculum, Instruction and Assessment, Dr. Kathy Funston, Director of Strategic Partnerships and Pathways and Isis Buchanan, Director of Educational Equity

VI. Adjourn



**Agenda III.A.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent, Dave Helke, Ken Essay and Kristine Black, principals, and guests

Date: February 27, 2025

Re: School Report from Eagle Ridge Middle School, Hidden Valley Elementary School and Harriet Bishop Elementary School

Eagle Ridge Middle School Hidden Valley Elementary Harriet Bishop Elementary

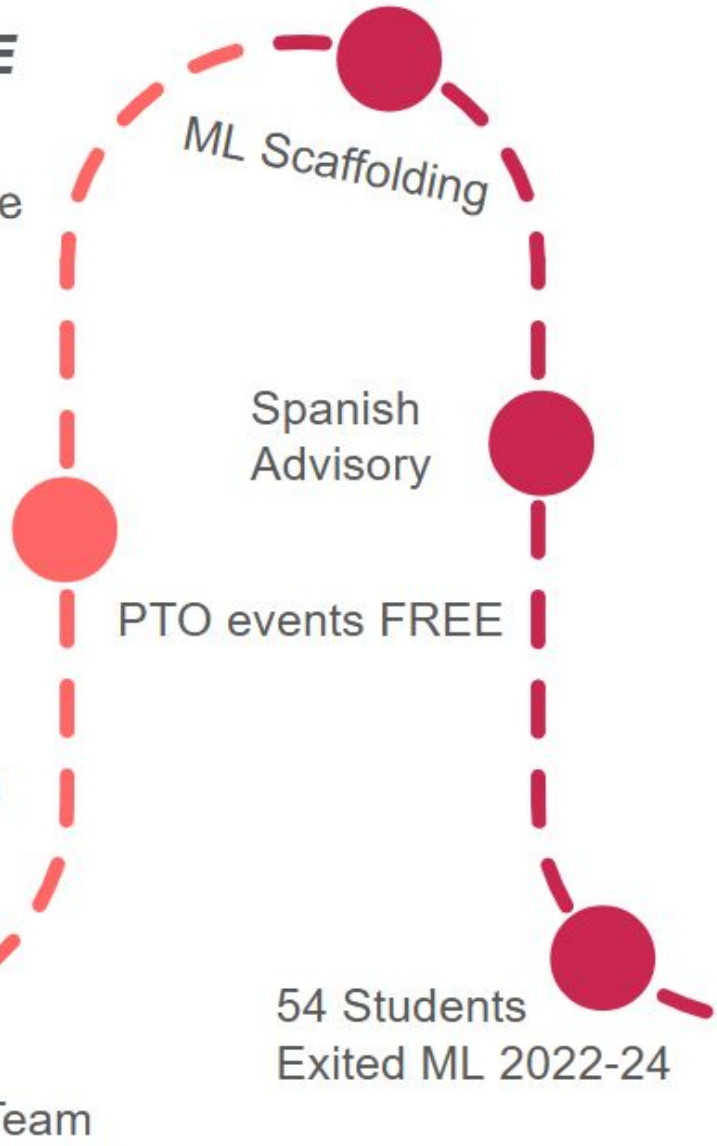
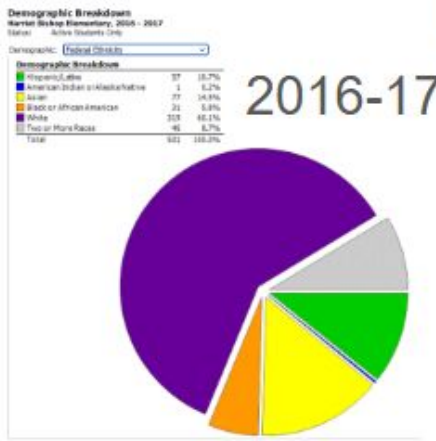
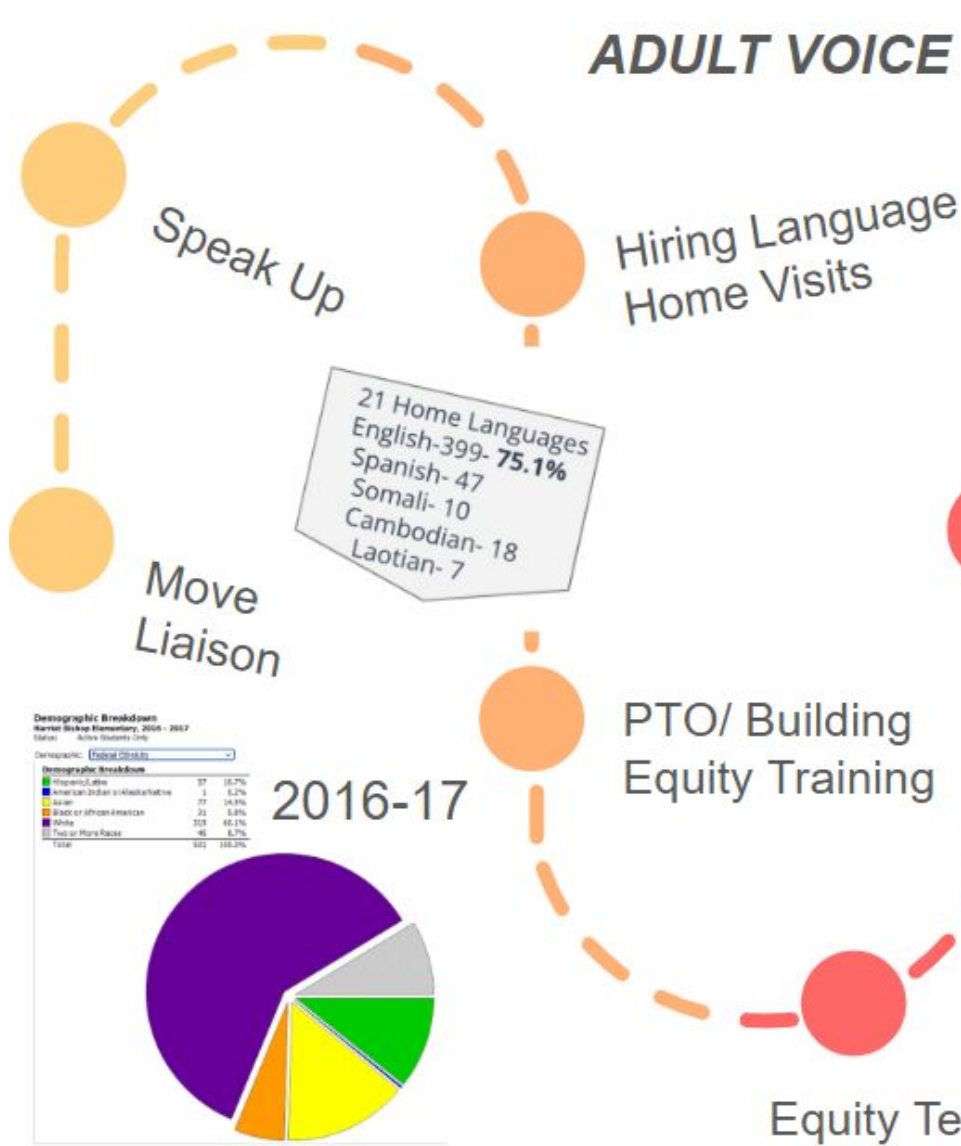
February 27, 2025

Dave Helke, principal
 Ken Essay, principal
 Kristine Black, principal
 School Special Guests

Table 4.5
 Leadership Behaviors for Institutionalizing Cultural Knowledge

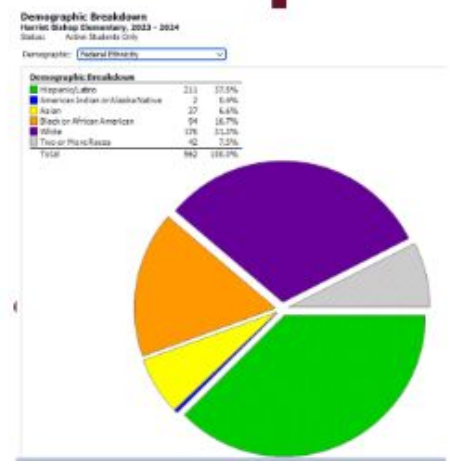
<i>FROM:</i>	<i>TO:</i>
TOLERANCE FOR DIVERSITY <i>Destructiveness, Incapacity & Blindness</i> The focus is on <i>them</i>	TRANSFORMATION FOR EQUITY <i>Precompetence, Competence & Proficiency</i> The focus on <i>our practices</i>
Information is added to existing policies, procedures, and practices. A. Curriculum and Instruction - The leader adds to current practice, in that she <ul style="list-style-type: none"> employs the use of rigorous standards to drive curriculum. Alternate curriculum/curricular paths or remedial interventions are provided for under-performing students. adds multicultural content, activities, resources to the curriculum and/or she sponsors school programs to acknowledge the contributions of racial, ethnic and cultural groups. schedules multicultural/diversity programs for students and/or staff that focus on understanding others, conflict resolution, behavior management tolerance, character education. 	Information is integrated into the system, provoking significant changes to policies, procedures, and practices. A. Curriculum and Instruction – The leader fosters change in the system, in that he <ul style="list-style-type: none"> uses a rigorous standards-driven curriculum in which teachers use scaffolding and research-based strategies to ensure all student progress toward standards. integrates multiple perspectives about topics, issues, themes, events into the curriculum. Textbooks and other resources accurately and positively portray cultural/ethnic/racial/gender groups. focuses multicultural/diversity programs for students and staff on one’s own cultural proficiency in order to help the organization identify and remove barriers to achievement for all students.

Harriet Bishop



2024-25

Special Education



Harriet Bishop RRES SuperHero Leaders

STUDENT VOICE

This program is designed to help students cultivate valuable skills in communication, empathy, and teamwork while giving back to our school community in meaningful ways.

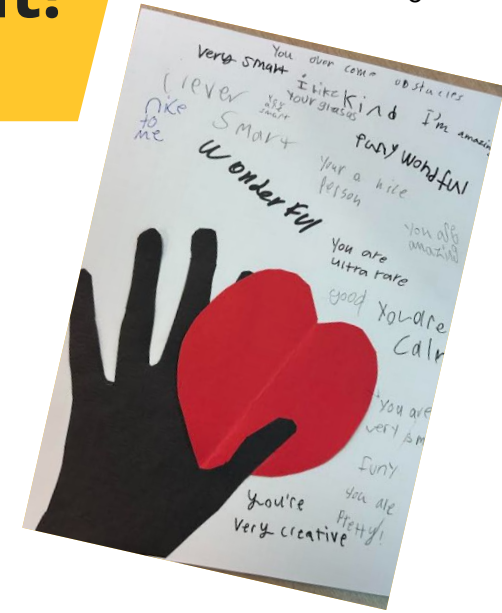


Hidden Valley Elementary - You are important! You have a voice! We see you and we like what I see!

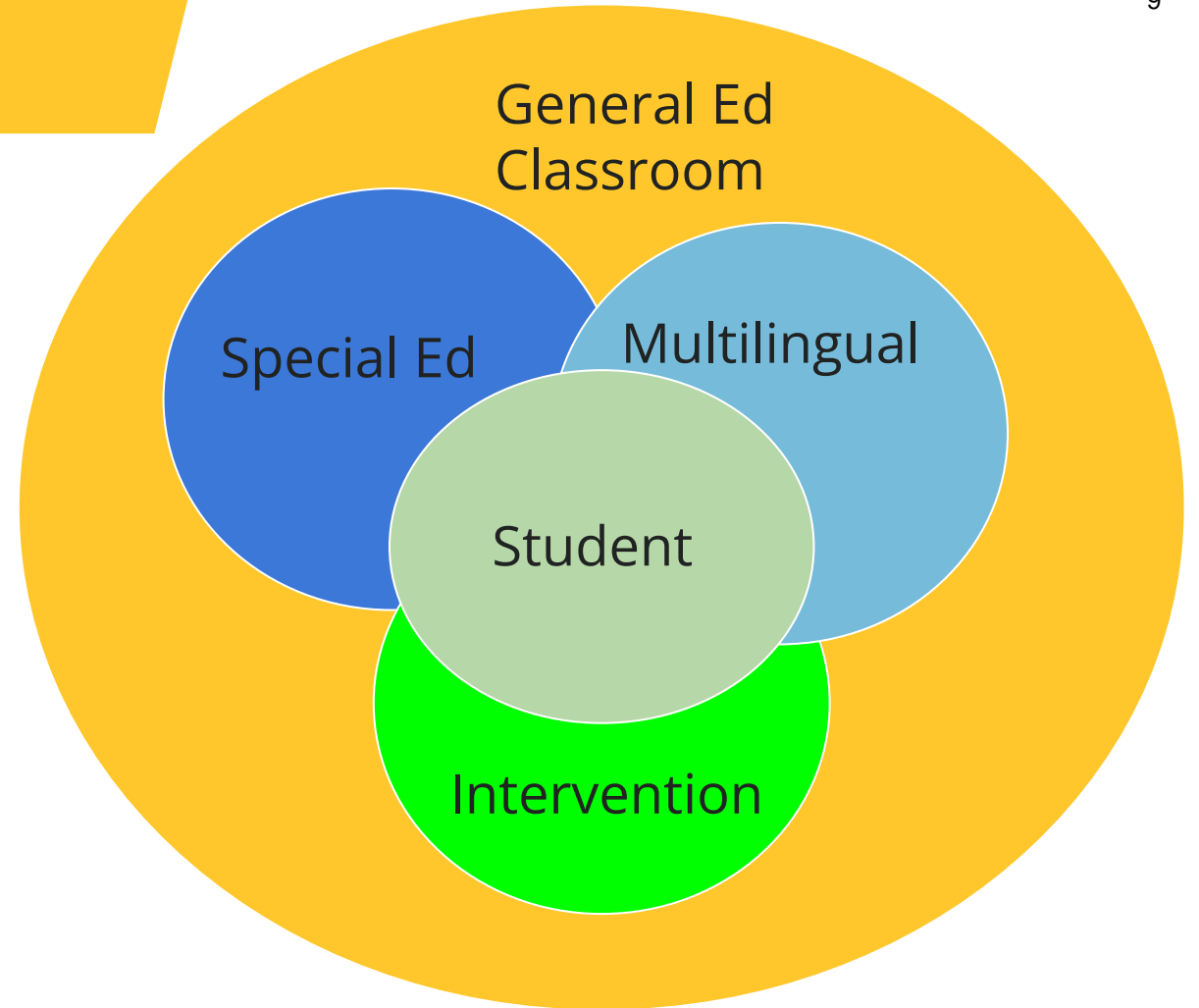
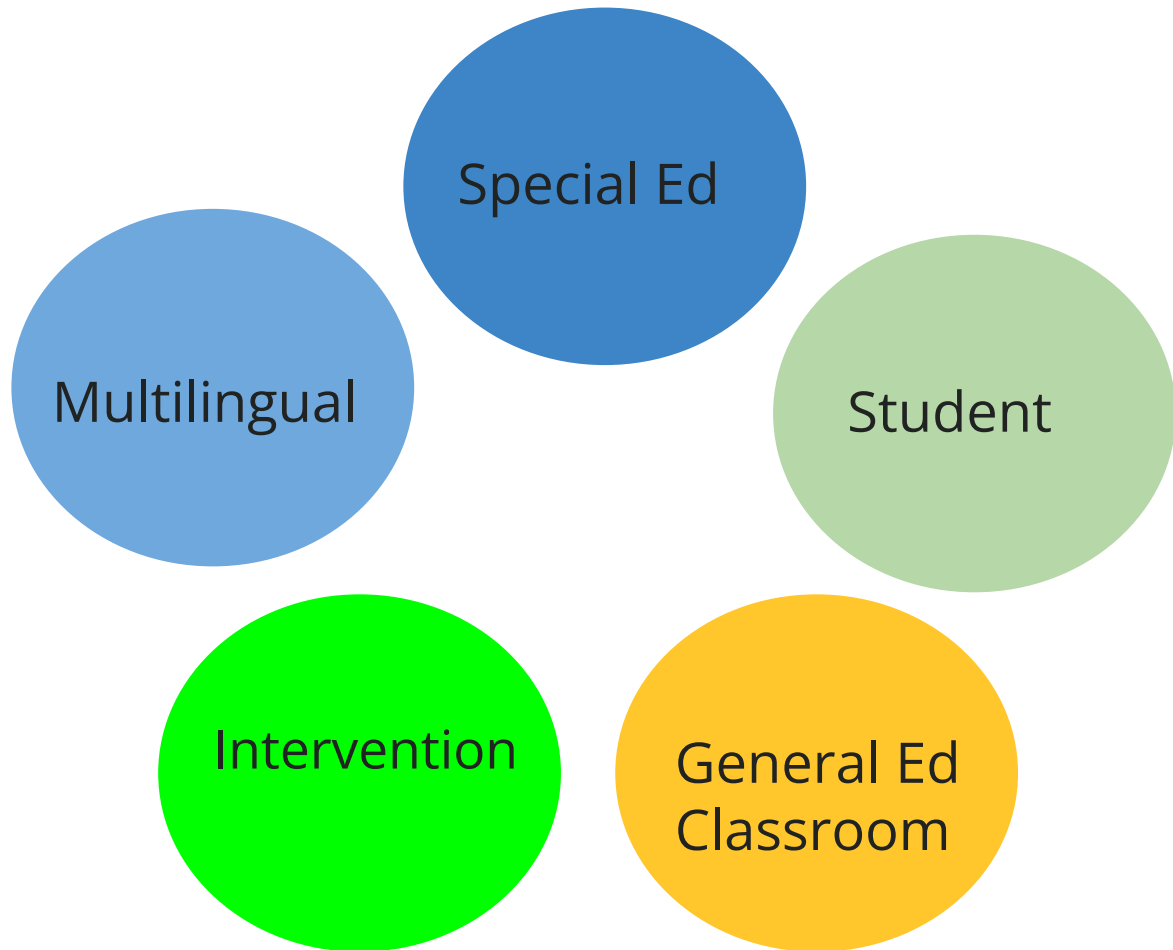


“Cultural responsiveness is not a practice; it’s what informs our practice so we can make better teaching choices for eliciting, engaging, motivating, supporting, and expanding the intellectual capacity of ALL our students.”

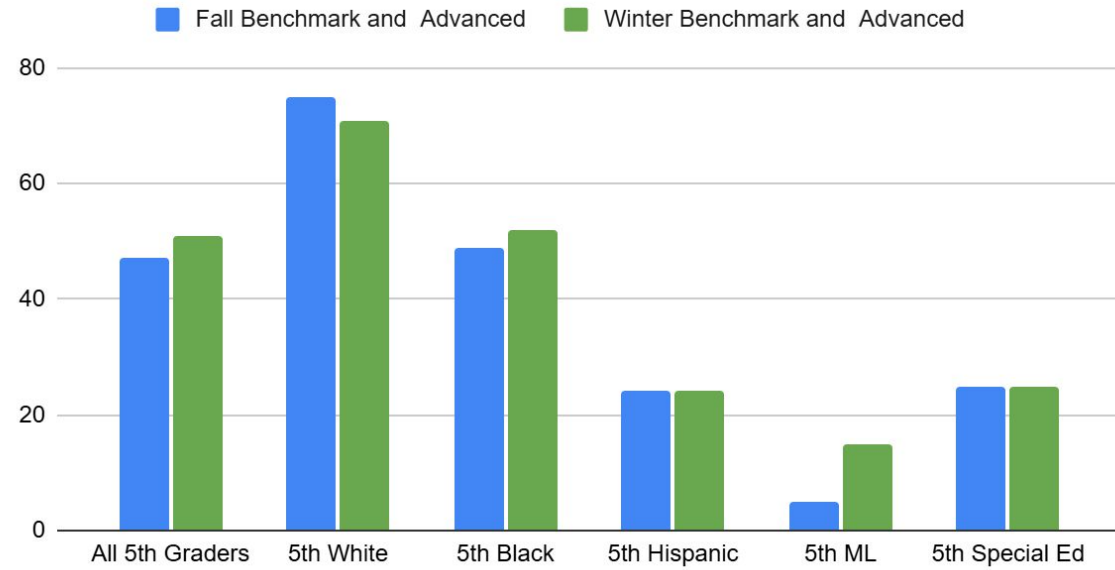
— Zaretta L. Hammond, Author of
Culturally Responsive Teaching & the Brain



Hidden Valley Linked Impact Teams

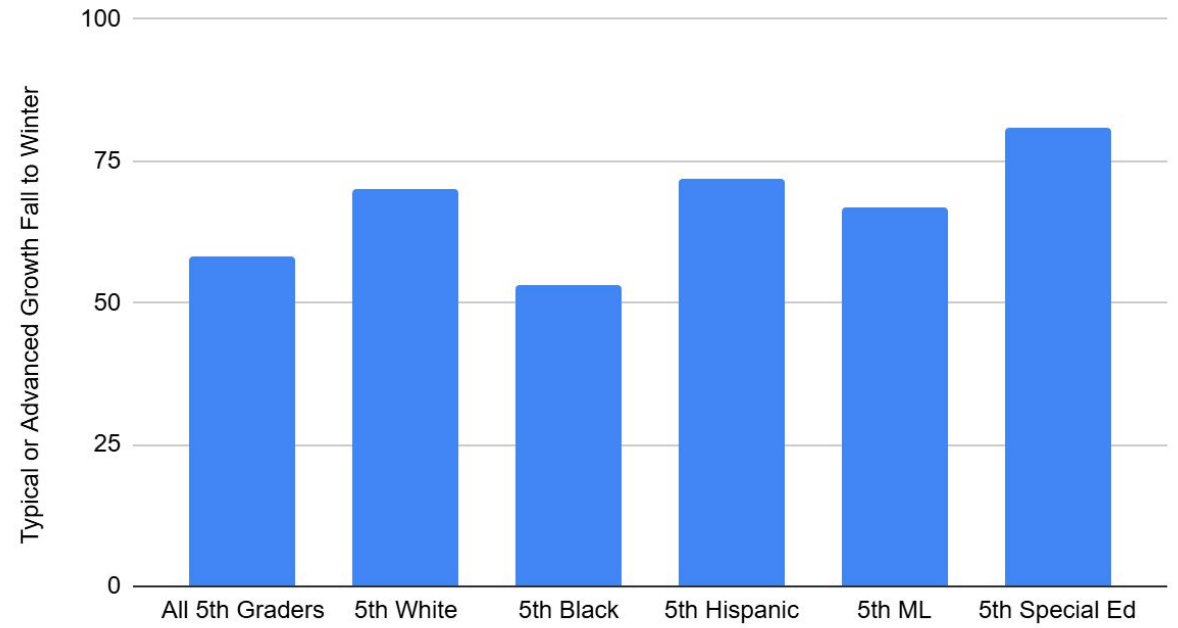


Fall Benchmark and Advanced and Winter Benchmark and Advanced



5th Grade Proficiency Level Shifts

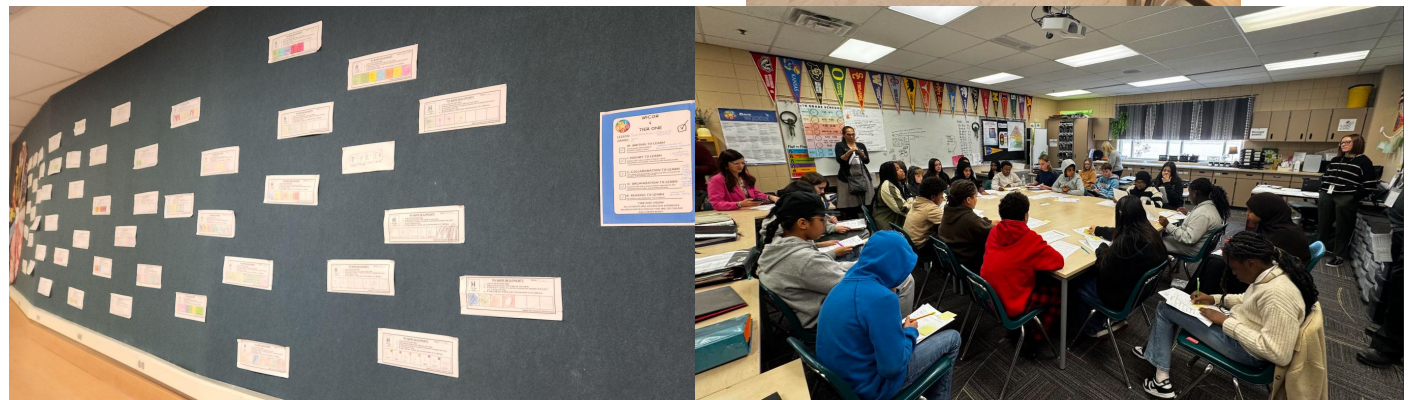
Typical or Advanced Growth Fall to Winter



5th Grade Level of Growth

Eagle Ridge Middle School Building a Culture of Belonging - in the classroom

- **Scaffolds**
honoring language with translations on slides
- **Differentiation**
creating a rap to demonstrate learning
- **Voice**
Socratic Seminar, my name in elements, character chart
- **Books & Music**
intentional selection



Eagle Ridge Middle School Building a Culture of Belonging - out of the classroom

Affinity Groups at Eagle Ridge Middle School

- Creating space to be authentic self
- Creating space for connectedness and relationship
- Creating space for affirmation and celebration
- Creating space for self-awareness, self-reflection, self-expression
- Creating space for learning, growing, and building confidence
- Creating space for leadership development
- Creating a pathway for belonging through high school

**LATINOS
UNIDOS**

PRISM

**COLOR OF
BRILLIANCE**

iRISE

We don't get harmony when everybody sings the same note. Only notes that are different can harmonize. The same is true with people

-Steve Goodier - Author

Thank You



Agenda III.B
February 27, 2025

To: Board of Education
Dr. Theresa Battle, superintendent

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

Date: February 27, 2025

Re: Report about READ Act Update

The Minnesota Reading to Ensure Academic Development (READ) Act

February 2025

Minnesota Reading to Ensure Academic Development Act, known as the READ Act, was passed and signed into law by Governor Tim Walz on May 24, 2023. The goal of this legislation is to have every Minnesota child reading at or above grade level every year, beginning in kindergarten, and to support multilingual learners and students receiving special education services in achieving their individualized reading goals in order to meet grade level proficiency. The READ Act replaces Read Well by Third Grade (RWBTG) and is in effect as of July 1, 2023. Portions of the READ Act were adjusted by the legislature in 2024.

The READ Act requires that reading instruction follows the science of reading which requires the explicit and systematic teaching of phonemic awareness and phonics. The legislation mandates that all school districts adjust the methods and tools of instruction in three areas.

Professional Development

In an effort to shift the knowledge base and practice of reading instruction throughout the state, the READ Act mandates that all teachers responsible for reading instruction participate in one of three required courses of study in foundational literacy instruction and the science of reading. Each of the courses of instruction is between 35 and 170 hours. The MN Department of Education was provided with funding to ensure that all eligible teachers are provided with the training. The READ Act identifies a three-year window for districts to provide training to identified educators, educational assistants, and administrators. After that time the newly established Regional Literacy Networks will provide the training, and teacher preparation programs in Minnesota will be required to include the science of reading in their training for teachers.

The district has identified **LETRS for Early Childhood** for preschool/early childhood special education staff and **CAREIALL** for Phase 1 educators. Options for Phase 2 educators have not yet been identified by MDE. These are the trainings that will be provided and facilitated by the district. Educators who have successfully completed any of the MDE-approved professional development programs will have met the READ Act professional development requirements and will not be required to complete the program selected by the school district.

2023-24: Preschool teachers completed the required literacy training for preschool teachers as part of a piloting grade from MDE

2024-25: Phase 1 educators are required to participate in the literacy training (356)

- K-5 classroom teachers (153)
- K-5 multilingual teachers (28)
- K-12 interventionist (25)
- PK-12 special education teachers (94)
- Preschool teachers/Early childhood special education teachers (33)
- Principals/coaches/administrators (23)

2025-26: Phase 1 educators complete training - **This is a shift in timeline from MDE. Originally Phase 2 educators were to begin literacy training and MDE has delayed ALL Phase 2 training to the following year.**

- Any Phase 1 teacher who did not complete the training including new hires to the district and staff moving into an identified Phase 1 job assignment. (Estimated 75)

2026-27: Phase 2 educators are required to participate in literacy training (Estimated 125)

- Grade 6 classroom teachers
- 6-12 English language arts teachers
- 6-12 multilingual teachers
- Teachers providing reading or language arts instruction in an alternative school or program

Universal Screening

All school districts are required to conduct universal literacy screening for all students in grades K-3 three times a year using assessment tools identified and approved by the MN Department of Education. The results of the screening are to be communicated to parents and used to identify appropriate instruction in literacy as well as identify those students who demonstrate characteristics of dyslexia.

Students in grades 4-12 who continue to read below grade level are to be screened each year as well. All students reading below grade level are to receive evidence-based reading intervention aligned to the science of reading.

District 191 has been conducting universal literacy screening using one of the approved screeners since 2019 for students in K-8. Fastbridge earlyReading and CBM Reading are part of the district assessment plan and are administered in fall, winter and spring each year.

Additional subtests of Nonsense Words were added to grades 2 and 3 in winter 2024.

The MDE approved screening tools for grades 4-12 have not been identified as of January 2025. This screening requirement will be implemented in the 2025-2026 school year.

Curriculum and Intervention

The Department of Education in partnership with the CAREI from the University of Minnesota, will review and identify curriculum materials that are evidence-based:

- Evidence-based literacy instruction is “explicit, systematic, and culturally responsive. It includes phonemic awareness, phonics and decoding, spelling, fluency, vocabulary, oral language, comprehension that can be differentiated to meet the needs of individual students. Evidence-based instruction does not include the three-cueing system. Three-cueing system, ‘also known as meaning structure visual (MSV),’ means a method that teaches students to use meaning, structure and syntax, and visual cues when attempting to read an unknown word.”
- Structured literacy means “an approach to reading instruction in which teachers carefully structure important literacy skills, concepts, and the sequence of instruction to facilitate children's literacy learning and progress. Structured literacy is characterized by the provision of systematic, explicit, sequential, and diagnostic instruction in phonemic awareness, phonics, fluency, vocabulary, and oral language development, and reading comprehension.”

School districts are not required to use one of the MDE approved curricula, but must use evidence-based curriculum and intervention materials at each grade level that are designed to ensure student mastery of phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension.

District 191 began full implementation of the foundational literacy curriculum for grades K-2, *Heggerty Bridge to Reading*, in 2023-24. The curriculum meets the criteria of an evidence-based foundational literacy curriculum aligned with the science of reading. In the 2024-25 school year, all preschool classrooms began implementation of *Heggerty Phonemic Awareness* instruction.

In the 2024-25 school year, Grade 3 began using *Heggerty Bridge to Reading* while grades 4 and 5 adopted the University of Minnesota's *Functional Phonics & Morphology* as part of the core instruction for all students.

Special education adopted SPIRE and UFLI as Tier 2 interventions for students served with IEPs in 2023-24. UFLI is one of the MDE-approved curricula and SPIRE meets the criteria of an evidence-based foundational literacy curriculum aligned to the science of reading.

Currently MDE is engaged in reviewing intervention curriculums. The list of approved reading intervention curriculums for K-12 will be available in November 2025. This will guide district decisions around adoption of additional interventions.



Agenda III.C
February 27, 2025

To: Board of Education
Dr. Theresa Battle, superintendent

From: Isis Buchanan, director of educational equity

Date: February 27, 2025

Re: FY26 Achievement and Integration Revenue Budget

Fiscal Year 2026

Achievement and Integration Budget


February 27, 2025

Isis Buchanan, director of educational equity



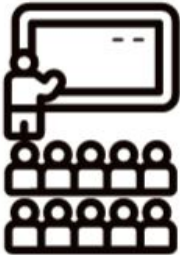

Purpose of Achievement & Integration Program

- Pursue Racial & Economic Integration
- Increase Student Achievement
- Create Equitable Educational Opportunities
- Reduce Predictability In:
 - Academic disparities based on students' diverse racial, ethnic, and economic backgrounds

FY23-26 Achievement & Integration Goals



FY 23-26 Achievement & Integration Goals

Goal 1	Goal 2	Goal 3	Goal 4
<p>Increase four-year graduation rate for all students from 84.4% in 2021 to 90% in 2025 and a) Latino students from 66% in 2021 to 78% in 2025 and b) Native and Indigenous students from 67% in 2021 to 80% in 2025.</p> <div style="text-align: center; margin-top: 10px;">  </div>	<div style="text-align: center; margin-bottom: 10px;">  </div> <p>Increase the percentage of racially and economically diverse incoming kindergarteners meeting fall pre-reading literacy benchmark a) all Black, Indigenous, students of color from 35% in fall 2022 to 55% in fall of 2025 and b) Latino students from 10% in 2022 to 30% in 2025 and c) Native and Indigenous students from 20% in 2022 to 40% in 2025.</p>	<p>Decrease the demographic disproportionality of BIPOC students in rigorous high school courses from 17% in 2021-2022 to 8% in 2025-2026.</p> <div style="text-align: center; margin-top: 10px;">  </div>	<div style="text-align: center; margin-bottom: 10px;">  </div> <p>Increase the percentage of students accessing teachers/classrooms demonstrating culturally responsive instruction aligned with the CPSS Lesson Study Tools from 72% in 2022 to 90% in 2026.</p>

FY26 Achievement & Integration Revenue Budget

- FY 26 Proposed A & I Revenue Budget
 - \$2,048,808.77
- Funding Supports the following:
 - AVID Staff (coordinator/teachers/tutors)
 - Professional Development (AVID & Social Studies)
 - Social Workers (0.5 FTE, 12 social workers)
 - Cultural Liaisons (1.0 FTE, 12 liaisons)
 - Specialist American Indian Culture/Indigenous Cultural Liaison (1.30 FTE)
 - Director of Educational Equity (0.5 FTE)

[Link to Budget Spreadsheets](#)



Achievement and Integration Revenue FY 2026 Budget Worksheet

Use this workbook to list proposed expenditures of FY 2026 Achievement Integration (A&I) revenue. All expenditures must support strategies in your district's MDE-approved A&I plan. Each worksheet has a column where you will explain how each line item is intended to fund a strategy. **Please use the instructions in the prior tab of this workbook.** For details on budget requirements, see the A&I Budget Guide on the A&I webpage.

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

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

Program Staff: Isis Buchanan
 Phone: 952-707-2004
 E-mail: ibuchanan@isd191.org

Fiscal Staff: Tyler Dehne
 Phone: 952-707-2055
 Email: tdehne@isd191.org

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

Find the amount of Achievement and Integration (A&I) revenue your district may be eligible to receive in FY 2026 and enter it below. See lines 12 and 13 in your district's Integration Revenue Reports listed online in the Minnesota Funding Reports. These are estimates based on enrollment projections and A&I funding formulas. These estimates will be adjusted to reflect actual FY26 enrollment. Directions for finding Integration Revenue reports online are posted to the A&I website.

Total Initial Revenue (FIN 313)	\$ 1,969,242.77
Total Incentive Revenue (FIN 318)	\$ 79,566.00
TOTAL A&I REVENUE	\$ 2,048,808.77

CERTIFICATION STATEMENT

We certify that the budget information submitted for our school district to the Minnesota Department of Education (MDE) is an accurate and complete representation of the fiscal year 2026 Achievement & Integration budget as approved by the school board.

Board Approval Date _____

School Board Chair _____ Date _____

Superintendent _____ Date _____

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

FOR MDE USE ONLY

Approved Initial Revenue: _____ Approved Incentive Revenue: _____

MDE Approval: _____ Date: _____



**FY 2026 Achievement and Integration Budget
Expenditure Summary**

District Number: 191		District Name: Burnsville Eagan Savage	
Proposed Budget		Actual Expenditures	
Direct Services to Students must equal at least 80% of total revenue		DSS At least 80% of total expenditures	\$0.00
Professional Development may equal no more than 20% of total revenue	\$1,804,102.00	Professional Development No more than 20% of total expenditures	\$0.00
Administrative/Indirect may equal no more than 10% of total revenue	\$54,801.77	Admin/Indirect No more than 10% of total expenditures	\$0.00
Total Proposed Revenue:	\$2,048,808.77	Total Revenue Expended:	\$0.00
Total Amount Proposed FIN 313	\$1,969,242.77	Improvement Planning Expenditures	46%
Total Amount Proposed FIN 318	\$79,566.00	Districts must use up to 20% of integration revenue improvement plan (Minn. Stat. 124D.862 subd. 8 (

Amending Line Items To amend line items in this budget after it's been approved by MDE, strike the approved dollar amt and related budget narrative the line you want to change (make sure the new row is above the total revenue line). Add a new dollar amt and narrative to the row you just added. T with the color highlight function. Explain the change in the comments box at the bottom of the tab.

m DEPARTMENT OF EDUCATION

FY 2026 Achievement and Integration Budget

Direct Student Service Costs

District Number: 191 District Name: Burnsville Eagan Savage

80% Direct Services to Students

List proposed FIN 313 expenditures for Direct Student Services below. At least 80% of a district's proposed expenditures must be used for strategies in a district's MDE-approved A&I plan that provide direct services to students. Read the A&I Budget Guide on the MDE website for details.

