



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
April 23, 2026
6:30 PM

Strategic Directions:

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

5:45 PM Listening Session with Director Werb and Director Mikkeslen

In the case of inclement weather, the Board of Education's regularly scheduled meetings will be rescheduled to the following Monday at the same time and place, unless that Monday is a holiday, in which case a special meeting may be called.

I. Call to Order

A. Welcome

B. Pledge of Allegiance

II. Approval of Agenda

III. Information

A. School Report: Hidden Valley Elementary School

Speaker(s): Dr. Chris Bellmont, Assistant Superintendent, Kristine Black, Principal, Kari Komar, Building Leadership Team Member, and Shuraim Badri, Student

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



**Agenda III.A.
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Dr. Chris Bellmont, assistant superintendent, Kristine Black, principal, Kari Komar, building leadership team member, and Shuraim Badri, student

Date: April 23, 2026

Re: School Report: Hidden Valley Elementary School

Hidden Valley Elementary School Board Presentation

April 23, 2026

Kristine Black, Principal

Kari Komar, Building Leadership Team Member

Shuraim Badri, 4th Grade Student

Believe, Belong, Build and Become.

- **Believe** in the strength of our relationships
- **Belong** by creating ownership
- **Build** room for student and partner voice
- **Become** a high achieving school through being culturally responsive and building trust

Belonging: Students

Voice : Personal and Collective

Hidden Valley Peace Site Rededication February 27, 2026



Peace Site Event

- *Hidden Valley Student Created and Led for Students, Staff, Families, and Community*

- International Peace Site Rededication
- Cultural Representation Group Started
- Student Surveys and Focus Groups
- Family Events for Families During the School Day
- Recognition Commitments for Students - Over 100 students recognized

Hidden Valley Peace Site Rededication ⁶

February 27, 2026

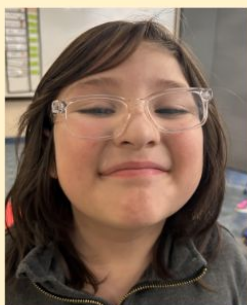


Willkommen Bienvenido
Shalom Bienvenue Yokoso
Vitej Welcome Welkom
Karibu Benvenuto

Designed by freepik.com



Peace Site Presentation Highlights



We S.O.A.R. like Hawks at Hidden Valley by being:

- Safe
- On-Task
- Accountable
- Respectful

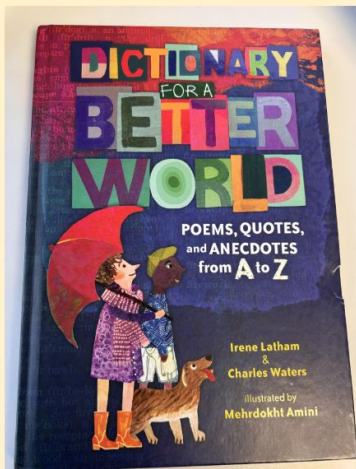
(Think of how we will use each of these words at our assembly today)

Welcome to the City of Savage Mayor Christine Kelly!



Peace Site Presentation Highlights

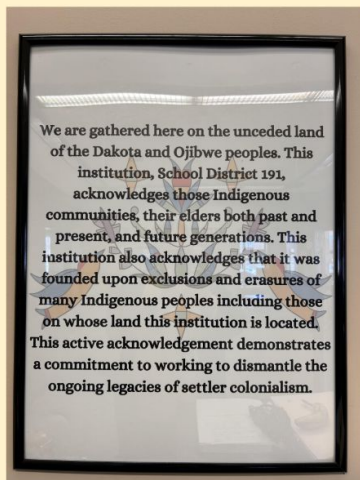
HV 4th and 5th Graders wrote and illustrated their own Dictionary For A Better World, based on this book by Irene Latham and Charles Waters and Illustrated by Mehrdikht Amini. We hope you enjoy our ideas!



A=Acknowledgement

People use an acknowledgement as a way to honor, appreciate, or recognize something.

We are going to do a Land Acknowledgement. Listen carefully to this message. This hangs in our front office.



M= Marvelous



The meaning of marvelous is kind, respectful, and being nice to everybody like they show kindness to you.

The meaning of mindful is to be present in the moment. Take the time to enjoy every day.

Marvelous. Mindful. Masterpiece

You guys are a **MASTERPIECE**. You're special and kind. You are **MARVELOUS** human beings. You are beautiful people. You are all amazing, kind, and **MINDFUL**. You're all nice, marvelous, and special. You are very smart and you should never give up.



By: Shuraim.



What a
Wonderful World

LINK

What a Wonderful World 2026.mp4

Pictures by
students: Thanks
DeJong & Kitzman

Building: Engaged Partnerships

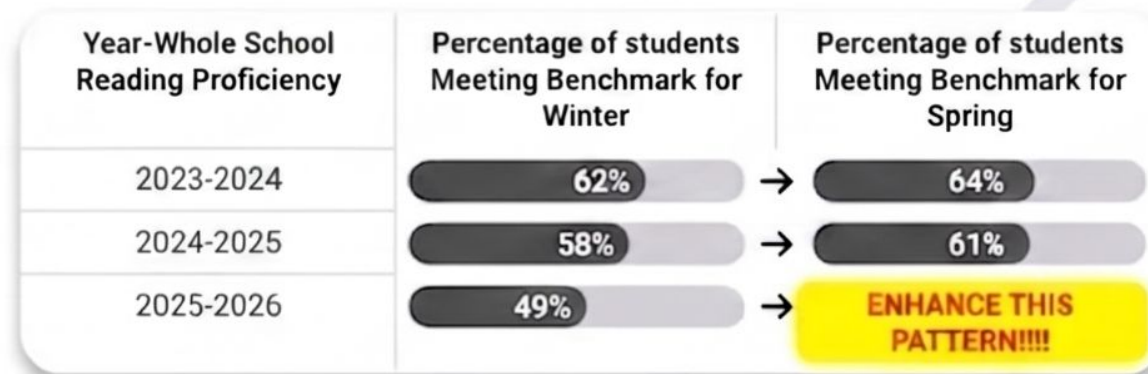
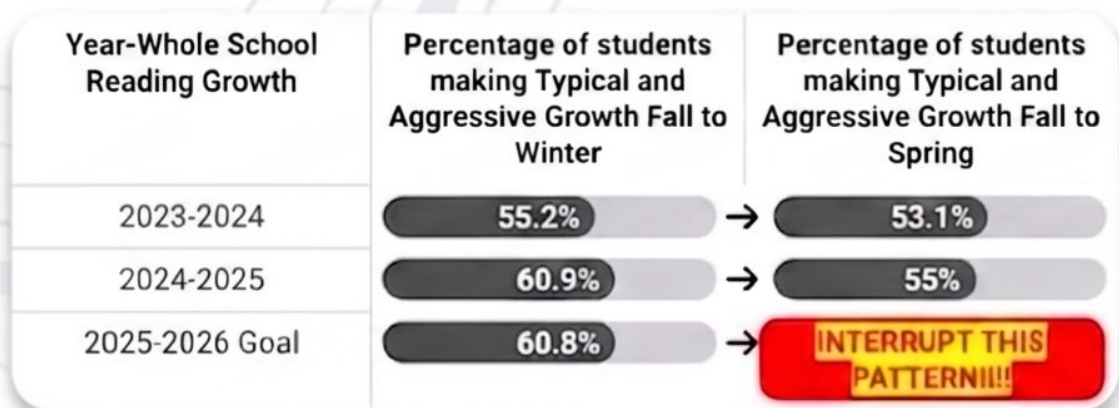
Personal / Collective Voice



Declaration: We will continue to build voice and choice for families, and actively seek feedback to improve our school.

- **Liaison Family / Student, Family, and Staff Support - So Many Ways**
- **Multilingual Teacher Leadership - So Many Ways**
- **Increased Communication Efforts - Weekly Newsletters, Parent Teacher Association (PTA) Communication, SeeSaw, Parent Square**
- **Re-Energize PTA**
- **Events for Families with Feedback At All Family Events; QR Codes**

Believing: Improve Achievement



26-27 School Improvement Goal:

By Spring 2026, the percentage of students in Kindergarten through 5th Grade at Hidden Valley Elementary who make typical to aggressive growth will increase from 55% in the Spring of 2025 (Fall 2024 to Spring 2025) to at least 58% (Fall 2025 to Spring 2026), as measured by FAST earlyReading (K-1) and aReading (2-5).

Building: Improved Achievement

Personal / Collective Voice



High Academic Achievement
Holding ourselves accountable to rigorous standards for student learning.



Deep Cultural Responsiveness
Ensuring our environment respects and reflects diverse student backgrounds.