UFARS Title	UFARS Code Required			Budgeted Amount	Actual Amt	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	Goal #	Strategy # and Name
	ORG	PROG	FIN OBJ					
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.				List the total amount budgeted for this line item.	Resubmit this budget with actual FY26 expenditures by 12/1/26.	Use this column to describe what will be purchased to implement your A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will help implement the strategy. Do not copy the strategy description from your plan.		
Social Workers Salary .50 FTE 12 staff	Various	740	313 156	\$576,239.00		Salary .50 FTE for 13 social workers at each site	1,2,3,4	2-Family Partnership & Support
Social Workers Benefits	Various	740	200	\$257,067.00		Benefits for social workers	1,2,3,4	2-Family Partnership & Support
Cultural Liaison Salary 1.0 FTE	005	790	175	\$480,331.00		Salary 1.0 FTE for 12 cultural liaisons	1,2,3,4	2-Family Partnership & Support
Cultural Liaison Benefits	005	790	200	\$315,339.00		Benefits for cultural liaisons	1,2,3,4	2-Family Partnership & Support
Specialist of American Indian Culture .60 FTE	005	790	175	\$38,561.00		Salary .60 FTE Specialist of American Indian culture district wide	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Specialist of American Indian Culture Benefits	005	790	200	\$6,625.00		Benefits for Specialist of American Indian Culture	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Indigenous Cultural Liaison (Secondary) .30 FTE	005	790	175	\$15,205.00		Salary .30 FTE Indigenous cultural liaison	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement

Indigenous Cultural Liaison (Secondary) Benefits	005	790	313	200	\$7,077.00	Benefits .30 Indigenous cultural liaison	1.3.4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
AVID Tutor Salary	005	211	313	186	\$50,000.00	Hourly salary for classroom AVID tutors	1.3.4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Tutor Benefits	005	211	313	200	\$9,393.00	Benefits for tutors	1.3.4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Senior Summer Field Trip	005	211	313	360	\$1,500.00	AVID Seniors going to their elementary sites to talk with students	1.3.4	1-AVID 2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement 4-Develop Culturally Proficient School Systems
FIN 313 TOTAL					\$1,757,337.00			

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

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

Comments:



FY 2026 Achievement and Integration Budget
Direct Student Service Costs to Reduce Enrollment Disparities

District Number: 191

District Name: Burnsville Eagan Savage

80% Direct Services to Students

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

UFARS Title	UFARS Code Required				Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	
	ORG	PROG	FIN	OBJ			Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY26 expenditures by 12/1/26.		
Specialist of American Indian Culture Salary .40 FTE	005	790	318	175	\$30,765.00		Salary for .40 FTE 1 staff district wide	1,2,3 2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Specialist of American Indian Culture Benefits	005	790	318	200	\$12,516.00		Benefits for cultural liaison	1,2,3 2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
AVID Summer Teacher Salary	005	211	318	185	\$1,500.00		Hourly salary for summer AVID teachers	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVIS Summer Teacher Benefits	005	211	318	200	\$257.00		Benefits for summer AVID teachers	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVID Summer Tutors Salary	005	211	318	186	\$1,500.00		Hourly salary for summer AVID tutors	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVID Summer Tutors Benefits	005	211	318	200	\$227.00		Benefits for summer tutors	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
FIN 318 TOTAL			318		\$46,765.00	\$0.00		

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

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

Comments:



FY 2026 Achievement and Integration Budget

Professional Development Costs

District Number: 191 n/a District Name: Burnsville Eagan Savage

20% Professional Development

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

UFARS Title	UFARS Code Required	UFARS Code Required	UFARS Code Required	UFARS Code Required	UFARS Code Required	Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and Use this column to describe what will be purchased to implement your A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. Do not copy the strategy description from your plan.	Goal #	Strategy # and Name
ORG	PROG	FIN	OBJ							
AVID Contracted PD	005	640	313	305		\$20,000.77	Resubmit form with actual FY26 expenditures by 12/1/26.	AVID Professional Development/Sub Coverage	1, 3, 4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Travel/Conferences	005	640	313	366		\$2,000.00		Travel costs AVID Conference	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
			313							
			313							
			313							
			313							
			313							
FIN 313 TOTAL						\$22,000.77	\$0.00			

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

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

Comments:



DEPARTMENT OF EDUCATION

FY 2026 Achievement and Integration Budget

District Number: 191 District Name: Burnsville Eagan Savage
 10% Admin/Indirect Costs

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

UFARS Title	ORG	PROG	FIN	OBJ	Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and	Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY26 expenditures by 12/1/26.	Use this column to describe what will be purchased to implement A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. Do not copy the strategy description from your plan.		
Director Salary .50 FTE	005	030	313	110	\$83,496.00		Salary equity program oversite. .50 FTE for 1 staff	1,2,3,4	1-AVID 2-Family Partnership & Support 3-Native American and Indigenous 4-Develop Culturally Proficient School Systems
Director Benefits .50 FTE	005	030	313	200	\$17,214.00		Benefits equity program oversite .50 FTE for 1 staff	1,2,3,4	1-AVID 2-Family Partnership & Support 3-Native American and Indigenous 4-Develop Culturally Proficient School Systems
AVID Site Coordinator .20 FTE	Various	605	313	143	\$60,836.00		Salary .20 FTE AVID site Coordinator at 4 sites	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Site Coordinator .20 FTE	Various	605	313	200	\$28,359.00		Benefits AVID site coordinator at 4 sites	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
FIN 313 Total					\$189,905.00	\$0.00			

Add lines above the FIN 313 TOTAL line to include those dollar amounts in proposed and approved revenue totals.
 Improvement Planning Copy line items for Improvement strategies and paste them into the Admin/Indirect section of the Improvement Planning tab.
 Comments:



DEPARTMENT OF EDUCATION

FY 2026 Achievement and Integration Budget

Professional Development Costs to Reduce Enrollment Disparities

District Name: Burnsville Eagan Savage

District Number: 191

20% Professional Development

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

UFARS Title	UFARS Code Required	Budgeted Amt	Actual Amt	Budget Narrative - Which strategy in your A&I plan does each line item support and	Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.	ORG PROG FIN OBI	List the total amount budgeted for this line item.	Resubmit form with actual FY26 expenditures by 12/1/26.	Use this column to describe what will be purchased to implement A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. Do not copy the strategy description from your plan.		
Teacher Hourly	005 640 318 185	\$6,500.00		Hourly salary for licensed staff to attend PD	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
Teacher Benefits	005 640 318 200	\$1,069.00		Benefits for licensed staff	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
Substitute Teacher (TOC)	005 640 318 305	\$2,500.00		Substitute teachers for teachers to attend AVID PD	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
AVID XP Registration	005 640 318 366	\$15,000.00		Registration for AVID PD with partner district	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Membership	005 640 318 820	\$7,732.00		AVID Membership Fees	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
FIN 318 TOTAL		\$32,801.00	\$0.00			

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

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

Comments:



Agenda III.D
February 27, 2025

To: Board of Education
Dr. Theresa Battle, Superintendent

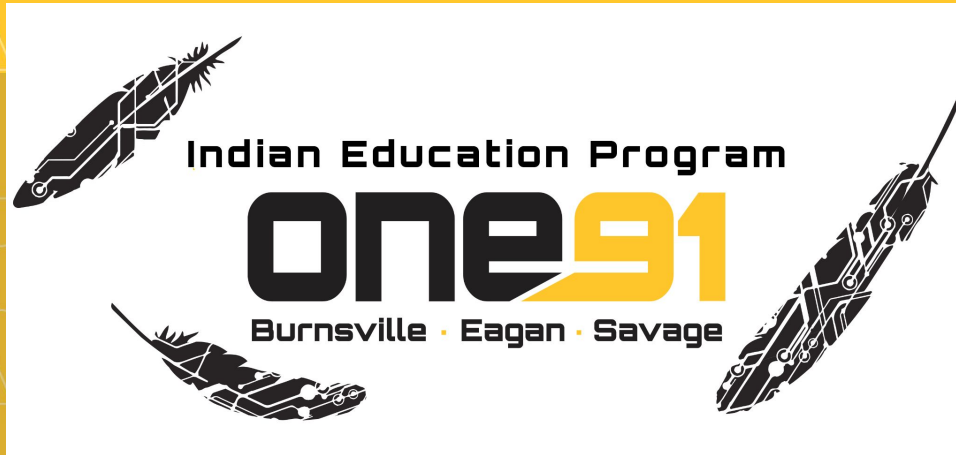
From: Madison McKinney, Indigenous Cultural Liaison, Kelly Sundquist and Brian Burthay,
AIPAC Co-chairs

Date: February 27, 2025

Re: 2025 Indian Education Programming & Vote of Concurrence or Nonconcurrence

February 27, 2025

One91 American Indian Education Program



Overview

- » American Indian Education (AIE) Program Highlights
- » Annual Vote of Concurrence or Nonconcurrence



Introductions

35



- ❖ American Indian Cultural Specialist
 - Updates
- ❖ Madison McKinney
 - Indigenous Cultural Liaison (for Secondary Students)
- ❖ Kelly Sundquist
 - American Indian Parent Advisory Committee (AIPAC) Co-Chairperson
- ❖ Brian Burthay
 - American Indian Parent Advisory Committee (AIPAC) Co-Chairperson

American Indian Education Program (AIEP)

❖ Mission Statement:

- The American Indian Education Program aims to reconnect and strengthen Indigenous learners to traditional educational methods and cultural practices to promote positive experiences within the public schools.

❖ Vision Statement:

- Our vision is to create a supportive school environment where all American Indian Students can reconnect and strengthen their cultural identity to thrive within their school community. We are committed to strengthening our Indigenous communities and our connections to land and language.



Culture

Community

Connection

American Indian Student Enrollment

37

School Year 25

High School, 9-12th grade - 55

Middle School, 6-8th grades - 47

Pre- K-5 grades - 84

Early Childhood - 6

Total - 192

School Year 24

High School, 9-12th grade - 61

Middle School, 6-8th grades - 50

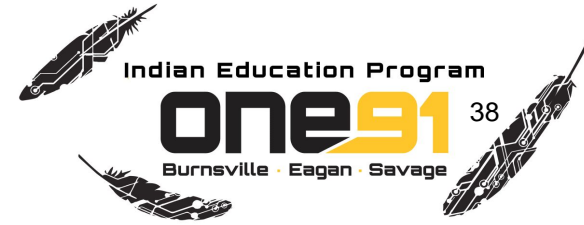
Pre K-5 grades - 85

Early Childhood - 4

Total - 200



Response to American Indian Parent Advisory Committee (AIPAC) - February 2025



Recommendation 1: Cultural Proficiency Training for all staff in the district

- Specifically on cultural heritage, generational trauma and tribal nations

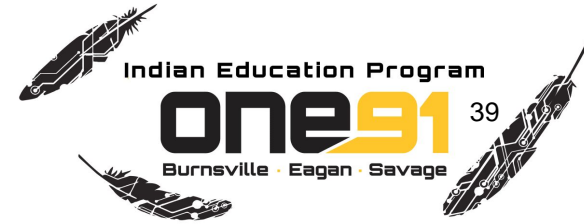
Recommendation 2: More American Indian representation in the schools and district

- Tribal maps of Minnesota and the district Land Acknowledgment in every classroom and in entryways in all district facilities

Recommendation 3: Review the school names of Edward Neill, Gideon Pond, Harriet Bishop

- In the near future, changes to building names
- Specifically Gideon Exposure
- Dakota/Lakota/Ojibwe/Oceti Sakowin (Sioux) - Tribes Native to Minnesota

Response to American Indian Parent Advisory Committee (AIPAC) - February 2025



Recommendation 4: More American Indian representation in school newsletters regarding

- South Of The River Pow Wow, Indigenous Peoples Day, Orange Shirt Day, other special observances of American Indian Cultural Heritage and Peoples

Recommendation 5: District Wide Smudging Policy

- Use of sacred sage, sweetgrass, cedar, and tobacco in building with American Indian Students

Recommendation 6: More support for American Indian Education Programming overall and the Liaisons

- Student count and subsequent data
- Special Education Services

Link : [Progress Report on the 2024 American Indian Parent Advisory Committee Recommendations](#)

AIEP Goals and Highlights

40

❖ Post-Secondary Preparation

- M102

❖ Intercultural Awareness

- Native American Cultural Showcase

❖ Support Academic Achievement

- iSWAG : Indigenous Student Weekly Advisory Groups

❖ Positive Self-Image

- Response to School Year 24 Recommendations

❖ Curriculum Relevance

- Professional Development - Early Childhood, Elementary, Secondary, BOE Retreat



American Indian Parent Advisory Committee (AIPAC)

41

American Indian Parent Advisory Committees (AIPACs), serve in an advisory role and help ensure that American Indian students are receiving culturally relevant and equitable educational opportunities. The AIPAC committee is critical to the achievement and success of American Indian students and offers a valuable opportunity to strengthen district and family partnerships.



AIPAC Vote



Kelly Sundquist
Member since 2019
5th Grader - William Byrne
8th Grader - Nicollet MS
White Earth Nation

Brian Burthay
Member since 2023
3rd Grader - Vista View
Kindergarten- Vista View
Sophomore - 196
Red Lake Nation



AIPAC Recommendations

- ❖ **Review disciplinary actions and review data of middle school American Indian Students**
- ❖ **More recognition by/from the individual buildings of Indigenous Peoples Day and other observances of American Indian Cultural Heritage**
- ❖ **Salaries of American Indian Education Program Staff need to come out of the General Education fund**
- ❖ **Provide cultural space and staffing for smudging space in each building**
- ❖ **Provide cultural trunks for each school for staff to use**

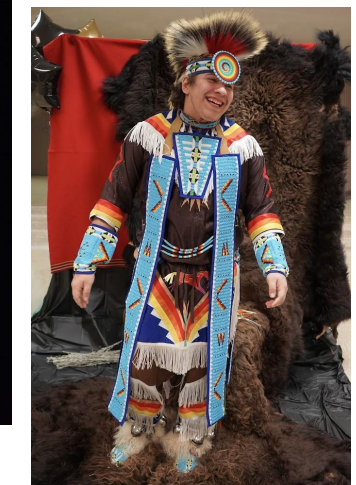
Student & Family Programming

School Year 2024

- ❖ “Orange Shirt Day”
- ❖ Indigenous People’s Day
- ❖ Native American Visit day at University of Minnesota
- ❖ Native American Heritage Month
- ❖ South of the River Collaboration
- ❖ Craft Nights - Beading and Sewing classes

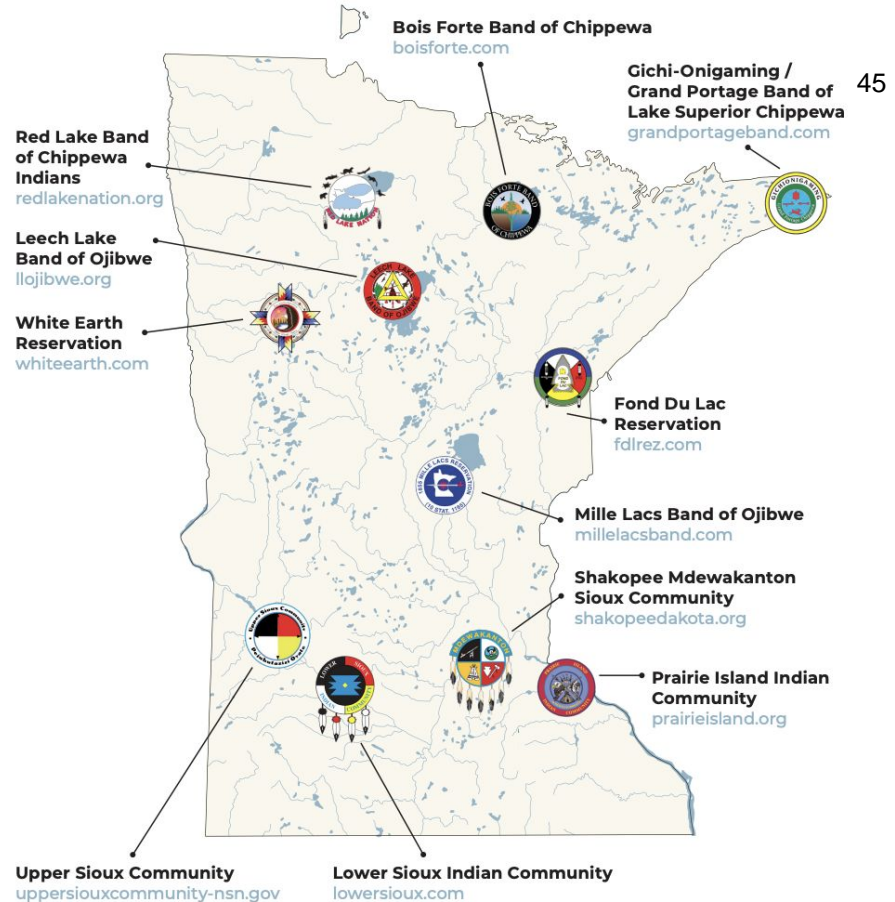
Remainder of 2025

- ❖ MIEA Conference
- ❖ Culture Week at BHS
- ❖ Graduate Honoring
- ❖ South of the River Powwow



Land Acknowledgement

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





January 15, 2025

Dear Board Members And Dr. Battle,

The American Indian Parent Advisory Committee of District 191 has issued a vote of Non-Concurrence at our meeting for the 2024-2025 school year. The AIPAC has identified areas that need to be addressed and ideas for improvement based on conversations with staff, students, and families both native and non-native within the district.

- ❖ Review disciplinary actions and review data of middle school American Indian Students
 - In-depth American Indian cultural proficiency training for teaching staff across the district
- ❖ More recognition by/from the individual buildings of Indigenous Peoples Day and other observances of American Indian Cultural Heritage
 - More active engagement by non-Native staff, sharing of 191 AIEP events with the AI students and families.
- ❖ Salaries of American Indian Education Program Staff need to come out of the General Education fund.
 - Reserving program funding resources for its intended purpose, American Indian Students. Many districts such as Osseo, 196, and Cottage Grove pay their Indian Ed staff directly from General Education Funding.
- ❖ Provide cultural space and staffing for smudging space in each building
 - Section 1.[121.A.08] Minnesota Statutes
- ❖ Provide cultural trunks for each school for staff to use.
 - These trunks are to be a collection of culturally appropriate pieces provided by the district and approved by AIPAC. Currently our 191 AIEP has 1 learning trunk that teachers across the district are able to check out throughout the school year to help support their teaching of American Indian Curriculum. They Include Ojibwe, Dakota, and Powwow trunks. These trunks are in high demand during a variety of units that are being taught throughout the year and it would be beneficial for students to have their own trunks to support teaching the AI state standards.

We would like to acknowledge the support district 191 has provided throughout our existence. We support the steps towards meeting the educational and cultural needs of our Native American students and we appreciate the efforts of our Native American Liaison Maddison McKinney and our Equity and ML Services Director Isis Buchanan. We value and acknowledge the support of our school board members and superintendent.

As per MDE guidelines, we expect a written response from the school board to each of the above recommendations within 60 days of receipt of this letter. The AIPAC is available to dialogue with the school board members that are assigned to respond to this letter.

Sincerely,

191 American Indian Parent Advisory Committee



**Agenda III.E.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Anna Werb, board chair

Date: February 27, 2025

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), Annemarie Anderson, Rachael Mikkelsen
Policy Review	Abigail Alt (Chair), Scott Hume, Annemarie Anderson
Negotiations	Scott Hume (Chair), Abigail Alit, Rachael Mikkelsen

Other Board Assignments

Board Committee	Board Member(s) Assigned
Association of Metropolitan School Districts (AMSD)	Annemarie Anderson (primary) Scott Hume (alternate)
Burnsville Chamber of Commerce Policy Committee	Scott Hume (primary) Lesley Chester (alternate)
ISD 917	Lesley Chester (primary)
Foundation 191	Annemarie Anderson (primary) Rachael Mikkelsen (alternate)
MN School Board Association (MSBA)	Scott Hume (primary) Annemarie Anderson (alternate)
Burnsville Festival & Fire Muster	Abigail Alt
MN State HS League (MSHSL)	Scott Hume

School Assignments

School Name	Board Member Assigned
Burnsville Alternative HS (BAHS)	Rachael Mikkelson
Burnsville HS	Annemarie Anderson
Nicollet Middle School	Abigail Alt
William Byrne Elementary	Lesley Chester
Edward Neill Elementary	Scott Hume

February 27, 2025 Board Meeting

Board Members' Questions and Staff Responses regarding BoardBook materials

(Preliminary Investments)

Board Member Question	Staff Response
<p>How many students have participated (thus far total and annually) in:</p> <ul style="list-style-type: none">• GTCUW Work Based Learning• DEED Paid Student Work Experiences	<p>This is a \$40,000 grant that is funded through DEED and flows through the Greater Twin Cities United Way and MN Chambers of Commerce. I wrote this grant in collaboration with the Burnsville Chamber president and our Work Based Learning (WBL) teacher at BHS. The intent of this grant is to provide students (typically underrepresented) with opportunities to experience the workplace through a formal program, like our Work Based Learning program, that includes specific activities around critical workforce skills. This is a paid experience for students and most students earned \$600 during the semester-long course. The grant was awarded in December 2023-March 2025. This is the first year we have implemented this grant since this is the first year we are offering students a WBL course. Fifteen students participated and had a unique experience at one of our partners: the City of Burnsville, Ebenezer Care Center, Ebenezer Daycare Center, Schmitt & Sons, Keller Williams, and the ISD 191 Communications Department. Culinary students planned and executed the Hall of Fame awards. This grant has the potential to be a multi-year grant, as long as the Chamber submits the application. This \$10,000 grant was awarded to the Burnsville Chamber last month to support the development of a sustainable Work Based Learning program at BHS. Since WBL depends on willing business and industry partners, the Burnsville Chamber president and I are initiating a process to gather stakeholder feedback (much like the Profile of a Learner development) that</p>

	<p>will enable businesses to support students both in and out of a WBL program. Training on how to best work with all youth, and a focus on skill development, will be provided to businesses who want to participate. A stakeholder meeting is planned for late spring. This grant will directly impact all students who are enrolled in the WBL program (up to 40 per year), students who have part-time/summer jobs, and participating businesses.</p> <p>Another grant that is not listed on the slide deck for the Board meeting is the \$9,500 Bosch Grant. Kathy Funston wrote this grant in collaboration with the Chamber president as a yearly grant to support <u>Teacher Externship Experiences</u>. These experiences have been provided to 62 teachers and counselors since its launch. This 2-4 day program offers classroom teachers the opportunity to learn about business (representing each of the Pathways), how academic content is used in work, and to discuss the workplace skills that are essential for both school and work success.</p>

(Topic)

<p>Board Member Question</p>	<p>Staff Response</p>
-------------------------------------	------------------------------

(Topic)

Board Member Question	Staff Response

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
February 12, 2025

A special meeting of the Board of Education was called to order by Chair Werb at 6:30 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 5533. The purpose of the meeting was to hold a work session to interview candidates who applied to fill the board vacancy.

Directors Alt, Anderson, Chester, Hume, Mikkelsen and Chair Werb were present. Superintendent Dr. Battle, and members of the public were also present.

The following candidates were interviewed during the work session Samantha Swenson, Jenn Boyko and Tyler Sachse.

The meeting adjourned at 8:56 p.m.

/s/
Scott Hume, Clerk

February 27, 2025
Date Approved

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 February 13, 2025

The regular meeting of the Board of Education was called to order by Chair Werb at 6:30 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55333. Call to Order

Directors Alt, Anderson, Chester, Hume, Mikkelsen and Chair Werb were present. Superintendent Dr. Battle, Student Representative Maryam Bradai, administrators, staff and members of the public were also present. Attendance

Chair Werb welcomed the audience and asked Director Anderson to lead the Pledge of Allegiance. Pledge of Allegiance

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

Athletics and Activities Student Recognitions were presented by Bill Heim, activities director.

Received a Progress Report on the 2024 American Indian Parent Advisory Committee Recommendations from Isis Buchanan, director of educational equity. Reports

Received a report about the School Name Change Design Team Process and Outcomes from Dr. Chris Bellmont, assistant superintendent, Isis Buchanan, director of educational equity and Madison McKinney, Indigenous cultural liaison.

Received school reports from Rahn Elementary School, Sky Oaks Elementary School, and William Byrne Elementary School from Dr. Chris Bellmont, assistant superintendent, Brad Robb, Dr. Jon Bonneville, and Dr. Renee Brandner, principals, and Megan Gauer-Kloos, student systems leadership specialist, Cara Slattery and Aran Hartl, teachers

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

Received a report from Maryam Bradai, student board representative.

Received a report from Dr. Theresa Battle, superintendent.

Moved by Hume, seconded by Chester, to approve the consent agenda:
 -Approve minutes of the regular board meeting on January 23, 2025 and the special Vacancy Meeting on January 17, 2025.
 -Approve personnel recommendations for Mikhail Bernstein, Jennifer McCarthy, Emily Burt, Steven McGee, Maria Cantu, Kevin Graham, Julia Consent Agenda
 Minutes
 Personnel
 Recommendation

Engel, Jay Lepper, Cheryl Drangstveit, Ernesto Alvarado, Trey Blanchard, Steven McGee, Sean Floersch, Saida Alonso Ramirez, Ragan Firnback, Monserrat Moreno, Baillie Nash, Abigail Adkins

-Receive a report about the Listening Session on January 23, 2025.

The motion carried unanimously (6,0).

Listening Session

Moved by Anderson, seconded by Mikkelsen, to approve an application for preliminary approval of an Extended Robotics Team Field Trip on April 15-20, 2025 to Houston Texas. The motion carried unanimously after discussion (6,0).

Field Trips

Moved by Alt, seconded by Chester, to approve an application for preliminary approval of an Extended DECA Nationals Field Trip on April 25-29, 2025 to Orlando, Florida. The motion carried unanimously after discussion (6,0).

School Board Vacancy Candidate Selection Process

Each Board member had one affirmative vote to cast for a single candidate during roll call voting to select the preferred candidate. In the event of a tie vote, the board needed to conduct another round of voting.

School Board
Vacancy
Candidate
Selection Process

Moved by Alt, seconded by Anderson, to nominate Tyler Sachse to fill the School Board Vacancy. Alt, Werb and Anderson cast their affirmative votes. The total not being a majority, the motion did not pass.

Moved by Hume, seconded by Chester, to nominate Jenn Boyko to fill the School Board Vacancy. Hume, Mikkelsen, and Chester cast their affirmative votes. The total not being a majority, the motion did not pass.

Per the board approved selection process, a second round of voting was held. During the second-round vote for candidate Tyler Sachse - Mikkelsen, Alt, Werb and Anderson used their affirmative vote. Having received a majority vote, Tyler Sachse was declared the preferred candidate.

Moved by Hume, seconded by Chester, to adopt a Resolution to Fill School Board Vacancy. The motion carried unanimously (6,0)

Resolution to Fill
School Board
Vacancy

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2027; and

WHEREAS, the vacancy occurred on January 7, 2025, in the third year of the vacant term; and

WHEREAS, Tyler Sachse meets the qualifications established by Minnesota law to serve as a school board member;

NOW THEREFORE BE IT RESOLVED by the Board of Education of Independent School District No. 191, State of Minnesota, as follows:

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, Tyler Sachse is hereby appointed to fill the vacancy and to serve the remainder of the unexpired term. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

Moved by Anderson, seconded by Alt, to Approve a request of the Revised One Digital Fee Disclosure Statement. The motion failed after discussion (3-3 with Alt, Werb and Anderson in favor and Hume, Mikkelsen and Chester opposed).

One Digital Fee
Disclosure
Statement

Moved by Hume, seconded by Chester, to adopt a Resolution Designating Funds as Committed Funds. The motion carried unanimously (6,0).

Committed Funds

WHEREAS, the Governmental Standards Accounting Board (“GASB”) has issued Statement No. 54 (“GASB 54”), establishing a hierarchy of clarifying constraints that govern how a government entity can use amounts reported as the fund balance; and

WHEREAS, the School Board has adopted Policy 714 - Fund Balances (“Policy 714) which recognizes the authority of the School Board to commit, assign, or evaluate existing fund-balance classifications as described and defined in GASB-54 and to identify the intended uses of the committed or assigned funds; and

WHEREAS, Policy 714 defines “committed” fund balance amounts as unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action; and

WHEREAS, pursuant to legislative action, specifically Chapter 55, Section 32 of the 2023 Laws of Minnesota (the “Legislation”), any remaining net proceeds received by the School District in connection with a lease of real property or the sale or exchange of school buildings or real property specifically identified in the School District’s open facilities action plan may be deposited in the School District’s general unrestricted fund following the deposit of such lease proceeds or the application of such sale or exchange proceeds, notwithstanding Minnesota Statutes, Sections 123B.51, Subdivisions 4 and 6; and

WHEREAS, the School District has received proceeds from the sale of a portion of the parking lot at the School District’s Diamondhead Education Center, in the amount of \$900,000 (the “Sale Proceeds”), which is subject to the Legislation; and

WHEREAS, the School Board hereby finds and determines that it is necessary and appropriate to designate the Sale Proceeds as “committed” funds under Policy 714.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 191, State of Minnesota, as follows:

1. The School Board hereby commits to utilizing the Sale Proceeds for the following purposes:

Purpose Justification for Expenditure Estimated Amount

2. The committed funds described above cannot be used for any purpose other than as specified above unless the School Board adopts a subsequent resolution to modify or remove the restriction, or other otherwise redirect the funds for other purposes.

The motion for the adoption of the foregoing resolution was duly seconded by Chester and upon vote being taken thereon, the following voted in favor thereof: Hume, Mikkelsen, Alt, Werb, Chester, and Anderson.

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Moved by Werb, seconded by Alt, to move to a recess at 9:00 p.m. before starting the board work session. The motion carried unanimously (6,0).

Recess

A work session to Review FY26 Budget: Initial Information and Parameters started at 9:02p.m. and concluded at 9:50 p.m.

Work session

A work session to Discuss School Name Change Recommendations started at 9:50 p.m. and concluded at 10:01 p.m.

The meeting adjourned at 10:02 p.m.

Adjourn

/s/
Scott Hume, Clerk

February 27, 2025
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: February 27, 2025

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Appointment	Lisa Millard		WM. Byrne Elementary School	Interventionist	03/03/2025	1.0 FTE
Certified	Appointment	Michael Anyirah		Burnsville High School	Teacher	03/10/2025	1.0 FTE
Certified	Appointment	Caitlin Wright-Connelly		Gideon Pond Elementary	Teacher	03/03/2025	1.0 FTE
Certified	Resignation	Julia Ulrich		Hidden Valley Elementary	Teacher	02/20/2025	1.0 FTE
Certified	Resignation	John Peters		Gideon Pond Elementary	Teacher	02/28/2025	1.0 FTE
Certified	Resignation	Alta Simon		Hidden Valley Elementary	Teacher	06/06/2025	1.0 FTE
Certified	Retirement	Kari Orlando		WM. Byrne Elementary School	Teacher	06/06/2025	1.0 FTE
Classified	Appointment	Rebecca Akerson		Burnsville High School	Softball- Assistant Coach	Spring Stipend	1.0 FTE Stipend
Classified	Appointment	Michelle Pokodner		Nicollet Middle School	Strength and Conditioning Coach	Year Round Stipend	.50 FTE Stipend
Classified	Appointment	Eleanor Nesseth		Diamondhead Education Center	Ready to Grow/Ready to Learn Teacher	12/16/2024	5 hours/day
Classified	Appointment	Abigail Adkins		Burnsville High School	Track and Field- Assistant Coach	Spring Stipend	.50 FTE Stipend
Classified	Appointment	Brennan Meyer		Burnsville High School	Boys Volleyball- Assistant Coach	Spring Stipend	.878049 FTE Stipend
Classified	Appointment	Robert Paetzold		Nicollet Middle School	Strength- Assistant Coach	Year Round Stipend	.50 FTE Stipend
Classified	Appointment	Jeremy Lemus		Burnsville High School	Educational Assistant	03/03/2025	8 hours/day
Classified	Probationary Release	Hannah Lushanko		Sky Oaks Elementary School	Educational Assistant	02/20/2025	7.25 hours/day
Classified	Resignation	Paulette Thomas		Nicollet Middle School	Food Service Associate	03/04/2025	3.75 hours/day
Classified	Resignation	Michael Schiller		Burnsville High School	Baseball- Assistant Coach	02/25/2025	.17708 FTE Stipend
Classified	Resignation	Kathy Buck		Sky Oaks Elementary School	Food Service Associate	02/17/2025	3.75 hours/day
Classified	Resignation	Jackson Kieffer		Burnsville High School	Baseball- Assistant Coach	02/25/2025	.33333FTE Stipend
Classified	Resignation	Hanna Polukhina		WM. Byrne Elementary School	Food Service Associate	02/14/2025	3.75 hours/day
Classified	Resignation	Emma Ganion		Burnsville High School	Softball- Assistant Coach	02/13/2025	.50 FTE Stipend
Classified	Resignation	Beth Proctor		Burnsville High School	Boys Track- Assistant Coach	02/15/2025	.50 FTE Stipend
Classified	Retirement	Dawn Mosser		Vista View Elementary School	Food Service- Associate	05/02/2025	5.75 hours/day



**Agenda IV.A.3
February 27, 2025**

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

From: Tyler Dehne, Director of Finance

Date: February 19, 2025

Re: December Payroll, Claims and Receipts

Recommendation: That the Board approves December payroll checks in the net amount of \$4,571,999.23. December claims to date, wire transfers and adjustments totaling \$12,352,220.59. Also, that the Board accepts December receipts of \$11,884,031.18 and investments for the General Fund and OPEB of \$95,482,957.27 as of December 31, 2024.

December payroll, wire transfers, claims and receipts have been prepared under the direction of Tyler Dehne, Director of Finance, and are presented for approval by the School Board.

TD/mw

INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
December 2024

Cash Receipts

Receipts	
Miscellaneous Adjustments	\$11,884,031.18

TOTAL DECEMBER CASH RECEIVED	\$11,884,031.18
-------------------------------------	------------------------

CASH DISBURSEMENTS

Dec Payroll	\$4,571,999.23
----------------	----------------

A/P Dec Claims		
	Checks 494297-494542	\$2,423,669.95
	Virtual Card 6000001967-6000002007	\$104,023.82
	ACH-Emp/Vend 9000006683-9000006804	\$510,514.69

Dec A/P Wires+P-card	\$9,312,859.52
Dec Bank Fees	\$1,152.61

TOTAL DECEMBER CASH DISBURSED	\$16,924,219.82
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TOTAL TO BE APPROVED	\$16,924,219.82
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	<u>Money Market</u>	<u>(Original Cost)</u> <u>Investments</u>	<u>12/31/2024</u>
GENERAL FUND	\$11,675,423.34	\$72,341,867.92	\$84,017,291.26
OPEB	\$187,825.95	\$699,796.72	\$887,622.67
OPEB EQUITY INV	\$142,016.55	\$10,436,026.79	\$10,578,043.34
	\$12,005,265.84	\$83,477,691.43	\$95,482,957.27

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		12/31/2024			IS Balance	\$11,675,423.34	\$11,675,423.34	\$11,675,423.34	62
LTD		12/31/2024			LTD Balance		\$16,337,982.50	\$16,337,982.50	
SDA	SDA-1348596-1	12/31/2024			Savings Deposit Account - MNTrust Term Series-Flex (VNB)	\$12,067,452.63	\$12,067,452.63	\$12,067,452.63	
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
TS	TS-1370876-1	11/15/2024	11/14/2025		MNTrust TERM SERIES	\$3,000,000.00	\$3,127,186.86	\$3,000,000.00	4.251
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

CD	CD-1371335-1	12/03/2024	12/03/2025	60377	Minnesota Power Employees Credit Union	\$239,700.00	\$249,887.25	\$239,700.00	4.250
SEC	SEC-67384-1	12/06/2024	12/05/2025	24808	SKYLA FEDERAL CU	\$248,355.36	\$248,000.00	\$248,000.00	4.253
TS	TS-298044-1	06/21/2024	12/17/2025		MN TRUST TERM SERIES	\$4,000,000.00	\$4,292,120.55	\$4,000,000.00	4.900
CD	CD-1357803-1	01/10/2024	01/12/2026	34607	First Internet Bank of Indiana	\$228,800.00	\$249,859.51	\$228,800.00	4.5063
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
TS	TS-1370875-1	11/15/2024	01/26/2026		MNTrust TERM SERIES	\$3,500,000.00	\$3,677,954.82	\$3,500,000.00	4.247
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-1371332-1	12/03/2024	06/01/2026	33686	Bank Hapoalim B.M.	\$235,300.00	\$249,880.54	\$235,300.00	4.150
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
SEC	SEC-67357-1	12/04/2024	11/30/2026		US TREASURY N/B	\$1,998,730.47	\$2,110,000.00	\$1,998,730.47	4.036
Sub Totals →						\$65,522,602.77	\$84,017,291.26	\$81,850,888.94	

Totals →						\$65,522,602.77	\$84,017,291.26	\$81,850,888.94	
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Time and Dollar Weighted Average Portfolio Yield: 4.52%

Weighted Average Portfolio Maturity: 206.43 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	14.38	\$12,067,452.63	SDA Account
CD	7.74	\$6,495,507.32	Certificate of Deposit
TS	37.12	\$31,152,925.47	Term Series
SEC	7.38	\$6,196,291.16	Securities
IS	13.91	\$11,675,423.34	IS Account
LTD	19.47	\$16,337,982.50	LTD Account

Index

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

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

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

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

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



Total Portfolio Report CAR

Report as of 12/31/2024

PMA Financial Network
2135 CityGate Lane
7th Floor
Naperville, IL 60563 65
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	12/31/2024			MMA Balance	\$187,825.95	\$187,825.95	\$187,825.95	
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 →						\$818,825.95	\$887,622.67	\$818,825.95	
Totals →						\$818,825.95	\$887,622.67	\$818,825.95	

Time and Dollar Weighted Average Portfolio Yield: 4.10%

Weighted Average Portfolio Maturity: 217.82 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	21.16	\$187,825.95	MMA Account
CD	78.84	\$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.

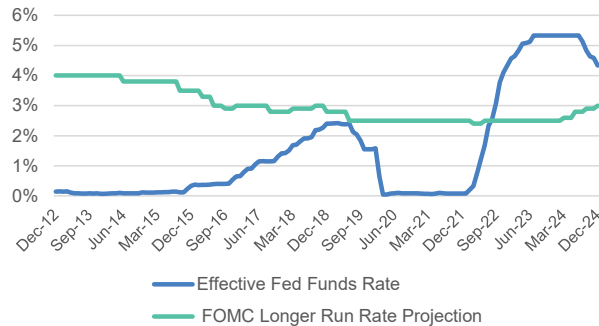
Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost".

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**
December 1 - December 31, 2024

FINDING NEUTRAL RATE

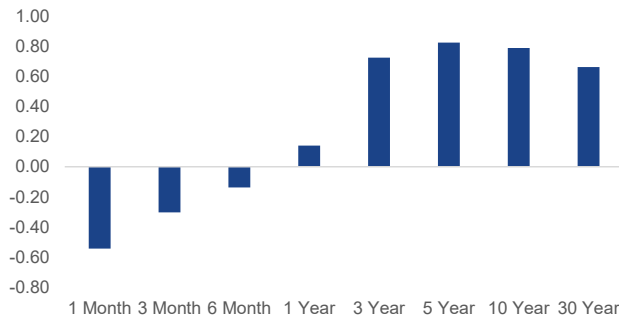


Source: FRED

In the second half of 2024, the Federal Reserve reduced the Federal Funds Rate by a total of 1.00% over three meetings, bringing the target range to 4.25% to 4.50%. This series of rate cuts was aimed at supporting economic growth amid easing inflation pressures and a cooling labor market. Despite these reductions, the Fed’s forecast for 2025 suggests a more cautious approach, with only two additional 25 basis point cuts expected. This conservative outlook contrasts with market expectations, which are pricing in even fewer cuts due to ongoing economic uncertainties.

Concurrently, the Federal Open Market Committee (FOMC) has been adjusting its longer-term rate forecasts throughout 2024. The longer-term rate, which the Fed views as the equilibrium rate, was raised from 2.5% to 3%. This adjustment reflects the Fed’s assessment that the economy can sustain higher interest rates without hindering growth. As a result, the Fed’s stance has shifted from being 300 basis points restrictive to only 150 basis points restrictive compared to the previous year.

QUARTERLY CHANGE IN TREASURY YIELDS

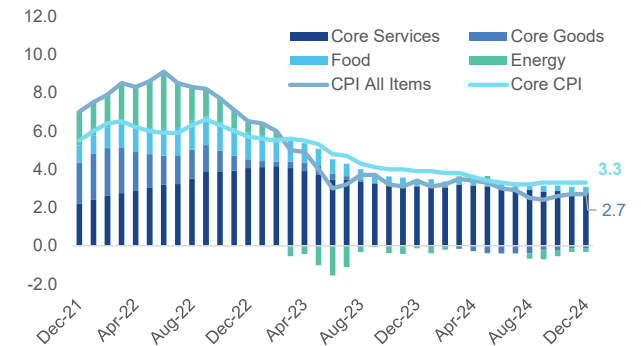


Source: Bloomberg

The fourth quarter brought an end to the longest run of an inverted curve in history. Despite another 50 basis points in rate cuts from the Federal Reserve, longer term yields ended the quarter higher. This move was reflected with the 3-month T-bill moving down almost 30 basis points between September 30th and December 31st, 2024. Yields on the longer end of the rates curve moved in the opposite direction with the 10-year Treasury increasing 74 basis points over the quarter. This move brought the difference between the 2-year Treasury and the 10-year Treasury to positive 33 basis points after being inverted as much as -103 basis points during the first quarter of 2023.

Rate volatility continued during the fourth quarter as the market wrestled with greater uncertainty, higher term premiums and higher overall rates compared to much of the past 15 years. Longer term Treasuries ended the year with a positively sloped yield curve which is considered healthy for markets and the economy.

CONTRIBUTION TO INFLATION

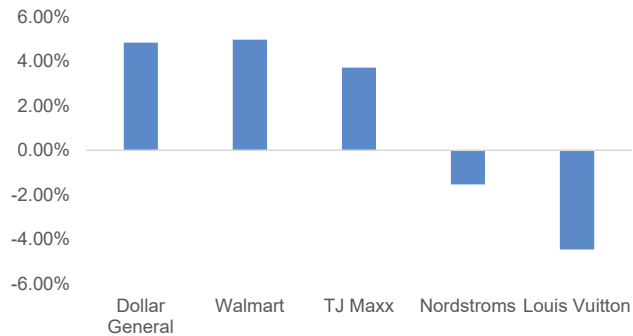


Source: Bloomberg

Inflation continues to linger above the Federal Reserve’s target of 2.0% with persistent pressures in the cost of housing, food, transportation services and medical care. Headline CPI ticked up to 2.7% on a year-over-year basis in November. Core CPI, which excludes food and energy prices, rose to 3.3% on a year-over-year basis. Inflation on core goods affected by the global pandemic have largely normalized while the services sector inflation remains a sticking point in future inflation trends.

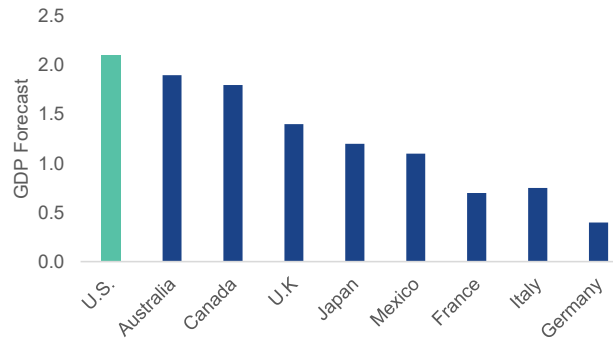
Though the Fed’s attention pivoted to employment in 2024, inflation will remain a prominent consideration as the Fed and markets digests policy changes from the new administration set to take control in January.

CONSUMER SPENDING TRENDS



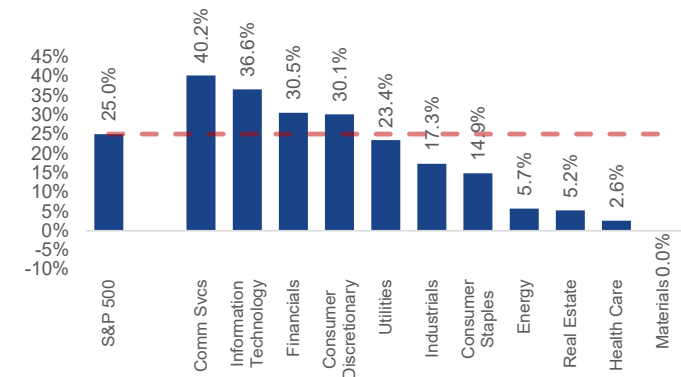
Source: Bloomberg

2025 GDP ESTIMATES GLOBALLY



Source: Bloomberg

LARGE CAP SETOR PERFORMANCE



Source: Bloomberg

Consumer spending patterns have shown a notable shift towards more budget-conscious behavior. According to recent data, discount retailers like Dollar General and Walmart have experienced growth rates of 4.8% and 4.9%, respectively. This trend indicates that consumers are increasingly seeking value for their money, opting for stores that offer lower prices and better deals. TJ Maxx, known for its discounted brand-name merchandise, also saw a positive growth rate of 3.7%. This further supports the narrative that consumers are prioritizing savings and are willing to spend additional time searching for the best bargains.

On the other hand, higher-end retailers such as Nordstrom and Louis Vuitton have experienced declines in consumer spending, with growth rates of -1.5% and -4.4%, respectively. This suggests that while consumers are still spending, they are becoming more selective and cautious with their purchases, favoring affordability over luxury. Overall, the data reflects a trend where consumers are still active in the market but are making more deliberate and cost-effective choices.

Economists generally project the U.S. will outperform other developed market economies in 2025. New policies from the Trump administration will remain a focal point for markets and economists. For 2025, lower taxes and looser regulations in sectors such as banking should support economic growth in the U.S. Other policies including tariffs and immigration will likely have a more delayed impact on U.S. growth. Furthermore, there is much more uncertainty regarding the potential policies in these areas and the impacts of implementing them.

Tariffs may have swifter and more significant impacts globally compared to the U.S. The re-election of President Donald Trump is more likely to bring higher tariffs on China and on imported cars. Tariffs on cars could have an outsized negative impact on Germany given its large focus on car manufacturing. There are positive signs globally. Slowing inflation has been supportive of real income in the past year as price growth has slowed more than wage growth. This dynamic is supportive of consumer spending and allows central banks to normalize monetary policy, which eases financial conditions and supports growth.

While equities performed well across geographies and market cap in 2024, U.S. Large Cap continued to outperform, with the S&P 500 Index up 25.0% for the year. Comparatively, Large Value was up 14.4%, Small Cap returned 11.5%, and Developed International returned 5.2%.

However, performance dispersion was high between sectors. Communication Services and IT continued their strong performance on AI, semiconductor, hyper-scaling, and cloud growth. Financials have done well on the normalization of the yield curve and potential for easing regulations.

Alternatively, Energy faces supply and demand imbalances and pricing headwinds, while Real Estate continues to find its footing. Health care is struggling with the unknown role of the next administration in this industry, and Materials face headwinds from a potentially slowing Chinese economy and relatively high global interest rates. We continue to monitor these developments and adjust our outlook and positioning accordingly.

CLIENT
Burnsville ISD 191 OPEB

INCEPTION DATE
11/01/2014

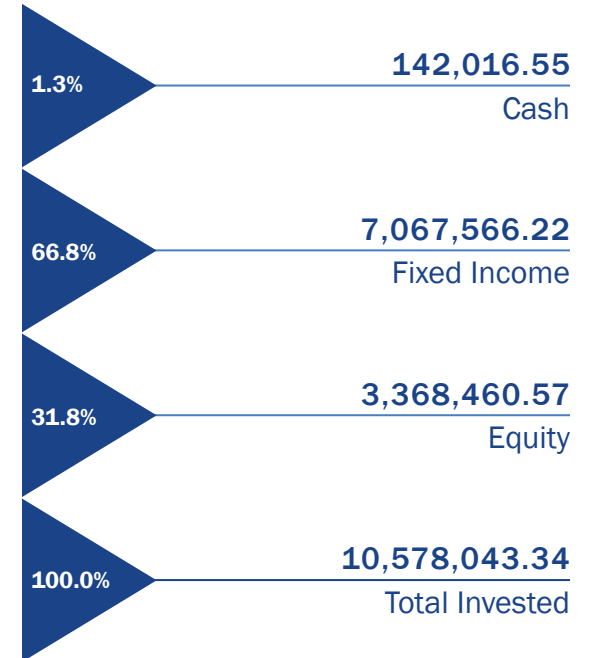
RELATIONSHIP TEAM
Kendra Shelland
Institutional Portfolio
Manager
(612) 509-2579
kshelland@pmanetwork.com

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

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	10,776,544.39
Contributions	0.00
Withdrawals	0.00
Net Investment Income	56,250.60
Unrealized Gain/Loss	(306,790.15)
Realized Gain/Loss	52,038.50
Ending Market Value	10,578,043.34

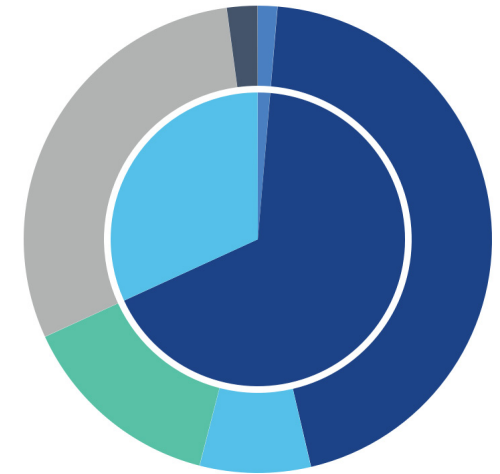
Compliance	Status
As of 12/31/2024	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	142,016.55	1.34%	(86,076.18)	(37.74%)
Fixed Income				
TOTAL Credit	4,761,728.68	45.02%	664,334.58	16.21%
Funds - Corporate	4,761,728.68	45.02%	664,334.58	16.21%
TOTAL Below Investment Grade	810,252.30	7.66%	(159,992.58)	(16.49%)
Funds - Below Investment Grade	810,252.30	7.66%	(159,992.58)	(16.49%)
TOTAL Mortgage Backed Security	1,495,585.24	14.14%	(52,838.76)	(3.41%)
Funds - MBS	1,495,585.24	14.14%	(52,838.76)	(3.41%)
TOTAL Fixed Income	7,067,566.22	66.81%	451,503.24	6.82%
Equity				
TOTAL Domestic Equity	3,144,055.13	29.72%	(435,352.35)	(12.16%)
Funds - Large Cap	2,924,214.00	27.64%	(380,248.56)	(11.51%)
Funds - Small Cap	219,841.13	2.08%	(55,103.79)	(20.04%)
TOTAL International Equity	224,405.44	2.12%	(128,575.76)	(36.43%)
Funds - International	224,405.44	2.12%	(128,575.76)	(36.43%)
TOTAL Equity	3,368,460.57	31.84%	(563,928.11)	(14.34%)
TOTAL Invested	10,578,043.34	100.00%	(198,501.05)	(1.84%)

CURRENT PERIOD ALLOCATION



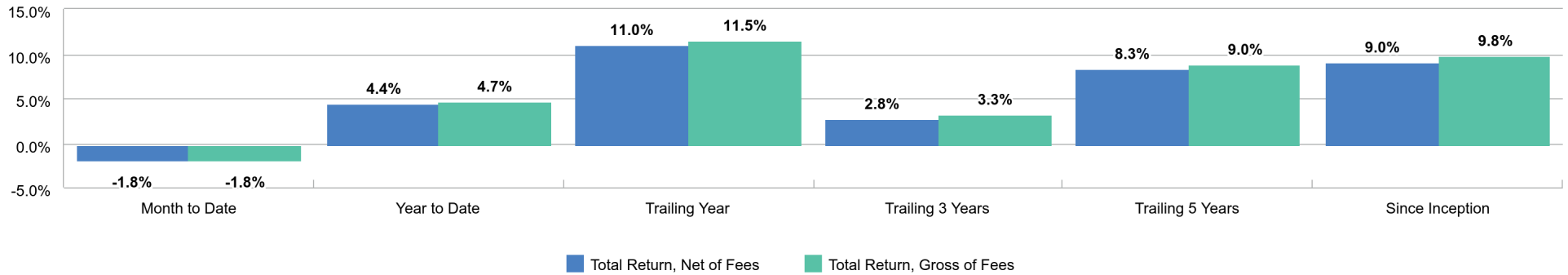
Asset Class

- Cash - 1.3%
- Fixed Income - 66.8%
- Equity - 31.8%

Sector

- Cash - 1.3%
- Credit - 45.0%
- Below Investment Grade - 7.7%
- Mortgage Backed Security - 14.1%
- Domestic Equity - 29.7%
- International Equity - 2.1%

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	(1.84%)	4.40%	10.99%	2.75%	8.32%	9.03%
Total Return, Gross of Fees	(1.80%)	4.66%	11.54%	3.27%	8.95%	9.84%

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	142,016.55	1.41%	0.38%	0.00%
Fixed Income	7,067,566.22	65.78%	(1.27%)	(0.85%)
Equity	3,368,460.57	32.80%	(3.06%)	(0.95%)
Portfolio Total	10,578,043.34	100.00%	(1.80%)	(1.80%)

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
12/19/2024	12/19/2024	(4,490.23)	US DOLLAR	USD	CCYUSD	—	(4,490.23)	0.00
—	—	(4,490.23)	Total Management Fee	—	—	—	(4,490.23)	0.00
<i>Money Market Fund Interest</i>								
12/31/2024	12/31/2024	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	515.95	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	515.95	—
Funds - Corporate								
<i>Buy</i>								
12/05/2024	12/06/2024	10,764.00	VANGUARD SH-TM B ETF	BSV	921937827	77.6181	(835,535.05)	—
—	—	10,764.00	Total Purchases	—	—	—	(835,535.05)	—
<i>Equity Dividend</i>								
12/02/2024	12/04/2024	0.00	VANGUARD SH-TM B ETF	BSV	921937827	—	1,153.62	—
12/02/2024	12/04/2024	0.00	VANGUARD TOT BD ETF	BND	921937835	—	11,236.24	—
12/24/2024	12/27/2024	0.00	VANGUARD SH-TM B ETF	BSV	921937827	—	3,785.92	—
12/24/2024	12/27/2024	0.00	VANGUARD TOT BD ETF	BND	921937835	—	11,504.37	—
—	—	0.00	Total Equity Dividend	—	—	—	27,680.15	—
<i>Sell</i>								
12/05/2024	12/06/2024	(1,108.00)	VANGUARD TOT BD ETF	BND	921937835	73.5200	81,452.35	3,111.21
—	—	(1,108.00)	Total Sales	—	—	—	81,452.35	3,111.21
Funds - Below Investment Grade								
<i>Equity Dividend</i>								
12/02/2024	12/05/2024	0.00	ISHARES:IBOXX \$HY CORP	HYG	464288513	—	4,380.38	—
12/18/2024	12/23/2024	0.00	ISHARES:IBOXX \$HY CORP	HYG	464288513	—	4,216.86	—
—	—	0.00	Total Equity Dividend	—	—	—	8,597.24	—
<i>Sell</i>								
12/05/2024	12/06/2024	(1,820.00)	ISHARES:IBOXX \$HY CORP	HYG	464288513	79.8100	145,241.06	5,318.00
—	—	(1,820.00)	Total Sales	—	—	—	145,241.06	5,318.00
Funds - MBS								
<i>Equity Dividend</i>								
12/02/2024	12/04/2024	0.00	VANGUARD MTG-BK IDX ETF	VMBS	92206C771	—	5,023.36	—
12/24/2024	12/27/2024	0.00	VANGUARD MTG-BK IDX ETF	VMBS	92206C771	—	5,020.47	—

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
—	—	0.00	Total Equity Dividend	—	—	—	10,043.83	—
Sell								
12/05/2024	12/06/2024	(414.00)	VANGUARD MTG-BK IDX ETF	VMBS	92206C771	46.2500	19,144.89	482.85
—	—	(414.00)	Total Sales	—	—	—	19,144.89	482.85
Funds - Large Cap								
Equity Dividend								
12/17/2024	12/20/2024	0.00	ISHARES:ESG A MSCI USA	ESGU	46435G425	—	9,261.42	—
—	—	0.00	Total Equity Dividend	—	—	—	9,261.42	—
Sell								
12/05/2024	12/06/2024	(2,198.00)	ISHARES:ESG A MSCI USA	ESGU	46435G425	133.8573	294,199.18	36,026.72
—	—	(2,198.00)	Total Sales	—	—	—	294,199.18	36,026.72
Funds - Small Cap								
Equity Dividend								
12/23/2024	12/26/2024	0.00	VANGUARD RUS 2000 ID ETF	VTWO	92206C664	—	815.58	—
—	—	0.00	Total Equity Dividend	—	—	—	815.58	—
Sell								
12/05/2024	12/06/2024	(348.00)	VANGUARD RUS 2000 ID ETF	VTWO	92206C664	96.6900	33,645.44	5,150.33
—	—	(348.00)	Total Sales	—	—	—	33,645.44	5,150.33
Funds - International								
Equity Dividend								
12/20/2024	12/24/2024	0.00	VANGUARD TOT I S ETF	VXUS	921909768	—	3,826.66	—
—	—	0.00	Total Equity Dividend	—	—	—	3,826.66	—
Sell								
12/05/2024	12/06/2024	(1,912.00)	VANGUARD TOT I S ETF	VXUS	921909768	62.5200	119,525.35	1,949.40
—	—	(1,912.00)	Total Sales	—	—	—	119,525.35	1,949.40

Ticker	Identifier	Current Units	Description	Rating	Coupon Rate	Effective Maturity	Final Maturity	Original Cost	Market Price	Market Value + Accrued	Interest / Dividend Income	Dividend Yield	Yield	Book Yield
Cash														
Cash														
FGTX	38141W273	141,500.60	GOLDMAN:FS GOVT INST	AAA	4.28%	12/31/2025	12/31/2025	141,500.60	1.0000	141,500.60	4,270.02	—	4.39%	4.39%
USD	CCYUSD	515.95	Receivable	AAA	0.00%	12/31/2025	12/31/2025	515.95	1.0000	515.95	0.00	—	0.00%	0.00%
—	—	142,016.55	—	AAA	4.26%	—	—	142,016.55	—	142,016.55	4,270.02	—	4.37%	4.37%
Fixed Income														
Mortgage Backed Security														
Funds – MBS														
VMBS	92206C771	32,986.00	VANGUARD MTG-BK IDX ETF	—	—	—	—	1,486,923.12	45.3400	1,495,585.24	35,207.39	3.61%	—	—
—	—	32,986.00	—	NA	—	—	—	1,486,923.12	—	1,495,585.24	35,207.39	3.61%	—	—
Credit														
Funds - Corporate														
BND	921937835	49,295.00	VANGUARD TOT BD ETF	—	—	—	—	3,870,395.62	71.9100	3,544,803.45	79,114.50	3.34%	—	—
BSV	921937827	15,749.00	VANGUARD SH-TM B ETF	—	—	—	—	1,216,188.16	77.2700	1,216,925.23	10,568.78	3.38%	—	—
—	—	65,044.00	—	NA	—	—	—	5,086,583.78	—	4,761,728.68	89,683.28	3.35%	—	—
Below Investment Grade														
Funds - Below Investment Grade														
HYG	464288513	10,302.00	ISHARES:IBOXX \$HY CORP	—	—	—	—	792,026.00	78.6500	810,252.30	32,578.30	6.01%	—	—
—	—	10,302.00	—	NA	—	—	—	792,026.00	—	810,252.30	32,578.30	6.01%	—	—
Equity														
Domestic Equity														
Funds - Large Cap														
ESGU	46435G425	22,700.00	ISHARES:ESG A MSCI USA	—	—	—	—	2,666,294.33	128.8200	2,924,214.00	20,183.67	1.18%	—	—
—	—	22,700.00	—	—	—	—	—	2,666,294.33	—	2,924,214.00	20,183.67	1.18%	—	—
Funds - Small Cap														

Ticker	Identifier	Current Units	Description	Rating	Coupon Rate	Effective Maturity	Final Maturity	Original Cost	Market Price	Market Value + Accrued	Interest / Dividend Income	Dividend Yield	Yield	Book Yield
VTWO	92206C664	2,461.00	VANGUARD RUS 2000 ID ETF	—	—	—	—	201,512.84	89.3300	219,841.13	1,593.95	1.21%	—	—
—	—	2,461.00	—	—	—	—	—	201,512.84	—	219,841.13	1,593.95	1.21%	—	—
<i>International Equity</i>														
<i>Funds - International</i>														
VXUS	921909768	3,808.00	VANGUARD TOT I S ETF	—	—	—	—	234,168.01	58.9300	224,405.44	5,384.22	3.37%	—	—
—	—	3,808.00	—	—	—	—	—	234,168.01	—	224,405.44	5,384.22	3.37%	—	—
Total Invested		279,317.55	—	AAA	4.26%	—	—	10,609,524.63	—	10,578,043.34	188,900.83	2.94%	4.37%	4.37%

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Review of Report

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



PMA Asset Management, LLC

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AP Check Register

AP Run: 20241210 AP — Post Date: 2024-12-10 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/10/2024	494297	Check	A.J. Moore Electric Inc	928491	AP Merch	2,885.39
12/10/2024	494298	Check	Advanced Imaging Solutions	928551-1	AP Merch	5,924.63
12/10/2024	494299	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	28,210.80
12/10/2024	494300	Check	American Registry for Internet Numbers, Ltd.	931115	AP Merch	262.50
12/10/2024	494301	Check	Anderson, Julie	929921	AP Merch	122.50
12/10/2024	494302	Check	Armstrong Torseth Skold & Rydeen Inc	926500	AP Merch	7,527.60
12/10/2024	494303	Check	Arvig	928649	AP Merch	2,857.20
12/10/2024	494304	Check	Awards Direct LLC	905188	AP Merch	149.00
12/10/2024	494305	Check	BHS Band Boosters	900550	AP Merch	200.00
12/10/2024	494306	Check	Bimbo Bakeries USA	902333-1	AP Merch	2,892.00
12/10/2024	494307	Check	Bix Produce Company	900477	AP Merch	18,071.42
12/10/2024	494308	Check	Boeckman, Darlene	501340	AP Merch	40.00
12/10/2024	494309	Check	Brown's Ice Cream Co	904655	AP Merch	1,300.68
12/10/2024	494310	Check	Capernaum Pediatric Therapy	930712	AP Merch	12,332.62
12/10/2024	494311	Check	Carlson, Ashleigh	922414	AP Merch	60.00
12/10/2024	494312	Check	Cengage Learning	903622-1	AP Merch	10,403.00
12/10/2024	494313	Check	Centerpoint Energy	902519	AP Merch	2,638.17
12/10/2024	494314	Check	CESO Communications LLC	930130	AP Merch	2,775.00
12/10/2024	494315	Check	CESO HR, LLC	930763	AP Merch	3,125.00

AP Check Register

AP Run: 20241210 AP — Post Date: 2024-12-10 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/10/2024	494316	Check	CESO Transportation LLC	930220	AP Merch	16,177.08
12/10/2024	494317	Check	City of Eagan - Utilities	901002	AP Merch	5,074.25
12/10/2024	494318	Check	City of Savage - Utilities	909588	AP Merch	5,297.75
12/10/2024	494319	Check	College Board	900233-3	AP Merch	577.44
12/10/2024	494320	Check	Cottens NAPA Main Office	929846	AP Merch	62.03
12/10/2024	494321	Check	Crown Rental Inc	900647	AP Merch	30.00
12/10/2024	494322	Check	Dewald, Rina C	920524	AP Merch	390.00
12/10/2024	494323	Check	Dore, Abdiwali Hashi	929581	AP Merch	240.00
12/10/2024	494324	Check	Dotas, Gene	930086	AP Merch	67.00
12/10/2024	494325	Check	Earl F Andersen	901064-2	AP Merch	245.35
12/10/2024	494326	Check	Electro Watchman Inc	901078	AP Merch	36,722.64
12/10/2024	494327	Check	Ford & Harrison LLP	931097	AP Merch	9,244.33
12/10/2024	494328	Check	Gedi, Muno	930842	AP Merch	60.00
12/10/2024	494329	Check	Gurstel Law Firm PC	920324	AP Merch	122.86
12/10/2024	494330	Check	Hanuschak, Oksana	930258	AP Merch	640.00
12/10/2024	494331	Check	Hastings Bus Company	907139	AP Merch	2,220.60
12/10/2024	494332	Check	Horizon Equipment LLC	901324	AP Merch	2,871.08
12/10/2024	494333	Check	Ibrahim, Siham	931334	AP Merch	70.00
12/10/2024	494334	Check	Imperial Dade	904186-1	AP Merch	11,742.01
12/10/2024	494335	Check	Ind School Dist 318	901820-1	AP Merch	150.00

AP Check Register

AP Run: 20241210 AP — Post Date: 2024-12-10 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/10/2024	494336	Check	Jensen, Randy	907850	AP Merch	67.00
12/10/2024	494337	Check	Johnson Controls Fire Protection LP	903587	AP Merch	8,820.08
12/10/2024	494338	Check	Kafka, Kim	931092	AP Merch	199.64
12/10/2024	494339	Check	Kennedy and Graven Chartered	908356	AP Merch	1,296.00
12/10/2024	494340	Check	Klein, Ian	930376	AP Merch	70.00
12/10/2024	494341	Check	Knoke, Barb	500060	AP Merch	27.00
12/10/2024	494342	Check	KO Sports Gear	931338	AP Merch	2,440.00
12/10/2024	494343	Check	Kraus-Anderson Ins Agency Inc	902102	AP Merch	16,047.00
12/10/2024	494344	Check	Lamprecht, John	928748	AP Merch	48.93
12/10/2024	494345	Check	Leick, Melissa	501207	AP Merch	241.50
12/10/2024	494346	Check	Lewellen, Karen	501342	AP Merch	113.20
12/10/2024	494347	Check	Link Interpret	929933	AP Merch	560.97
12/10/2024	494348	Check	Macario Corporation	930770	AP Merch	1,175.00
12/10/2024	494349	Check	McKinney, Maggie	500043	AP Merch	82.44
12/10/2024	494350	Check	Merry, Vanessa	929912	AP Merch	670.00
12/10/2024	494351	Check	Messerli & Kramer PA	923866	AP Merch	403.01
12/10/2024	494352	Check	Messerli & Kramer PA	923866	AP Merch	430.78
12/10/2024	494353	Check	Metro Community Ed Directors Association	926315	AP Merch	200.00
12/10/2024	494354	Check	Metro Dining Club	922948	AP Merch	3,920.00
12/10/2024	494355	Check	Metropolitan State University	928476	AP Merch	20,807.48

AP Check Register

AP Run: 20241210 AP — Post Date: 2024-12-10 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/10/2024	494356	Check	Midwest Blinds	927063	AP Merch	494.00
12/10/2024	494357	Check	Midwest Playscapes Inc	922012	AP Merch	200.00
12/10/2024	494358	Check	Minnesota Debate Teachers Association	930250	AP Merch	85.00
12/10/2024	494359	Check	Minnesota Valley Electric Cooperative	907448	AP Merch	19,104.05
12/10/2024	494360	Check	Mission Filtration	931116	AP Merch	1,760.09
12/10/2024	494361	Check	MN Assoc of School Administrators MASA/MASE	909181	AP Merch	1,346.00
12/10/2024	494362	Check	MN Assoc of Secondary School Principal (MASSP)	908338	AP Merch	885.00
12/10/2024	494363	Check	MN DECA	927788-1	AP Merch	50.00
12/10/2024	494364	Check	MN DECA District 2	927788-3	AP Merch	3,060.00
12/10/2024	494365	Check	MN Dept of Health - Environmental Health Division	908543-9	AP Merch	9,780.00
12/10/2024	494366	Check	MN Elementary School Principals Assoc (MESPA)	902538	AP Merch	500.00
12/10/2024	494367	Check	Mohammoud, Zahra Ali	928322	AP Merch	300.00
12/10/2024	494368	Check	Munoz, Maribel	924243	AP Merch	120.00
12/10/2024	494369	Check	Nashke Native Games	931321	AP Merch	182.00
12/10/2024	494370	Check	NCPERS Group Life Ins	908769	AP Merch	32.00
12/10/2024	494371	Check	Ooma, Inc.	931268	AP Merch	15.00
12/10/2024	494372	Check	Perez, Melissa M	924879	AP Merch	2,036.00
12/10/2024	494373	Check	Pioneer SecureShred	930098	AP Merch	465.00
12/10/2024	494374	Check	RAK Construction Inc	929749	AP Merch	25,875.00

AP Check Register

AP Run: 20241210 AP — Post Date: 2024-12-10 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/10/2024	494375	Check	Regents of The University of Minnesota	908798-12	AP Merch	1,500.00
12/10/2024	494376	Check	Rent N Save Portable Services	925729	AP Merch	2,812.95
12/10/2024	494377	Check	Robbinsdale Area Schools	901812	AP Merch	78.00
12/10/2024	494378	Check	Second Harvest Heartland	928183	AP Merch	1,641.41
12/10/2024	494379	Check	SFM	923848	AP Merch	47,960.00
12/10/2024	494380	Check	Simon, Eileen	501033	AP Merch	117.75
12/10/2024	494381	Check	SNA Depository	926552	AP Merch	575.50
12/10/2024	494382	Check	SNA Depository	926552	AP Merch	317.50
12/10/2024	494383	Check	SNA Depository	926552	AP Merch	105.00
12/10/2024	494384	Check	Snap On Tools	927527-1	AP Merch	14,165.00
12/10/2024	494385	Check	Soto, Tira	501341	AP Merch	5.95
12/10/2024	494386	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	6,852.55
12/10/2024	494387	Check	Stages Theatre Company	901209	AP Merch	524.00
12/10/2024	494388	Check	Sunbelt Staffing LLC	930586	AP Merch	34,765.49
12/10/2024	494389	Check	Temp Social Work	931320	AP Merch	5,648.41
12/10/2024	494390	Check	The Retrofit Companies Inc	927677	AP Merch	12,465.00
12/10/2024	494391	Check	UHL Company, Inc.	931094	AP Merch	4,971.38
12/10/2024	494392	Check	University of Minnesota-Tuition Third Party Billing	908595	AP Merch	580.00
12/10/2024	494393	Check	Upper Lakes Foods Inc	929826	AP Merch	83,450.07
12/10/2024	494394	Check	US Postmaster USPS	904153-1	AP Merch	350.00

AP Check Register

AP Run: 20241210 AP — Post Date: 2024-12-10 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/10/2024	494395	Check	Washburn Center for Children	931077	AP Merch	52,333.33
12/10/2024	494396	Check	Xcel Energy	902776	AP Merch	12,252.19
12/10/2024	494397	Check	Young Americans Schools of Self-Defense	931337	AP Merch	538.20
Total:						\$601,700.78

20241210 AP Summary

Type	Count	Amount
Regular	101	601,700.78
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	101	\$601,700.78

AP Check Register

AP Run: 20241219 AP — Post Date: 2024-12-19 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/19/2024	494398	Check	Eagle Printing & Graphics	931024	AP Merch	2,616.58
12/19/2024	494399	Check	SFM	923848	AP Merch	86.64
Total:						\$2,703.22

20241219 AP Summary

Type	Count	Amount
Regular	2	2,703.22
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$2,703.22

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494400	Check	ACT INC	900111-1	AP Merch	18,411.00
12/20/2024	494401	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	21,780.10
12/20/2024	494402	Check	Anchor Solar Investments LLC	929704	AP Merch	2,160.60
12/20/2024	494403	Check	Aqua Engineering Inc	900106	AP Merch	6,122.40
12/20/2024	494404	Check	Armstrong Torseth Skold & Rydeen Inc	926500	AP Merch	9,592.32
12/20/2024	494405	Check	Avant Assessment LLC	929756	AP Merch	747.00
12/20/2024	494406	Check	Backupify Inc	928803	AP Merch	1,500.00
12/20/2024	494407	Check	Birch Agency, Inc	931264	AP Merch	2,976.00
12/20/2024	494408	Check	Burnsville Blazette Booster Club	901737	AP Merch	281.32
12/20/2024	494409	Check	Captivate Media + Consulting	929000	AP Merch	2,851.00
12/20/2024	494410	Check	Cengage Learning	903622-1	AP Merch	945.00
12/20/2024	494411	Check	Centerpoint Energy	902519	AP Merch	14,841.54
12/20/2024	494412	Check	Charpentier Enterprises LLC	931223	AP Merch	97.50
12/20/2024	494413	Check	City of Burnsville - Utilities	904226	AP Merch	14,836.16
12/20/2024	494414	Check	Clear Lens Consulting	931263	AP Merch	1,000.00
12/20/2024	494415	Check	Cobotiq LLC	931328	AP Merch	7,400.00
12/20/2024	494416	Check	Comcast	926565-1	AP Merch	5,234.47
12/20/2024	494417	Check	Community Education Prior Lake-Savage Area Schools	921458-2	AP Merch	270.00
12/20/2024	494418	Check	Concordia University	902105	AP Merch	357.64

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494419	Check	Conney Safety Products	900552-1	AP Merch	323.76
12/20/2024	494420	Check	Consolidated Communications	906231	AP Merch	5,096.98
12/20/2024	494421	Check	Cottens NAPA Main Office	929846	AP Merch	152.38
12/20/2024	494422	Check	CST MN	929862	AP Merch	50,000.00
12/20/2024	494423	Check	Dakota Electric Association	900809	AP Merch	59,842.56
12/20/2024	494424	Check	Dewald, Rina C	920524	AP Merch	360.00
12/20/2024	494425	Check	Dialog One LLC	927732	AP Merch	1,515.00
12/20/2024	494426	Check	Digital Insurance, LLC	929385	AP Merch	6,250.00
12/20/2024	494427	Check	Dore, Abdiwali Hashi	929581	AP Merch	510.00
12/20/2024	494428	Check	Dotas, Gene	930086	AP Merch	392.00
12/20/2024	494429	Check	Eagan Forensics Boosters	930048	AP Merch	80.00
12/20/2024	494430	Check	Ecolab	908846-2	AP Merch	1,267.24
12/20/2024	494431	Check	Education Minnesota	928531	AP Merch	74.00
12/20/2024	494432	Check	Educators Benefit Consultants LLC	926262-1	AP Merch	830.34
12/20/2024	494433	Check	Ehlers	920802-1	AP Merch	5,250.00
12/20/2024	494434	Check	Electro Watchman Inc	901078	AP Merch	2,013.63
12/20/2024	494435	Check	Estrada Martinez, Ana	931261	AP Merch	150.00
12/20/2024	494436	Check	Fastenal	923054-1	AP Merch	57.45
12/20/2024	494437	Check	FaxSIPit Services Inc.	930948	AP Merch	231.00
12/20/2024	494438	Check	Fedex	901463	AP Merch	20.16

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494439	Check	Ford & Harrison LLP	931097	AP Merch	356.46
12/20/2024	494440	Check	Foundation 191	928202	AP Merch	125.66
12/20/2024	494441	Check	Garrett, Scott	929054	AP Merch	95.00
12/20/2024	494442	Check	Gateway Music Festivals & Tours Inc	927831	AP Merch	1,309.96
12/20/2024	494443	Check	Grafton School Inc	931257	AP Merch	1,624.75
12/20/2024	494444	Check	Graphic Source	902858-2	AP Merch	4,975.00
12/20/2024	494445	Check	Groth Music Company	900575	AP Merch	162.39
12/20/2024	494446	Check	Gurstel Law Firm PC	920324	AP Merch	122.86
12/20/2024	494447	Check	Heartland Tire, Inc.	930160	AP Merch	47.99
12/20/2024	494448	Check	Holiday Stationstores LLC	930483	AP Merch	5.50
12/20/2024	494449	Check	Horizon Commercial Pool Supply	904818	AP Merch	25,000.00
12/20/2024	494450	Check	House of Print	920347	AP Merch	19,471.50
12/20/2024	494451	Check	Hyvee	929410	AP Merch	721.83
12/20/2024	494452	Check	Ideal Services Inc	927693	AP Merch	4,371.00
12/20/2024	494453	Check	Imagine Design & Creative Consulting Inc	928876	AP Merch	12,600.00
12/20/2024	494454	Check	Imperial Dade	904186-1	AP Merch	5,462.72
12/20/2024	494455	Check	Indiana State Central Collection Unit	931335	AP Merch	48.59
12/20/2024	494456	Check	Infinite Health Collaborative, PA	930472	AP Merch	150.00
12/20/2024	494457	Check	Innovational Water Solutions, Inc.	930169	AP Merch	4,390.80