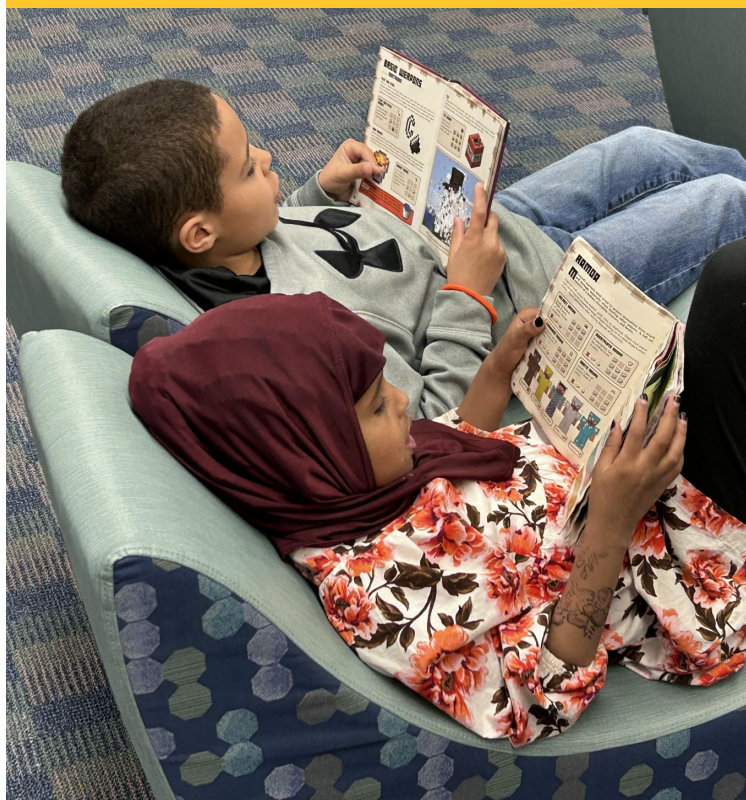
An Inclusive Community
Creating a welcoming and supportive space for all students.

- **Increased Percentage of Students Making Typical and Aggressive Growth and Scoring at the Proficiency Level**
- Investigate, Interrupt, Increase
- **Strengthened Core Instruction**
- **More Tightly Aligned Standard and Grade Level Guarantee Work Connected to Student Data and Progress Monitoring**
- **Raised Expectations**

Declaration: We will hold ourselves accountable to high expectations for academic achievement, cultural responsiveness, and an inclusive community for all students at Hidden Valley.

Becoming a Beautiful Community Together!

Students



Families



Partners



Thank You

B. Student Performance and Achievement Committee: Graduation and
College, Career Readiness and Graduation

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Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction, and Assessment
and Matt Deutsch, Teacher



**Agenda III.B.
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Imina Oftedahl, director of curriculum, instruction and assessment and Matt Deutsch,
career and technical education teacher

Date: April 23, 2026

Re: Student Performance and Achievement Committee: Graduation and College, Career
Readiness and Graduation

Believe, Belong, Build and Become.

Graduation and College, Career Readiness and Graduation

April 23, 2026

Imina Oftedahl, Director of Curriculum, Instruction and Assessment

Matt Deutsch, Career and Technical Education Teacher-Burnsville High School

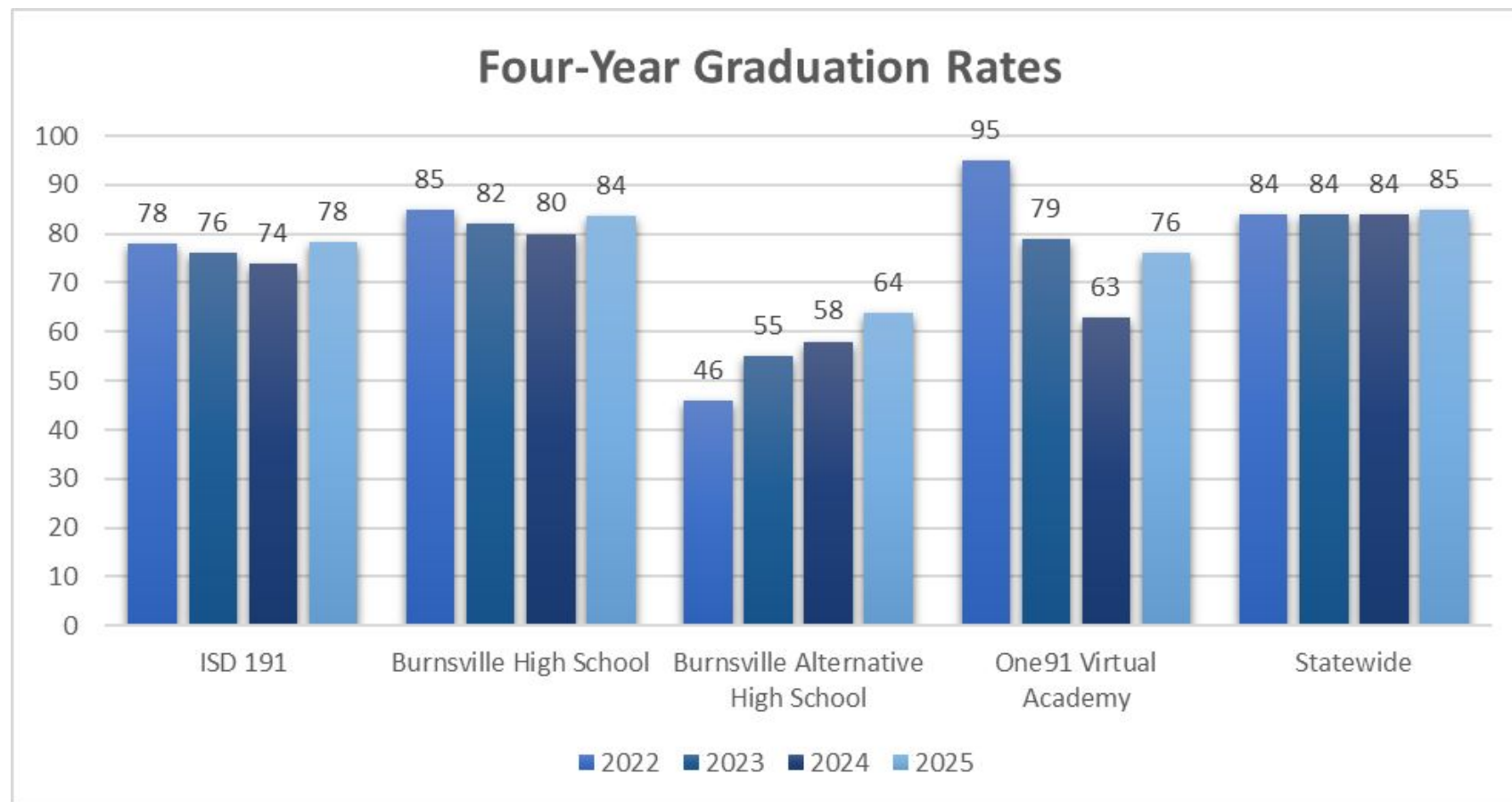
College and Career Readiness

- Graduation
- Rigorous Coursework
- Pathways: Career and Technical Education (CTE)