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494458	Check	Interstate All Battery Center	928877	AP Merch	95.40
12/20/2024	494459	Check	ISD 2905	931100	AP Merch	450.00
12/20/2024	494460	Check	Kennedy and Graven Chartered	908356	AP Merch	44.00
12/20/2024	494461	Check	Keystone Interpreting Solutions Inc	924514	AP Merch	5,874.00
12/20/2024	494462	Check	Kiecker, Dana	927044	AP Merch	246.00
12/20/2024	494463	Check	Korba, Jerry	906519	AP Merch	134.00
12/20/2024	494464	Check	Kraft, Gregory	931075	AP Merch	560.00
12/20/2024	494465	Check	Kuseske, Grant	930859	AP Merch	134.00
12/20/2024	494466	Check	Link Interpret	929933	AP Merch	410.82
12/20/2024	494467	Check	Master Automotive Tire & Quick Lube	928612	AP Merch	236.51
12/20/2024	494468	Check	Matheson Tri-gas Inc	927932	AP Merch	57.26
12/20/2024	494469	Check	Mayer Arts Inc	925512	AP Merch	3,220.00
12/20/2024	494470	Check	MEI Total Elevator Solutions	908999-1	AP Merch	2,823.14
12/20/2024	494471	Check	Messerli & Kramer PA	923866	AP Merch	403.01
12/20/2024	494472	Check	Messerli & Kramer PA	923866	AP Merch	77.50
12/20/2024	494473	Check	Minnesota Community Education Assoc (MCEA)	903814	AP Merch	2,543.00
12/20/2024	494474	Check	Minnesota Energy Resources	903029	AP Merch	4,068.93
12/20/2024	494475	Check	Minnesota School Nutrition Association (MSNA)	904656-2	AP Merch	350.00
12/20/2024	494476	Check	Mission Filtration	931116	AP Merch	171.32

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494477	Check	MN Assoc of Secondary School Principal (MASSP)	908338	AP Merch	2,550.00
12/20/2024	494478	Check	MN Dept of Labor and Industry	907914-2	AP Merch	600.00
12/20/2024	494479	Check	MN High School Quiz Bowl Inc (MNHSQB)	904483-2	AP Merch	405.00
12/20/2024	494480	Check	MN Highway Safety & Research Center	926466	AP Merch	255.00
12/20/2024	494481	Check	MRI Software LLC	929957	AP Merch	110.45
12/20/2024	494482	Check	Music Theatre International	900421	AP Merch	425.00
12/20/2024	494483	Check	Muska Electric Co	931233	AP Merch	11,091.04
12/20/2024	494484	Check	NCS Pearson Inc	925372	AP Merch	74.00
12/20/2024	494485	Check	Nelco	929915	AP Merch	2,030.38
12/20/2024	494486	Check	New Dominion School	924335	AP Merch	1,477.81
12/20/2024	494487	Check	Northern Star Council/BSA	921021-1	AP Merch	600.00
12/20/2024	494488	Check	Northwest Passage LTD	931326	AP Merch	3,510.00
12/20/2024	494489	Check	Novak, Janice S	902467	AP Merch	72.00
12/20/2024	494490	Check	Nuvera	902483	AP Merch	198.10
12/20/2024	494491	Check	Office Systems And Design Inc	926881	AP Merch	611.00
12/20/2024	494492	Check	Ooma, Inc.	931268	AP Merch	7,799.50
12/20/2024	494493	Check	Overhead Door Company Of The Northland	903695	AP Merch	230.95
12/20/2024	494494	Check	Per Mar Security Services	930354	AP Merch	1,373.75
12/20/2024	494495	Check	Perez, Melissa M	924879	AP Merch	2,280.00

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494496	Check	Peterson, Scott	930638	AP Merch	95.00
12/20/2024	494497	Check	PhilAm Partners LLC	931336	AP Merch	13,812.00
12/20/2024	494498	Check	QBS LLC	930033	AP Merch	12,521.00
12/20/2024	494499	Check	Rahe, Anthony	931090	AP Merch	450.00
12/20/2024	494500	Check	RAK Construction Inc	929749	AP Merch	13,104.10
12/20/2024	494501	Check	Raspberry, Jamel	931341	AP Merch	168.00
12/20/2024	494502	Check	Romero Zamora, Karla	931279	AP Merch	100.00
12/20/2024	494503	Check	Ryan Mechanical Inc	923241	AP Merch	62,052.85
12/20/2024	494504	Check	Schmitt & Sons - Contract	909331-2	AP Merch	1,042,074.36
12/20/2024	494505	Check	Schmitt & Sons Inc	909331	AP Merch	18,584.46
12/20/2024	494506	Check	School Services Employees Local 284	907382	AP Merch	3,117.47
12/20/2024	494507	Check	Scott County Treasurer	904683	AP Merch	1,416.86
12/20/2024	494508	Check	Second Harvest Heartland	928183	AP Merch	3,630.50
12/20/2024	494509	Check	SFM	923848	AP Merch	36,469.02
12/20/2024	494510	Check	Shibley, Jeremy	928797	AP Merch	95.00
12/20/2024	494511	Check	Simpsonian LLC	929446	AP Merch	1,000.00
12/20/2024	494512	Check	Snap in the Box	931340	AP Merch	950.00
12/20/2024	494513	Check	Soto, Nestor David	926857	AP Merch	480.00
12/20/2024	494514	Check	Southwest Metro - Dean Lakes Education Center	928611	AP Merch	2,093.46
12/20/2024	494515	Check	Special School District No 1	908893	AP Merch	1,609.32

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494516	Check	Sperr, Michael	929510	AP Merch	95.00
12/20/2024	494517	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	4,885.80
12/20/2024	494518	Check	Struzyk, Todd	931046	AP Merch	190.00
12/20/2024	494519	Check	Summit 360	930892	AP Merch	6,236.01
12/20/2024	494520	Check	Sunbelt Staffing LLC	930586	AP Merch	37,742.18
12/20/2024	494521	Check	Sysco Western Minnesota, Inc	931067	AP Merch	548.50
12/20/2024	494522	Check	Talks, Tehya	931287	AP Merch	1,000.00
12/20/2024	494523	Check	Tasa, Alesia	500226	AP Merch	228.99
12/20/2024	494524	Check	The Food Group	928651	AP Merch	1,932.62
12/20/2024	494525	Check	The Hartford	924486	AP Merch	57,432.52
12/20/2024	494526	Check	The Stepping Stones Group LLC	931308	AP Merch	8,000.00
12/20/2024	494527	Check	Third Party Integrity Inc	930282	AP Merch	2,500.00
12/20/2024	494528	Check	T-Mobile	929345	AP Merch	2,515.37
12/20/2024	494529	Check	TMS Johnson, Inc.	930962	AP Merch	2,101.14
12/20/2024	494530	Check	Total Filtration Services Inc	922123-1	AP Merch	394.23
12/20/2024	494531	Check	Transportation Plus, Inc.	906215	AP Merch	1,956.00
12/20/2024	494532	Check	True Mechanical LLC	931322	AP Merch	2,015.00
12/20/2024	494533	Check	Tyler Technologies Inc	926380	AP Merch	8,093.54
12/20/2024	494534	Check	UHL Company, Inc.	931094	AP Merch	3,798.13
12/20/2024	494535	Check	University Of Wisconsin-River Falls	909924	AP Merch	450.00

AP Check Register

AP Run: 20241220 AP — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	494536	Check	Upper Lakes Foods Inc	929826	AP Merch	31,306.65
12/20/2024	494537	Check	US Postmaster USPS	904153-1	AP Merch	1,708.58
12/20/2024	494538	Check	Vestis Services LLC	901365	AP Merch	1,011.63
12/20/2024	494539	Check	Viking Electric Supply Inc	904243	AP Merch	95.23
12/20/2024	494540	Check	Whitewood Graphics	930088	AP Merch	1,625.00
12/20/2024	494541	Check	Xtreme Tree Team Inc	926801	AP Merch	41,100.00
12/20/2024	494542	Check	Zillyon Solutions, LLC	931104	AP Merch	2,025.00
Total:						\$1,819,265.95

20241220 AP Summary

Type	Count	Amount
Regular	143	1,819,265.95
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	143	\$1,819,265.95

AP Check Register

Fund	Total
01 - General	1,080,661.01
02 - Food Service	156,050.82
03 - Transportation	1,118,565.58
04 - Community Service	64,244.45
16 - Facility Rental	105.49
22 - Internal Service - Health Insurance	1,175.00
50 - Student Activity Fund	2,867.60
	<hr/>
	\$2,423,669.95

AP Check Register

AP Run: 20241205 VACH — Post Date: 2024-12-05 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/05/2024	9000006683	ACH	Association Of Clerical Employees	904895	AP Merch	432.00
12/05/2024	9000006684	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	972.00
12/05/2024	9000006685	ACH	Carlson, Gerri	929243	AP Merch	739.80
12/05/2024	9000006686	ACH	CDW Government Inc	920289-1	AP Merch	69,345.00
12/05/2024	9000006687	ACH	Coronado Speech Therapy, LLC	931324	AP Merch	5,490.00
12/05/2024	9000006688	ACH	Goswami, Alpa	929031	AP Merch	175.50
12/05/2024	9000006689	ACH	Kataoka, Kazumi	931329	AP Merch	80.00
12/05/2024	9000006690	ACH	Nelson, Jared	931190	AP Merch	1,015.00
12/05/2024	9000006691	ACH	Normandale Community College	902136	AP Merch	114,323.18
12/05/2024	9000006692	ACH	Richert Speech Therapy LLC	931202	AP Merch	1,322.50
12/05/2024	9000006693	ACH	Teachers On Call	929847	AP Merch	144,255.71
12/05/2024	9000006694	ACH	VITAL WorkLife, Inc.	930974	AP Merch	8,901.12
Total:						\$347,051.81

20241205 VACH Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	12	347,051.81
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	12	\$347,051.81

AP Check Register

AP Run: 20241206 EACH — Post Date: 2024-12-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2024	9000006695	ACH	Blandin, Melissa	011821	AP Merch	66.02
12/06/2024	9000006696	ACH	Braun, Catherine A	020019	AP Merch	12.69
12/06/2024	9000006697	ACH	Broge, Dawndra S	020951	AP Merch	16.15
12/06/2024	9000006698	ACH	Cantolla, Kaitlin M	019617	AP Merch	348.76
12/06/2024	9000006699	ACH	Christopherson, Ingrid R	021284	AP Merch	10.45
12/06/2024	9000006700	ACH	Cloutier, Dana	016633	AP Merch	54.67
12/06/2024	9000006701	ACH	Coddington, Bronwyn M	021393	AP Merch	68.94
12/06/2024	9000006702	ACH	Coleman, Colleen M	013413	AP Merch	65.06
12/06/2024	9000006703	ACH	Czapar, Kelly N	017322	AP Merch	60.37
12/06/2024	9000006704	ACH	Daoud, Hamde	019100	AP Merch	271.74
12/06/2024	9000006705	ACH	Discher, Tracy L	016311	AP Merch	26.26
12/06/2024	9000006706	ACH	Fitzloff, Connor A	021402	AP Merch	11.99
12/06/2024	9000006707	ACH	Funston, Kathy L	017175	AP Merch	127.30
12/06/2024	9000006708	ACH	Gleason, Jennifer J	021320	AP Merch	85.00
12/06/2024	9000006709	ACH	Hagen, Aimee E	016614	AP Merch	25.93
12/06/2024	9000006710	ACH	Hall, Tony J	021254	AP Merch	44.56
12/06/2024	9000006711	ACH	Harsted, Tiffany K	021413	AP Merch	232.69
12/06/2024	9000006712	ACH	Henderson, Michelle A	018025	AP Merch	259.00
12/06/2024	9000006713	ACH	Floback, Courtnee L	019532	AP Merch	189.00
12/06/2024	9000006714	ACH	Janey, Karen A	021241	AP Merch	13.94

AP Check Register

AP Run: 20241206 EACH — Post Date: 2024-12-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2024	9000006715	ACH	Jordan, Allison A	016428	AP Merch	259.00
12/06/2024	9000006716	ACH	Kauffman, Christina	019468	AP Merch	9.92
12/06/2024	9000006717	ACH	Kennedy, Jennifer K	013375	AP Merch	27.74
12/06/2024	9000006718	ACH	Kienitz, Darlys	018993	AP Merch	189.00
12/06/2024	9000006719	ACH	Kolstad, Michele M	007847	AP Merch	15.95
12/06/2024	9000006720	ACH	Lake, David	017436	AP Merch	170.18
12/06/2024	9000006721	ACH	Lake, Lisa L	017600	AP Merch	47.44
12/06/2024	9000006722	ACH	Maro, Julie A	011378	AP Merch	22.24
12/06/2024	9000006723	ACH	Mathys, Sandra	010311	AP Merch	90.27
12/06/2024	9000006724	ACH	Mauser, Courtney	012243	AP Merch	48.78
12/06/2024	9000006725	ACH	Meyer, Jessica M	018679	AP Merch	80.47
12/06/2024	9000006726	ACH	Middendorf, Jennifer L	019196	AP Merch	46.69
12/06/2024	9000006727	ACH	Mussetter, Ruthanne R	019925	AP Merch	189.00
12/06/2024	9000006728	ACH	Neal, Bryeny B	013693	AP Merch	11.59
12/06/2024	9000006729	ACH	Nelson, Katie L	015010	AP Merch	72.16
12/06/2024	9000006730	ACH	Niesen, Elizabeth A	015962	AP Merch	37.52
12/06/2024	9000006731	ACH	O'Laughlin, John M	020956	AP Merch	93.06
12/06/2024	9000006732	ACH	Ontiveros, Eddieca	019147	AP Merch	259.00
12/06/2024	9000006733	ACH	Otto, Caron	018846	AP Merch	18.43
12/06/2024	9000006734	ACH	Reeson, Katie	020745	AP Merch	44.32

AP Check Register

AP Run: 20241206 EACH — Post Date: 2024-12-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/06/2024	9000006735	ACH	Retzlaff, Billie Jean	020995	AP Merch	79.13
12/06/2024	9000006736	ACH	Richards, Jesse	019316	AP Merch	189.00
12/06/2024	9000006737	ACH	Robran, Kimberly J	020836	AP Merch	50.72
12/06/2024	9000006738	ACH	Ruhland, Maria	011543	AP Merch	189.00
12/06/2024	9000006739	ACH	Sampers, Cynthia	008937	AP Merch	224.00
12/06/2024	9000006740	ACH	Sellars, Jason A	019217	AP Merch	1,357.12
12/06/2024	9000006741	ACH	Slattery, Cara	014619	AP Merch	34.93
12/06/2024	9000006742	ACH	Smith, Brittney M	019790	AP Merch	9.11
12/06/2024	9000006743	ACH	Tarnofsky, John J	020438	AP Merch	43.42
12/06/2024	9000006744	ACH	Tofte, Alissa G	014242	AP Merch	99.40
12/06/2024	9000006745	ACH	Troldahl, Monica L	020519	AP Merch	3.69
12/06/2024	9000006746	ACH	Voigt, Pamela M	017183	AP Merch	315.06
12/06/2024	9000006747	ACH	Wakal, Kimberly B	020416	AP Merch	89.25
12/06/2024	9000006748	ACH	Wesley, Janet M	018000	AP Merch	28.81
12/06/2024	9000006749	ACH	Yost, Molly M	019831	AP Merch	56.21
12/06/2024	9000006750	ACH	Zyskowski, Karly M	021041	AP Merch	108.34
Total:						\$6,600.47

AP Check Register

AP Run: 20241206 EACH — Post Date: 2024-12-06 — 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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20241206 EACH Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	56	6,600.47
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	56	\$6,600.47

AP Check Register

100

AP Run: 20241213 EACH — Post Date: 2024-12-13 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/13/2024	9000006751	ACH	Anderson, Rachel L	021495	AP Merch	16.35
12/13/2024	9000006752	ACH	Bear, Jill M	018765	AP Merch	50.00
12/13/2024	9000006753	ACH	Beerling, Lorie A	011213	AP Merch	100.00
12/13/2024	9000006754	ACH	Boldt, Julie A	009596	AP Merch	50.00
12/13/2024	9000006755	ACH	Boucher, Jodi L	020967	AP Merch	50.00
12/13/2024	9000006756	ACH	Carrillo Martinez, Angelica	020755	AP Merch	50.00
12/13/2024	9000006757	ACH	Carroll, Michele	008784	AP Merch	23.05
12/13/2024	9000006758	ACH	Cooper, Kirenza I	015044	AP Merch	100.00
12/13/2024	9000006759	ACH	Cunnien, Laurie A	016885	AP Merch	75.00
12/13/2024	9000006760	ACH	Elfering, Kaylin E	020788	AP Merch	125.00
12/13/2024	9000006761	ACH	Erbes, Sarah L	017283	AP Merch	75.00
12/13/2024	9000006762	ACH	Felton, Shelly M.	014511	AP Merch	75.00
12/13/2024	9000006763	ACH	Garvis, Angela N	016095	AP Merch	75.00
12/13/2024	9000006764	ACH	Green, Kelli L	018905	AP Merch	44.42
12/13/2024	9000006765	ACH	Johnson, Glenn A.	003670	AP Merch	50.00
12/13/2024	9000006766	ACH	Kaisershot, Troy M	018153	AP Merch	20.00
12/13/2024	9000006767	ACH	Keller, Katie	014751	AP Merch	50.00
12/13/2024	9000006768	ACH	Keuler, Lori J	016667	AP Merch	75.00
12/13/2024	9000006769	ACH	Kleeberger, Alexis S	021235	AP Merch	21.98
12/13/2024	9000006770	ACH	Kleiner, Kevin T	020910	AP Merch	141.30

AP Check Register

AP Run: 20241213 EACH — Post Date: 2024-12-13 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/13/2024	9000006771	ACH	Lau, Guek	020411	AP Merch	50.00
12/13/2024	9000006772	ACH	Leake, Donald	007490	AP Merch	150.00
12/13/2024	9000006773	ACH	Meade, Sara	019493	AP Merch	5.49
12/13/2024	9000006774	ACH	Mitsch, Kelli L	018974	AP Merch	50.00
12/13/2024	9000006775	ACH	Nicholson, Karissa L	018259	AP Merch	100.00
12/13/2024	9000006776	ACH	Olsen-Dickhausen, Sarah J	020299	AP Merch	86.02
12/13/2024	9000006777	ACH	Otremba, Karen Ann	007295	AP Merch	100.00
12/13/2024	9000006778	ACH	Queen, LeVar A	020237	AP Merch	50.00
12/13/2024	9000006779	ACH	Riggs, Jeanine L	015803	AP Merch	75.00
12/13/2024	9000006780	ACH	Ruiz, Jessica	018675	AP Merch	50.00
12/13/2024	9000006781	ACH	Sanz, Margaret M	015894	AP Merch	50.00
12/13/2024	9000006782	ACH	Schmidt-Boyles, Dawn	012866	AP Merch	75.00
12/13/2024	9000006783	ACH	Stalock, Sharron C	014226	AP Merch	75.00
12/13/2024	9000006784	ACH	Thomas, Jessica	018031	AP Merch	50.00
12/13/2024	9000006785	ACH	Vogt, Kathrine M	020837	AP Merch	75.00
12/13/2024	9000006786	ACH	Warmka, Cheri R	007858	AP Merch	150.00
12/13/2024	9000006787	ACH	Zich, Mary M	020814	AP Merch	50.00
Total:						\$2,508.61

AP Check Register

AP Run: 20241213 EACH — Post Date: 2024-12-13 — 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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20241213 EACH Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	37	2,508.61
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	37	\$2,508.61

AP Check Register

AP Run: 20241213 VACH — Post Date: 2024-12-13 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/13/2024	9000006788	ACH	Association Of Clerical Employees	904895	AP Merch	432.00
12/13/2024	9000006789	ACH	Blurberrybuzz Body Art LLC	931277	AP Merch	450.00
12/13/2024	9000006790	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	981.00
12/13/2024	9000006791	ACH	Coronado Speech Therapy, LLC	931324	AP Merch	6,660.00
12/13/2024	9000006792	ACH	Delshad, Shilan	930153	AP Merch	111.00
12/13/2024	9000006793	ACH	Multilingual Word Inc	922324	AP Merch	1,500.00
12/13/2024	9000006794	ACH	Sachs, Alice	925562	AP Merch	217.50
Total:						\$10,351.50

20241213 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	7	10,351.50
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	7	\$10,351.50

AP Check Register

AP Run: 20241218 VACH — Post Date: 2024-12-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/18/2024	9000006795	ACH	CDW Government Inc	920289-1	AP Merch	7,003.05
12/18/2024	9000006796	ACH	Teachers On Call	929847	AP Merch	66,102.49
12/18/2024	9000006797	ACH	Teamworks International Inc	924234	AP Merch	1,950.46
Total:						\$75,056.00

20241218 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	3	75,056.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	3	\$75,056.00

AP Check Register

AP Run: 20241220 EACH — Post Date: 2024-12-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/20/2024	9000006798	ACH	Battle, Theresa F	019927	AP Merch	500.00
12/20/2024	9000006799	ACH	Bellmont, Chris	014183	AP Merch	200.00
12/20/2024	9000006800	ACH	Dehne, Tyler	020322	AP Merch	200.00
12/20/2024	9000006801	ACH	Gorton, Rachel	016735	AP Merch	200.00
12/20/2024	9000006802	ACH	Sovine, Stacey	017487	AP Merch	200.00
12/20/2024	9000006803	ACH	Tinklenberg, Aaron D	017462	AP Merch	200.00
Total:						\$1,500.00

20241220 EACH Summary

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

AP Check Register

AP Run: 20241226 VACH — Post Date: 2024-12-26 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/26/2024	9000006804	ACH	Teachers On Call	929847	AP Merch	67,446.30
Total:						\$67,446.30

20241226 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	1	67,446.30
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$67,446.30

AP Check Register

Fund	Total
01 - General	494,353.14
02 - Food Service	173.19
04 - Community Service	4,937.24
22 - Internal Service - Health Insurance	11,051.12
	\$510,514.69

AP Check Register

AP Run: 20241204 CB — Post Date: 2024-12-04 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/04/2024	6000001967		Advanced Imaging Solutions	928551	AP Merch	5,201.95
12/04/2024	6000001968		Avant Assessment LLC	929756	AP Merch	1,145.40
12/04/2024	6000001969		Barnes & Noble Inc	900386	AP Merch	198.22
12/04/2024	6000001970		Business Essentials	908358	AP Merch	3,023.50
12/04/2024	6000001971		Continental Clay Company	903866	AP Merch	2,341.60
12/04/2024	6000001972		Cummins Sales & Service	929228-1	AP Merch	5,915.75
12/04/2024	6000001973		Deca Inc.	927788	AP Merch	195.00
12/04/2024	6000001974		Grainger	904387-1	AP Merch	1,256.53
12/04/2024	6000001975		Mackin Educational Resources	902196	AP Merch	1,500.00
12/04/2024	6000001976		Performance Apparel LLC	926290	AP Merch	91.32
12/04/2024	6000001977		Schmitt Music	903532	AP Merch	2,973.56
12/04/2024	6000001978		Trio Supply	903802	AP Merch	6,107.54
Total:						\$29,950.37

20241204 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	12	29,950.37
Total:	12	\$29,950.37

AP Check Register

AP Run: 20241218 CB — Post Date: 2024-12-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/18/2024	6000001979		Advanced Imaging Solutions	928551	AP Merch	958.20
12/18/2024	6000001980		American Time & Signal Co	903503	AP Merch	2,748.58
12/18/2024	6000001981		Aramark Refreshment Services	900428	AP Merch	116.70
12/18/2024	6000001982		Bester Bros Transfer & Storage Co	904400	AP Merch	7,340.00
12/18/2024	6000001983		BSN Sports Inc	903299-1	AP Merch	339.23
12/18/2024	6000001984		Cintas Corp	903681	AP Merch	556.25
12/18/2024	6000001985		Cornerstone Copy Center	900502	AP Merch	159.80
12/18/2024	6000001986		Cummins Sales & Service	929228-1	AP Merch	2,818.20
12/18/2024	6000001987		Dicks Sanitation Service Inc	900641	AP Merch	10,135.85
12/18/2024	6000001988		ECM Publishers Inc	909272	AP Merch	589.05
12/18/2024	6000001989		Game One	928417	AP Merch	9,292.38
12/18/2024	6000001990		General Parts LLC	901541-1	AP Merch	1,102.54
12/18/2024	6000001991		Grainger	904387-1	AP Merch	14,781.85
12/18/2024	6000001992		Horizon Commercial Pool Supply	904818	AP Merch	1,473.46
12/18/2024	6000001993		Kelleher Helmrich and Associates Inc	908955	AP Merch	523.50
12/18/2024	6000001994		Kully Supply Inc	901434	AP Merch	420.53
12/18/2024	6000001995		Literacy Resources, LLC	930694	AP Merch	34.00
12/18/2024	6000001996		Meca Sportswear	924921	AP Merch	2,522.34
12/18/2024	6000001997		Medco Supply Company	904333-1	AP Merch	81.32

AP Check Register

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AP Run: 20241218 CB — Post Date: 2024-12-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
12/18/2024	6000001998		Northern Air Corporation	920320	AP Merch	10,237.39
12/18/2024	6000001999		Occupational Health of MN, PC	929919	AP Merch	582.00
12/18/2024	6000002000		PPG Architectural Finishes	901709	AP Merch	34.84
12/18/2024	6000002001		Professional Wireless Communications	924681	AP Merch	1,553.90
12/18/2024	6000002002		Schmitt Music	903532	AP Merch	516.36
12/18/2024	6000002003		Sherwin-Williams	903745-2	AP Merch	55.43
12/18/2024	6000002004		Shiffler Equipment Sales Inc	903472	AP Merch	1,887.57
12/18/2024	6000002005		State Supply Co Inc	903689	AP Merch	201.06
12/18/2024	6000002006		The Language Banc	924523	AP Merch	165.00
12/18/2024	6000002007		Trio Supply	903802	AP Merch	2,846.12
Total:						\$74,073.45

20241218 CB Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	29	74,073.45
Total:	29	\$74,073.45

AP Check Register

Fund	Total
01 - General	89,850.53
02 - Food Service	10,066.60
04 - Community Service	4,106.69
	<hr/>
	\$104,023.82

Monthly Void/Wire Report

112

AP Run: 20241213 Wires PR — Post Date: 2024-12-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
12/13/2024	8000001136	Wire Transfer	Commissioner Of Revenue	135,688.48
12/13/2024	8000001137	Wire Transfer	Educators Benefit Consultants	191,094.70
12/13/2024	8000001138	Wire Transfer	Internal Revenue Service	796,049.92
12/13/2024	8000001139	Wire Transfer	ISD 191 Flex Account	44,618.87
12/13/2024	8000001140	Wire Transfer	ISD 191 Self Insurance Account	1,083,241.34
12/13/2024	8000001141	Wire Transfer	MN Child Support	2,431.80
12/13/2024	8000001142	Wire Transfer	MN Dept of Revenue	1,510.38
12/13/2024	8000001143	Wire Transfer	Mn Teachers Retirement Assoc	448,146.23
12/13/2024	8000001144	Wire Transfer	PERA	120,016.34
12/13/2024	8000001145	Wire Transfer	Teachers Federal Credit Union	36,741.43
Total:				\$2,859,539.49

20241213 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	10	2,859,539.49
Epayables:	0	0.00
Total:	10	\$2,859,539.49

Monthly Void/Wire Report

113

AP Run: 20241230 Wires PR — Post Date: 2024-12-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
12/30/2024	8000001148	Wire Transfer	Commissioner Of Revenue	138,781.72
12/30/2024	8000001149	Wire Transfer	Educators Benefit Consultants	184,899.94
12/30/2024	8000001150	Wire Transfer	Internal Revenue Service	808,183.21
12/30/2024	8000001151	Wire Transfer	ISD 191 Flex Account	44,339.06
12/30/2024	8000001152	Wire Transfer	ISD 191 Self Insurance Account	1,066,693.30
12/30/2024	8000001153	Wire Transfer	MN Child Support	2,431.80
12/30/2024	8000001154	Wire Transfer	MN Dept of Revenue	1,405.04
12/30/2024	8000001155	Wire Transfer	Mn Teachers Retirement Assoc	452,499.20
12/30/2024	8000001156	Wire Transfer	PERA	120,879.79
12/30/2024	8000001157	Wire Transfer	Teachers Federal Credit Union	36,873.78
Total:				\$2,856,986.84

20241230 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	10	2,856,986.84
Epayables:	0	0.00
Total:	10	\$2,856,986.84

Monthly Void/Wire Report

114

AP Run: 20241231 Wires Main — Post Date: 2024-12-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
12/31/2024	8000001161	Wire Transfer	Delta Dental Plan Of Minnesota	80,771.76
12/31/2024	8000001162	Wire Transfer	MN Dept of Revenue-Sales Tax	767.00
Total:				\$81,538.76

20241231 Wires Main Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	81,538.76
Epayables:	0	0.00
Total:	2	\$81,538.76

Monthly Void/Wire Report

115

AP Run: 20241231 Wires 20 S.ins — Post Date: 2024-12-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
12/31/2024	210	Wire Transfer	Further	164,960.50
12/31/2024	211	Wire Transfer	UMR, Inc	2,437,558.84
Total:				\$2,602,519.34

20241231 Wires 20 S.ins Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	2,602,519.34
Epayables:	0	0.00
Total:	2	\$2,602,519.34

Monthly Void/Wire Report

116

AP Run: 20241231 Wires 8 Flex — Post Date: 2024-12-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
12/31/2024	76	Wire Transfer	Further	56,873.63
Total:				\$56,873.63

20241231 Wires 8 Flex Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	56,873.63
Epayables:	0	0.00
Total:	1	\$56,873.63

Monthly Void/Wire Report

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AP Run: 20241231 Wires OPEB — Post Date: 2024-12-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
12/31/2024	0	Wire Transfer	ISD 191 MnTrust 2009 OPEB Trust 301	757,943.00
Total:				\$757,943.00

20241231 Wires OPEB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	757,943.00
Epayables:	0	0.00
Total:	1	\$757,943.00

Monthly Void/Wire Report

<u>Fund</u>	<u>Total</u>
01 - General	5,463,989.63
02 - Food Service	110,893.94
04 - Community Service	190,486.95
16 - Facility Rental	8,796.44
20 - Internal Service - Dental	80,771.76
22 - Internal Service - Health Insurance	2,602,519.34
25 - OPEB Revocable Trust	757,943.00
	\$9,215,401.06



**Agenda IV.A.4
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, Superintendent

From: Tyler Dehne, Director of Finance

Date: February 19, 2025

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

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

The December 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	\$ 75,701,192	34.80%	\$ 87,062,371	40.33%
General Fund	\$ 50,561,608	31.21%	\$ 65,257,054	40.92%

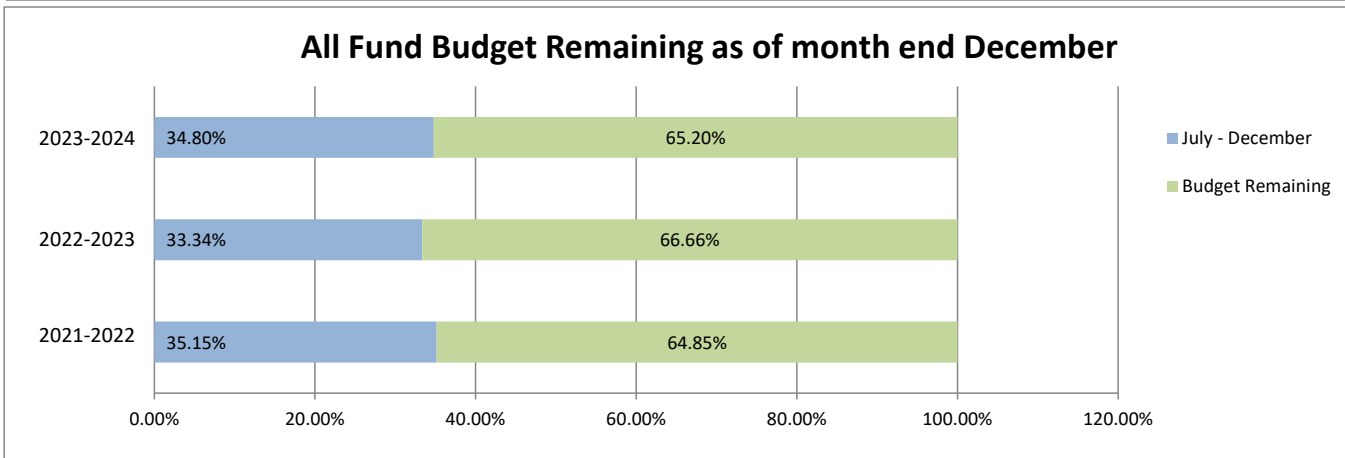
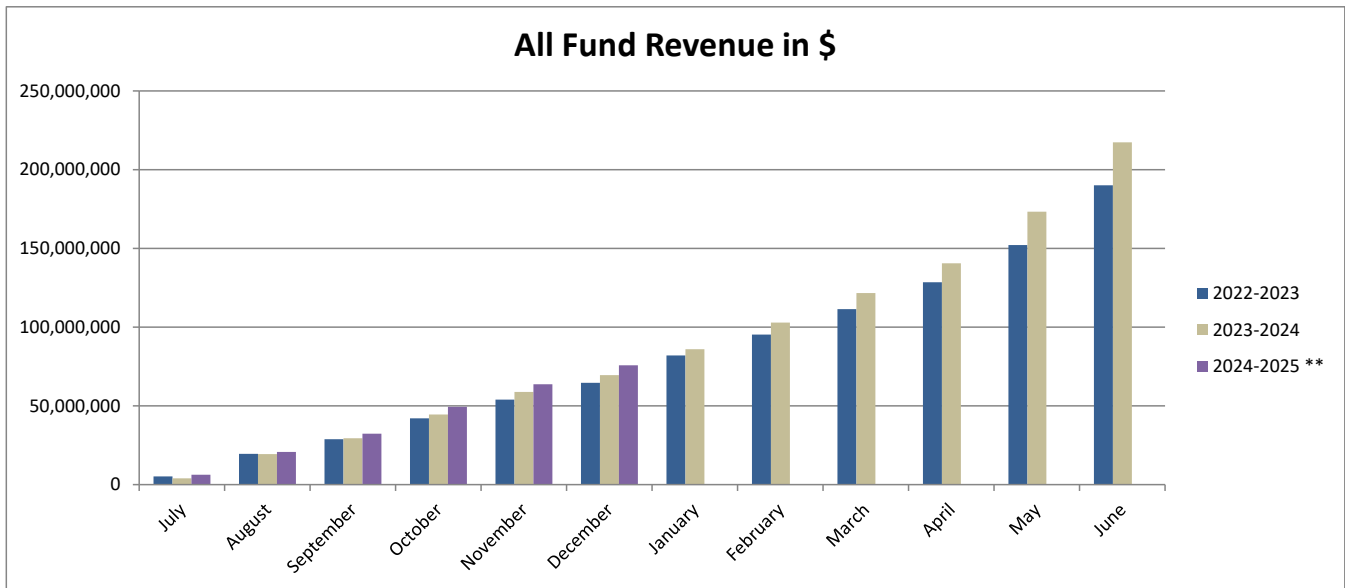
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

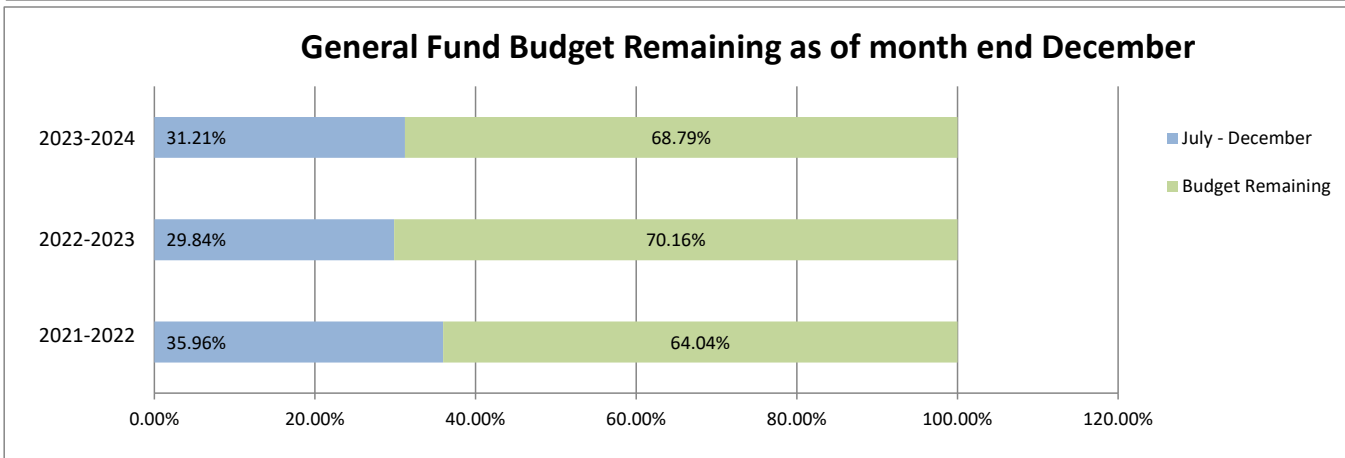
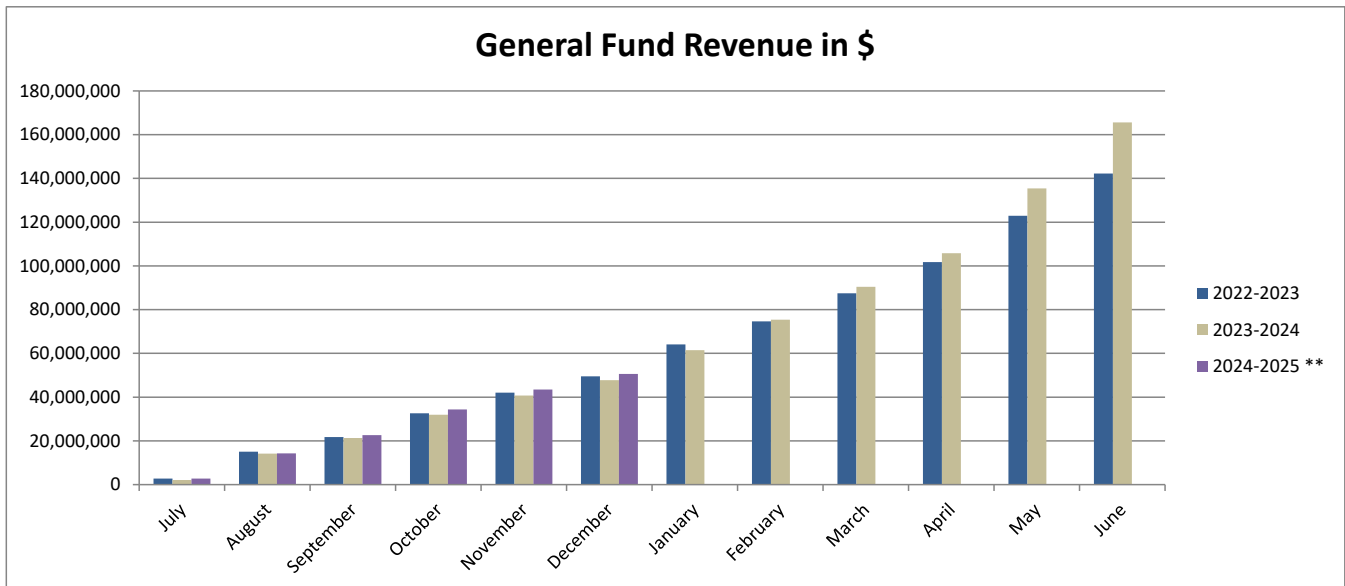
	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	5,211,222	2.83%	3,923,767	1.88%	6,225,705	2.86%
August	19,546,851	10.63%	19,367,531	9.29%	20,740,144	9.53%
September	28,812,784	15.67%	29,426,322	14.11%	32,399,332	14.89%
October	42,091,259	22.89%	44,587,953	21.38%	49,364,366	22.69%
November	54,008,523	29.37%	58,912,738	28.25%	63,757,139	29.31%
December	64,648,180	35.15%	69,535,132	33.34%	75,701,192	34.80%
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%	217,519,765	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**