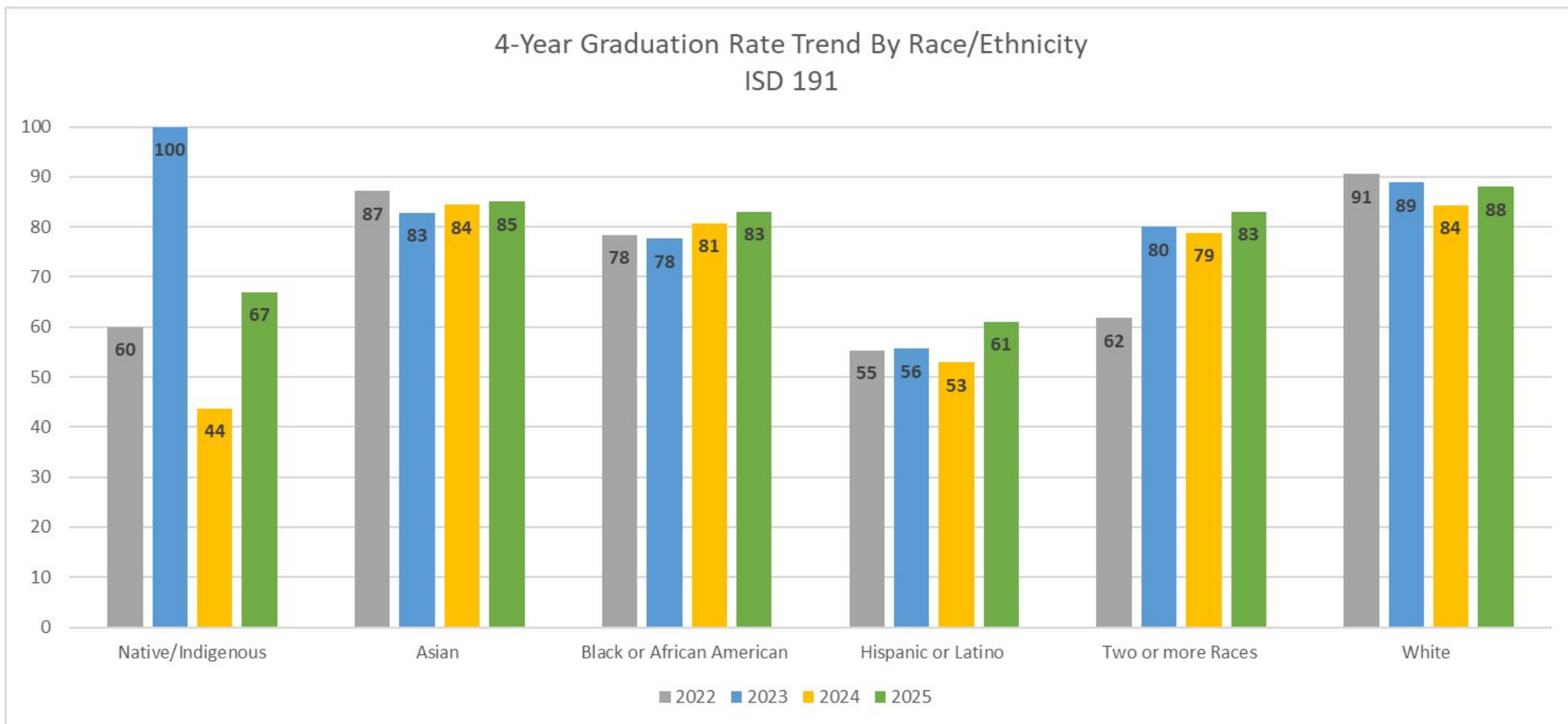
Graduation: Class of 2025

Number of Graduates				
	2022	2023	2024	2025
Statewide	58,586	58,293	59,720	61,935
ISD 191	506	520	492	532
BHS	416	409	386	383
BAHS	55	80	84	101
VA	35	30	22	48

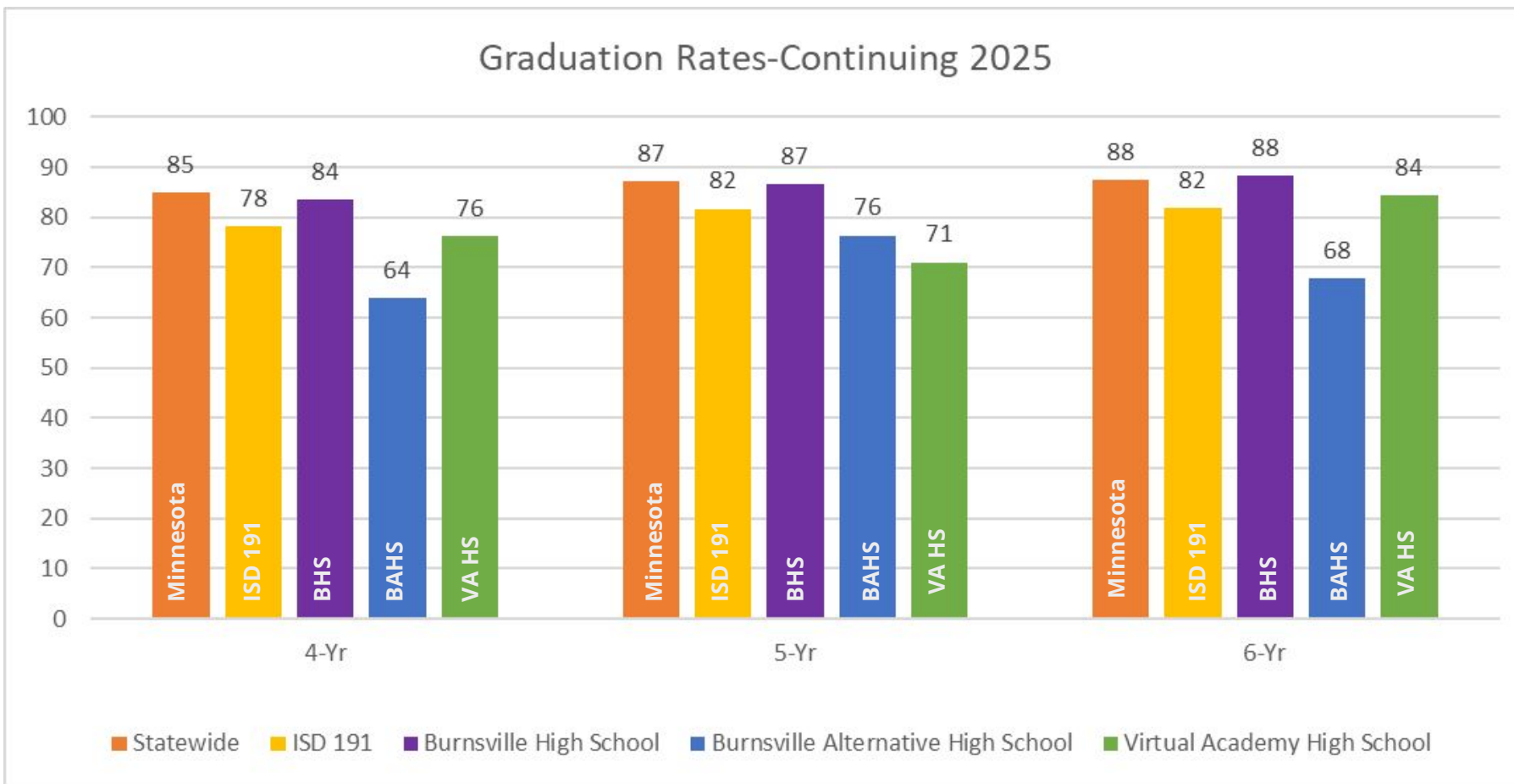


District Graduation

4-Year Graduation Rate Trend By Race/Ethnicity
ISD 191



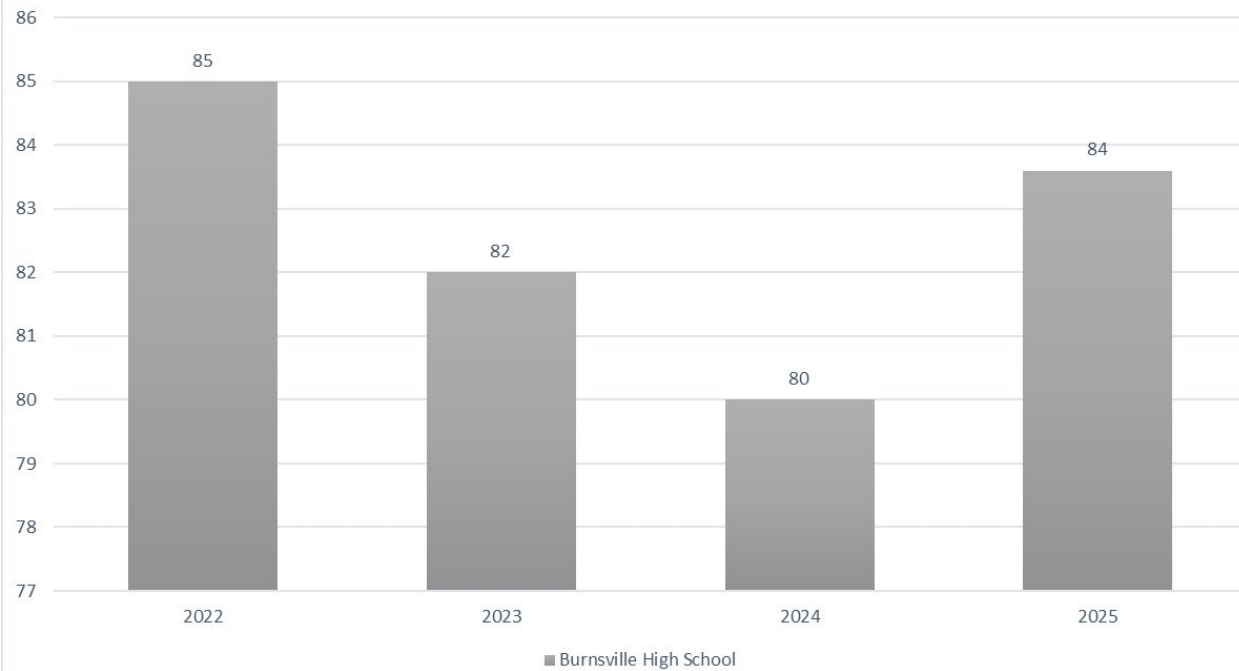
Graduation: Multi-year Rates



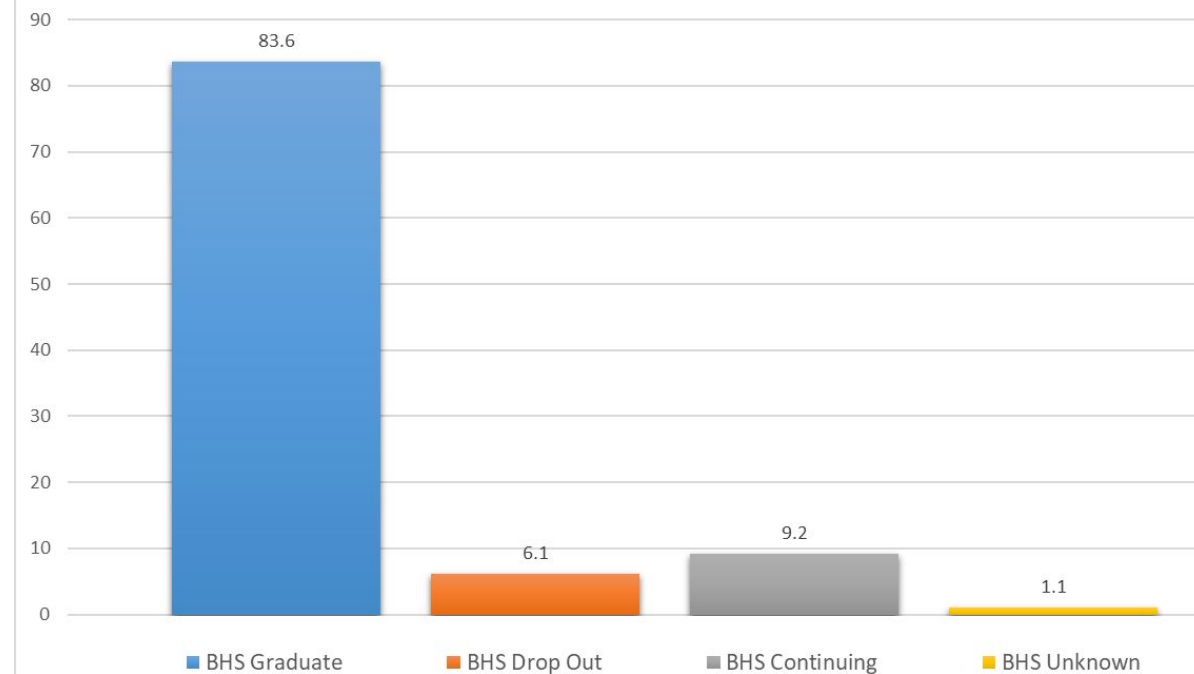
Percentage of Students Graduating
 4-year rate: class of 2025
 5-year rate: class of 2024
 6-year rate: class of 2023