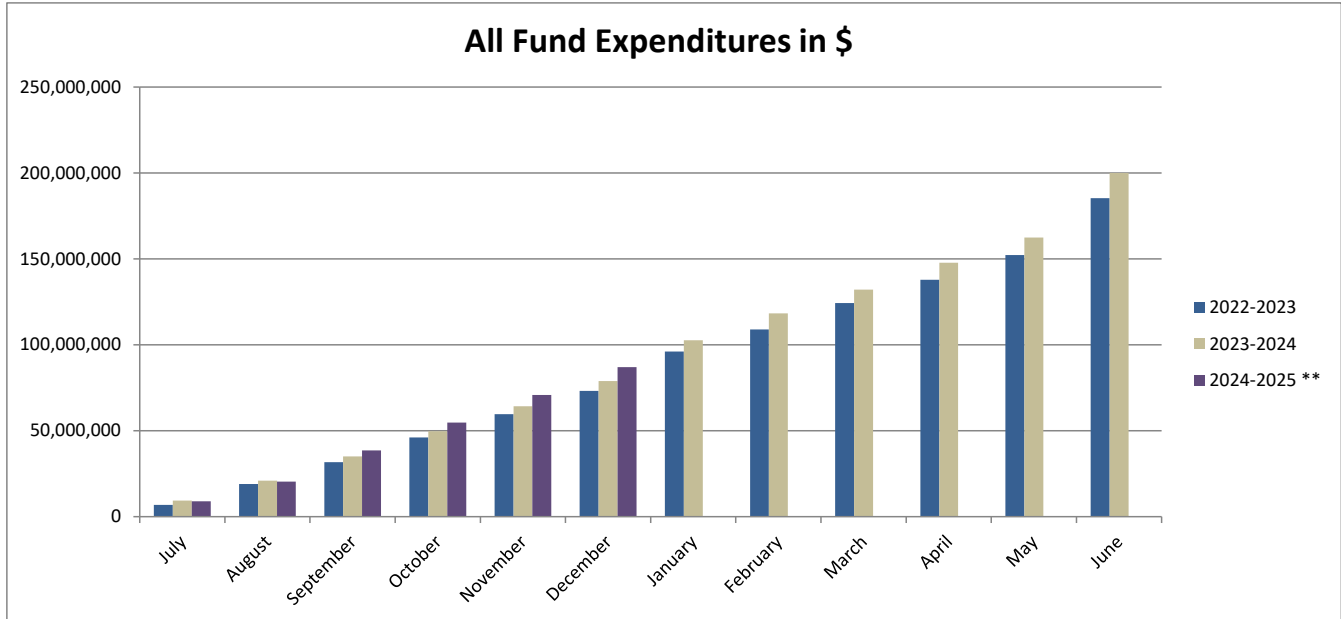
	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	2,782,571	2.02%	2,054,035	1.28%	2,730,267	1.69%
August	15,069,992	10.94%	14,217,775	8.88%	14,246,069	8.79%
September	21,696,447	15.75%	21,337,010	13.32%	22,663,634	13.99%
October	32,616,003	23.68%	31,945,444	19.94%	34,311,930	21.18%
November	42,025,977	30.51%	40,706,009	25.41%	43,485,919	26.85%
December	49,535,706	35.96%	47,800,679	29.84%	50,561,608	31.21%
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%	161,980,777	100.00%



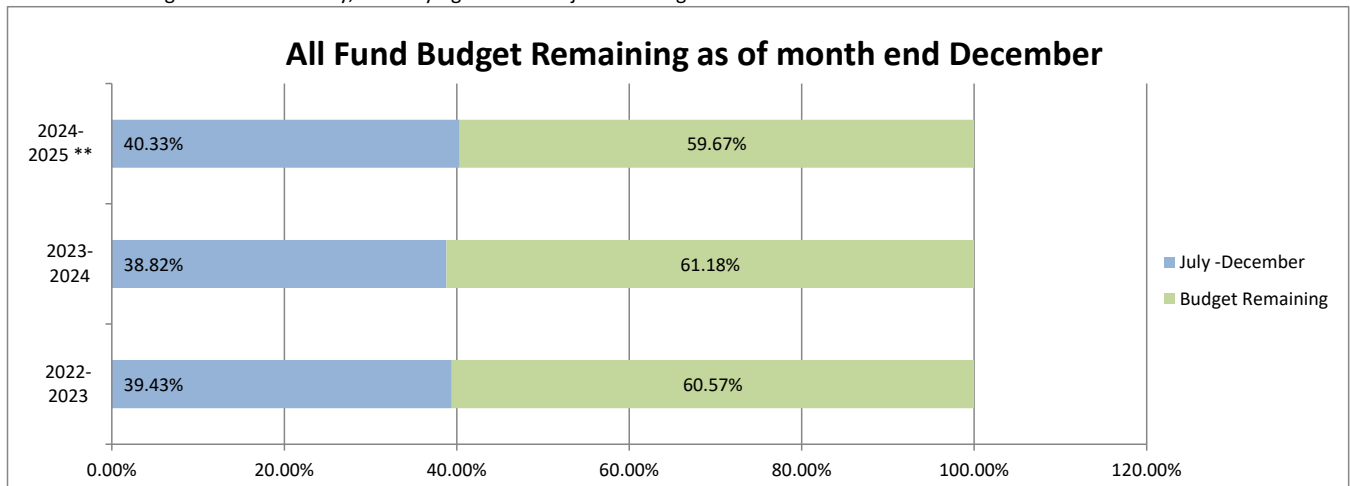
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON
ALL FUNDS**

	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	6,846,145	3.69%	9,311,625	4.58%	8,925,532	4.13%
August	18,979,577	10.22%	20,942,388	10.30%	20,436,074	9.47%
September	31,646,042	17.05%	35,122,008	17.27%	38,557,636	17.86%
October	46,123,533	24.85%	49,720,835	24.45%	54,696,951	25.34%
November	59,574,576	32.09%	64,276,579	31.61%	70,880,340	32.84%
December	73,187,172	39.43%	78,945,654	38.82%	87,062,371	40.33%
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%	215,865,457	100.00%

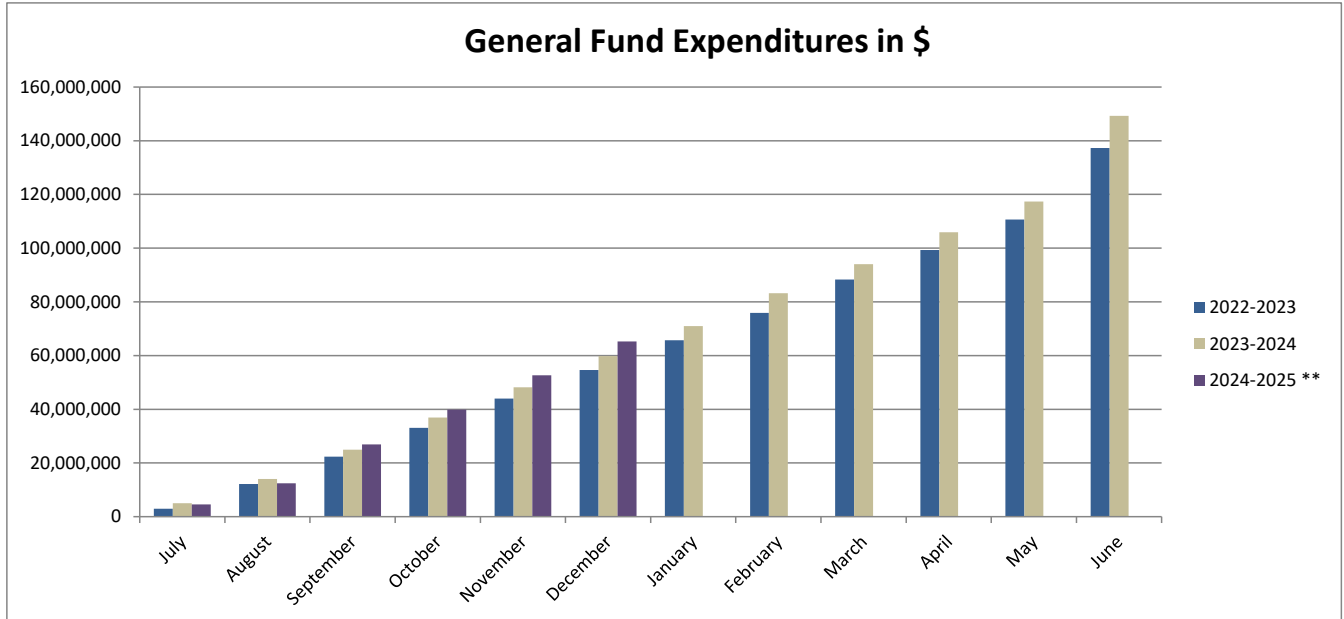


**based on timing of financial activity, monthly figures are subject to change

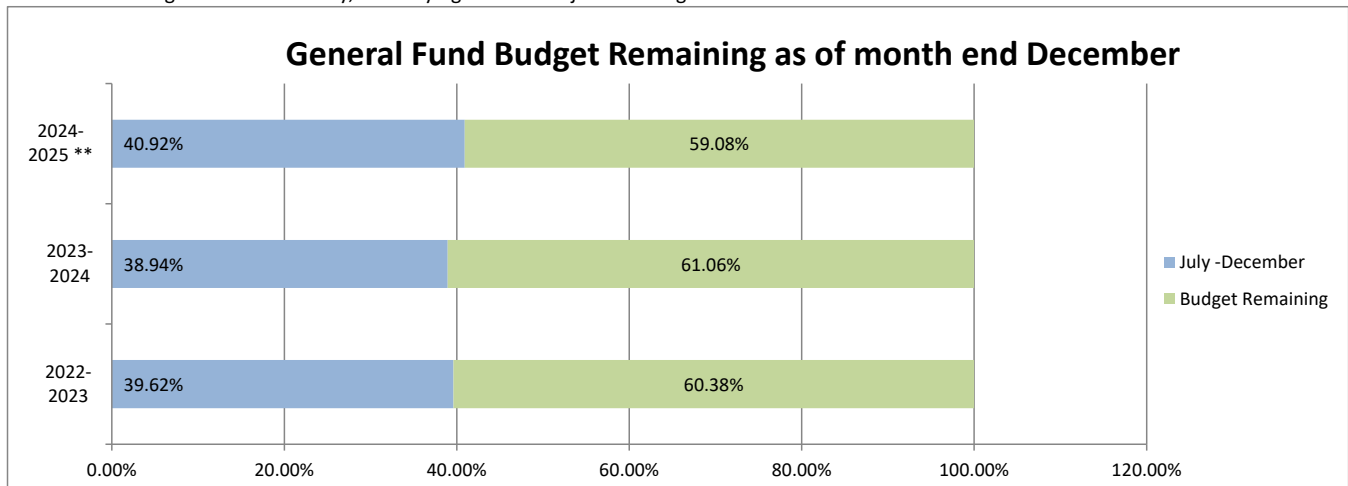


**EXPENDITURE COMPARISON
GENERAL FUND**

	2022-2023		2023-2024		2024-2025 **	
	\$	%	\$	%	\$	%
July	2,991,235	2.17%	5,034,065	3.28%	4,587,428	2.88%
August	12,150,968	8.82%	14,041,027	9.14%	12,396,981	7.77%
September	22,316,375	16.19%	24,985,208	16.27%	26,951,894	16.90%
October	33,077,014	24.00%	36,953,232	24.06%	39,837,090	24.98%
November	44,001,209	31.93%	48,220,445	31.40%	52,681,856	33.04%
December	54,594,640	39.62%	59,804,086	38.94%	65,257,054	40.92%
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%	159,461,338	100.00%



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





**Agenda IV.A.5.
February 27, 2025**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: February 27, 2025
Re: Report about the Listening Session

Recommendation: Receive a report about the Listening Session on February 13, 2025

The following people spoke at the February 13, 2025 listening session.

Name	Relationship to ISD 191	Topic
John Doll	District resident, taxpayer	Sioux Trail Property



**Agenda IV.A.6.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: February 27, 2025

Re: Final Approval of Extended Robotics Field Trip to Houston, TX on April 15-20, 2025

Recommendation: that the Board of Education give final approval of the Robotics Extended Field Trip request to Houston, TX April 15-20, 2025.

Initial Board Approval: February 13, 2025

Description of Proposed Program: First is a STEM Program for kids 9th-12th grade that teaches teamwork, engineering, building and meeting other students from around the world.

Educational Objectives: To have students work with others students from other teams around the world. To learn teamwork and fellowship with other students.

Itinerary:

4-15-25 – Travel Day
4-16-25 – Unload pit equipment and robot set up
4-17-25 – Compete
4-18-25 – Compete
4-19-25 – Compete
4-20-25 – Compete

Fundraising: The Booster club will have scholarships for the students

INDEPENDENT SCHOOL DISTRICT 191
EXTENDED FIELD TRIP - APPLICATION FOR INITIAL APPROVAL
EXHIBIT 2

(Extended Field Trips must be Board approved at least 60 days, when possible, prior to the field trip departure date and before any communication occurs with students and families. Information based on estimates.)

1. Sponsoring Activity: FRC Robotics World Date 1-7-2025

2. School: Burnsville High School

3. Name(s) of Sponsoring Staff: David Peters

4. Destination: Houston Texas

5. Date(s) of Trip: 4/15 - 4/20

6. Paragraph Description of Proposed Program:
FIRST is a STEM Program for kids 9th - 12th grade that teaches team work, Engineering, building & meeting other students from AROUND the world.

7. Educational Objectives of Extended Field Trip:
To have students work with other students from other teams AROUND the world. To learn Team work & Fellowship with other students.

8. Anticipated transportation Information (check all that apply):

- a. Bus
- b. Plane
- c. School Vehicle
- d. Commercial Transportation

9. Lodging

Hotels: Yes/No

Other: Yes/No; Provide description:

10. Complete Itinerary:

DATES	ITINERARY
4-15-25	Travel Day

4-16-25	UNLOAD Pit Equipment & Robot & Set up
4-17-25	Compete
4-18-25	Compete
4-19-25	Compete
4-20-25	Travel DAY

11. Estimated number of students: 9

12. Number of chaperones: 4

13. Anticipated Participation Costs

Breakdown of trip costs:	Estimate
Participant Expenses	
Airfare	3000
Ground Travel	1200
Lodging	2800
Admission Fees per student	0
Participant Share of Group Expenses	
Chaperone Expenses (Airfare, Ground, Lodging)	1000
Staff Advisor Salary and Benefits	0
Liability Insurance	
Miscellaneous	
Number of substitutes needed	
Total Anticipated Cost per Student	400
The anticipated cost is based on _____ student participants. Costs will vary with the number of participants and currency exchange rates (for international travel).	
Personal Expense	
Food Incidentals, Spending Money	

14. What provisions will be made for students for whom financing the trip is an issue? The booster Club will have SCHOLARSHIPS for these students

15. List opportunities for fundraising (planned or anticipated): _____

16. What travel agency will be used? N/A


Approval of Building Administrator

1/15/25
Date


Approval of Superintendent

1/17/25
Date

Approval by School Board

Date

REQUIRED: Attach proposed communication to students/families about this extended field trip, once approved by the Superintendent and School Board.



**Agenda IV.A.7.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: February 27, 2025

Re: Final approval for of DECA Nationals Extended Field Trip to Orlando, FL

Recommendation: that the Board of Education approve final DECA Nationals Extended Field Trip request to travel to Orlando, FL on April 25-29, 2025.

Initial Board Approval: February 13, 2025

Description of Proposed Program: The annual International Career Development Conference (ICDC) is DECA's premier event bringing together top-performing students who have qualified through district and state competitions.

Educational Objectives: Specific objectives vary by event but in general

1. Develop career and technical skills
2. Promote leadership development
3. Strengthen critical thinking and problem-solving

Itinerary:

4-25-25 – Leave MSP
4-26-25 – Preliminaries & Exams
4-27-25 – Preliminaries & Exams
4-28-25 – Finals
4-29-25 – Finals and return to MSP

Fundraising: Scholarships through club fundraising and through Minnesota DECA

**INDEPENDENT SCHOOL DISTRICT 191
EXTENDED FIELD TRIP - APPLICATION FOR INITIAL APPROVAL
EXHIBIT 2**

(Extended Field Trips must be Board approved at least 60 days, when possible, prior to the field trip departure date and before any communication occurs with students and families. Information based on estimates.)

1. Sponsoring Activity: DECA Date 1/22/2025

2. School: Burnsville High School

3. Name(s) of Sponsoring Staff:
Maggie mayernik

4. Destination: Orlando, FL

5. Date(s) of Trip: APRIL 28 - 29, 2025

6. Paragraph Description of Proposed Program:
The annual International Career Development Conference (ICDC) is DECA's premier event bringing together top-performing students who have qualified through district and state competitions. At ICDC, students compete on an international stage, participate in leadership workshops, and network with peers and business professionals. This conference provides real-world experiences and prepares opportunities to network with peers, attend workshops, and develop leadership and career skills.

7. Educational Objectives of Extended Field Trip:
Specific objectives vary by event but in general
1. Develop Career and Technical Skills,
2. Promote Leadership Development 3. Strengthen Critical Thinking and Problem-Solving
4. Strengthen Critical Thinking and Problem-Solving

8. Anticipated transportation Information (check all that apply):

- a. Bus
- b. Plane
- c. School Vehicle
- d. Commercial Transportation

9. Lodging

Hotels: Yes/No Yes

Other: Yes/No; Provide description:

Universals Endless Summer Dockside Inn & Suites 7125 Universal Blvd

10. Complete Itinerary:

DATES	ITINERARY
4/25/25	Leave MSP

4/26/25	Preliminaries & Exams
4/27/25	Preliminaries & Exams
4/28/25	Finals
4/29/25	Finals & Return to MSP

11. Estimated number of students: 3

12. Number of chaperones: 2

13. Anticipated Participation Costs

Breakdown of trip costs:	Estimate
Participant Expenses	
Airfare	850
Ground Travel	
Lodging	included in Admission
Admission Fees per student	880
Participant Share of Group Expenses	covered by Perkins
Chaperone Expenses (Airfare, Ground, Lodging)	-
Staff Advisor Salary and Benefits	
Liability Insurance	
Miscellaneous	
Number of substitutes needed	(1 covered via perkins)
Total Anticipated Cost per Student	\$1,730
<i>The anticipated cost is based on 13 3 student participants. Costs will vary with the number of participants and currency exchange rates (for international travel).</i>	
Personal Expense	
Food Incidentals, Spending Money	100

14. What provisions will be made for students for whom financing the trip is an issue? scholarship through club fundraising & through minnesota deca

15. List opportunities for fundraising (planned or anticipated): Donut Vouchers, Cub Bagging, Decafe

16. What travel agency will be used? _____


Approval of Building Administrator

1/24/25
Date

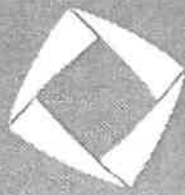

Approval of Superintendent

2/6/25
Date

Approval by School Board

Date

REQUIRED: Attach proposed communication to students/families about this extended field trip, once approved by the Superintendent and School Board.



MINNESOTA

DECA

**DECA ICDC
2025
AT-A-GLANCE**





**2025 INTERNATIONAL CAREER DEVELOPMENT CONFERENCE
ORLANDO, FL
APRIL 26 - 29, 2025**

REGISTRATION FEES

\$1,415.00	Single Package (4 nights) <i>*subject to availability</i>
\$1,015.00	Double Package (4 nights) per person in the room of 2
\$ 880.00	Triple Package (4 nights) per person in the room of 3
\$ 810.00	Quad Package (4 nights) per person in the room of 4
\$ 890.00	Spouse Package (double lodging for 4 nights) sharing w/ Double Package <i>*Spouse or family participants will receive Universal Tickets but will not receive t-shirts or other conference swag e.g. trading pins, hat, garment..</i>

All attendees must pay for 4 nights lodging for the conference dates - arrival on Saturday and departure on Wednesday. This is a requirement of National DECA. You may add additional night e.g. Friday night but packages all attendees must have the minimum of Saturday-Wednesday stay. You cannot have the 4 nights Friday through Tuesday.

The price is per person for each occupant in the room. For example, if you have 4 students staying one room - each of the four students EACH pay \$810. This includes their prorated portion of the rooms as well as conference registration, any planned group tours, trading pins, t-shirts etc.

This year, there are additional activities included in the registration package for Minnesota attendees are:

- DECA Night At Universal (Monday night)
- 4 Day Park Hopper to Universal Parks

DO NOT order either of the above tickets through the National Tour Site as it will be included in the Minnesota package for all attendees and the order will be placed on your behalf. If you wish to purchase any other tickets e.g. Disneyworld, those you will be on your own to order.

For those bringing family - the only way that you are able to access these tickets are to register for the conference.

One check or money order for the total \$ due payable to MN DECA must be received by MN DECA by Friday, April 11, 2025. Individual student checks will not be accepted. MN DECA does not accept credit cards. Registration fees **MUST** be received **PRIOR** to ICDC as all of the registration, tickets and lodging must be prepaid prior to the start of ICDC by MN DECA.

All packages will include the above activities for students, advisors and chaperones. You will pick up conference registration materials **PRIOR** to the Opening Session at the Universal Dockside Hotel (Minnesota's assigned hotel). Hours of availability will be announced prior to ICDC.

EXTRA NIGHTS OF LOGGING

If you wish to arrive **PRIOR** to Saturday, April 27, you may do so by indicating your arrival date within the registration online system (like SCDC). Additional rates per night plus tax are as follows:

\$179.00 **Single/Double/Triple/Quad Room (\$202 with tax)**

DEADLINE TO ACCEPT OR DECLINE ORIGINAL EVENT SPOTS - 11 AM THURSDAY, MARCH 6, 2025

The ICDC Registration Tool will be available immediately after SCDC! You will log-in to the system: <https://deca.mnctscore.org> as soon as possible. All advisors must claim or release spots for competitors by 11 am on Thursday, March 6, 2025. The system will automatically notify the advisor of the next eligible student if an allocation becomes available. **ANY SPOTS NOT ACCEPTED BY DEADLINE WILL BE DECLINED AND AVAILABLE TO THE NEXT COMPETITOR.**

REGISTRATION PROCEDURE - DEADLINE 5:00 PM ON MONDAY, MARCH 10, 2025

Each DECA advisor is asked to register all student delegates and adult advisors/ chaperones in his/her delegation by completing two steps:

1. Input/select those attending from your chapter and select competitive events - this is thru the national online membership system. **All attendees including students, advisors, chaperones and guests must be indicated (not just competitors).**
2. Complete the remainder of the Minnesota registration through our online state registration system (same site that you register for districts and state). The system will have an invoice for you to print. This system will calculate your total \$ due that includes housing and registration for your chapter.

All delegates, advisors, chaperones and family members attending the conference are required to register for the conference. Conference registration is handled through our online conference registration system (same system as Districts and State) and registration must be **COMPLETED** and **SUBMITTED** on or **before Monday, March 10 by 5 pm**. Allocations in each competitive event is indicated below.

Advisors are also responsible for completing the entire registration process, which includes registering your attendees in the National DECA membership system.

It is the local advisor's responsibility to verify that ALL delegates meet ALL eligibility requirements, including membership. Double check membership rosters!

HOUSING ASSIGNMENT

Universal's Endless Summer Dockside Inn & Suites
7125 Universal Blvd | Orlando, FL 32819 | 407-503-8170

CHANGES TO CONFERENCE SCHEDULE

Please be aware of ICDC Schedule changes while we are in Orlando for the 2025 ICDC.

- Grand Awards Ceremony will begin at 7:30 pm (previously 8:30 pm)

WHO QUALIFIES TO COMPETE?

THE TOP 5 FINISHERS FROM STATE WILL ADVANCE TO ICDC IN THE FOLLOWING EVENTS:

Principles of Business Administration Events

PBM	Principles of Business Management and Administration
PEN	Principles of Entrepreneurship
PBF	Principles of Finance
PHT	Principles of Hospitality and Tourism
PMK	Principles of Marketing

Personal Financial Literacy Event

PFL	Personal Financial Literacy
-----	-----------------------------

Team Decision Making Events

BLTDM	Business Law & Ethics Team Decision Making Event
BTDM	Buying and Merchandising Team Decision Making Event
ETDM	Entrepreneurship Team Decision Making Event
FTDM	Financial Services Team Decision Making Event
MTDM	Marketing Management Team Decision Making Event
HTDM	Hospitality Services Team Decision Making Event
STDM	Sports and Entertainment Marketing Team Decision Making Event
TTDM	Travel and Tourism Team Decision Making Event

Individual Series Events

ACT	Accounting Applications Series
AAM	Apparel and Accessories Marketing Series
ASM	Automotive Services Marketing Series
AAM	Apparel and Accessories Marketing Series
BFS	Business Finance Services
BSM	Business Services Marketing Series
ENT	Entrepreneurship Series
FMS	Food Marketing Series
HLM	Hotel and Lodging Management Series
HRM	Human Resources Management Series
MCS	Marketing Communication Series
QSRM	Quick Serve Restaurant Management Series
RFSM	Restaurant and Food Service Management Series
RMS	Retail Merchandising Series
SEM	Sports and Entertainment Marketing Series

THE TOP 4 FINISHERS FROM STATE WILL ADVANCE TO ICDC IN THE FOLLOWING EVENTS:

Business Operations Research Events

BOR	Business Services Operations Research Event
BMOR	Buying and Merchandising Operations Research Event
FOR	Finance Operations Research Event
HTOR	Hospitality and Tourism Operations Research Event
SEOR	Sports and Entertainment Marketing Operations Research Event

Project Management Events

PMBS	Business Solutions Project
PMCD	Career Development Project
PCMA	Community Awareness Project
PMCG	Community Giving Project
PMFL	Financial Literacy Project
PMSP	Sales Project

Business Management and Entrepreneurship Events

EIP	Innovation Plan
EIB	Independent Business Plan
IBP	International Business Plan
EBG	Business Growth Plan
ESB	Start Up Business Plan
EFB	Franchise Business Plan

Marketing Representative Events

IMCE	Integrated Marketing Campaign - Event
IMCP	Integrated Marketing Campaign - Product
IMCS	Integrated Marketing Campaign - Service

Professional Selling Events

HTPS	Hospitality and Tourism Professional Selling
PSE	Professional Selling Event
FCE	Financial Consulting Event

OTHER EVENTS AS PRE-QUALIFIED WILL ADVANCE TO ICDC Online Events (as pre-qualified)

SMG	Stock Market Game
VBCAC	Virtual Business Challenge, Accounting
VBCFA	Virtual Business Challenge, Fashion
VBCHM	Virtual Business Challenge, Hotel Management
VBCRT	Virtual Business Challenge, Retail
VBCSP	Virtual Business Challenge, Sports
VBCPF	Virtual Business Challenge, Personal Finance
VBCRS	Virtual Business Challenge, Restaurant
SBE	School-Based Enterprise Academy

WHO EARNS ACADEMY ALLOCATIONS?

- First through third place winners of Individual Skill Events (State Only).
- Each of the top 12 Chapter Gold projects will receive two academy allocations.



**Agenda IV.A.8.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Rachel Gorton, Director of Technology

Date: February 27, 2025

Re: Approval of Southwest West Central Service Cooperative Contract

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

History:

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

This year's membership agreement is a continuation of services, it does not include the membership component. All of our contracts are done through this membership agreement process, unless it is a purchase of goods or an agreement for a project that is non-recurring.

SWWC Service Cooperative Contracts Summary

24-25 Contracts

25-26 Contracts

Member: Burnsville-Eagan-Savage School District

Child Count on Contracts	7,822	7,594
Membership Dues (One-Time)	\$0.00	\$0.00
Administrative Solutions		
Environmental/Occupational Health & Safety Management Program	\$0.00	\$0.00
Health & Safety Management Assistance	\$0.00	\$0.00
Regional Management Information Center		
<ul style="list-style-type: none"> • Business/SMART Systems Services 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Business UFARS Support Services without access to SMART Systems 	\$0.00	\$0.00
<ul style="list-style-type: none"> • MARSS/Other Revenue Reporting Services 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Extended Services Subscription 	\$0.00	\$0.00
Technology Services		
<ul style="list-style-type: none"> • Basic Technology Services 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Technology Coordination Support 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Technology Integration Support 	\$0.00	\$0.00
<ul style="list-style-type: none"> • E-Rate Coordination Services 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Comprehensive Cyber Security 	\$0.00	\$0.00
<ul style="list-style-type: none"> • Student Data Privacy Program 	\$6,934.30	\$7,971.44
<ul style="list-style-type: none"> • WAN Consortium Member 	No	No
<ul style="list-style-type: none"> • Email Security Service 	No	No
<ul style="list-style-type: none"> • Email Archiving Service 	No	No
<ul style="list-style-type: none"> • Secured Remote Backup Service 	No	No
<ul style="list-style-type: none"> • Website ADA Accessibility and Usability Support with Siteimprove 	No	No
<ul style="list-style-type: none"> • OnDemand IT Certification and Training Solution with Stormwind Studios 	No	No
<ul style="list-style-type: none"> • Moodle Course Hosting Service 	No	No
<ul style="list-style-type: none"> • Moodle in Your School Service 	No	No

• SWWC Private Cloud Server Hosting	No	No
• SWWC Managed FilterED ILT Services	No	No
Educational Solutions		
Special Education Services:		
• School Psychologist	\$0.00	\$0.00
• Speech/Language Pathologist	\$0.00	\$0.00
• Teacher of the Visually Impaired	\$0.00	\$0.00
• Early Childhood Special Education Teacher	\$0.00	\$0.00
• Teacher of the Deaf/Hard of Hearing	\$0.00	\$0.00
• DAPE Teacher	\$0.00	\$0.00
• Occupational Therapy	\$0.00	\$0.00
• Orientation and Mobility Services	\$0.00	\$0.00
• Physical Therapy	\$0.00	\$0.00
• Regional ECSE Coordination	\$0.00	\$0.00
• Special Education Cooperative Membership Fee	\$0.00	\$0.00
• Shared Special Education Administrative Services	\$0.00	\$0.00
• Single District Special Education Administrator	\$0.00	\$0.00
TOTAL SPECIAL EDUCATION SERVICES	\$0.00	\$0.00
Behavior Analytic Services	\$0.00	\$0.00
Mental Health Services	\$0.00	\$0.00
School Nurse Services	\$0.00	\$0.00
Teaching & Learning Curriculum & Instruction Coordination Services	\$0.00	\$0.00
Teaching & Learning Shared Curriculum & Instruction Coordination Services	\$0.00	\$0.00
Teaching & Learning Literacy Lead Specialist Services	\$0.00	\$0.00
Teaching & Learning Customized Services	\$0.00	\$0.00
STARRS Online Academy	No	No
Translation/Interpretation	No	No
TOTAL	\$6,934.30	\$7,971.44

**SWWC SERVICE COOPERATIVE
MEMBERSHIP AGREEMENT
2025-26**

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THIS AGREEMENT, is executed this 3rd day of February, 2025, (the "Execution Date") by and between SWWC Service Cooperative (hereinafter referred to as "SWWC"), and **Burnsville-Eagan-Savage School District**, No. 191, located at Burnsville, Minnesota (hereinafter referred to as the "Member"). The provisions contained herein, along with the addenda and attachments thereto, shall constitute the entire agreement and understanding between the parties.

RECITALS

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

AGREEMENT

1. Dues and Fees.

- a. **Membership Dues.** The SWWC Board of Directors has determined membership fees ("Annual Membership Dues") as follows:
 - **Full Membership:** Open to public school districts, cities, counties, and other governmental agencies as defined in Minnesota Statute (M.S. 471.59) and are within the SWWC region. A **one-time fee of \$25** will be assessed.
 - **Associate Membership:** Open to (a) nonpublic schools, partnership agencies, or nonprofit organizations within the SWWC region, and to (b) schools – public and nonpublic, cities, counties, partnership agencies, nonprofit organizations, and other governmental agencies outside the SWWC region. A **one-time fee of \$50** will be assessed.
 - b. **Additional Services Fees.** The Additional Service addenda attached hereto reflect each Additional Service subscribed to by the Member. The cost of such Additional Services may be determined by apportioning the approximate cost of each program and service among the members participating in the Additional Service, or may alternatively be determined by a flat fee schedule ("Additional Services Fees"). The attached Additional Service addenda shall state the manner in which the cost of such Additional Service subscribed to shall be calculated during the Term of this Agreement.
2. **Payment.** Unless modified by any addenda attached hereto, all payments due SWWC by Member shall be paid on or before August 15.
 3. **Calculation of Student Enrollment.** If the attached addenda state that the Additional Service Fees are to be assessed on a per student basis, the student enrollment numbers used shall be those identified by the Minnesota Automated Reporting Student System (MARSS) from the second prior fiscal year (23-24). The number of students calculated shall be those enrolled in pre-kindergarten through 12th grade education.
 4. **Indemnification by Member.** The Member shall indemnify and hold SWWC harmless from any and all loss, damage, liability, cost or expense (including reasonable attorneys' fees and expenses) which SWWC may incur or suffer as a result of any claim of any kind whatsoever arising out of:
 - a. any act or omission by Member or any of Member's agents or employees which violates this Agreement;
 - b. any claim for breach of warranty based upon any warranty or representation given or purportedly given by Member, Member's agents or employees which is different from or in addition to written warranties and representations given by SWWC, as amended by from time to time;

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

5. **Term; Automatic Renewal.** Unless modified by addenda attached hereto, SWWC's obligations pursuant to this Agreement and any attached addenda shall commence on July 1, 2025 (the "Effective Date") and shall continue for a period of twelve (12) months (the "Initial Term"). This Agreement and all addenda attached hereto shall thereafter automatically and continuously renew from year to year (each, an "Extended Term") unless the Member delivers (a) written notice to SWWC of the Member's intent to withdraw from all SWWC services ("Notice of Intent to Withdraw"), or (b) written notice of the Member's intent to reduce its participation in any previously subscribed-to Additional Services ("Notice of Intent to Reduce Additional Services") by March 1 preceding the first day of the next Extended Term as set forth in Subsections 5(a) and 5(b) below (the "Notice Deadline").

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

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

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

7. General Provisions.

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

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

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

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

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

SC MEMBER

SWWC SERVICE COOPERATIVE

BY: _____
Authorized Signature

BY: _____
Authorized Signature

ADDENDUM D
TO MEMBERSHIP AGREEMENT
TECHNOLOGY SERVICES
2025-26

Burnsville-Eagan-Savage School District

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

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

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

Non-Contracting Entity:	Technology Service:	\$105.75/Hour
	After Hours Support:	\$131.25/Hour
	On-site Training Fee:	\$211.50/Hour
	Cybersecurity Services:	\$296.00/Hour

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

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

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

b. **Basic Technology Services.**

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

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

ii. **Basic Technology Service Fee.**

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

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

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

- 3 Days per week \$696.00/day = \$83,520 annual contract
- 4 Days per week \$656.00/day = \$104,960 annual contract

Note: These rates include Round Trip mileage from SWWC to Technology Office Location at district. Mileage charges apply at the IRS rate for additional travel performed on district business.

e. Full-Time Technology Coordinator Services.

- i. Full-time Technology Coordination Services will place a full-time equivalency of SWWC technology service employees in a district or entity on a full-time basis. Holidays, sick and annual leave time, and professional development will be observed by the Member as a part of this agreement. Substitute Technology staff members may be provided at the discretion of the Member and SWWC. Entities entering into a full-time agreement for the first time must commit to a 3-year agreement as the initial term; the 3-year commitment discount will be applied during this initial term.
- ii. The rate listed below includes Round Trip Mileage from SWWC to Technology Office Location at the District. Mileage charges apply at the IRS rate for additional travel performed on district business.
- iii. The Member shall remain responsible for data retention and backups on days that the SWWC Employee is not on-site.
- iv. **Services Fees.**

1. The “Base Fee” for Full-Time Technology Coordinator or Integration Services shall be:

\$128,028.00 per year

2. On-site training days may be purchased at \$156.50 per hour. Participant capacity for on-site training may be restricted depending on the type of training being provided. Capacity will be determined when training is scheduled.
3. **3-year Full Time Technology Coordinator Service Commitment Discount.** Members that enter into a three 3-year commitment for Full-time Technology Coordination will receive a 3% discount on such services for each of the three (3) years.
4. Full-Time contracts may be split between two neighboring Members or entities. A splitting fee will be assessed to each contracting entity when sharing a full-time contract. Contract splitting fees cover travel and administrative expenses associated with covering multiple Member. Split Contracts may not exceed a total of 5 days per week; additional days added to a full-time contract are subject to the rates associated with the additional service level.

Full Time Contract Splitting Fees: *80/20 Split Contract:* \$1,055.00 per entity

60/40 Split Contract: \$2,110.00 per entity

5. Full-Time contracts may be split between Technology Coordination/Support and Tech Integration. A splitting fee will be assessed to the Member when splitting between Technology Coordination/Support and Tech Integration.

Full Time Contract Splitting Fees: *80/20 Split Contract:* \$1,680.00 per entity

60/40 Split Contract: \$3,360.00 per entity

6. Additional Day Fees, for contracts totaling more than 5 days per week (fee will be divided based on contract assignment for contracts split among two districts): each additional day: \$1,300.00.

f. Comprehensive Cyber Security

- i. Description of Services (the “Services”).