Burnsville High School Graduation

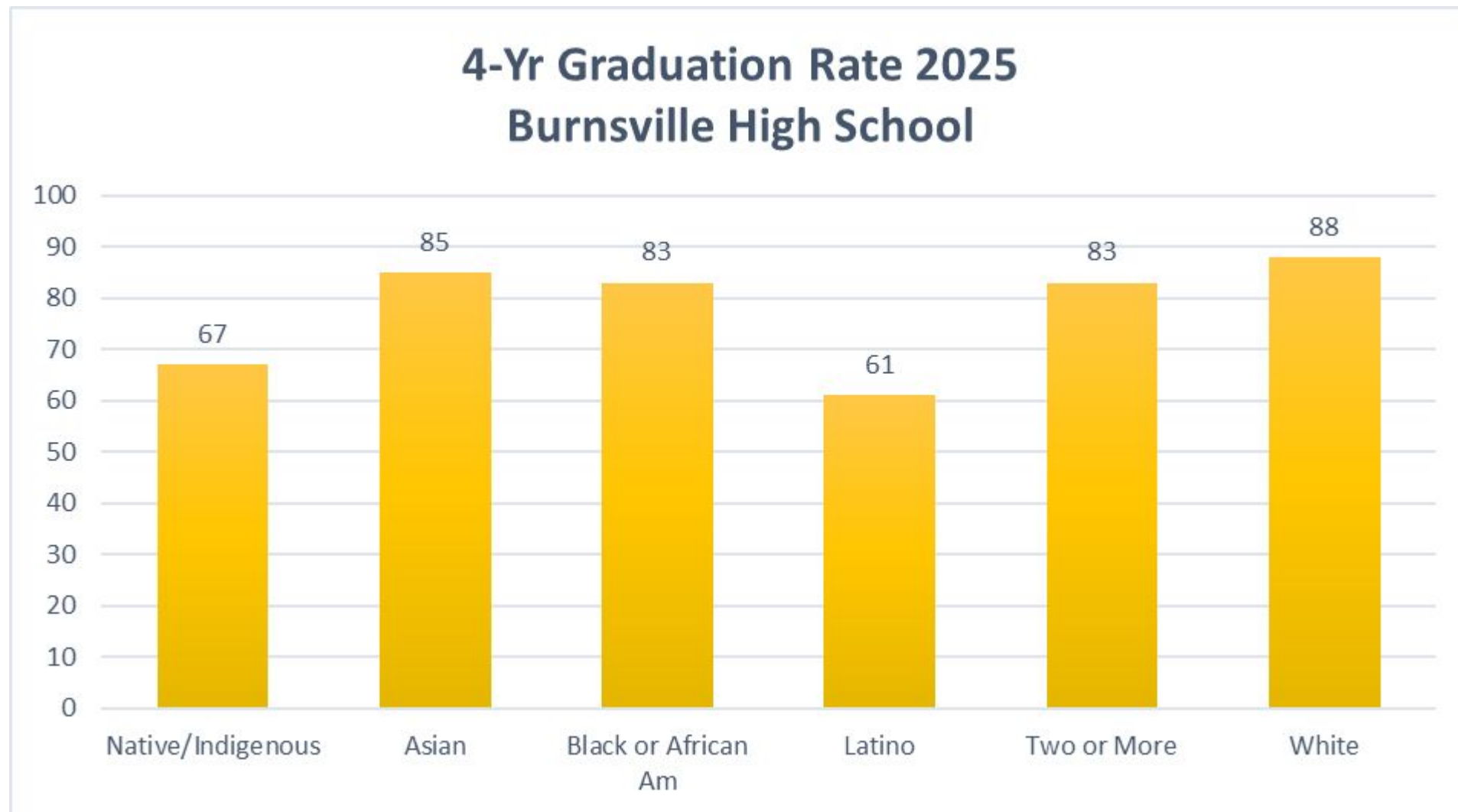
4-Year Graduation Rates: Trend



4-Year Graduation Rate: Class of 2025

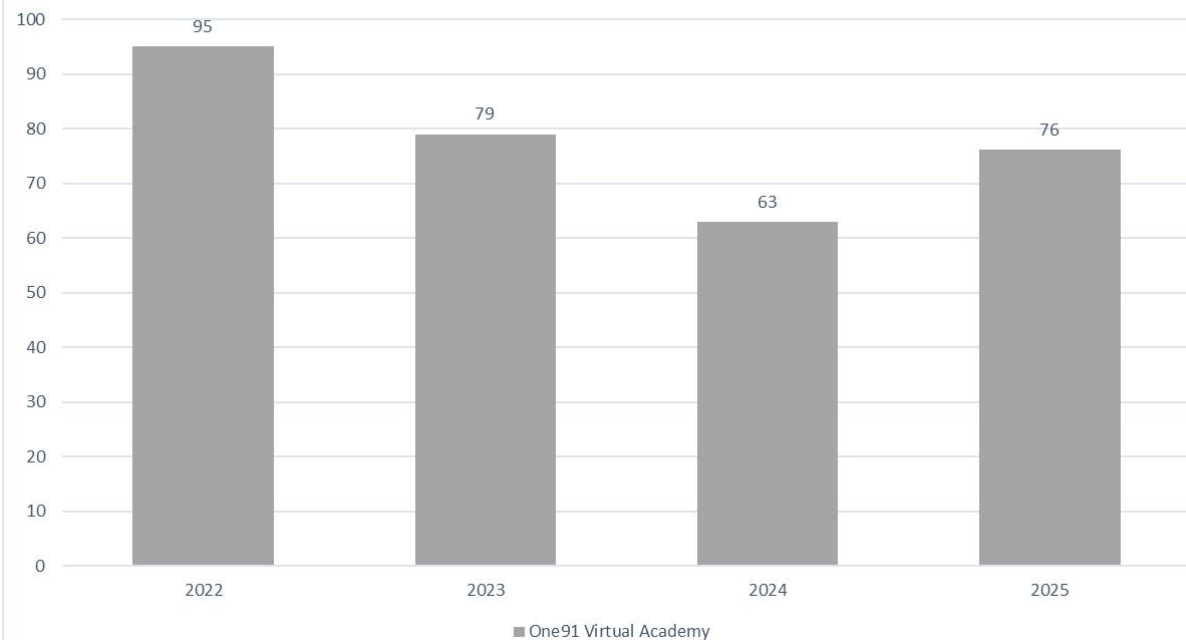


Burnsville High School

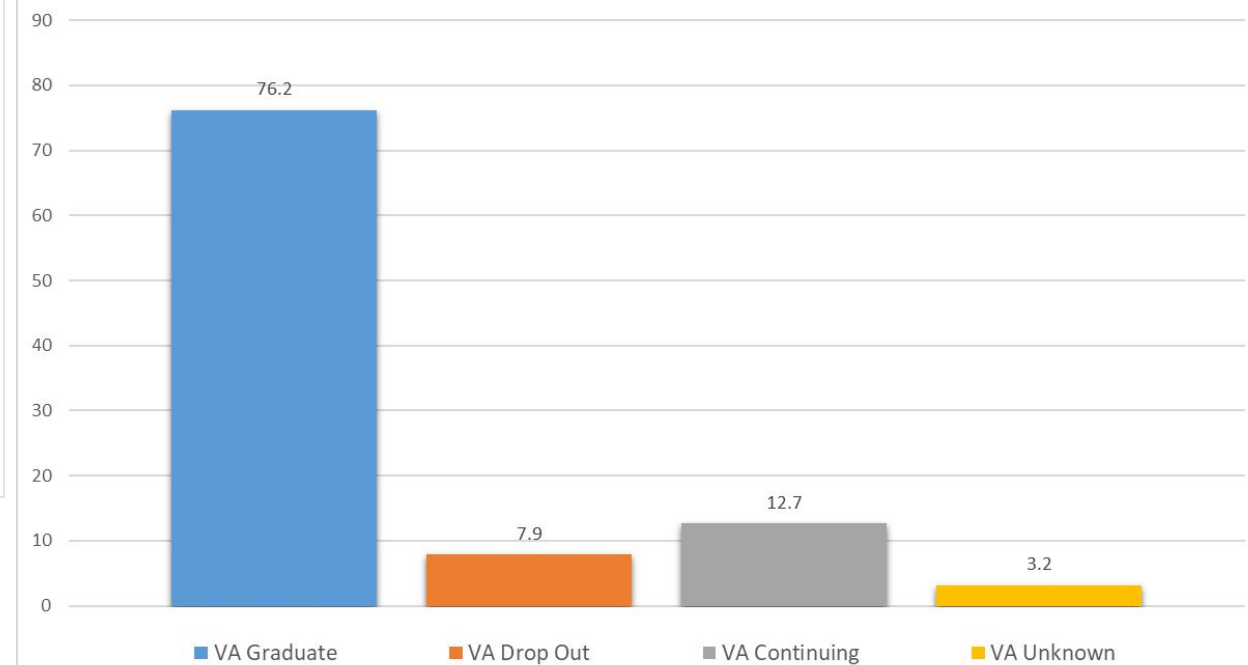


Virtual Academy Graduation

4-Year Graduation Rates: Trend

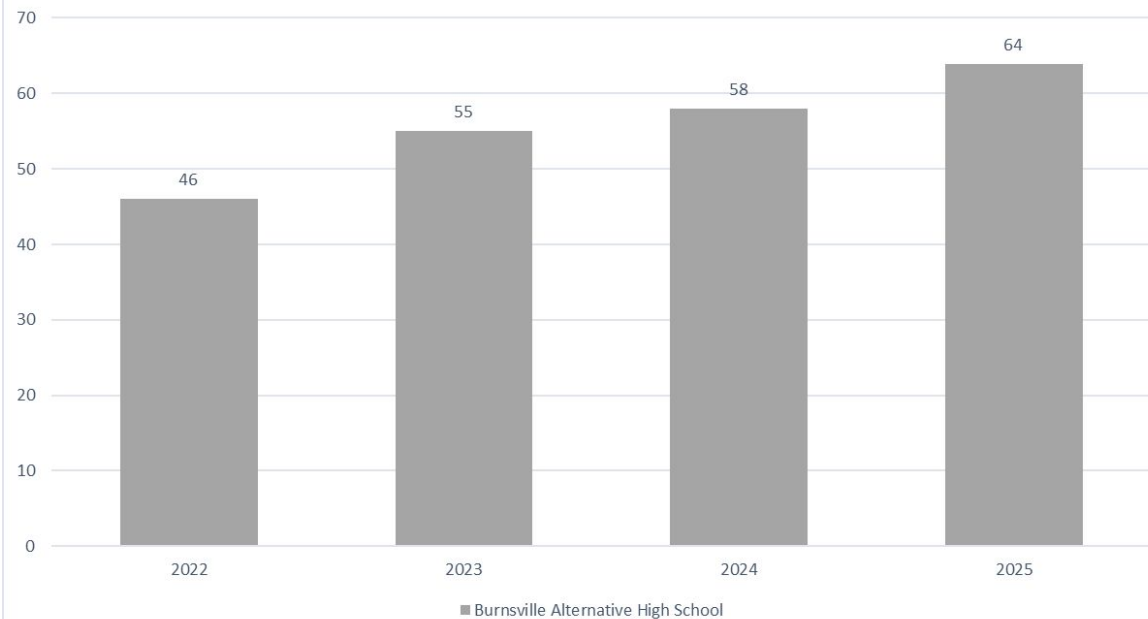