1. The core purposes of the Services are to: (1) mitigate cyber threats, (2) coordination of cyber incident response, when necessary, (3) assist the Member Agency’s technology department’s in protecting the Member’s digital resources, and (4) providing guidance and assistance in cybersecurity to the Member.
2. SC will perform annual security assessments and SC will use the annual security assessments to provide the Services. The annual security assessment will identify components in the Member’s organization that needs to be addressed to optimize security.
3. In the 1st year of the Term (as that is defined in this Agreement), SC shall perform the following:
 - Service entry SC L1 security assessment for the Member within the first 3 months of the Effective Date.

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

- Research, development, and evaluation of services to ensure Member’s is on the forefront of cybersecurity.
 - Additional services may be added to this Agreement and added services may require added fees. Any additional services must be agreed to in a writing signed by both Parties.
5. **Term.** The term (“the Term”) of this Agreement shall be from the Effective Date until June 30, 2030.
 6. **Services Fees.** The full annual rate will be calculated annually based on the enrollment utilized in all SWWC contracts based on prior year enrollments reported to the Department of Education. All base and per-student fees used to calculate the annual rate for the Term shall remain the same for the full Term unless any additional services are added pursuant to this Agreement. There may be up to 3 discounts that apply to the annual rate. The 3 stackable discounts are whether the Member is a SC member (\$2,860 off the base rate and \$.50 off per student), a SC technology subscriber (\$1,220 off the base rate and \$0.45 off per student), a user of SC technology services of at least 1 day per week (\$2,450 off the base rate and \$0.80 off per student), and a member of the SWWC Wide Area Network Consortium (\$1,400 off the base rate and \$5.15 off per student). Applied discounts to the annual rate shall be applied annually based on Member’s membership and subscribed service participation in each applicable fiscal year. Should SC lower its base or per-student pricing for this service in any of the 5 years of the contractual term, the Member shall receive the service at the lower annual rate.

This agreement will be Year 1 of 5 in 2025-2026. Pricing for 2025-26 is locked in at 2025-2026 rates for this service.

Comprehensive Cybersecurity Service contract rates for 5-year contracts established on July 1, 2025 and ending on June 30, 2030.

	Base Rate	Per Student
Non-Member	\$10,825.00	\$14.75
SWWC Member	\$7,965.00	\$14.25
SWWC Technology Subscriber	\$6,745.00	\$13.80
SWWC Technology Services Snap-in	\$4,295.00	\$13.00

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

g. E-Rate Coordination Services.

- i. The Member may additionally subscribe to SWWC’s E-Rate Coordination Services. Such services include the coordination and filing of E-Rate applications and forms to the Federal Communications Commission (“FCC”) and the Universal Service Administrative Company’s (“USAC”) School and Libraries Division (“SLD”). SWWC’s E-Rate staff will work with the Member’s staff to collect all data necessary to perform the filings.
- ii. **Special Term.** Notwithstanding any provisions in this Addendum or the Membership Agreement to the contrary, the term of any E-Rate Coordination Services subscription shall be equal to one Funding Year (as defined by the FCC and the Universal Service Administration Company). Participation in E-Rate services requires the school’s commitment to a 5-year term aligned to the FCC E-Rate program’s 5-year Category 2 Budget Cycle. The Current 5-year budget cycle covers E-Rate Fund Year 2026 (Fiscal Year 2027) through Fund year 2030 (Fiscal Year 2031). A contract signed for E-Rate Services covering Fiscal Year 2025-2026 will cover the work required to manage E-Rate Fund Year 2026. A Member that enters a 5-year E-Rate services term in the Fiscal Year 2025-26 contract cycle for Fund Year 2026-2030, will be assessed the same annual rate during each of the 5 years in the Category 2 Budget Cycle. Members subscribing to E-Rate Coordination Services during years following Fiscal Year 2025-26 shall, in the first year of the service, be assessed for each preceding Fund Year in the Category 2 Budget cycle.

iii. Services Fees.

1. Continuation Rates – Standard Rate E-Rate Coordination for Member District with a Fund Year 2026-2030 contract in place during 2025-26:

Enrollment less than 301	\$1,380 annual contract
Enrollment 301 to 700	\$2,340 annual contract
Enrollment 701 to 2,000	\$3,420 annual contract
Enrollment 2,001 to 4,500	\$4,380 annual contract
Enrollment over 4,501	Custom Member Pricing

2. Associate Member Continuation Rates – Standard Rate E-Rate Coordination for Associate Member District with a Fund Year 2026-2030 contract in place during 2025-26: 150

Enrollment less than 301	\$1,656 annual contract
Enrollment 301 to 700	\$2,808 annual contract
Enrollment 701 to 2,000	\$4,104 annual contract
Enrollment 2,001 to 4,500	\$5,256 annual contract
Enrollment 4,501 to 7,000	\$6,408 annual contract
Enrollment 7,001 to 10,000	\$7,560 annual contract
Enrollment 10,001 to 15,000	\$8,712 annual contract
Enrollment 15,001 to 25,000	\$9,864 annual contract
Enrollment over 25,001	Custom Pricing

3. Contract includes assistance in the research, development, evaluation assistance, and other activities pertaining to requests for proposals (RFP) and appeals, when necessary.
- iv. **Current Funding Year.** This Addendum covers all activities pertaining to the E-Rate Funding Year 2026, starting July 1, 2026, through June 30, 2027. The application process will begin in the fall of 2025. Activities pertaining to previous and future funding years falling within the term date of this contract will require a separate contract for the corresponding funding year.
- v. Letters of Agency and other contractual documents for E-Rate specific purposes will contain additional regulatory and program rule conditions and contractual language to which SWWC and the Member shall mutually agree.
- vi. **SC Duties.** SWWC’s duties with regard to E-Rate Coordination Services include:
1. Track and assist in the submission all E-Rate related forms for the Member.
 2. Meet with appropriate Member personnel to determine proper submission process and eligibilities for district.
 3. Assure all applications and forms submission meet processing standards and submission deadlines.
 4. Assist in assuring that the Member meets requirements for E-Rate eligibility including but not limited to the Children’s Internet Protection Act (“CIPA”) and records retention.
 5. Assist the Member in maintaining duplicate records on behalf of district for up to 10 years as required by the SLD. Member is ultimately responsible for maintaining archived records of all E-Rate related communications for 5 years following the end of any contract receiving E-Rate funding.
 6. Coordinate with service providers for the appropriate application of E-Rate discounts.
- vii. SWWC does not guarantee that applications submitted by its staff or clients will necessarily result in funding commitments given the ever-changing rules and their interpretations by the staff of the FCC’s Schools and Libraries Division (“SLD”). SWWC shall not be held responsible in the incident that a funding request is not successful or goes under Privacy Impact Assessment review or audit with the SLD or FCC.
- viii. **IMPORTANT:** *E-Rate coordination services do not relinquish the responsibility from the Member to adhere to the program rules and laws placed on the E-Rate program by USAC, the FCC or any other governing agency. SWWC shall under no circumstance be legally or financially responsible for requested or committed funding that is denied or rescinded by USAC or the FCC. The Member is solely responsible for ensuring that all local bid and contract requirements are met by their district when establishing agreements with vendors for E-Rate funded services.*
- h. **Student Data Privacy Program.**
- i. Definitions.
 1. Technology Provider - established in Minnesota Statute 13.32.subd.1.g. and defines a provider of systems or solutions utilized in a school district as a part of a one-to-one deployment or otherwise that create, receive or maintain education data. Technology providers can be in the form of hardware, software, apps, extensions, plugins, websites, and other solutions that may result in the creation, processing, or maintenance of education data.
 2. Approved Technology Provider – A Technology Provider that has been vetted and determined to be in compliance with the statutory requirements of the Minnesota Student Data Privacy Law as defined within Minnesota Statute 13.32.
 - ii. A Member subscribing to SWWC’s Student Data Privacy Program shall be entitled to the following.

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

iii. In consideration of services covered by this agreement.

1. SWWC will, in good faith, evaluate Technology Provider contracts which may consist of their Terms and Conditions, End User License Agreement, Privacy Policy, Data Privacy Agreement, and other documentation provided by the Technology Provider to provide evidence of their compliance with the Minnesota Student Data Privacy Law.
 - SWWC shall not be responsible for any errors or omissions in the assessment of a Technology Provider's compliance.
 - SWWC shall not be responsible for any documentation or statements provided by a Technology Provider to make these determinations.
2. Member District shall review all Technology Provider records identified as being in use in its schools.
 - Member District shall notify SWWC of any known Technology Providers not listed as being in use to have them manually added to the Member District's inventory.
 - Member District shall notify SWWC of any Technology Providers identified as being in use, but not authorized for use in its schools that should be removed from the Member District's inventory.
 - Member District is completely responsible for the timely direct annual communication to parents and students as required by law.

3. Through participation in the SWWC Data Privacy Program, SWWC and Member District will be working collaboratively and in good faith to perform due diligence in the evaluation and vetting of 152 Technology Providers. Member District acknowledges that it is ultimately responsible for the accuracy of data representing its schools and ensuring that the requirements of the Minnesota Student Data Privacy Law are satisfied for Member District's schools.
- iv. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2026.
 - v. **Services Fees.** The "Base Fee" for Student Data Privacy Program shall be \$2,200 per school district per year and the per student fee is \$.75 per student per year. Pro-rated pricing for services beginning after July 1st is not available.
- i. **Email Security Service.**
 - i. In consideration of services covered by this agreement.
 1. Services are compatible with GSuite (Google Mail/Gmail), Microsoft 365, Microsoft Exchange on-premises, and SMTP based Email systems.
 2. Email Security service provides Spam Detection (99.7% effectiveness), advanced multi-layer malware detection, security message delivery, message tracking, virus outbreak response service, email data loss prevention, content disarm and reconstruction, URL click protection, impersonation analysis, cloud sandboxing.
 3. For Microsoft 365 mailboxes, the following features are included in the service: Realtime scanning of mailboxes for existing or newly discovered threats already delivered to an inbox. Post-delivery "clawback" of newly discovered email threats allowing the service or administrators to remove identified threats already delivered to the inbox.
 4. Integration with LDAP is available. The Member is responsible for the setup and provision of domain access credentials for setup of the LDAP service.
 5. Members that begin services after July 1 will receive pro-rated billing for the services based on the actual start date, but no more than 50% of the full annual service fee.
 6. SWWC will perform Email Account Audits periodically to verify the number of email accounts that the Member has in their filtered domain(s) and contact the Member to verify numbers.
 7. The Member is responsible for making minor changes to the DNS records as provided by SWWC, if SWWC does not host the Member's DNS, for the domains to be filtered. SWWC shall be held harmless of issues with DNS records not held by SWWC.
 - ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2026.
 - iii. **Services Fees.** The annual service fee for this service is \$6.55 per email account per year. An additional one-time setup fee of \$50.00 will be assessed upon initial start of service. The setup fee will be waived for SWWC WAN Participants.
 - j. **Email Archiving Service.**
 - i. In consideration of services covered by this agreement.
 1. The Member may subscribe to Level 1 or Level Services, but not both. The Service is compatible with GSuite (Google Mail/Gmail), Microsoft 365, Microsoft Exchange on premises.
 2. The number of email accounts for which the Services are provided shall be calculated annually based upon the actual number of active email accounts on the email server being archived. Inactive accounts (*i.e.*, former employee accounts) shall continue to be retained according to the Service Level retention schedules attached hereto as Exhibit A, however those accounts shall no longer be counted in the annual billing as so long as the email account was inactive for the entire period of July 1 through June 30 of the billing year.
 3. Emails retained and archived by SWWC under this Agreement will be stored in a database referred to as the "Email Archive". Access to the Email Archive shall be restricted to up to two administrators designated by the Member; one administrator must be the Member's technology administrator.

4. Member administrators may create legal holds on data within the Email Archive by contacting SWWC's support staff. The creation of a legal hold on data may cause such data to be retained longer than the 53 automated retention period for which the Member has subscribed.
5. Services provided by SWWC shall provide the Member with an email archival system capable of meeting generally acceptable data retention requirements. The Member acknowledges that the Member is fully responsible for the Member's email archiving and data retention policies and acknowledges that the Level(s) of Service provided by SWWC have been properly selected by the Member to meet the Member's internal policies. Under no conditions shall SWWC be responsible for providing any Services or Level of Service which does not meet the requirements mandated by the Member's email archiving and document retention policies, or local, state or federal laws.
6. SWWC shall perform backups of any data stored within the Email Archive. In the event of a failure of the Email Archive or any equipment used or associated with the Services provided under this Agreement, SWWC will be unable to guarantee immediate system availability; a period of up to 7 days may be required to replace failed equipment and fully restore archival databases. Upon restoration of the archival system Member data may still be archived if the Member's email system is properly equipped and configured to maintain journaling or archival logs for such purposes. The Member acknowledges that it is the Member's responsibility and obligation to ensure that its email server is properly configured to allow for archival of emails during any disruption in Services.
7. In the event of loss of Services due to circumstances outside of SWWC's control, such as a reduction in or loss of network connectivity, or general acts of God, SWWC may be unable to archive email and other data in real-time and a delay in archival communications may occur. The Member acknowledges that depending on the Member's server/system settings at, some data may not be archived during prolonged communication issues.
8. SWWC will perform audits of the Member's email accounts Audits periodically to verify the number of email accounts that a Member has in their archived domain(s) and contact the Member to verify numbers.
9. If SWWC does not host the Member's email server, the Member shall be responsible for making changes, alterations and updates to the Member's email server as directed by SWWC.
10. Under no circumstances shall SWWC be liable to the Member for any damages which arise in any way, in whole or in part, as a result of any action, error, mistake or omission, whether or not negligence on the part of SWWC occurs. The Member agrees to indemnify, defend and hold SWWC harmless for any and all claims, demands, suits or actions, including attorneys' fees, arising out of SWWC's performance or failure to perform under the terms of this Agreement.
11. SWWC shall further be held harmless of any data requests or subpoenas that cannot be met by the Member. Meeting such requests shall be the full responsibility of the Member. Assistance in accessing data to meet such requests may be provided by SWWC staff to the Member's administrators for an additional cost.

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2026.

iii. **Services Fees.**

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

k. **Secured Remote Backup Service.**

- i. In consideration of services covered by this agreement.

1. The total amount of data for which the Services are provided shall be calculated annually based upon the actual capacity consumed by the data being backed up. Data capacity consumed will be based on the¹⁵⁴ amount of data utilized during the peak utilization during the fiscal year to allow for SWWC to appropriately provide data capacity sufficient to cover peak utilization for all participating entities in this service.
2. Data backups will be performed directly from the Member's servers to either the SWWC data center in Windom or Marshall, Minnesota. Replication of the Member's backed up data shall then take place to the SWWC data center that is not the primary data backup site for the Member. Access to data backups shall be restricted only to qualified and trained technology support personnel as defined by the Member.
3. The Member shall set versioning requirements, retention policies and identify server logical hard disks which will be included in offsite backups. The Member's requests will directly impact the overall amount of data being consumed in this service and therefore directly impacting the billable amount that SWWC shall invoice to the Member.
4. Pursuant to applicable data retention laws, the Member, its agents, employees and administrators are prohibited from deleting any information from the data backups that is being vaulted for purposes of investigations or data requests by investigative entities or entities having jurisdiction.
5. Member administrators may create legal holds on data within the data backups by contacting SWWC's support staff. The creation of a legal hold on data may cause such data to be retained longer than the automated retention period for which the Member has subscribed.
6. Services provided by SWWC shall provide the Member with a data backup solution capable of meeting offsite, disaster recovery compliant standards. The Member acknowledges that the Member is fully responsible for the Member's data backup and data retention policies and acknowledges that the Level(s) of Service provided by SWWC have been properly identified by the Member to meet the Member's internal policies. Under no conditions shall SWWC be responsible for providing any Services or Level of Service which does not meet the requirements mandated by the Member's data backup and retention policies, or local, state or federal laws.
7. SWWC shall perform backups of any data stored within identified servers in the Member. In the event of a failure of the Data Backup System or any equipment used or associated with the Services provided under this Agreement, SWWC will be unable to guarantee immediate system availability; a period of up to 7 days may be required to replace failed equipment and fully restore hardware related to this service. Upon restoration of the data backup system the Member data may still be backed up to the offsite service if unless already deleted from the Member's servers.
8. In the event of loss of Services due to circumstances outside of SWWC's control, such as a reduction in or loss of network connectivity, or general acts of God, SWWC may be unable to backup data in real-time and a delay in data backup communications may occur. The Member acknowledges that depending on the Member's server/system settings at, some data may not be backed up during prolonged communication issues.
9. SWWC will perform audits of the Member's data backup utilization periodically to verify the backup space requirements and retention policies that the Member has identified are being met and that appropriate storage space will continue to be available on SWWC equipment to provide continual backup services.
10. If SWWC does not host the Member's servers, the Member shall be responsible for making changes, alterations and updates to the Member's servers as directed by SWWC in order to prepare for and install any software required for SWWC to provide Data Backup Services to the Member. The Member may elect to contract with SWWC to provide installation support on the Member's equipment for the provision of this service, in which case the Member will be billed on an hourly basis based on the Member's hourly subscription rate for SWWC Technology Services.
11. Under no circumstances shall SWWC be liable to the Member for any damages which arise in any way, in whole or in part, as a result of any action, error, mistake or omission, whether or not negligence on the part of SWWC occurs. The Member agrees to indemnify, defend and hold SWWC harmless for any and

all claims, demands, suits or actions, including attorneys' fees, arising out of SWWC's performance or failure to perform under the terms of this Agreement. 155

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

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2026.

iii. **Services Fees.** \$920.00 annually for first 500 GB of space consumed by the Member's backup files. \$100.00 annually for each additional 100 GB of space by Member's backup files beyond initial 500 GB.

1. SWWC Technology Solutions representatives and Member designated staff shall establish a customized service level agreement for the Member's backups including:

- Servers and/or end-user equipment and the corresponding drives to be backed up on those devices.
- Full and incremental backup strategy for server and computer files.
- Number of backup versions retained for individual backups.
- Retention of backups under special circumstances.

2. The Member defined service level may result in a higher annual fee for additional backup storage space necessary to retain the number of versions or special retention schedules.

1. **Website ADA Accessibility and Usability Support with Siteimprove.**

i. In consideration of services covered by this agreement.

1. The Member hereby agrees to purchase, and SWWC agrees to provide, participation in services through a cooperatively purchased subscription to Siteimprove provided solutions to ensure website usability and ADA compliance.

2. The Services shall include:

- **Quality Assurance:** Crawls website and identifies quality issues.
- **Policy:** Allows Customer to set website parameters to ensure consistency in content.
- **Accessibility:** Checks website against selected WCAG 2.0 accessibility standards and WAI-ARIA techniques.
- **SEO:** Details technical and content-related issues affecting search engine rankings and traffic to the website.
- **Priority:** Allows Customer to set criteria for order in which issues and errors are reported. This service requires the implementation of a script on the website.
- **Accessibility Community Membership:** Membership to Siteimprove's Accessibility Community.
- **PDF Scanning:** Assessment of PDF's on website to ensure accessibility requirements are met.
- **Response:** Monitors website's availability and performance.
- **Usability:** Understand your users' experience on your website with Heat Maps, Scroll Maps, Click Maps, Online User Survey, Internal Search Stats.

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2026.

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

m. **OnDemand IT Certification Training Solution with Stormwind Studios.**

i. In consideration of services covered by this agreement.

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

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2026.

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

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

n. **Moodle Course Hosting Service**

i. In consideration of services covered by this agreement.

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

ii. **Term.** The term ("the Term") of this Agreement shall be from the Effective Date until June 30, 2026.

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

1. An annual service fee of \$85.00 per course will be charged to the Member. The annual service fee will not be pro-rated for courses that are less than a full year.

2. For courses requiring more than 10 GB of storage capacity, an overage fee of \$15.00 per 1 GB increment over 10 GB will be assessed on the annual service fee billing. Overage fees will not be pro-rated. 157

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

i. In consideration of services covered by this agreement.

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

ii. **Term.** The term (“the Term”) of this Agreement shall be from the Effective Date until June 30, 2026.

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

1. An annual base service fee of \$1,400.00 plus \$1.05 per student will be charged to the Member. The annual service fee will not be pro-rated for agreements beginning after July 1.
2. For Moodle environments requiring more than 500 GB of storage capacity: an overage fee of \$215.00 per 100 GB increment over 5000 GB will be assessed on the annual service fee billing. Overage fees will not be pro-rated.

p. SWWC Private Cloud Server Hosting.

i. In consideration of services covered by this agreement.

1. The Member hereby agrees to purchase, and SWWC agrees to provide, private cloud server hosting solutions.
2. The Member must be an active member in the SWWC Wide Area Network Consortium to be eligible to participate in the SWWC Private Cloud Server Hosting.
3. The Services shall include:
 - A private virtual cloud environment that may be utilized by Members to host servers or other virtualized network appliances, as an extension of the Member’s on-site local area network.
 - An enterprise grade hosting solution is utilized to manage and offer the service as well as the extended services embedded herein.
 - SWWC will assign virtual hardware specifications based on mutually defined and reasonable required resources for the roles of the server(s).
 - SWWC shall provide backup and replication to our secondary data center for all servers hosted in the private cloud environment.
 - i. In the event of the need for data restoration, SWWC will provide restoration efforts of data, but no forensic investigation services.
 - Member is required to utilize multifactor authentication as provided by SWWC for remote connections.
4. The following limits and restrictions apply to service:

- Duplicative servers within the environment apart from those with roles requiring duplication per standards, Ie. Domain and DNS servers.
 - The Member shall not have access to the hypervisor layer of this solution for the security of other participating members and to better ensure the proper operations of the environment.
 - SWWC shall bear no responsibility for illegal or pirated software, content or other acts of negligence performed within the Member's servers in the Cloud. If such activities are identified, SWWC shall immediately halt the operation of the offending server(s).
 - Remote Desktop Access to servers in the environment will only be available to the Member's network. The Member shall be required to utilize a VPN connection to Member's network to then access the private cloud environment.
5. SWWC Shall provide the following maintenance responsibilities as a part of service delivery.
- Management and updates to the Hypervisor Solution used for the cloud environment.
 - Updates, upgrades and modernization of the hardware solutions utilized to provide the cloud environment.
 - Management of the VLAN configurations utilized to interconnect the cloud environment to the Member's local network, while maintaining isolation from other member resources and networks.
 - Physical and Network Security of the hardware and hypervisor environment.
 - Creation of all new Server instances requested by the Member
 - Provision of secure remoted access to The Member personnel to manage their server resources located in the cloud.
6. The Member will be responsible for the following responsibilities, or purchase support services from SWWC to facilitate the responsibilities:
- Configuration, management and administration of servers, apart from those needing to be made at the hypervisor level.
 - Updating, patching and maintaining the Operating System and all programs and services operating on the Member Servers hosted in the private cloud environment.
 - All operating systems and software utilized by Member in the environment must be fully supporter versions, and if not automatically provided, security patches must be maintained by the Member. Servers found to be out of compliance will be shut down by SWWC to prevent potential security threats that could pose an impact on all participants in this service.
 - All server and application licensing outside of the base Microsoft Windows Server License provided as a part of the solution.
 - The Member shall provide an approved Endpoint Protection Software solution for Member servers in private cloud solution. Approved Endpoint Protection solutions include Sophos XDR/MDR, CrowdStrike Falcon MDR. Additional titles may be added as reviewed and approved by SWWC.
 - Upgrades to server virtual hardware settings must be coordinated by Member with SWWC personnel. Additional resources may increase the amount due by Member for this service.
 - Upgrades scheduled during normal SWWC operational hours will not incur labor fees. Upgrades scheduled outside of normal SWWC operational hours will be billed at SWWC's regular technology support rates.
 - The Member will deploy the SWWC Wazuh agent on all servers running in the private cloud environment to allow for continuous health and security monitoring by SWWC and Member.

7. SWWC shall make every reasonable effort to ensure private cloud environment uptime and availability including, but not limited to, redundancy of equipment where fiscally responsible, regular backups and replication of environment to backup DR site, battery backups, generator power, resilient network connectivity.
 - SWWC cannot make guarantees of uptime or potential loss of data that may occur because of any circumstances.
 - SWWC shall not be held responsible for downtime or data loss should such events occur.
 - SWWC shall not be held responsible for any cybersecurity incidents that should occur on Member servers hosted in the private cloud environment.
 - Member will retain responsibility for the management and maintenance of Member servers hosted in the private cloud environment.
 8. Member will name SWWC as an additional insured party on its Cybersecurity Insurance Policy and provide SWWC with a certificate of insurance annually.
- ii. **Term.** The term (“the Term”) of this Agreement shall be from the Effective Date until June 30, 2026.
 - iii. **Services Fees.** Fees will be contingent upon the number of servers or virtual appliances hosted in the private cloud environment by Member. Additionally, the resources utilized by each server will result in varying costs.
 1. Changes to resource assignments throughout the course of the fiscal year will result in the highest resource assignment during the span of the year being the premise by which the Member shall be charged for the fiscal year.
 2. Base Virtual Machine Fee: \$900 / annually / Specifications – 2 CPU cores, 8 GB RAM, 100 GB storage, 1 network card, Base Windows Server Operating System license.
 - Additional 1 TB storage: \$120 / annually (includes backup and replication services for additional 1 TB storage)
 - Addition 4 GB memory: \$180 / annually
 - Additional CPU core: \$180 / annually
 - Other hardware additions will be priced upon request
- q. **SWWC Managed FilterED ILT Services.**
 - i. In consideration of services covered by this agreement.
 1. The Member hereby agrees to purchase, and SWWC agrees to provide, participation in a SWWC purchased subscription to the FilterED Instruction, Learning, and Technology (ILT) assessments platform. FilterED, will provide the evidence, data, and context you need to advance the impact of technology on instruction and learning, professional development, IT governance, and more. SWWC staff will provide coordination and assistance in the analysis of your data
 2. The Member must have an active SWWC Technology Subscription in place for the fiscal year to be eligible to participate in the SWWC Managed FilterED ILT Service.
 3. The Services shall include:
 - Instruction, Learning - measuring and assessing the impact of technology on learning by analyzing the following areas:
 - i. Leadership & Vision
 - ii. Resources
 - iii. Technology Infrastructure
 - iv. Instruction & Learning
 - v. Practice & Implementation

- FilterED ILT surveys will be available to students, staff, and parents.
- SWWC staff will provide the district with a review of the survey results, and after a couple years of data collection, an analysis of growth trends and success measurements aligned with District initiatives.
- Instruction, Learning, and Technology is not about counting instructional applications and devices but is designed to get to the heart of what is working or not working in the use of technology for teachers, students, parents, office staff, and administration. ILT is grounded in existing frameworks for technology and learning such as the ISTE Standards for Students, CoSN Digital Leap Success Matrix, Framework of Essential Skills for the K-12 CTO, and Future Ready Schools.

ii. **Term.** The term (“the Term”) of this Agreement shall be from the Effective Date until June 30, 2026.

iii. **Services Fees.** \$1.00 per student annually. Available only to members with an active Annual Technology Subscription. The full amount of this Service will be invoiced to the Member in August.

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

Basic Technology Services (payable on or before July 30, 2025)	\$0.00
Technology Coordinator Services (payable monthly)	\$0.00
Technology Integration Services (payable monthly)	\$0.00
E-Rate Coordination Services (payable after the Form 470 has been completed)	\$0.00
Comprehensive Cyber Security Services (payable monthly)	\$0.00
Student Data Privacy Program (payable on or before July 30, 2025)	\$7,971.44
WAN Consortium Member	No
Email Security Service (payable on or before June 30, 2026)	No
Email Archiving Service (payable on or before June 30, 2026)	No
Secured Remote Backup Service (payable on or before June 30, 2026)	No
Website ADA – Siteimprove (payable on or before July 30, 2025)	No
OnDemand IT Cert Training – Stormwind (payable on or before June 30, 2026)	No
Moodle Course Hosting Service (payable on or before June 30, 2026)	No
Moodle in Your School Service (payable on or before June 30, 2026)	No
SWWC Private Cloud Server Hosting (payable on or before June 30, 2026)	No
SWWC Managed Filtered Services (payable on or before July 30, 2025)	No

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



**Agenda IV.A.9.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

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

Date: February 27, 2025

Re: Policy 614: *School District Testing Plan and Procedure*

Recommendation: Approve, on first and final reading, non-substantive changes to Policy 614: *School District Testing Plan and Procedure*

The policy was reviewed at the Policy Review Committee February 18, 2025:

Summary:
Policy 614 – Legislative updates to legal references

Adopted: 9/29/2016

Burnsville-Eagan-Savage School District Policy 614

Reviewed: ~~6/9/2022~~ PRC 02/18/2025

Revised: ~~6/16/2022~~ MSBA 6/2024

Rescinds:

614 SCHOOL DISTRICT ASSESSMENT PROGRAM

I. PURPOSE

The purpose of this policy is to authorize student assessment.

II. GENERAL STATEMENT OF POLICY

It shall be the policy of the School Board that a comprehensive standardized assessment program be established and maintained: for internal and external accountability; that meets federal and state requirements; to evaluate the total program of the school district; to measure progress of students; and for student program placement in core instruction, enrichment and intervention.

III. RESPONSIBILITIES

A. Superintendent

1. Designate appropriate personnel to oversee the district assessment program.
2. Authorize necessary staff for assessment programs' secure systems.
3. Establish a culture of academic integrity.
4. Ensure all security provisions are met for assessment security and confidentiality before, during and after testing events.
5. Comply with all state and federal guidelines and requests specific to the assessment program.

B. District Staff

6. Ensure the assessment program is implemented with fidelity.
7. Review annually and present recommendations to the Superintendent.
8. Communicate expectations and ensure training is provided for secure assessment tools (i.e. Minnesota Comprehensive Assessments, College Board assessments) according to testing company requirements.

9. Comply with all state and federal guidelines and requests specific to the assessment program.
10. Bring to the attention of the superintendent or designee, any breach in requirements, or conflicting information regarding the administration or security requirements of an assessment, or any knowledge of a confirmed or potential breach.

C. Principals

11. Establish building-level systems and plans for administration of assessments.
12. Ensure all administration and security requirements are followed.
13. Enact required action for breaches in administration and/or security requirements.
14. Comply with all state and federal guidelines and requests specific to the assessment program.

D. Students

15. Know the importance of test security.
16. Keep test content secure.
17. Act with honesty and integrity during assessment administration.
18. Comply with all state and federal guidelines and requests specific to the assessment program.

E. School/Department Staff

19. Attend all required training for the administration of assessments. Sign the Testing Non-Disclosure/Security Form annually.
20. Seek information and clarity on the administration and security requirements, especially when proctoring or monitoring an assessment.
21. Bring to the attention of the testing coordinator, school associate principal or principal, any breach in requirements, or conflicting information regarding the administration or security requirements of an assessment, or any knowledge of a confirmed or potential breach.
22. Comply with all administration and security requirements of assessments.

F. Persons who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies. Violation of this policy may also result in civil or criminal liability.

Legal References: Minn. Stat. § 13.34 (Examination Data)
 Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness the World's Best Workforce)
 Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
 Minn. Stat. § 120B.36, Subd. 2 ((School Accountability)
 Minn. Rules Parts 3501.~~0640~~-3501.066055 (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 3501.0900-3501.096055 (Academic Standards in Science)
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: 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 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
 Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)
 Minnesota Pearson Access Next Resources and Forms:
<http://minnesota.pearsonaccessnext.com/policies-and-procedures/>



**Agenda IV.B.1
February 27, 2025**

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

From: Isis Buchanan, Director of Educational Equity

Date: February 27, 2025

Re: 2024-2025 Resolution of Concurrence or Nonconcurrence,
American Indian Parent Advisory Committee

RECOMMENDATION: Pursuant Minnesota Statute, section 124D.78 Subdivision 2, it is recommended that the school board accept the American Indian Parent Advisory Committee (AIPAC) vote of non-concurrence and review the recommendations for improvement.

Information:

State law and School Board Policy require the establishment of an American Indian Parent Advisory Committee (AIPAC). At the January 17, 2024 AIPAC meeting the committee voted the resolution of nonconcurrence to express their views concerning all aspects of American Indian education and the educational needs of the American Indian students enrolled in ISD 191 school(s) and program(s). The AIPAC has included recommendations for improvement to the school district.

The school district must respond to each recommendation the American Indian Parent Advisory Committee shared in writing within 60 days and also share a copy of the written responses to the Office of American Indian Education.

Annual Compliance (Vote of Concurrence or Nonconcurrence)

District, Charter School, Cooperative, or Tribally Controlled School Name

School Year

American Indian Parent Advisory Committee (AIPAC) Vote

The AIPAC Issued a Vote of Concurrence

Date of Concurrent Vote

Date the AIPAC Presented to the School Board

The AIPAC Issued a Vote of Nonconcurrence

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

Date of Nonconcurrent Vote

Date the AIPAC Presented to the School Board

Date the Written Response from the School Board is Due

The District, Charter School, Cooperative, or Tribally Controlled School Does Not Have an AIPAC

The district or school does not yet have an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes 2024, section 124D.78. By signing below, district, charter school, cooperative, or Tribally controlled school leadership commits to working with the Office of American Indian Education on committee formation.

Required Signatures

School Board Chairperson

Date

Superintendent or Charter School/Tribally Controlled School Director



Date

AIPAC Chairperson

Date



Annual Compliance Overview

[Minnesota Statutes 2024, section 124D.78](#) requires Minnesota districts, charter schools, cooperatives, and Tribally controlled schools with 10 or more American Indian students to have an American Indian Parent Advisory Committee (AIPAC). Specifically, the Statutes cite that school boards and American Indian schools must provide for the maximum involvement of parents and children enrolled in education programs, programs for elementary and secondary grades, special education programs, and support services.

Districts, charter schools, cooperatives, and Tribally controlled schools with 10 or more American Indian students are required to submit annual compliance documents to the Office of American Indian Education (OAIE) by March 1 of each year. Also known as the vote of concurrence or nonconcurrence, annual compliance is a valuable opportunity for AIPAC members to meet and discuss whether or not they concur with the educational offerings that have been extended by the district to American Indian students.

The Vote and Resolution

Parent Committees receive data from the district on whether or not the district has met the needs of American Indian students using the goals from the program plan submitted and approved by MDE. The AIPAC votes on how the district is achieving and accountable to the goals. The AIPAC should work with administration to fill out the Program Plan Review. This vote is formally reflected on the annual compliance documents. Members of the AIPAC present the vote and resolution to the school board.

If the vote is one of nonconcurrence, the AIPAC must provide written recommendations for improvement to the school board at the time of the presentation. The school board then has 60 days in which to respond in writing to the AIPAC recommendations. A copy of this written response must be provided to OAIE.

Completing and Submitting the Documents

The Following Items are Required When Submitting Annual Compliance

- Annual Compliance/Vote of Concurrence or Nonconcurrence document
- AIPAC Roster and District Employee Sign-In Sheet
- American Indian Education Aid Program Plan Review
- AIPAC minutes indicating they have received data on how students are faring

When Completing the Fillable PDF Forms, Remember To:

- Include the district, charter school, cooperative, Tribally controlled school name and identifying number.
- Place a checkmark or X next to the applicable vote.
- Include all dates as indicated.
- Add all signatures as required, digital signatures are accepted.
- Use the drop-down menu in the roster to select the appropriate committee member options.
- Do not modify this form in any way except to add text directly into the areas designated for narrative text or to fill a check box.
- Documents must be received at MDE in Portable Document Format (PDF) format.

The District, Charter School, Cooperative, Tribally Controlled School Does Not Have an AIPAC

All educational entities with more than 10 American Indian students that do not have an AIPAC, are still required to complete this paperwork. Tribally Controlled schools may use their School Board as their AIPAC.

Place a checkmark or X next to “Does Not Have an AIPAC.”

Obtain the signature of the superintendent or charter school/Tribally controlled school director and the school board chair.

Submission Deadline

Email all required items by **March 1** to the [Office of American Indian Education](mailto:mde.aiea@state.mn.us) (mde.aiea@state.mn.us).



**Agenda Item IV.B.2.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Isis Buchanan, director of educational equity

Date: February 27, 2025

Re: FY26 Achievement and Integration Revenue Budget

RECOMMENDATION: That the Board of Education approve the proposed FY26 Achievement and Integration Revenue Budget.

Summary Notes:

The FY26 budget representing revenues and expenditures of \$ 2,048, 808.77. The FY 2025-26 budget for Achievement and Integration is intended to specifically fund the goals identified in year three of the 2023-2026 Plan. Resources from the Achievement and Integration budget will serve schools district wide as student needs determine.

Attached is the Budget Summary. It adheres to the guidelines of no less than 80% of Direct Services to Students; no more than 10% Administrative/Indirect; and no more than 20% Professional Development. Achievement and Integration funds are not allowed to carry over from one year to another. Provided spending is within the guidelines of the planned budget, the district is reimbursed for the lesser of that which is spent or approved in the budget on an annual basis. The Minnesota Department of Education will review the application and provide notice of their approval later this spring.



Achievement and Integration Revenue FY 2026 Budget Worksheet

Use this workbook to list proposed expenditures of FY 2026 Achievement Integration (A&I) revenue. All expenditures must support strategies in your district's MDE-approved A&I plan. Each worksheet has a column where you will explain how each line item is intended to fund a strategy. **Please use the instructions in the prior tab of this workbook.** For details on budget requirements, see the A&I Budget Guide on the A&I webpage.

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

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

Program Staff: Isis Buchanan
 Phone: 952-707-2004
 E-mail: ibuchanan@isd191.org

Fiscal Staff: Tyler Dehne
 Phone: 952-707-2055
 Email: tdehne@isd191.org

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

Find the amount of Achievement and Integration (A&I) revenue your district may be eligible to receive in FY 2026 and enter it below. See lines 12 and 13 in your district's Integration Revenue Reports listed online in the Minnesota Funding Reports. These are estimates based on enrollment projections and A&I funding formulas. These estimates will be adjusted to reflect actual FY26 enrollment. Directions for finding Integration Revenue reports online are posted to the A&I website.

Total Initial Revenue (FIN 313)	\$ 1,969,242.77
Total Incentive Revenue (FIN 318)	\$ 79,566.00
TOTAL A&I REVENUE	\$ 2,048,808.77

CERTIFICATION STATEMENT

We certify that the budget information submitted for our school district to the Minnesota Department of Education (MDE) is an accurate and complete representation of the fiscal year 2026 Achievement & Integration budget as approved by the school board.

Board Approval Date _____

School Board Chair _____ Date _____

Superintendent _____ Date _____

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

FOR MDE USE ONLY

Approved Initial Revenue: _____ Approved Incentive Revenue: _____

MDE Approval: _____ Date: _____



**FY 2026 Achievement and Integration Budget
Expenditure Summary**

District Number: 191		District Name: Burnsville Eagan Savage	
Proposed Budget		Actual Expenditures	
Direct Services to Students must equal at least 80% of total revenue		DSS At least 80% of total expenditures	\$0.00
Professional Development may equal no more than 20% of total revenue	\$1,804,102.00	Professional Development No more than 20% of total expenditures	\$0.00
Administrative/Indirect may equal no more than 10% of total revenue	\$54,801.77	Admin/Indirect No more than 10% of total expenditures	\$0.00
Total Proposed Revenue:	\$2,048,808.77	Total Revenue Expended:	\$0.00
Total Amount Proposed FIN 313	\$1,969,242.77	Improvement Planning Expenditures	46%
Total Amount Proposed FIN 318	\$79,566.00	Districts must use up to 20% of integration revenue improvement plan (Minn. Stat. 124D.862 subd. 8 (

Amending Line Items To amend line items in this budget after it's been approved by MDE, strike the approved dollar amt and related budget narrative the line you want to change (make sure the new row is above the total revenue line). Add a new dollar amt and narrative to the row you just added. T with the color highlight function. Explain the change in the comments box at the bottom of the tab.

m DEPARTMENT OF EDUCATION

FY 2026 Achievement and Integration Budget

Direct Student Service Costs

District Number: 191 District Name: Burnsville Eagan Savage

80% Direct Services to Students

List proposed FIN 313 expenditures for Direct Student Services below. At least 80% of a district's proposed expenditures must be used for strategies in a district's MDE-approved A&I plan that provide direct services to students. Read the A&I Budget Guide on the MDE website for details.

UFARS Title	UFARS Code Required			Budgeted Amount	Actual Amt	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	Goal #	Strategy # and Name
	ORG	PROG	FIN OBJ					
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.				List the total amount budgeted for this line item.	Resubmit this budget with actual FY26 expenditures by 12/1/26.	Use this column to describe what will be purchased to implement your A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will help implement the strategy. Do not copy the strategy description from your plan.		
Social Workers Salary .50 FTE 12 staff	Various	740	313 156	\$576,239.00		Salary .50 FTE for 13 social workers at each site	1,2,3,4	2-Family Partnership & Support
Social Workers Benefits	Various	740	200	\$257,067.00		Benefits for social workers	1,2,3,4	2-Family Partnership & Support
Cultural Liaison Salary 1.0 FTE	005	790	313 175	\$480,331.00		Salary 1.0 FTE for 12 cultural liaisons	1,2,3,4	2-Family Partnership & Support
Cultural Liaison Benefits	005	790	200	\$315,339.00		Benefits for cultural liaisons	1,2,3,4	2-Family Partnership & Support
Specialist of American Indian Culture .60 FTE	005	790	313 175	\$38,561.00		Salary .60 FTE Specialist of American Indian culture district wide	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Specialist of American Indian Culture Benefits	005	790	200	\$6,625.00		Benefits for Specialist of American Indian Culture	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Indigenous Cultural Liaison (Secondary) .30 FTE	005	790	313 175	\$15,205.00		Salary .30 FTE Indigenous cultural liaison	1,3,4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement

Indigenous Cultural Liaison (Secondary) Benefits	005	790	313	200	\$7,077.00	Benefits .30 Indigenous cultural liaison	1.3.4	2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
AVID Tutor Salary	005	211	313	186	\$50,000.00	Hourly salary for classroom AVID tutors	1.3.4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Tutor Benefits	005	211	313	200	\$9,393.00	Benefits for tutors	1.3.4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Senior Summer Field Trip	005	211	313	360	\$1,500.00	AVID Seniors going to their elementary sites to talk with students	1.3.4	1-AVID 2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement 4-Develop Culturally Proficient School Systems
FIN 313 TOTAL					\$1,757,337.00			

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

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

Comments:



FY 2026 Achievement and Integration Budget
Direct Student Service Costs to Reduce Enrollment Disparities

District Number: 191

District Name: Burnsville Eagan Savage

80% Direct Services to Students

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

UFARS Title	UFARS Code Required				Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and how?	
	ORG	PROG	FIN	OBJ			Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY26 expenditures by 12/1/26.		
Specialist of American Indian Culture Salary .40 FTE	005	790	318	175	\$30,765.00		Salary for .40 FTE 1 staff district wide	1,2,3 2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
Specialist of American Indian Culture Benefits	005	790	318	200	\$12,516.00		Benefits for cultural liaison	1,2,3 2-Family Partnership & Support 3-Native American Indigenous Student/Family Engagement
AVID Summer Teacher Salary	005	211	318	185	\$1,500.00		Hourly salary for summer AVID teachers	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVIS Summer Teacher Benefits	005	211	318	200	\$257.00		Benefits for summer AVID teachers	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVID Summer Tutors Salary	005	211	318	186	\$1,500.00		Hourly salary for summer AVID tutors	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
AVID Summer Tutors Benefits	005	211	318	200	\$227.00		Benefits for summer tutors	1,3,4 1-AVID 4-Develop Culturally Proficient School Systems
FIN 318 TOTAL			318		\$46,765.00	\$0.00		

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

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

Comments:



FY 2026 Achievement and Integration Budget

Professional Development Costs

District Number: 191 n/a District Name: Burnsville Eagan Savage

20% Professional Development

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

UFARS Title	UFARS Code Required	UFARS Code Required	UFARS Code Required	UFARS Code Required	UFARS Code Required	Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and	Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.	ORG	PROG	FIN	OBJ		List the total amount budgeted for this line item.	Resubmit form with actual FY26 expenditures by 12/1/26.	Use this column to describe what will be purchased to implement your A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. Do not copy the strategy description from your plan.		
AVID Contracted PD	005	640	313	305		\$20,000.77		AVID Professional Development/Sub Coverage	1, 3, 4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Travel/Conferences	005	640	313	366		\$2,000.00		Travel costs AVID Conference	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
			313							
			313							
			313							
			313							
			313							
FIN 313 TOTAL						\$22,000.77	\$0.00			

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

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

Comments:



DEPARTMENT OF EDUCATION

FY 2026 Achievement and Integration Budget

District Number: 191 District Name: Burnsville Eagan Savage
 Administrative/Indirect Costs

10% Admin/Indirect Costs
 List proposed Administrative/Indirect FIN 313 expenditures below. No more than 10% of this budget's total revenue may be proposed or used for administrative or indirect costs. Read the A&I Budget UFARS Title

UFARS Title	ORG	PROG	FIN	OBJ	Budgeted Amount	Actual Amount	Budget Narrative - Which strategy in your A&I plan does each line item support and	Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.					List the total amount budgeted for this line item.	Resubmit form with actual FY26 expenditures by 12/1/26.	Use this column to describe what will be purchased to implement A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. Do not copy the strategy description from your plan.		
Director Salary .50 FTE	005	030	313	110	\$83,496.00		Salary equity program oversite. .50 FTE for 1 staff	1,2,3,4	1-AVID 2-Family Partnership & Support 3-Native American and Indigenous 4-Develop Culturally Proficient School Systems
Director Benefits .50 FTE	005	030	313	200	\$17,214.00		Benefits equity program oversite .50 FTE for 1 staff	1,2,3,4	1-AVID 2-Family Partnership & Support 3-Native American and Indigenous 4-Develop Culturally Proficient School Systems
AVID Site Coordinator .20 FTE	Various	605	313	143	\$60,836.00		Salary .20 FTE AVID site Coordinator at 4 sites	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Site Coordinator .20 FTE	Various	605	313	200	\$28,359.00		Benefits AVID site coordinator at 4 sites	1,3,4	1-AVID 4-Develop Culturally Proficient School Systems
FIN 313 Total					\$189,905.00	\$0.00			

Add lines above the FIN 313 TOTAL line to include those dollar amounts in proposed and approved revenue totals.
 Improvement Planning Copy line items for Improvement strategies and paste them into the Admin/Indirect section of the Improvement Planning tab.
 Comments:



DEPARTMENT OF EDUCATION
FY 2026 Achievement and Integration Budget

Professional Development Costs to Reduce Enrollment Disparities

District Name: Burnsville Eagan Savage

District Number: 191

20% Professional Development

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

UFARS Title	UFARS Code Required	Budgeted Amt	Actual Amt	Budget Narrative - Which strategy in your A&I plan does each line item support and	Goal #	Strategy # and Name
Add the UFARS Code title from the UFARS manual to provide a short hand description of proposed expenditures.	ORG PROG FIN OBI	List the total amount budgeted for this line item.	Resubmit form with actual FY26 expenditures by 12/1/26.	Use this column to describe what will be purchased to implement A&I strategies, i.e. food, transportation, salary costs, etc. Your brief description should make it clear how the expenditure will implement the strategy. Do not copy the strategy description from your plan.		
Teacher Hourly	005 640 318 185	\$6,500.00		Hourly salary for licensed staff to attend PD	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
Teacher Benefits	005 640 318 200	\$1,069.00		Benefits for licensed staff	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
Substitute Teacher (TOC)	005 640 318 305	\$2,500.00		Substitute teachers for teachers to attend AVID PD	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
AVID XP Registration	005 640 318 366	\$15,000.00		Registration for AVID PD with partner district	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
AVID Membership	005 640 318 820	\$7,732.00		AVID Membership Fees	1.3,4	1-AVID 4-Develop Culturally Proficient School Systems
FIN 318 TOTAL		\$32,801.00	\$0.00			

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

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

Comments:



**Agenda IV.B.3.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: February 27, 2025

Re: Joint Powers of Agreement for Burnsville Senior Center

Recommendation: that the Board of Education approve the Joint Powers of Agreement for Burnsville Senior Center.

Summary Notes:

Every three years the city of Burnsville and ISD 191 Community Education reauthorize the Joint Powers of Agreement (JPA) that supports our partnership in the Senior Center. The Senior Center has been a huge success, highlighted by many different types of targeted programming to support our seniors in the school district community. The school district provides the space, a coordinator to lead the Senior Center, and insurance. The city reimburses costs associated with the Senior Center up to 50%, including administrative salaries and benefits, communication to seniors, and various utility and maintenance costs. Our Senior Center is an incredibly vibrant place that welcomes all seniors in our community.

Board Packet Attachment: Copy of the Joint Powers of Agreement

**JOINT POWERS AGREEMENT
MEMO OF UNDERSTANDING**

Burnsville Senior Citizens' Center

Since 1981, The City of Burnsville and Independent School District 191 have agreed to jointly support the Senior Citizens' Center located at Diamondhead Education Center, Burnsville, Minnesota. It is the intention of both parties to share equally in the operational costs of the senior center as outlined in this memo of understanding.

- I. **Duration:** Three years commencing January 1, 2025 subject to termination or amendment upon six months written notice.

II. **School District Responsibility:**

1. Provide, operate, maintain and care for the area currently occupied by the senior center consisting of 4,916 square feet.
2. Employ a Director for the Senior Center and pay all costs and assume all responsibility relating to employment including compensation, insurance benefits, retirement, workers' compensation and liability insurance.
3. Purchase liability insurance for the senior center in the minimum amount of \$1,000,000 basic coverage and \$1,000,000 excess coverage. The City of Burnsville shall be listed as an additional insured with respect to operation of the senior center.
4. Maintain all financial records and pay all bills relating to this joint endeavor.
5. Share an annual report on the Senior Center.

III. **City Responsibilities:**

1. Reimburse the school district annually for 50% of the annual administrative salaries and benefits, maintenance, utilities and custodial expenses and Chatter newsletter fees as estimated below and agreed to at the beginning of each calendar year. These costs are estimated as follows for the year commencing January 1, 2025 (school years 2024-25, 2025-26 and 2026-27) and renewable January, 2028. The Senior Center will submit an estimated 3% annual increase in budget to the City for review and City staff shall add expense to the City budget.

Administrative salaries	\$ 95,418
Administrative benefits	\$ 38,155
Maintenance, utilities and custodial	\$ 27,038
Chatter newsletter expenses	<u>\$ 22,271</u>

TOTAL \$182,882

City's portion @ 50% \$ 91,441

IV. **Hold Harmless Agreement**

The City of Burnsville and Independent School District 191 agree to hold each other harmless with respect to any liability resulting from the performance of the responsibilities contained in this agreement. This agreement will remain in effect for three years commencing January 1, 2025.

City of Burnsville
100 Civic Center Parkway
Burnsville, Minnesota 55337

Independent School District 191
200 W. Burnsville Parkway
Burnsville, Minnesota 55337

Elizabeth B. Kautz, Mayor

Theresa Battle, ISD 191 Superintendent

Date

Date

Gregg Lindberg, City Manager
Services

Stacey Sovine, Exec. Dir. of Business

Date

Date

Agenda IV.B.4.
February 27, 2025

To: Board of Education
Dr. Theresa Battle, superintendent

From: Stacey Sovine, executive director of administrative services

Date: February 27, 2025

Re: Dissolution of Joint Powers of Agreement for Burnsville Youth Collaborative at The Garage on March 31, 2025

Recommendation: that the Board of Education approve the Dissolution of Joint Powers of Agreement for Burnsville Youth Collaborative at The Garage on March 31, 2025.

Summary Notes:

Twin Cities Catalyst Music communicated with Community Education and the city of Burnsville a notice to terminate the Joint Powers Agreement (“JPA”) between the City of Burnsville (“City”) and Independent School District 191 (“ISD191”) regarding the Burnsville Youth Collaborative (“BYC”) program and operation of The Garage. This communication was delivered on Monday, Jan 27th.

This notice comes after assessment of the future viability and sustainability of Catalyst as a nonprofit organization. The Catalyst board of directors is collaborating with the city of Burnsville to sunset its operations and return operations of The Garage to the city of Burnsville. Catalyst will work with the City and ISD191 Community Education pursuant to the terms of the JPA regarding any materials purchased by ISD191 and the city of Burnsville as part of this plan. Catalyst is essentially dissolving as a non-profit entity, so sending notice of termination of the JPA was an inevitable outcome.

The last day of programming involving ISD 191 students will come at the conclusion of BYC session 3, scheduled to end on March 27, 2025.

Board Packet Attachment: Copy of original JPA to be dissolved

Joint Powers Agreement - The Garage

JOINT POWERS AGREEMENT

The City of Burnsville, Independent School District 191 (ISD191), and Twin Cities Catalyst Music (Catalyst or TCCM) agree to jointly support The Garage music program located at 75 Civic Center Parkway Burnsville, Minnesota 55337 and the Burnsville Youth Collaborative (BYC) program located at any or all of the ISD 191 Middle Schools (Nicollet Middle school - 100 E. 1345th St, Burnsville MN, Eagle Ridge Middle School - 13995 Glendale Road, Savage, MN).

It is the intention of all parties to share in the operational costs of the programs, referred to hereinafter as the BYC programs, for the terms of the agreement.

Be it further acknowledged that the City, School District, and Catalyst will collaborate with public, non-profit and private agencies to oversee a Burnsville Youth Collaborative (BYC) to provide an advisory role in the continual development and execution of leadership and youth service opportunities at the Garage and other BYC programs with the purpose of:

- Establishing ideals of youth engagement to meet their programming needs
- Promoting access to opportunities for students
- Maintaining a comprehensive website to facilitate youth access to activities
- Other efforts necessary to assist students in participation in out of school time activities

ISD 191 will assume the role of fiscal agent for the after school and summer programs at The Garage and BYC, provide the leadership for the BYC, as well as collaboration with other community partners.

I. Duration:

Joint Powers agreement to be held in place for a five (5) year term or subject to termination or amendment upon six months written notice. City, School District, and Catalyst will review the annual budget each year in July to determine if any adjustments are appropriate for the following year's program budget.

II. School District Responsibility:

1. Provide, operate, maintain and care for the areas currently identified as the Nicollet or Eagle Ridge Middle Schools, including the surrounding school district property.
2. Employ a Coordinator for the BYC program located at participating middle schools and pay all costs and assume all responsibility relating to employment including compensation, insurance benefits, retirement, workers' compensation and liability insurance. This coordinator is to be the liaison between the School District, City of Burnsville, The Garage, Twin Cities Catalyst Music, BYC and other activities related to scheduling of BYC programming.
3. Coordinator will provide supervision at the BYC sites and facilitate scheduling of The Garage facility with Twin Cities Catalyst Music.
4. Provide liability insurance for the Middle Schools in the minimum amount of \$1,000,000 basic coverage and \$1,000,000 excess coverage.
5. Serve as fiscal agent and maintain all financial records and pay all bills relating to BYC programming and provide a summary of revenue and expenses as requested by the City for auditing and planning purposes. ISD 191 will provide oversight on the collection of all evaluated information and complete an annual report, including reporting for the Community Development Block Grant (CDBG) in collaboration with the city of Burnsville.
6. Follow all Community Development Block Grant (CDBG) requirements including but not limited to: financial reporting, data collection and progress reports.
7. Collaborate with Twin Cities Catalyst Music to provide opportunities for high school students to access Garage resources on-site before, during or after the traditional school day, including but not limited to busing, course design, staff support and other resources as deemed necessary.

III. City Responsibilities:

1. Allocate available CDBG funds and budget annually to reimburse the school district on a quarterly basis for the annual expenses related to the BYC program.

2. Pay the maintenance, utilities and custodial expenses related to the operation of The Garage facility.
3. Assist with grant funding opportunities as they relate to the above program options, serve as fiscal agent for grants as necessary.
4. Provide leadership support to the BYC Coordinator and subsequent BYC programming efforts.

IV. Hold Harmless Agreement

The City of Burnsville, ISD 191 and Twin Cities Catalyst Music agree to hold each other harmless with respect to any liability resulting from the performance of the responsibilities contained in this agreement.

The City of Burnsville has entered into a lease agreement with Catalyst, to rent The Garage to offer and coordinate music programs and events; It is the intention of the three parties to share in the coordination of shared space at the facility; the following information is to specify roles and responsibilities for each agency in its use.

Description of Space: Exhibit A

The Garage is a 9,181 square foot space with the following shared use spaces: office and meeting space, computer room, one large and one small performance venue and recording studio space.

General Guidelines for Use of The Garage Facilities:

1. Primary Use is for Youth Music Programs and Events
2. Use of space - The Garage will be part of the City security system; all parties shall get badges from the City of Burnsville Recreation Department.
3. The school district will not be charged a rental fee by the City of Burnsville to utilize the facility for school related activities and events.
4. Rental calendar to be coordinated by Catalyst - with viewing capability by all parties.

5. Office Spaces are to be shared equally by ISD 191 Community Education (CE) and Catalyst staff, items include: Computers, Copier, Phones, Desks, etc. No outside locks may be used.
6. All expenses for the repair, maintenance or replacement of the copier and computers are the responsibility of Catalyst.
7. Building Schedule shall be as indicated below, usage outside of "priority" times each group must go through ISD 191 CE Collaborative Coordinator, or online reservation system. Questions or disputes regarding building schedule use, priority rankings, or other matters not addressed by this Shared Use Agreement shall be resolved by the ISD 191 CE BYC Coordinator.

School Year	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7 am-2:30 pm	TCCM	ISD 191 CE	ISD191 CE	ISD 191 CE	ISD 191 CE	ISD 191 CE	TCCM
2:30-6 pm	TCCM	BYC	BYC	BYC	BYC	TCCM	TCCM
6-close	TCCM	TCCM	TCCM	TCCM	TCCM	TCCM	TCCM
Summer	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7 am-12 pm	TCCM	BYC	BYC	BYC	BYC	ISD 191 CE	TCCM
12-6 pm	TCCM	BYC	BYC	BYC	BYC	TCCM	TCCM
6-close	TCCM	TCCM	TCCM	TCCM	TCCM	TCCM	TCCM

8. Recording Studio: To be utilized by both ISD 191 CE, ISD191 schools as classroom space and Catalyst for classes, rental income.
 - All users must be trained and receive a "certificate of completion" for 10 hours training. Training will be provided by the Catalyst Studio Manager or Tech Specialist Level III with ISD 191 CE. A database of approved users will be maintained by Catalyst and kept on file in the Recording Studio.
 - Rentals outside of school use are to be coordinated by Catalyst through the use of a Catalyst rental agreement.
 - Studio Manager must be on site at all times.

9. Sound and Stage Performance Space: Includes a variety of sound mixing equipment, speakers, stage, etc.
- Primary user is Catalyst, all costs shall be the responsibility of the Catalyst until ISD 191 CE begins the school program at the facility, at which time this agreement will be updated. All equipment shall be locked and stored to prevent damage on a daily basis.

10. Reservation Process:

1. Utilize an online calendar that can be viewed by all parties. Online rental calendar to be coordinated and maintained by Catalyst.
2. City to print calendar on a weekly basis to ensure proper cleaning of the facility.
3. Catalyst Rentals shall require that all space be reserved through the online rental calendar.
4. ISD 191 CE will not be charged a rental fee for use of the facility. Additional personnel cost may result in a charge.

11. Cafe:

- Primary user is Catalyst and shall be responsible for maintenance and repair of all cafe equipment and will ensure compliance with adherence to health codes, licensing, etc.
- Outside agencies may utilize the area to serve and prep food but must coordinate their own food needs and follow applicable health code practices for serving food to youth. Requirements for such use are the responsibility of Catalyst.
- Catalyst is responsible for locking or storing items not intended for outside use.

12. Building Fund:



- Catalyst is responsible for replacement/repair and capital costs for the stage, sound, and recording studio.
- Upon termination of BYC, ISD 191 CE Partnership or TCCM - the building fund and all equipment purchased with the building fund shall become the property of the City of Burnsville. Exceptions include the \$10,000 worth of

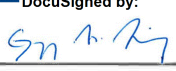



recording studio items purchased directly by ISD 191 Community Education and/or donations made directly to ISD 191 CE and TCCM during the course of this agreement.

V. City Agreements for Repairs/Maintenance:

- Repairs or replacement tables and chairs shall be paid for by the City.
- City will pay "building" repairs with the exception of any intentional act of vandalism that occurs under the supervision of another party. Every effort by the supervising agency should be made to ensure that damage to the facility is prevented or proper restitution is made by the guilty party.
- Painting-the City will pay for paint, youth will do painting as able, and the City will also pay for painting that is on the ceiling or out of reach.
- City is not responsible for the repair or maintenance of the stage, sound, recording studio or office equipment, the items located within The Garage are available for groups to use, however, if repair or maintenance is needed, Catalyst must cover the expense. New office furniture or other new equipment needs of Catalyst or ISD 191 CE shall be the responsibility of the user.
- City will recycle/dispose of unwanted/broken items.

As the authorized representatives from the above mentioned parties, by signing below all parties are in agreement to the above statements and agree to abide by these guidelines in the shared use of The Garage facility. This agreement shall remain in effect until replaced by another.

<p>City of Burnsville 100 Civic Center Parkway Burnsville, Minnesota 55337</p> <p>DocuSigned by: </p> <hr/> <p>Elizabeth B. Kautz, Mayor</p> <hr/> <p>5/19/2022</p> <hr/> <p>Date</p>	<p>Independent School District 191 200 W. Burnsville Parkway Burnsville, Minnesota 55337</p> <p></p> <hr/> <p>Dr. Theresa Battle, ISD 191 Superintendent</p> <hr/> <p>4-29-2022</p> <hr/> <p>Date</p>
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<p>City of Burnsville 100 Civic Center Parkway Burnsville, Minnesota 55337</p> <p>DocuSigned by: </p> <p>Gregg Lindberg, City Manager</p> <p>5/19/2022</p> <p>Date</p>	<p>Independent School District 191 200 W. Burnsville Parkway Burnsville, Minnesota 55337</p> <p></p> <p>Lisa Rider, Executive Director of Business Services</p> <p>4/29/2022</p> <p>Date</p>
<p>City of Burnsville 100 Civic Center Parkway Burnsville, Minnesota 55337</p> <p>DocuSigned by: </p> <p>Garrett Beck, Parks, Recreation and Facilities Director</p> <p>5/19/2022</p> <p>Date</p>	<p>Twin Cities Catalyst Music 75 Civic Center Pkwy Burnsville, MN 55337</p> <p></p> <p>Jack Kolb-Williams, Executive Director & Co-founder</p> <p>04/22/2022</p> <p>Date</p>



**Agenda IV.B.5.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: February 27, 2025

Re: Policy 634: *Electronic Technologies Acceptable Use*

Recommendation: Approve, on a first reading basis, changes to Policy 634: *Electronic Technologies Acceptable Use*

The policy was discussed at the Policy Review Committee February 18, 2025:

Summary:

Policy 634 – Legislative updates related to new cellphone policy requirements as well as improved alignment with more current standards and technology related terminology.

Adopted: 9/23/2021

Burnsville-Eagan-Savage School District Policy 634

Reviewed: ~~11/9/2023~~ PRC 02/18/25

Revised: 11/17/2022

Rescinds: IIBG and IIBG-E, 524

634 ELECTRONIC TECHNOLOGIES INTERNET, TECHNOLOGY, AND CELL PHONE ACCEPTABLE USE AND SAFETY POLICY

I. PURPOSE

~~The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications. This policy sets forth parameters and guidelines for access to the school district's electronic technologies, use of personal electronic devices within the district, electronic communications, use of the district's network, internet, and social networking tools.~~

II. GENERAL STATEMENT OF POLICY

~~In making decisions regarding student and employee access to the school district computer system and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.~~

~~Technology is one of many learning tools. The use of technology needs to be safe, appropriate, and aligned with the mission of the district. Access to the district's computer network and internet enables students and employees to explore libraries, databases, web pages, other online resources, and connect with people around the world. The district expects its instructional staff to blend safe and thoughtful use of the district's computer network, educational technologies and the internet throughout the curriculum, providing guidance to students.~~

III. LIMITED EDUCATION PURPOSE

~~The school district is providing students and employees with access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.~~

IV. DEFINITIONS

- ~~A. A.—The term “Electronic Technologies” includes, but ~~are is~~ not limited to, computer hardware and software, operating systems, web-based information and applications, telephones and other telecommunications equipment, video and multimedia equipment, information kiosks, and office products such as copiers and printers.~~
- ~~B. Social Networking Tools are computer software and web-based services that enable people to interact with each other and include but are not limited to blogs, wikis, video conferencing, online chat, and instant messaging.~~
- ~~B.C. The term “District Network” includes is any equipment or interconnected system or subsystem that is used in the acquisition, storage, manipulation, management, movement, control, display, switching, transmission, or reception of data or information. The District Network is inclusive of all infrastructure necessary to provide and manage systems including but not limited to internet access, data, telecommunications, and wifi.~~
- ~~C. The term “user” refers to any person using the District’s electronic technologies or network.~~
- ~~D. The term “harmful to minors” means any materials that:~~
- ~~1.—Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion; or~~
 - ~~2.—Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts or a lewd exhibition of the genitals; and~~
 - ~~3.—Taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.~~

V. USE OF SYSTEM IS A PRIVILEGE

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

VI. SECURITY

- A. The District has a cybersecurity program which maintains appropriate levels of access

to District information and resources. Security practices apply to all users and for all District operations and activities. Unauthorized access, use, transfer, distribution, compromise or change of District data by any employee, student, or any other individual, may result in disciplinary action, which may include a recommendation for termination and other legal action. In order to effectively implement this policy, the District will:

1. Implement standards and procedures to effectively manage and provide necessary access to District data, while at the same time ensuring, to the extent possible, the confidentiality, integrity, and security.
2. Maintain an information security program based on risk assessment that follows relevant best practices in the field of information security.
3. Provide processes for evaluating and vetting software that interfaces with District data, including processes for evaluating third parties and their security practices.

VII. UNACCEPTABLE USES

A. While not an exhaustive list, the following uses of the school district system and Internet resources or accounts are considered unacceptable:

1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;
 - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
4. Users will not use the school district system to engage in political campaigning.

5. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
6. Users will not use external proxy servers or other means of bypassing the district's internet content filter or security measures.
7. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
8. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.
 - a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
 - b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
 - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
 - (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as “Facebook,” “Twitter,” “Instagram,” “Snapchat,” “TikTok,” “Reddit,” and similar websites or applications.

9. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person’s account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.

10. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person’s property without the person’s prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.

11. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.

12. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district’s Bullying Prohibition Policy. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.

B. The school district has a special interest in regulating off-campus speech that materially disrupts classwork or involves substantial disorder or invasion of the rights of others. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations may include, but are not limited to, serious or severe bullying or harassment targeting particular individuals, threats aimed at teachers or other students, failure to follow rules concerning lessons, the writing of papers, the use of computers, or participation in other online school activities, and breaches of school security devices. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not

limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.

- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.
- D. The District does not support personal equipment. Users will not attach any personal equipment or install software on any District-owned systems. Users may use personal devices on the District's guest WIFI.

VIII. FILTER

A. With respect to any of its computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will use best efforts and industry standard approaches to block or filter Internet access to any visual depictions that are:

1. Obscene;
2. Child pornography; or
3. Harmful to minors.

B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

- C. Access to chat rooms, discussion boards, school-issued email and other forms of direct electronic communications are limited to applications approved by the District and/or hosted within the District domain for the safety and security of minors. Access to communication tools may be adjusted based on student age.
- D. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
- E. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
- F. The District is obligated to monitor and/or review filtering activities.
- G. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

IX. CONSISTENCY WITH OTHER SCHOOL POLICIES

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

X. LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents may have the right at any time to investigate or review the contents of their child's files and e-mail files in accordance with the school district's Protection and Privacy of Pupil Records Policy.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure, or discovery under Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act).

F. It is recommended that electronic mail contain a confidentiality notice, similar to the following:

If the information in this email is related to an individual or student, it may be private data under state or federal privacy law. This individual private data should not be reviewed, distributed or copied by any person other than the intended recipient(s), unless otherwise permitted under law. If you are not the intended recipient, any further review, dissemination, distribution, or copying of this electronic communication or any attachment is strictly prohibited. If you have received an electronic communication in error, you should immediately delete it from your system.

G. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

XI. INTERNET USE AGREEMENT

A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.

B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.

C. By using the district's internet and technology resources, users accept the terms of this policy.

XII. LIMITATION ON SCHOOL DISTRICT LIABILITY

Use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage, or unavailability of data stored on school district diskettes, tapes, hard drives, or servers, or for delays or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

XIII. USER NOTIFICATION

A. All users shall be notified of the school district policies relating to Internet use.

B. This notification shall include the following:

1. Notification that Internet use is subject to compliance with school district policies.
2. Disclaimers limiting the school district's liability relative to:
 - a. Information stored on school district diskettes, hard drives, or servers.
 - b. Information retrieved through school district computers, networks, or online resources.
 - c. Personal property used to access school district computers, networks, or online resources.
 - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
4. Notification of password ownership and password protection procedures.
5. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
6. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
7. Notification that student email addresses may be provided to District-approved third-party providers for access to educational tools and content.
8. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Public and Private Personnel Data Policy, and Protection and Privacy of Pupil Records Policy.
9. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
10. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

XIV. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

- A. Outside of school, parents bear responsibility for the same guidance of Internet use as

they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district system from home or a remote location.

- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet.

XV. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS

A. "Technology provider" means a person who:

1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.

B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.

C. Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:

1. identify each curriculum, testing, or assessment technology provider with access to educational data;
2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.

D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.

E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:

1. the technology provider's employees or contractors have access to educational data only if authorized; and

2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.

F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

XVI. SCHOOL-ISSUED DEVICES

A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.

B. Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:

1. any location-tracking feature of a school-issued device;

2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or

3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.

C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:

1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;

2. the activity is permitted under a judicial warrant;

3. the school district is notified or becomes aware that the device is missing or stolen;

4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;

5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or

6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.

- D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

XVII. PERSONAL DEVICE ACCESS

- A. Personal Devices may be used only on the district's guest WIFI and must abide by the district's Acceptable Use Policy.
- B. Personal devices may not be connected to other networks besides public WIFI and may not be connected to any district equipment.
- C. Though guests may use their personal devices and expect some aspects of privacy, use of our network and systems have the following expectations:
1. **Use at your own risk.** Use of the Burnsville-Eagan-Savage District 191 network is at the device owner's discretion and therefore Burnsville Public Schools is not responsible for any loss, damage or adverse effects that may occur to a device while on our network.
 2. **The District 191 network is filtered.** Known inappropriate and/or malicious sites, and many non-instructional sites, are blocked. Use of the district network and systems requires that owners of personal devices adhere to legal and ethical conduct, and refrain from attempting to access blocked content.
 3. **Expectation of privacy.** Access to the contents of a personal devices is governed by local and federal laws. However, while accessing The District 191 network, systems and buildings, there is not a right to privacy of any content, and as such, may be monitored for inappropriate or illegal activities.
 4. **District 191 reserves the right** to maintain records of usage. Burnsville-Eagan-Savage District 191 immediately terminates the privilege to use its network should it become aware that the network is being used for inappropriate or illegal activities. The district reserves the right to take appropriate action in the event inappropriate or illegal activities are discovered on our systems or network.

XVIII. CELL PHONE USE

The school board directs the superintendent and school district administration to establish rules and procedures regarding student possession and use of cell phones in schools. These rules and procedures should seek to minimize the negative impact of cell phones on student behavior, mental health, and academic attainment. These rules and procedures may be designed for grades K-5, 6-8, 9-12 and special programs. ~~specific school buildings, grade levels, or similar criteria.~~

If the school district has a reasonable suspicion that a student has violated a school policy, rule, or law by use of a cell phone or other electronic communication device, the school district may search the device. The search of the device will be reasonably related in scope to the circumstances justifying the search.

Students who use an electronic communication device during the school day and/or in violation of school district policies may be subject to disciplinary action pursuant to the school district's discipline policy. In addition, a student's cell phone or electronic communication device may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic communication devices that are confiscated and retained by the school district will be returned in accordance with school building procedures.

XIX. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

XX. IMPLEMENTATION; POLICY REVIEW

A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.

B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.

C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.

D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

IV. — EDUCATIONAL USES

~~Use of the district's electronic technologies is for educational purposes and district operations only. Use of district electronic resources is limited to district employees, students, or other guests with expressed permission. Students and employees are expected to use electronic technologies to further the district's educational mission, goals and strategic direction. Students and employees are expected to use the district's electronic technologies to support classroom activities, educational research or professional enrichment.~~

~~Use of the district's electronic technologies is a privilege, not a right. The district's network,~~

~~an educational technology, is a limited forum; the district may restrict speech for educational reasons.~~

~~V. GUIDELINES IN USE OF ELECTRONIC TECHNOLOGIES~~

- ~~A. Electronic technologies are assets of the school district and are protected from unauthorized access, modification, destruction or disclosure. Use of personal devices, while on district property, is subject to all policies and guidelines, as applicable, plus any state and federal laws related to internet use, including copyright laws.~~
- ~~B. The district reserves the right to monitor, read or copy any item on or using the district's electronic technologies, including its network.~~
- ~~C. Students and employees will not vandalize, damage or disable any electronic technology or system used by the district.~~
- ~~D. By authorizing use of the district system, the district does not relinquish control over materials on the system or contained in files on the system. Users should not expect privacy in the contents of personal files on the district system.~~
- ~~E. Routine maintenance and monitoring of electronic technologies, including the district network, may lead to a discovery that a user has violated this policy, another school district policy or the law.~~

~~VI. UNACCEPTABLE USES OF ELECTRONIC TECHNOLOGIES AND DISTRICT NETWORK~~

~~Misuse of the district's electronic technologies may lead to discipline of the offending employee or student. The following uses of school district electronic technologies while either on/off district property and/or personal electronic technologies while on district property and district network ("electronic technologies") are considered unacceptable:~~

- ~~A. Users will not use electronic technologies to create, access, review, upload, download, complete, store, print, post, receive, link, transmit or distribute:

 - ~~1. Pornographic, obscene or sexually explicit material or other visual depictions;~~
 - ~~2. Obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful or sexually explicit language;~~
 - ~~3. Materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;~~
 - ~~4. Materials that use language or images that advocate violence or discrimination toward other people or that may constitute harassment, discrimination or threatens the safety of others;~~~~

5. ~~Orders for shopping online during time designated as work time by the district; and~~
 6. ~~Storage of personal photos, videos, music or files not related to educational purposes for any length of time.~~
- B. ~~Users will not use electronic technologies to knowingly or recklessly post, transmit or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.~~
 - C. ~~Users will not use electronic technologies to engage in any illegal act or violate any local, state or federal laws.~~
 - D. ~~Users will not use electronic technologies for political campaigning.~~
 - E. ~~Users will not use electronic technologies to vandalize, damage or disable the property of another person or organization. Users will not make deliberate attempts to degrade or disrupt equipment, software or system performance by spreading computer viruses, engaging in “spamming” or by any other means. Users will not tamper with, modify or change the district system software, hardware or wiring or take any action to violate the district’s security system. Users will not use the district’s electronic technologies in such a way as to disrupt the use of the system by other users.~~
 - F. ~~Users will not use electronic technologies to gain unauthorized access to information resources or to access another person’s materials, information or files without the implied or direct permission of that person.~~
 - G. ~~Users must not deliberately or knowingly delete a student or employee record.~~
 - H. ~~Users will not use electronic technologies to post information in public access areas regarding private or confidential information about another person. Private or confidential information is defined by board policy, state law, and federal law.~~
 1. ~~This paragraph does not prohibit the posting of employee contact information on district web pages. Refer to Policy 515 (Protection and Privacy of Student Records) for direction on directory information for students and how this can be used.~~
 2. ~~This paragraph does not prohibit communications between employees and other individuals when such communications are made for legitimate education reasons or personnel-related purposes (i.e. communications with parents or other staff members related to students).~~
 3. ~~This paragraph specifically prohibits the use of electronic technologies to post private or confidential information about another individual, employee or student, on social networks.~~

- I. ~~Users will not repost or resend a message that was sent to the user privately without the permission of the person who sent the message.~~
- J. ~~Users will not attempt to gain unauthorized access to the district's electronic technologies or any other system through electronic technologies, attempt to log in through another person's account, or use computer accounts, access codes or network identification other than those assigned to the user. Users must keep all account information and passwords private.~~
- K. ~~Users will not use external proxy servers or other means of bypassing the district's internet content filter.~~
- L. ~~Messages and records on the district's electronic technologies may not be encrypted without the permission of director of technology.~~
- M. ~~Users will not use electronic technologies to violate copyright laws or usage licensing agreements:~~
 - 1. ~~Users will not use another person's property without the person's prior approval or proper citation;~~
 - 2. ~~Users will not download, copy or exchange pirated software including freeware and shareware; and~~
 - 3. ~~Users will not plagiarize works found on the internet or other information resources.~~
- N. ~~Users will not use electronic technologies for unauthorized commercial purposes or financial gain unrelated to the district's mission. Users will not use electronic technologies to offer or provide goods or services or for product placement.~~
- O. ~~Use of Unmanned Airborne Vehicles (UAVs) or drones is prohibited on school property without prior approval of the director of technology, director of operations, properties and transportation or building principal.~~

~~VII. USER NOTIFICATION~~

~~Users will be notified of school district policies relating to internet use. This notification must include the following:~~

- A. ~~Notification that internet use is subject to compliance with district policies.~~
- B. ~~Disclaimers limiting the district's liability relative to:~~
 - 1. ~~Information stored on district disks, drives or servers.~~
 - 2. ~~Information retrieved through district computers, networks or online resources.~~

3. ~~Personal property used to access district computers, networks or online resources.~~
 4. ~~Unauthorized financial obligations resulting from use of district resources or accounts to access the internet.~~
- C. ~~A description of the privacy rights and limitations of district sponsored or managed internet accounts.~~
- D. ~~Notification that the collection, creation, reception, maintenance and dissemination of data via the internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Student Records.~~
- E. ~~Notification that should the user violate this policy, the user's access privileges may be revoked, academic sanctions may result, school disciplinary action may be taken, and/or appropriate legal action may be taken.~~
- F. ~~Notification that all provisions of the acceptable use policy are subordinate to local, state and federal laws.~~
- G. ~~Family Notification~~
1. ~~Notification that the district uses technical means to limit student internet access however, the limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.~~
 2. ~~Notification that goods and services can be purchased over the internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the internet is the sole responsibility of the student or the student's parents.~~

VIII. ~~STUDENTS~~

- A. ~~Internet Use Agreement~~
1. ~~The proper use of the internet and educational technologies and the educational value to be gained from proper usage is the joint responsibility of students, parents and employees of the school district.~~
 2. ~~This policy requires the permission of and supervision by the school's designated professional staff before a student may use a district account or educational technologies to access the internet.~~
 3. ~~Students have access to internet resources.~~
 4. ~~Students using social networking tools and curriculum content management software for a teacher's assignment are required to keep personal information as stated above out of their postings (see Section VI.H).~~

5. — Students using educational technologies for social networking are limited to educational purposes and must follow the Online Code of Ethics (Appendix I and Policy 514, Bullying Prohibition).