4-Year Graduation Rate: Class of 2025

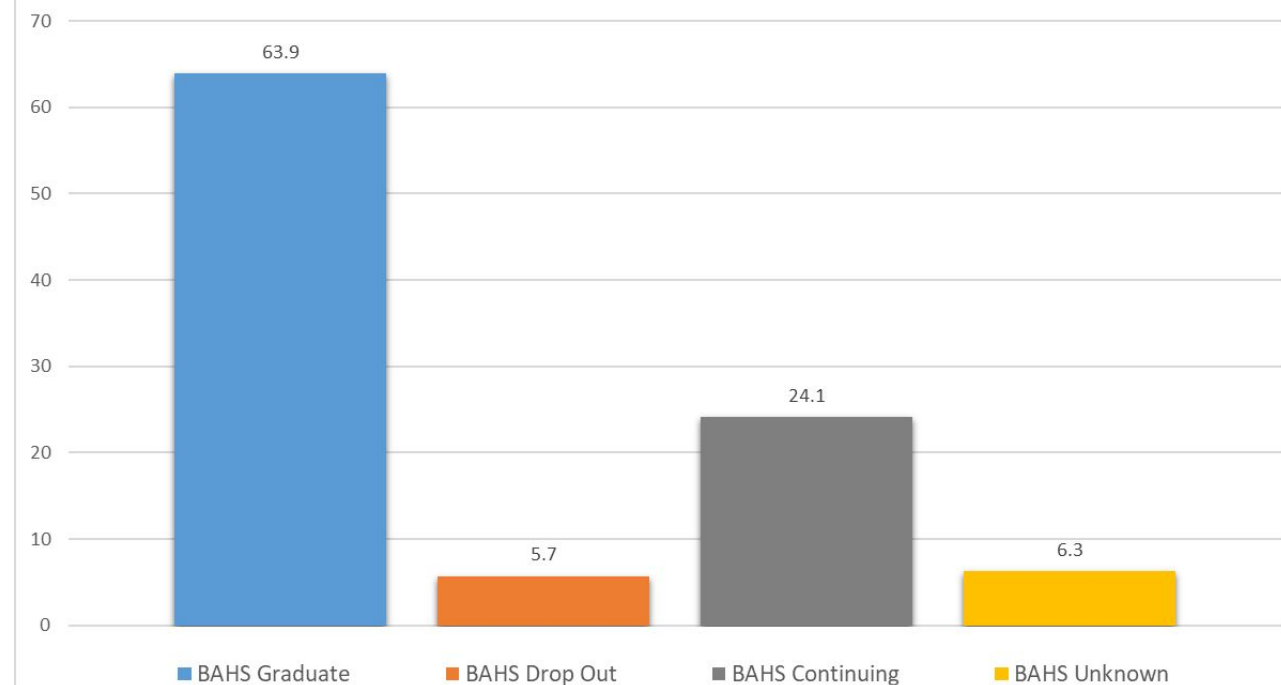


Burnsville Alternative High School Graduation Rate

4-Year Graduation Rates: Trend



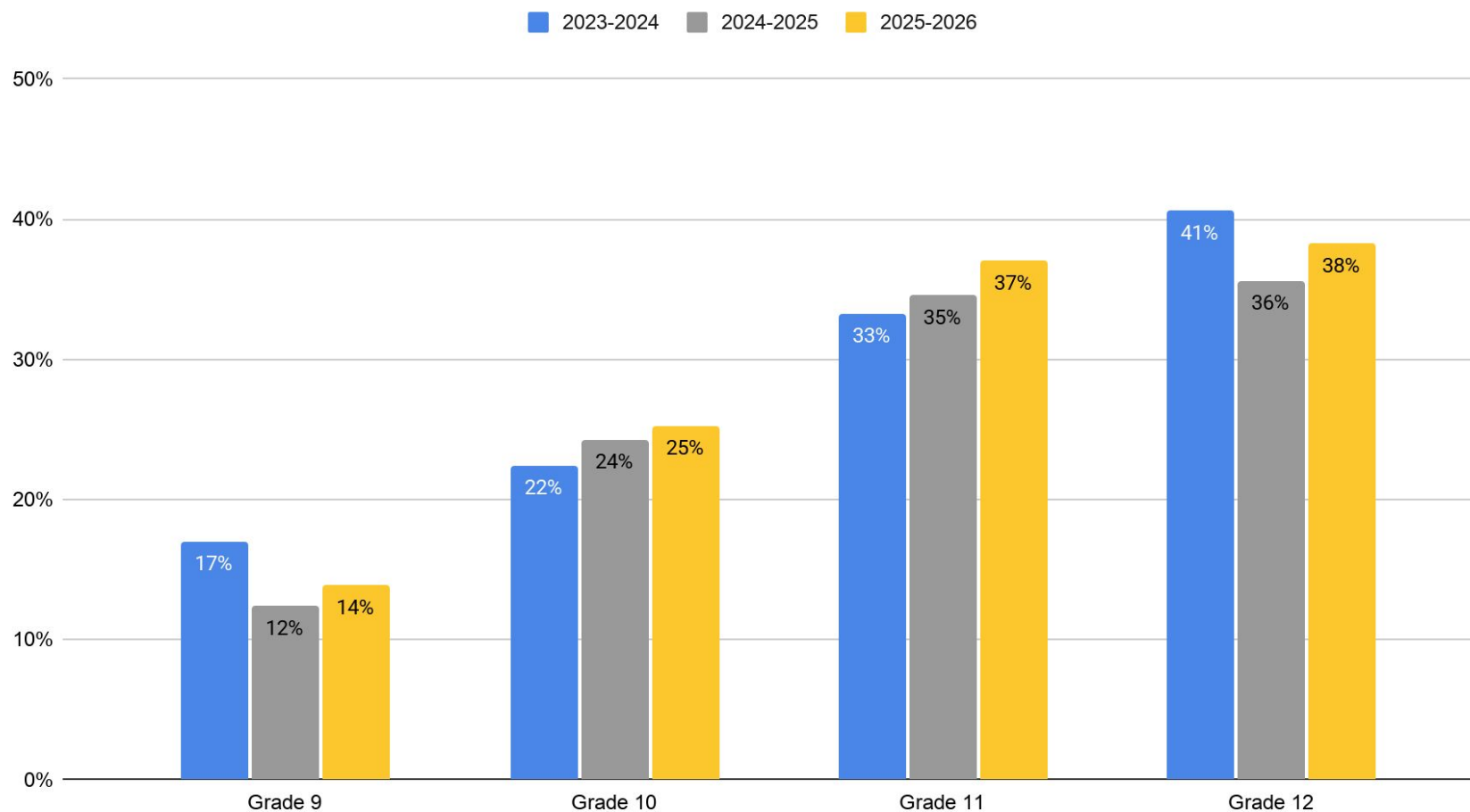
4-Year Graduation Rate: Class of 2025



Rigorous Coursework*

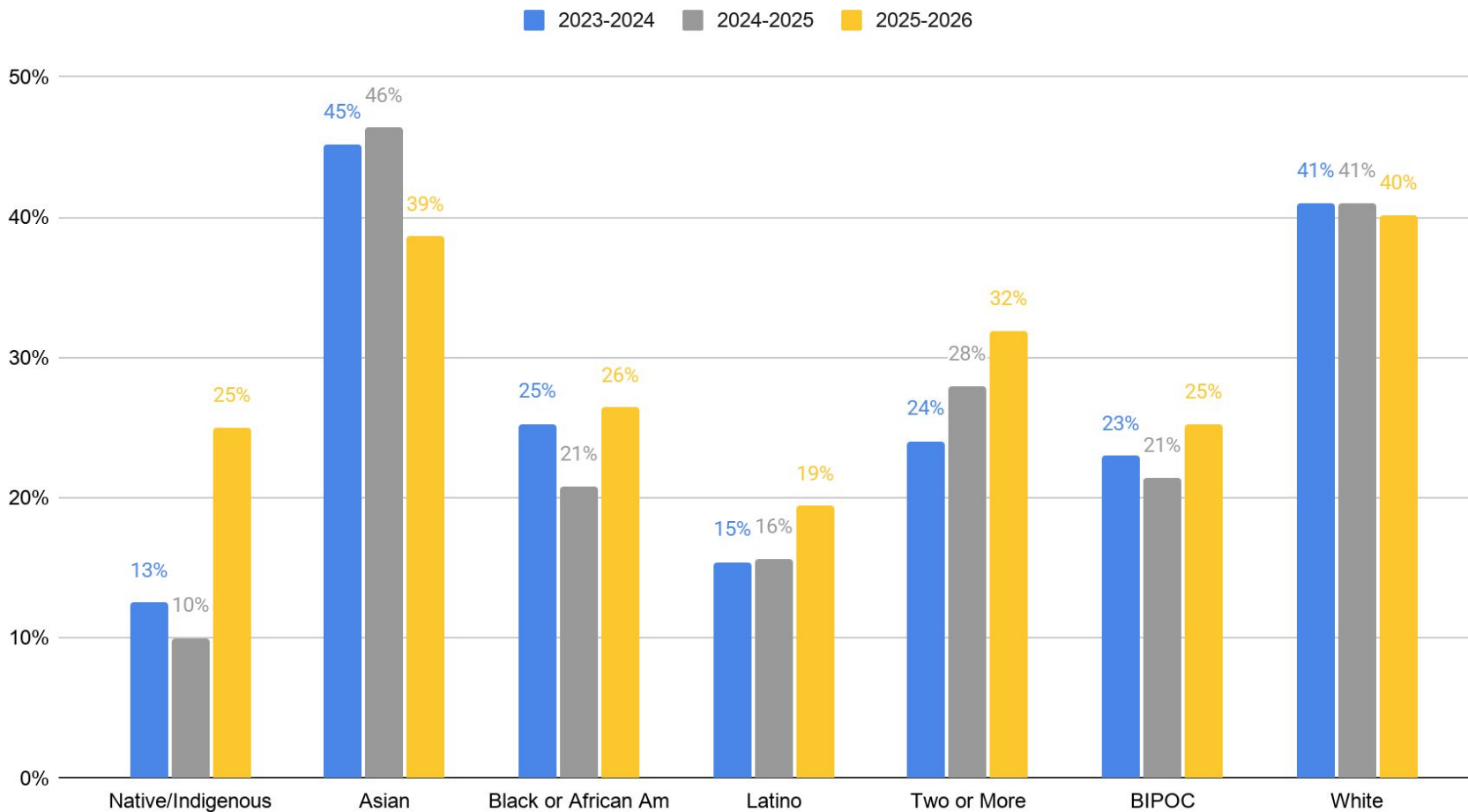
*Rigorous course is defined as a course for which college credit is available.