B. — Parents' Responsibility; Notification of Student Internet Use

Outside of school, parents bear responsibility for the same guidance of internet use as they exercise with other technology information sources. Parents are responsible for monitoring their student's use of the district system and district educational technologies, even if the student is accessing the district system from home or a remote location.

IX. — GUEST ACCESS AND INTERNET USE

- A. — Guest access to the school district's open wireless network is provided as a service to the community, and is subject to all district policies and guidelines, plus any state and federal laws related to internet use, including copyright laws. See Appendix II, Personal Device Access.

- B. — Guest access provides limited bandwidth, filtered for the following services:

1. — Web access
2. — Email services
3. — Virtual private network services (VPN)

Limited technical support is provided for guest access

X. — EMPLOYEES

A. — Use of Email

The school district provides access to electronic mail for district communication between district employees and students, families, and community.

1. — All emails received by, sent through, or generated by computers using the district network are subject to review by the district.
2. — All emails are assumed to be documents that can be disclosed to the public unless the content of the email is protected as private or confidential information under data privacy laws. All information contained in an email must be treated in accordance with Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Student Records, regarding student and employee data privacy.
3. — Employees will not provide access to their email accounts to non-employees.

4. ~~It is recommended that electronic mail contain a confidentiality notice, similar to the following:~~

~~If the information in this email relates to an individual or student, it may be private data under state or federal privacy laws. This individual private data should not be reviewed, distributed or copied by any person other than the intended recipient(s), unless otherwise permitted under law. If you are not the intended recipient, any further review, dissemination, distribution, or copying of this electronic communication or any attachment is strictly prohibited. If you have received an electronic communication in error, you should immediately return it to the sender and delete it from your system.~~

5. ~~Employees will report inappropriate emails to the employee's supervisor or the director of technology.~~
6. ~~Emails having content governed by the district's record retention schedule must be kept in accordance with the retention schedule.~~

~~B. Use of Electronic Technologies~~

1. ~~Electronic technologies are provided primarily for work related, educational purposes.~~
2. ~~Inappropriate use of electronic technologies includes, but is not limited to:~~
- ~~a. Posting, viewing, downloading or otherwise receiving or transmitting offensive, defamatory, pornographic or sexually explicit materials;~~
 - ~~b. Posting, viewing, downloading or otherwise receiving or transmitting materials that use language or images that advocate violence or discrimination toward other persons;~~
 - ~~c. Posting, viewing, downloading or otherwise receiving or transmitting material that may constitute harassment or discrimination contrary to district policy and state and federal law;~~
 - ~~d. Engaging in computer hacking or other related activities;~~
 - ~~e. Attempting to, actually disabling or compromising the security of information contained on the district network or any computer; and~~
 - ~~f. Engaging in any illegal act in violation of any local, state or federal laws.~~
3. ~~Employees may participate in public internet discussion groups using the electronic technologies, but only to the extent that the participation:~~
- ~~a. Is work related;~~
 - ~~b. Does not reflect adversely on the district;~~

e. ~~Is consistent with district policy; and~~

d. ~~Does not express any position that is, or may be interpreted as, inconsistent with the district's mission, goal or strategic plan.~~

4. ~~Employees may not use the district network or electronic technologies to post unauthorized or inappropriate personal information about another individual on social networks.~~

5. ~~Employees will observe all copyright laws. Information posted, viewed or downloaded from the internet may be protected by copyright. Employees may reproduce copyrighted materials only in accordance with Policy 622, Copyright Policy.~~

6. ~~All files downloaded from the internet must be checked for possible computer viruses. The district authorized virus checking software installed on each district computer will ordinarily perform this check automatically; however, employees should contact the district's director of technology before downloading any materials for which the employee has questions.~~

C. ~~Employee Responsibilities~~

1. ~~Employees who are transferring positions or leaving positions must leave all work-related files and electronic technologies, including form letters, handbooks, databases, procedures, and manuals, regardless of authorship, for their replacements.~~

2. ~~Individual passwords for computers are confidential and must not be shared.~~

a. ~~If an employee's password is learned by another employee, the password should be changed immediately.~~

b. ~~An employee is responsible for all activity performed using the employee's password.~~

c. ~~No employee should attempt to gain access to another employee's documents without prior express authorization.~~

d. ~~An active terminal with access to private data must not be left unattended and must be protected by password-protected screen savers.~~

3. ~~Employees are expected to use technology necessary to perform the duties of their position.~~

4. ~~Employees who fail to adhere to district policy are subject to disciplinary action in accordance with their collective bargaining agreement or contract. Disciplinary action may include suspension or withdrawal of internet or email~~

~~access, payment for damages or repair, termination and/or referral to civil or criminal authorities for prosecution.~~

~~XI. DISTRICT WEB PRESENCE~~

~~The school district website provides information and a venue for communications with students, employees, parents and the community.~~

~~A. District Website~~

- ~~1. The district will establish and maintain a website. The website will include information regarding the district, its schools, district curriculum, extracurricular activities and community education.~~
- ~~2. The district webmaster will be responsible for maintaining the district website and monitoring district web activity.~~
- ~~3. All website content will support and promote the district's mission, goals and strategic direction.~~
- ~~4. The district's website will provide parents with a web portal to resources.~~

~~B. School Website~~

- ~~1. Each school will establish and maintain a website. The website will include information regarding the school, its employees, and activities.~~
- ~~2. The principal will appoint staff, who will be responsible for maintaining the school's website.~~
- ~~3. All website content will support and promote the district's mission, goals and strategic direction.~~

~~C. Classroom and Teacher Online Content~~

- ~~1. Teachers have the option of establishing a website that supports classroom instruction. The district may provide a standard option within the district's website for basic information about the teacher, such as contact information, personal narrative and links to class resources.~~
 - ~~2. If a teacher establishes a web page, they are responsible for maintaining the web page.~~
-
- ~~3. Teacher web pages must be linked to the teacher's staff directory page.~~

~~D. Student Online Content~~

- ~~1. Students may create online content as part of classroom activities with teacher supervision.~~

2. ~~Student online content must follow the Online Code of Ethics, Appendix I.~~
3. ~~The classroom teacher will monitor all student-produced online content produced as part of classroom assignments and remove inappropriate material.~~
4. ~~A classroom teacher or advisor will review student-produced online content to determine if the contents should be removed at the conclusion of the course grading period or activity.~~

~~E. Department and Noninstructional Online Content~~

1. ~~Departments and noninstructional programs may also create online content, including web pages to support their departments or programs.~~
2. ~~The establishment of web pages must be approved by the program administrator.~~
3. ~~Once established, the individual departments or programs must appoint an employee(s) who will maintain the web page.~~

~~F. District Activity Online Content~~

1. ~~With the approval of the building principal, a school board-approved district activity may establish a web page.~~
2. ~~All online content will support the activity and the district's mission, goals and strategic direction.~~
3. ~~The building principal and their designee will oversee the content of these web pages.~~

~~XII. RECORDS MANAGEMENT AND ARCHIVING~~

~~All technological data is data under the Minnesota Government Data Practices Act, the Family Educational Rights and Privacy Act, Records Retention Schedule, and school board policy.~~

~~XII. FILTER~~

- ~~A. With respect to any of its electronic technologies with internet access, and personal devices accessing the school district network, the district will follow the guidelines provided by the Children's Internet Protection Act, and will monitor the online activities of users and employ technology protection measures during any use of such electronic technologies by users. The technology protection measures utilized will, to the extent possible, block or filter internet access to any material that is:~~
1. ~~Obscene;~~

2. ~~Child pornography; or~~

3. ~~Harmful to minors.~~

~~XIV. LIABILITY XXI. LIABILITY~~

Use of the school district's ~~system-educational technologies~~ is at the user's own risk. The ~~system~~ is ~~provided~~ on an "as is, as available" basis. The ~~school~~ district will not be responsible ~~for any damage~~ ~~users may suffer, including but not limited to, loss, damage, or unavailability of data stored on school district diskettes, tapes, hard drives, or servers, or for delays or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause.~~ The ~~school~~ district is not responsible for the accuracy or ~~quality~~ of any advice or ~~information obtained through or stored on the school district system, nor is it responsible for damages or injuries from improper communications or damage to property used to access school computers and online resources.~~ The ~~school~~ district will not be responsible for financial obligations arising through unauthorized use of the ~~school~~ district ~~system's educational technologies~~ or the ~~internet~~.

~~XV. IMPLEMENTATION; POLICY REVIEW~~

- ~~A. The school district administration may develop appropriate user notification forms, guidelines and procedures necessary to implement this policy for submission to the school board for information. These guidelines, forms and procedures will be an addendum to this policy.~~
- ~~B. The administration will revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.~~
- ~~C. The district electronic technologies policy is available for review by parents, employees and members of the community.~~
- ~~D. Due to the rapid evolution in educational technologies, the school board will conduct an annual review of this policy.~~

Legal References: ~~Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)~~
~~Minn. Stat. § 13.32 (Educational Data)~~
~~Minn. Stat. § 121A.031 (School Student Bullying Policy)~~
~~Minn. Stat. § 121A.73 (School Cell Phone Policy)~~
~~Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)~~
~~Minn. Stat. § 125B. 15 (Internet Access for Students)~~
~~Minn. Stat § 125B.26 (Telecommunications/Internet Access Equity Act)~~
~~15 U.S.C § 6501 et seq. (Children's Online Privacy Protection Act)~~
~~17 U.S.C § 101 et seq. (Copyrights)~~
~~47 U.S.C § 254 (Children's Internet Protection Act of 2000 (CIPA))~~

20 U.S.C § 6751 et se. (Enhancing Education Through Technology Act of 2001)

20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

47 C.F.R. § 54.520 (FCC rules implementing CIPA)

Mahanoy Area Sch. Dist. v. B.L., 594 U.S. 180, 141 S. Ct. 2038 (2021)

Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969)

States v. American Library Association, 539 U.S. 194 (2003)

Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)

R.S. v. Minnewaska Area Sch. Dist. No. 2149, 894 F.Supp.2d 1128 (D. Minn. 2012)

Tatro v. Univ. of Minnesota, 800 N.W. 2d 811 (Minn. App. 2011) *aff'd on other grounds* 816 N.W.2d 509 (Minn. 2012)

S.J.W. v. Lee's Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)

Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)

M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)

Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3rd Cir. 2011)

JS v. Bethlehem Area Sch. Dist., 807 A.2d 847 (Pa. 2002)

Cross References:

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

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

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

Burnsville-Eagan-Savage School District Policy 498 (Political Campaign & Activities)

Burnsville-Eagan-Savage School District Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)

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

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

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

Burnsville-Eagan-Savage School District Policy 519 (Interviews of Students by Outside Agencies)

Burnsville-Eagan-Savage School District Policy 521 (Student Disability Nondiscrimination)

Burnsville-Eagan-Savage School District Policy 522 (Student Sex Nondiscrimination)

Burnsville-Eagan-Savage School District Policy 603 (Curriculum Development)

Burnsville-Eagan-Savage School District Policy 604 (Instructional Curriculum)

Burnsville-Eagan-Savage School District Policy 606 (Textbooks and Instructional Materials)

Burnsville-Eagan-Savage School District Policy 622 (Copyright Policy)

Burnsville-Eagan-Savage School District Policy 806 (Emergency Operations Policy)

Burnsville-Eagan-Savage School District Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Appendix I to Policy 634

ONLINE CODE OF ETHICS

In Burnsville Eagan Savage School District 191, it is important to use information and technology in safe, legal, and responsible ways. At the same time, the district has a desire for our students to leave our system with a “positive digital footprint,” so that employers and postsecondary institutions can see the great work that they have done. We embrace these conditions as facets of being a digital citizen and strive to help students develop a positive digital footprint.

1. — Students accessing or using electronic products including but not limited to blogs, wikis, podcasts, Google applications and district learning management systems for student assignments are required to keep personal information out of their postings.

At the high school level parents may opt to allow their students to utilize their full name in order to increase their positive digital footprint when publishing to an authentic audience.

2. — Students will select online names that are appropriate and will consider the information and images that are posted online at an age appropriate level.
3. — Students will not log in to the network as another classmate.
4. — Students using electronic tools will treat these tools as a classroom space. Speech that is inappropriate for class is not appropriate on electronic tools. Students are expected to treat others and their ideas online with respect.
5. — Assignments on electronic tools are like any other assignment in school. Students, in the course of completing the assignment, are expected to abide by policies and procedures in the student handbook, including those policies regarding plagiarism and acceptable use of technology.
6. — Electronic forums for student expression; are first and foremost tools for learning. The district may restrict speech for valid educational reasons as outlined in board policy.
7. — Students will not use the internet, in connection with the teacher assignments, to harass, discriminate, bully or threaten the safety of others. If students receive a comment on an electronic forum used in school that makes them feel uncomfortable or is not respectful, they must report this to a teacher, and must not respond to the comment. Student conduct that occurs off-campus, but has a connection to the school environment, may form the basis for school discipline. This specifically includes activities that occur off campus over the internet, on social media, or through other communications.
8. — Students accessing electronic tools from home or school, using school equipment, will not download or install any software without permission.
9. — Students should be honest, fair and courageous in gathering, interpreting and expressing information for the benefit of others. Always identify sources and test the

~~accuracy of information from all sources.~~

- ~~10.— Students will treat information, sources, subjects, colleagues and information consumers as people deserving of respect. Gathering and expressing information should never cause harm or threaten to be harmful to any person or group of people.~~
- ~~11.— Students are accountable to their readers, listeners and viewers and to each other. Admit mistakes and correct them promptly. Expose unethical information and practices of others.~~
- ~~12.— Users will not repost or resend content that was sent to the user privately without the permission of the person who created the content.~~
- ~~13.— School board policies concerning acceptable use of electronic technology include the use of these electronic tools for school activities (Policy 634: Electronic Technologies Acceptable Use Policy).~~
- ~~14.— Failure to follow this code of ethics will result in academic sanctions and/or disciplinary action.~~

~~Revised: Modified:~~

Appendix II to Policy 634

Personal Device Access

Users of personal devices connecting to the Burnsville Eagan Savage School District 191 public network must abide by district's Electronic Technologies Acceptable Use Policy (Board Policy 634).

Though guests may use their personal device and expect some aspects of privacy, use of our network and systems have the following expectations:

1. ~~Use at your own risk.~~ Use of the District 191 network is at the device owner's discretion and therefore Burnsville Public Schools is not responsible for any loss, damage or adverse effects that may occur to a device while on our network.
2. ~~The District 191 network is filtered.~~ Known inappropriate and/or malicious sites, and many non-instructional sites, are blocked. Use of the district network and systems requires that owners of personal devices adhere to legal and ethical conduct, and refrain from attempting to access blocked content.
3. ~~Expectation of privacy.~~ Access to the contents of a personal devices is governed by local and federal laws. However, while accessing The District 191 network, systems and buildings, there is not a right to privacy of any content, and as such, may be monitored for inappropriate or illegal activities.
4. ~~District 191 reserves the right to maintain records of usage.~~ District 191 immediately terminates the privilege to use its network should it become aware that the network is being used for inappropriate or illegal activities. The district reserves the right to take appropriate action in the event inappropriate or illegal activities are discovered on our systems or network.



**Agenda IV.B.6.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: February 27, 2025

Re: Policy 504: *Student Dress and Appearance*

Recommendation: Approve, on a first reading basis, changes to Policy 504: *Student Dress and Appearance*

The policy was discussed at the Policy Review Committee February 18, 2025:

Summary:

Policy 504 – Removes the word “grooming” from Article I and adds the role of district staff under the general statement of policy in Article II

Adopted: 9/24/2015

Burnsville-Eagan-Savage School District Policy 504

Reviewed: ~~10/26/2023~~ PRC 02.18.25

Revised: 12/14/2023

Rescinds:

504 STUDENT DRESS AND APPEARANCE

I. PURPOSE

The purpose of this policy is to enhance the learning environment of students by establishing expectations of dress ~~and grooming~~ that are related to educational goals and community standards.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s). District staff should ~~exemplify and~~ reinforce student clothing and appearance standards and help students develop an understanding of appropriate appearance in the school environment.
- B. Appropriate clothing includes, but is not limited to, the following:
1. Clothing appropriate for the weather.
 2. Clothing that does not create a health or safety hazard.
 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
 4. Footwear that does not present a safety hazard.
 5. Hair, including but not limited to hair texture and hair styles such as braids, locks, and twists.
- C. Inappropriate clothing includes, but is not limited to, the following:
1. Tops that are low cut, expose the midriff and other clothing that expose undergarments.
 2. Clothing bearing a message that is lewd, vulgar, or obscene.
 3. Apparel promoting products or activities that are illegal for use by minors.
 4. Objectionable emblems, badges, symbols, signs, words, objects or pictures

on clothing or jewelry (including sports apparel) communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in Burnsville-Eagan-Savage School District Policy 413.

- D. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene; libelous; do not denigrate, harass, or discriminate against others on the basis of protected class status under the Minnesota Human Rights Act; or do not violate school district policies prohibiting discrimination, bullying, violence, harassment, or other harmful activities.

III. PROCEDURES

- A. Enforcement of a student dress code will be approached with careful consideration and sensitivity, with the goals of supporting students as they express themselves and pursue their full potential, of not shaming students, and of minimalizing loss of instructional time. When possible, dress code matters should be addressed privately with students, should seek to determine whether factors exist that impact the student's ability to comply with the dress code, and should seek to address such issues.
- B. When, in the reasonable judgment of the administration, (1) a student's clothing or appearance may materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities; (2) may incite or contribute to substantial disorder or invasion of the rights of others; or (3) pose a threat to the health or safety of the student or others, the student will be directed to make modifications. Parents or guardians will be notified. Other consequences may be enforced in line with Policy 506 (Student Discipline).
- C. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians. A school district or charter school must not prohibit an American Indian student from wearing American Indian regalia, Tribal regalia, or objects of cultural significance at a graduation ceremony.
- D. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and bring such recommendation to the administration for approval.

Legal References: U. S. Const., amend. I
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)

B.W.A. v. Farmington R-7 Sch. Dist., 554 F.3d 734 (8th Cir. 2009)
Lowry v. Watson Chapel Sch. Dist., 540 F.3d 752 (8th Cir. 2008)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
B.H. ex rel. Hawk v. Easton Area School Dist., 725 F.3d 293 (3rd Cir. 2013)
D.B. ex rel. Brogdon v. Lafon, 217 Fed.Appx. 518 (6th Cir. 2007)
Hardwick v. Heyward, 711 F.3d 426 (4th Cir. 2013)
Madrid v. Anthony, 510 F.Supp.2d 425 (S.D. Tex. 2007)
McIntire v. Bethel School, Indep. Sch. Dist. No. 3, 804 F.Supp. 1415 (W.D. Okla. 1992)
Hicks v. Halifax County Bd. of Educ., 93 F.Supp.2d 649 (E.D. N.C. 1999)
Olesen v. Bd. of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820 (N.D. Ill. 1987)

Cross References: Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
 Burnsville-Eagan-Savage School District Policy 525 (Violence Prevention)



**Agenda IV.B.7.
February 27, 2025**

To: Board of Education
Dr. Theresa Battle, superintendent

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

Date: February 27, 2025

Re: Policy 613: *Graduation Requirements*

Recommendation: Approve, on a first reading basis, changes to Policy 613: *Graduation Requirements*.

The policy was reviewed at the Policy Review Committee February 18, 2025:

Summary:

Policy 613 – Legislative updates recommended by the Minnesota School Board Association that update graduation requirements and references

Adopted: 4/1997

Burnsville-Eagan-Savage School District Policy 613

Reviewed: ~~11/9/2023~~ PRC 02/18/2025

Revised: ~~12/14/2023~~ MSBA 6/2024

Rescinds: IKF

613 GRADUATION REQUIREMENTS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

A. “Credit” means a student’s successful completion of a semester of study or a student’s mastery of the applicable subject matter, as determined by the school district.

~~B. “Section 504 Accommodation” means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.~~

~~CB. “English language learners” or “ELL” student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency. “Individualized Education Program” or “IEP” means a written statement developed for a student eligible by law for special education and services.~~

~~DC. “Individualized Education Program” or “IEP” means a written statement developed for a student eligible by law for special education and services. “English language learners” or “ELL” student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.~~

~~ED. “Required standard” means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, health, and the arts.; and (2) a locally adopted expectation for student learning in health. Locally developed academic standards in health apply until statewide rules~~

implementing statewide health standards under Minnesota Statutes, section 120B.021, subdivision 3, are required to be implemented in the classroom.

E. “Section 504 Accommodation” means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.

IV. DISTRICT ASSESSMENT ADMINISTRATOR

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

V. ~~GRADUATION ASSESSMENT~~ GRADUATION REQUIREMENTS

A. Graduation Requirements

Students’ state graduation requirements, based on a longitudinal, systematic approach to student education and career planning, assessment, instructional support, and evaluation, include the following:

1. Achievement and career and college readiness in mathematics, reading, and writing, consistent with paragraph (k) and to the extent available, to monitor students' continuous development of and growth in requisite knowledge and skills; analyze students' progress and performance levels, identifying students' academic strengths and diagnosing areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and, based on analysis of students' progress and performance data, determine students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the student; and

~~Achievement and career and college readiness in mathematics, reading, and writing, as measured against a continuum of empirically derived, clearly defined benchmarks focused on students’ attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without the need for postsecondary remediation and which facilitates the monitoring of students’ continuous development of and growth in requisite knowledge and skills; analysis of students’ progress and performance levels, identification of students’ academic strengths and diagnosis of areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and determination of students’ learning and instructional needs and the instructional tools and best practices that support academic rigor for the student based on analysis of students’ progress and performance data; and~~

- B2. Consistent with this paragraph and Minnesota Statutes section 120B.125 beginning 613-2

in grade 6 and no later than grade 9, age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation.

- ~~E3.~~ Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.

B. Targeted Instruction Plan

- ~~D1.~~ A ~~Students meeting the state graduation requirements under this section~~ must receive targeted, relevant, academically rigorous, and resourced instruction which may include a targeted instruction and intervention plan focused on improving the student's knowledge and skills in core subjects so that the student has a reasonable chance to succeed in a career or college without need for postsecondary remediation.

- ~~E2.~~ Consistent with Minnesota Statutes, sections 120B.13, 124D.09, 124D.091, 124D.49, and related sections, an enrolling school or district must actively encourage a student in grade 11 or 12 who is identified as academically ready for a career or college to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment under this subdivision to graduate from high school. Students meeting the state graduation requirements under this section and who are students in grades 9-12 and who are identified as academically ready for a career or college are actively encouraged by the school district to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment to graduate from high school.

3. As appropriate, students through grade 12 must continue to participate in targeted instruction, intervention, or remediation and be encouraged to participate in courses awarding college credit to high school students.

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

VI. GRADUATION CREDIT REQUIREMENTS

Students who first enrolled in grade 9 in the 2024-2025 school year or later must successfully complete 46 high school level credits for graduation:

A. Credit Requirements

- A1. Eight credits of language arts;

- ~~B2.~~ Six credits of mathematics sufficient to satisfy all academic standards in mathematics;
- ~~C3.~~ ~~Six credits of science, including two credits of physical science, two credits of biology, and two credits of chemistry; Three~~ Six credits of science, including two one credits to satisfy all the earth and space science standards for grades 9 through 12, two one credits to satisfy all the life science standards for grades 9 through 12, and one two credits to satisfy all the chemistry or physics standards for grades 9 through 12;
- ~~D4.~~ Seven credits of social studies, including one credit of geography, two credits of world history, two credits of American history, one credit of government & citizenship in 11th or 12th grade, ~~in either grade 11 or 12 for students beginning in grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under Minnesota Statutes, section 120B.21, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship~~ and one credit of economics;
- ~~E5.~~ Two credits in the arts sufficient to satisfy the academic standards;
- ~~F6.~~ One credit of health;
- ~~G7.~~ One credit of physical education sufficient to satisfy the state standards;
- ~~H8.~~ One credit of personal finance in grade ~~10, 11, or 12; Students who begin grade 9 in the 2024-2025 school year and later must successfully complete a course for credit in personal finance in grade 10, 11, or 12. A teacher of a personal finance course that satisfies the graduation requirement must have a field license or out-of-field permission in agricultural education, business, family and consumer science, social studies, or math.~~
- ~~I9.~~ Incoming 9th graders must complete one credit of College and Career Planning, required during the 9th grade year. This requirement may be met by:
1. Success 191, AVID Elective 9, college and career planning content-based English language development course, or coursework aligned to IEP transition goals.
 2. Students enrolling in subsequent years will be required to complete an additional elective to meet the total number required for graduation; and
- ~~J10.~~ Thirteen credits of electives.
- ~~KB.~~ Credit equivalencies
1. A one-half credit of economics taught in a school's agricultural, food, and natural resources education or business education program or department may

fulfill a one-half credit in social studies under Paragraph ~~DA.4E.~~, above, if the credit is sufficient to satisfy all of the academic standards in economics.

2. An agriculture science or career and technical education credit may fulfill the elective science credit required under Paragraph ~~CA.3D.~~, above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under Paragraph ~~A.3C.D.~~, above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry ~~or physics~~ academic standards or all of the physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under Paragraph ~~A.3D.~~, above.
3. A career and technical education credit may fulfill a mathematics or arts credit requirement under Paragraph ~~B.A.2~~ or Paragraph ~~FA.5.~~, above.
4. A computer science credit may fulfill a mathematics credit requirement under Paragraph ~~BA.2.~~, above, if the credit meets state academic standards in mathematics.
5. A Project Lead the Way credit may fulfill a mathematics or science credit requirement under Paragraph ~~AB.2~~ or Paragraph ~~DEA.3.~~, above, if the credit ~~meets the~~ state academic standards in mathematics or science.
6. An ethnic studies course may fulfill a social studies, language arts, arts, math, or science credit if the course meets the applicable state academic standards. An ethnic studies course may fulfill an elective credit if the course meets applicable local standards or other requirements.

VII. GRADUATION STANDARDS REQUIREMENTS

- A. All students must demonstrate their understanding of the following academic standards:
 1. District determined standards, Health (K-12)
 2. District determined standards, Career and Technical Education (K-12) and
 3. District determined standards, World Language (K-12)
- B. Academic standards in health, world languages, and career and technical education will be reviewed as part of the curriculum review process. A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages.

- C All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):
1. Minnesota Academic Standards, English Language Arts K-12;
 2. Minnesota Academic Standards, Mathematics K-12;
 3. Minnesota Academic Standards, Science K-12;
 4. Minnesota Academic Standards, Social Studies K-12;
 5. Minnesota Academic Standards, Physical Education K-12; and
 6. Minnesota Academic Standards, Arts K-12.
- B. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

VIII. EARLY GRADUATION

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

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

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the Comprehensive Achievement and Civic Readiness World's Best Workforce)
Minn. Stat. § 120B.07 (Early Graduation)

Minn. Stat. § 120B.11 (School District Process) for Reviewing Curriculum, Instruction, and Student Achievement [Goals](#); Striving for [Comprehensive Achievement and Civic Readiness](#) ~~the World's Best Workforce~~)

Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)

Minn. Stat. § 120B.30 ([General Requirements; Statewide Assessments Statewide Testing and Reporting System](#))

[Minn. Stat. § 120B.303 \(Assessment Graduation Requirements\)](#)

[Minn. Stat. § 120B.307 \(College and Career Readiness\)](#)

~~Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)~~

[Minn. Rules Part 3501.0660 \(Academic Standards For Kindergarten through Grade 12\)](#)

Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.0820 (Academic [Art](#) Standards for [Kindergarten through Grade 12](#) ~~the Arts~~)

Minn. Rules Parts 3501.0900-3501.09~~6055~~ (Academic Standards in Science)

[Minn. Rules Parts 3501.1200-1210 \(Academic Standards for English Language Development\)](#)

Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: Burnsville-Eagan-Savage School District Policy 104 (School District Mission Statement)

Burnsville-Eagan-Savage School District Policy 601 (School District Curriculum and Instruction Goals)

Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)

Burnsville-Eagan-Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)

Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)



**Agenda V.A.
February 27, 2025**

To: Board of Education

From: Dr. Theresa Battle, superintendent, Imina Oftedahl, director of curriculum, instruction and assessment, Dr. Kathy Funston, director of strategic partnerships and pathways and Isis Buchanan, director of educational equity

Date: February 27, 2025

Re: FY26 Preliminary Investments

Fiscal Year 2025-26 Budget: ***Preliminary Investments***

Dr. Theresa Battle, superintendent
Imina Oftedahl, director of curriculum, instruction and assessment
Dr. Kathy Funston, director of strategic partnerships and pathways
Isis Buchanan, director of educational equity

February 27, 2025

Agenda

- Strategies for a Structurally Sustainable Budget
- Considerations
- PreK-12 Pathways
 - Development and Implementation
 - Financial Resources
- Makerspaces Timeline
- Achievement and Integration Budget
- Timeline for Budget Feedback



Considerations

- **Strategic Roadmap**

- Vision, Values & Strategic Directions
- Strategic Dashboard
- Profile of a Learner

- **Instructional Priorities**

- PreK-12 Pathways
- READ Act

- **Student Support Services**

- Virtual Academy
- Washburn Center For Children
- Care Solace
- Social Workers
- Behavior Analysts

- **School Culture and Climate**

- Culturally Proficient School System
- Positive Behavior Interventions and Supports (PBIS)

- **Stabilizing Enrollment**

- Virtual Academy
- Pre-K

- **Operational Needs**

- Ongoing efficiencies, cost savings and adjustments



Strategies for Structurally Sustainable Budget

- Provide resources for creating conditions to support One91 Strategic Roadmap ([Vision Statement, Core Values, Strategic Directions](#))
- **Prioritize investment for instructional priorities, including PK-12 Pathways**
- Maintain current class size parameters (Enrollment Rightsizing)
- Maintain balance in expenditures and revenue for restricted funds
- Use of restricted funds before general undesignated funds
- Understand ebb and flow of revenue streams and expenses



Elementary Pathways 2025-2026

Arts, Global Communication, Information Systems	Business, Management & Entrepreneurship	Design, Engineering & Manufacturing Technologies	Health Sciences & Human Services
<p>Core Literacy (K-5) Music (K-5) Visual Art (K-5) Scratch Coding (2-3) Digital Learning-Media Literacy (K-5) Instrumental Music (5)</p> <p>Enrichment Musical Storytelling (1) Advanced Learning: Communication (2) Ceramics (K-5) Minneapolis Institute of Art Trip (3) Orchestra Hall Trip (4) Henna Design (5) Class Notes Artists-in-Residence (K-5)</p> <p>Extra Curricular Technology Club</p>	<p>Core Math Expressions (K-5) Literacy (K-5)</p> <p>Enrichment Advanced Learning: Entrepreneurship (4)</p> <p>Extra Curricular Peer Leaders Student Council</p>	<p>Core Math Expressions (K-5) Science Curriculum Review (K-5) Digital Learning (K-5)</p> <p>Enrichment I Am a Designer (K) Advanced Learning: Engineering (3) Advanced Math (4-5) Robotic Warehouse Fulfillment (2)</p> <p>Extra Curricular Technology Club Chess Club</p>	<p>Core Physical Education (K-5) Science Curriculum Review (K-5) Social Emotional Curriculum (K-5)</p> <p>Enrichment Advanced Learning: Health & Wellness (5) All District Track Meet (5) Science Fair (3-5) Multicultural Games (K-2) Cooperative Activities (3-5)</p>

Makerspaces Timeline

- 2022-2024: Inconsistent support and physical spaces based on site resources
- UPDATE for 2024-2025
 - Utilization of existing Makerspace equipment
 - Mobile carts for each site
 - Lessons repurposed and created
 - Balance of digital and non-digital
 - Aligned to 4 pathways
 - Lessons provided for teachers K-5



Preliminary Financial Resources to Support Pathways 2025

District General Funds \$1,148,561

- Advanced Learning Specialists
- Middle School Project Lead the Way
- Elementary Spark Experiences
- Elementary Instrumental Music

Capital Funds \$61,818

- Texts and instructional software: CTE, Associates of Arts Degree Program
- CTE consumables

Restricted Funds \$821,186

- Title IV-Elementary instrumental music teacher
- Career Technical Education Levy-CTE staffing
- Perkins - MS/HS CTE
- Tech Levy - Makerspaces supplies
- Title IV - Elementary extracurricular clubs
- Math Masters Competition

Grant Funds \$362,720


- Grow Your Own program-Education Pathway
- Dakota Electric-Associates Program
- Bosch Community Fund - MS, Teacher Externships
- Greater Twin Cities United Way-Work based Learning Program
- Greater Twin Cities United Way/DEED-Paid Student Work Experiences

Purpose of Achievement & Integration Program



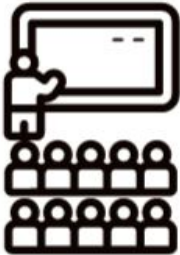

- Pursue Racial & Economic Integration
- Increase Student Achievement
- Create Equitable Educational Opportunities
- Reduce Predictability In:
 - Academic disparities based on students' diverse racial, ethnic, and economic backgrounds



FY23-26 Achievement & Integration Goals



FY 23-26 Achievement & Integration Goals

Goal 1	Goal 2	Goal 3	Goal 4
<p>Increase four-year graduation rate for all students from 84.4% in 2021 to 90% in 2025 and a) Latino students from 66% in 2021 to 78% in 2025 and b) Native and Indigenous students from 67% in 2021 to 80% in 2025.</p> <div style="text-align: center; margin-top: 10px;">  </div>	<div style="text-align: center; margin-bottom: 10px;">  </div> <p>Increase the percentage of racially and economically diverse incoming kindergarteners meeting fall pre-reading literacy benchmark a) all Black, Indigenous, students of color from 35% in fall 2022 to 55% in fall of 2025 and b) Latino students from 10% in 2022 to 30% in 2025 and c) Native and Indigenous students from 20% in 2022 to 40% in 2025.</p>	<p>Decrease the demographic disproportionality of BIPOC students in rigorous high school courses from 17% in 2021-2022 to 8% in 2025-2026.</p> <div style="text-align: center; margin-top: 10px;">  </div>	<div style="text-align: center; margin-bottom: 10px;">  </div> <p>Increase the percentage of students accessing teachers/classrooms demonstrating culturally responsive instruction aligned with the CPSS Lesson Study Tools from 72% in 2022 to 90% in 2026.</p>

FY26 Achievement & Integration Revenue Budget

- FY 26 Proposed A & I Revenue Budget
 - \$2,048,808.77
- Funding Supports the following:
 - AVID Staff (coordinator/teachers/tutors)
 - Professional Development (AVID & Social Studies)
 - Social Workers (0.5 FTE, 12 social workers)
 - Cultural Liaisons (1.0 FTE, 12 liaisons)
 - Specialist American Indian Culture/Indigenous Cultural Liaison (1.30 FTE)
 - Director of Educational Equity (0.5 FTE)

Timeline

- **January - February**
 - Board approves FY25 revised budget
 - Board receives report on FY26 budget assumptions and Parameter Options
- **March**
 - Superintendent presents initial budget recommendations to the Board
- **March -May**
 - Staff and community presentations and feedback opportunities
 - Proposed Budget Adjustments
- **June 12** - FY26 Adopted Budget presented
- **June 26** - FY26 Adopted Budget approved

Next Steps for Budget Feedback

- March 14: Online feedback survey open, closes April 17th
- March and April:
 - School- & program-level parent meetings
 - Presentation shared with families & staff, multiple opportunities to provide feedback
- Community presentation offered to all families and public
 - **April 16, 2025 at 6 p.m. - Diamondhead Education Center**

THANK YOU!