Rigorous Course Enrollment by Grade



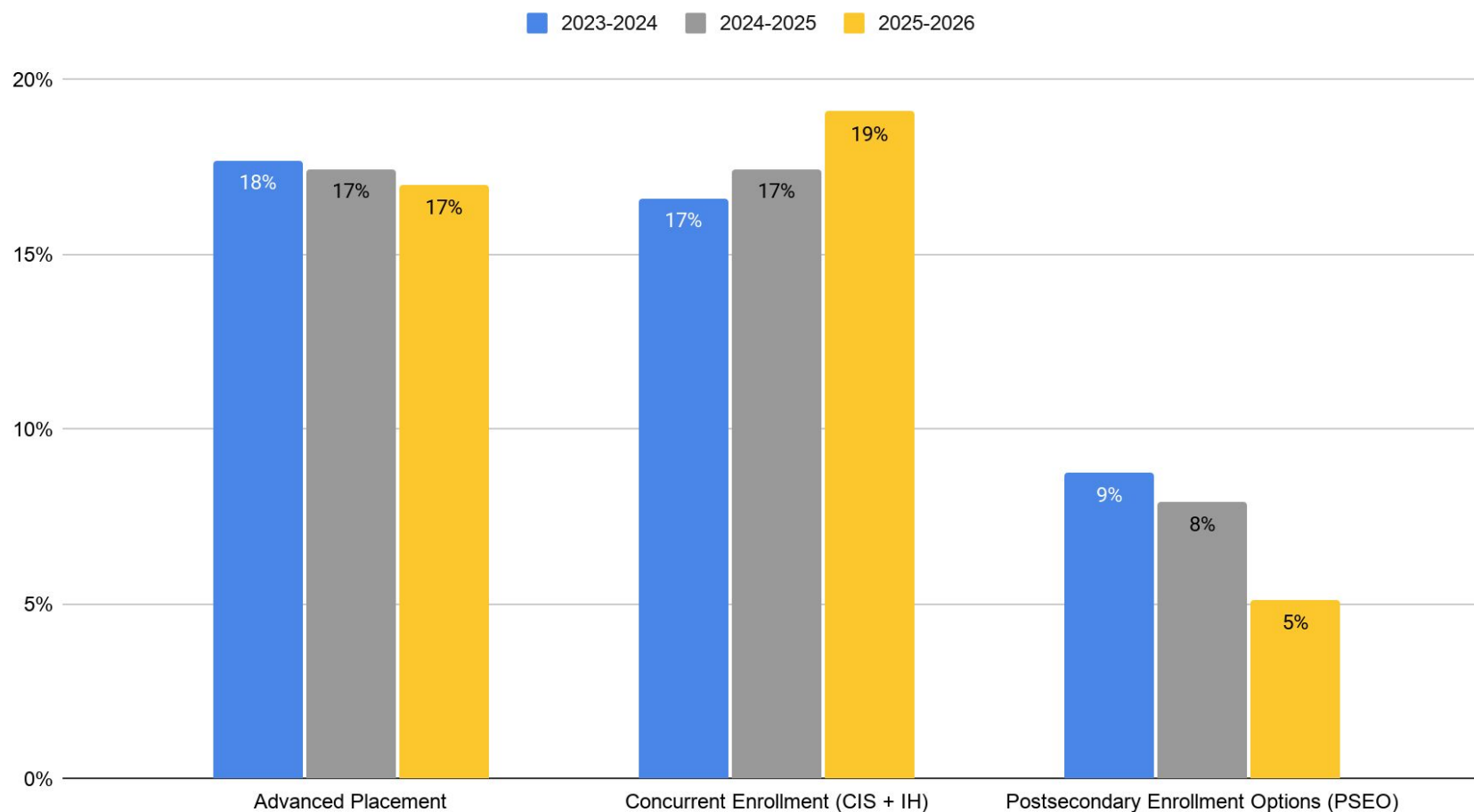
Rigorous Coursework

Rigorous Course Enrollment by Race/Ethnicity



Rigorous Coursework

Rigorous Course Enrollment by Course Type



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

CTE & Pathways Overview

- 20 Students completed their OSHA 10 certification
- 110 students completed ServSafe certifications
- New concurrent enrollment college credit courses offered:
 - Child Growth and Development (2025-2026)
 - Introduction to Business in Society (2026-2027)
- Working as a department to add more certifications and college credits when feasible and meaningful for students

Students report that
certifications
and
college credits
are important to them

Carl Perkins Funding

Federal grant funding

- Based on the number of students in our consortium (Districts 191, 194, 196)
- Number of students identified with financial need

District 191's allocation is about \$100,000

- Industry standard equipment and simulations
- Professional development for CTE teachers
- Technical Skills Assessments (TSA) for students
- Industry visits & field trips

Restrictive Use - must support innovation & career readiness

- May not supplant what should be provided by a school district

Perkins Data Points

Participant
takes CTE courses

Concentrator
completes 2 or more
courses within one
career field

- BHS Class of 2024: 85% were classified as concentrators
- BHS Class of 2024: 91% of concentrators graduated in 4 years
 - Students who identify as Asian: 97%
 - Students who identify as Black: 94%
 - Students who identify as Hispanic: 85%

Earning Potential

- Students statewide who complete a career and technical program at their high school reach a living wage within **7-years** of employment
- Students without concentration in career and technical education take **11-years** of employment to reach the same wage

Continuous Improvement Planning

- CTE programs in MN go through program approval every five years
- Submit a Comprehensive Local Needs Assessment every two years
- Results in a different curriculum review cycle so that programs can stay relevant and meet student and workforce needs
- Applies a continuous improvement cycle based on the Stanford d.school Design Thinking Process focused on empathizing with students to lead change within our department
 - Surveyed all students in CTE classes last year

Continuous Improvement Planning



- Survey Impacts
 - Updated projects in technical education classes
 - Addition of Introduction to Business in Society class
 - Development of Pathway one-pagers in FCS
- Second iteration of the survey this spring with some changes to focus on consistent data and sustainability

Survey Highlights

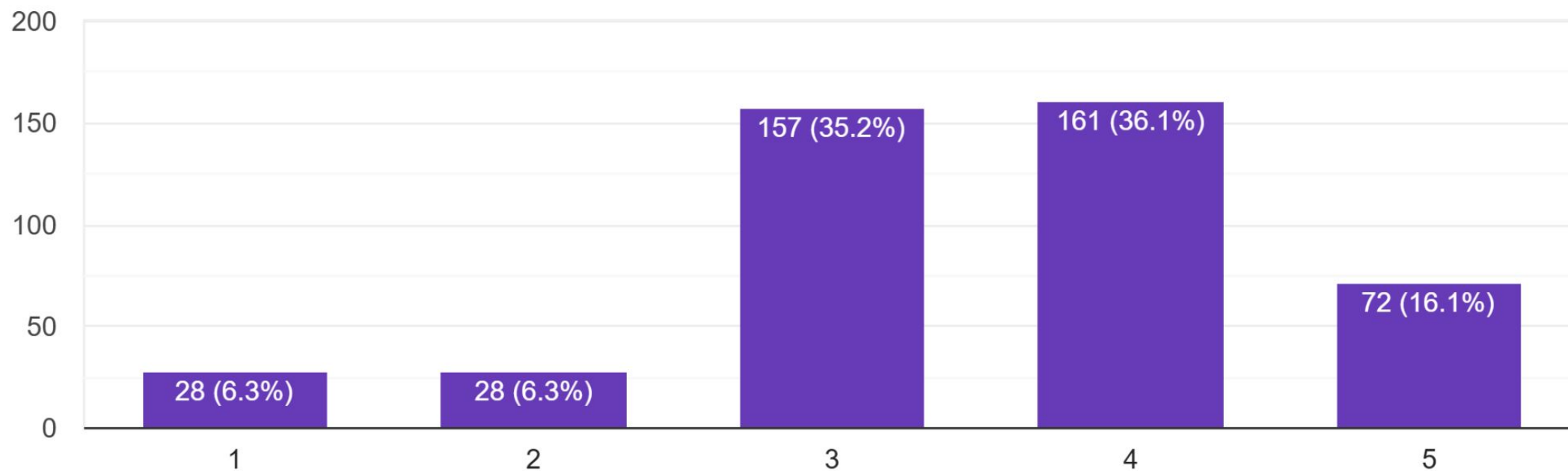
Students choose CTE because:

- I am interested in a related career (29%)
- I need this skill for life after high school (30%)
- I am planning to complete the pathway (8%)
- It is a pre-requisite for another class I want to take (5%)
- I like the creativity or hands-on class (70%)

Survey Highlights

8. Having the pathway model at Burnsville High School has had a positive impact on my education. 1=Not sure what pathways are or disagree 5=Strongly Agree

446 responses



Pathways Relaunch Grant

- Two Grants
 - Greater Twin Cities United Way “Building a Movement” \$10,000
 - Bosch \$20,000
- Provide time for meeting with stakeholders to gather data and suggestions for system-wide Pathways revisions after the first 10 years of our programming
- Provides funding for Pathways brand refresh
- Timelines and structure are a work in progress
- **We are still leading this work in our state!**

Thank You

C. FY27 Budget Feedback Report

Speaker(s): Dr. Latanya Daniels, Superintendent

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**Agenda III.C.
April 23, 2026**

To: Board of Education
From: Dr. Latanya Daniels, superintendent
Date: April 23, 2026
Re: FY27 Budget Feedback Report

2026-27 Budget: ***Feedback on recommendations***

Superintendent Dr. Latanya Daniels
April 23, 2026

Agenda

- Feedback by the numbers
- Positives
- Challenges
- Questions

By the numbers

- 42 online form submissions
- 3 attendees at public presentation
- Presentations at building-level staff meetings

Positives

- Focus on core instruction
- Moving resources to buildings
- Maintaining class sizes
- Reorganization to strengthen special education, student support services

Challenges

- Reduction of Advanced Learning Specialist positions
 - Working to improve model/schedule
 - Need to ensure all students are engaged, challenged

Questions

- How will the new structure continue current work?
- What will new systems to address student behavior look like?
- What is the role of learning coaches?

Thank You.

D. Committee, Board Appointment and School Assignment Reports

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**Agenda III.D.
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Abigail Alt, chair

Date: April 23, 2026

Re: Committee, Board Appointment and School Assignment Reports

Committee Assignments

Board Committee	Board Member(s) Assigned
Legislative	Lesley Chester (Chair), Annemarie Anderson, Anna Werb
Policy Review	Rachael Mikkelsen (Chair), Scott Hume, Annemarie Anderson
Negotiations	Tyler Sachse (Chair), Abigail Alit, Scott Hume – Alternate: Anna Werb

Other Board Assignments

Board Committee	Board Member(s) Assigned
Association of Metropolitan School Districts (AMSD)	Scott Hume
Burnsville Chamber of Commerce Policy Committee	Tyler Sachse
ISD 917	Lesley Chester
Foundation 191	Annemarie Anderson
MN School Board Association (MSBA)	Scott Hume Annemarie Anderson
Burnsville Festival & Fire Muster	Anna Werb
MN State High School League (MSHSL)	Rachael Mikkelsen
Burnsville High School Hall of Fame Committee	Tyler Sachse

School Assignments

School Name	Board Member Assigned
Harriet Bishop	Rachael Mikkelsen
Hidden Valley	Anna Werb
Vista View	Lesley Chester
Sky Oaks	Tyler Sachse
Eagle Ridge Middle School	Annemarie Anderson
Burnsville Alternative High School	Abigail Alt
Burnsville High School	Scott Hume

IV. Business Meeting

A. Consent Agenda

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

1. Approve Minutes

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School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 April 9, 2026

The regular meeting of the Board of Education was called to order by Chair Alt at 6:30 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Anderson, Chester, Hume, Mikkelsen, Sachse, Werb and Chair Alt were present. Superintendent Dr. Latanya Daniels, Student Representative Feven Tesfaye, administrators, staff and members of the public were also present.

Attendance

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

Pledge of Allegiance

Moved by Chester, seconded by Mikkelsen, to approve the agenda. The motion carried unanimously (7,0).

Agenda

Received a school report for Edward Neill Elementary School from Dr. Chris Bellmont, assistant superintendent, Lyle Bomsta, principal, and Misbah Hirani & Jordan Petrick, teachers.

Reports

Received a report from Feven Tesfaye, student board representative.

Received a Superintendent's Report from Dr. Latanya Daniels, superintendent.

There were no Board Member reports shared during the meeting.

Moved by Anderson, seconded by Hume, to approve the consent agenda:
 -Approve minutes for the regular Board of Education meeting on March 26, 2026.

Consent Agenda
 Minutes

-Approve personnel recommendations for Kerianne Green, Alyssa Eggersgluss, Kimberly Roeseberg, Salma Sheikhibrahim, Noah Hillman, Ryan Hinderaker, Kendra Vogt, Keegan McDevitt, Kim Harrod, Nadia Gutama Guailas, Jack Tillman, Carol Louisiana, Jackie Sorensen, David Shaw, Fatuma Ali, and Guek Yong Lau.

Personnel
 Recommendation
 Listening Session
 Policies
 Switzerland Trip

-Approve Listening Session Report.

-Approve on a First and Final Reading, Non-Substantive Changes to Policies 211: *Criminal or Civil Action Against School District, School Board Member, Employee or Student* and 405: *Veteran's Preference*.

-Approve, on a First and Final Reading, No Changes to Policies: 401: *Equal Employment Opportunity*, 701.1: *Modification of School District Budget*, 702: *Accounting*, 703: *Annual Audit*, 705: *Investments*, 705.1 *Post Issuance Debt Compliance*, 705.2: *Other Post-Employment Employee Benefits (OPEB) Investments*, and 807: *Health and Safety Policy*.

-Final Approval for Travel Club Trip to Switzerland and Italy, June 29-July

8, 2026.

The motion carried unanimously (7,0).

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

BE IT RESOLVED, by the Board of Education of School District 191, that the teaching contracts of the following long-term substitute teachers be terminated at the close of the 2025-2026 school year.

Long-term
Substitute Teacher

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of their contract as provided by law.

Last Name	First Name	Building
Boehlke	Thomas	Eagle Ridge Middle School
Conlin	Samuel	Eagle Ridge Middle School
Donais	Mackenzie	Burnsville High School
Hill	Kari	Rahn Elementary School
Hockemeyer	Katelyn	Nicollet Middle School
McCarthy	Jennifer	William Byrne Elementary School
Meade	Annika	Sky Oak Elementary School
Mokandu	Ryan	Eagle Ridge Middle School
Neppf	Ryan	Vista View Elementary School
Nelson	David	Eagle Ridge Middle School
Obert	Michael	Eagle Ridge Middle School
Pedersen	Dylan	Edward Neill Elementary School
Pittorf	Devyn	Gideon Pond Elementary School
Thammalangsy	Kristen	Gideon Pond Elementary School
Villata Umana	Gerson	District-Wide
Voves	Haley	Harriet Bishop Elementary School

The motion carried unanimously (7,0).

Moved by Sachse, seconded by Chester, to adopt the following resolution:

BE IT RESOLVED, by the Board of Education of School District 191, that the portion of the teaching contracts of staff in excess of 1.0 and/or contractual rights be terminated at the close of the 2025-2026 school year.

Teaching
Contracts of Staff
in Excess of 1.0

Last Name	First Name	Full Time Equivalent (FTE)
Anderson	Kristen	0.065 FTE
Baspin	Quimberly	0.065 FTE
Boehlke	Thomas	0.065 FTE
Brown	Christopher	0.065 FTE
Christian	David	0.031 FTE
Grueneich	Janelle	0.065 FTE
Hammer	Jeffrey	0.065 FTE
Hermes	Shelley	0.025 FTE
Hermes	Shelley	0.025 FTE
Jawla	Saikou	0.065 FTE
Johnson	Jamilynne	0.021 FTE
Nacua	Marie Grace	0.065 FTE
Olson	Kim Marie	0.014 FTE
Parkinson	Jacquelyn	0.065 FTE
Patrie	Orion	0.015 FTE
Simmons	Sean	0.029 FTE
Vasquez	Abby	0.065 FTE

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of their contract as provided by law. The motion carried unanimously (7,0).

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

BE IT RESOLVED, by the Board of Education of School District 191, pursuant to Minnesota Statute § 122A.40 that the teaching contracts of the following licensed probationary teachers in Independent School District 191 be terminated at the end of the 2025-2026 school year.

Probationary Teachers

Last Name	First Name	Building	Full Time Equivalent (FTE)
Adan	Naimo	Sky Oak Elementary School	1.0 FTE
Allcock	Sarah	Early Childhood Family Education	.37 FTE
Andersen	Jule	Burnsville Alternative High School	1.0 FTE
Armstrong	Riley	Edward Neill Elementary School	1.0 FTE
Baig	Samaa	Harriet Bishop Elementary School	1.0 FTE
Baker	Grant	Sky Oaks Elementary School	1.0 FTE
Bennett	Andrew	Virtual Academy - Secondary	.37 FTE
Best	Ana	Harriet Bishop Elementary School	1.0 FTE
Bromenschenkel	Emma	Virtual Academy - Secondary	1.0 FTE
Brynjegard	Peter	Eagle Ridge Middle School	1.0 FTE
Carrane	Mackenzie	Burnsville High School	1.0 FTE
Cerny	Jennifer	Gideon Pond Elementary School	1.0 FTE
Cook	Kaitlyn	Harriet Bishop Elementary School	1.0 FTE
Demetriades	Jennifer	Burnsville High School	.20 FTE

Last Name	First Name	Building	Full Time Equivalent (FTE)
Adan	Naimo	Sky Oak Elementary School	1.0 FTE
Allcock	Sarah	Early Childhood Family Education	.37 FTE
Andersen	Jule	Burnsville Alternative High School	1.0 FTE
Armstrong	Riley	Edward Neill Elementary School	1.0 FTE
Baig	Samaa	Harriet Bishop Elementary School	1.0 FTE
Baker	Grant	Sky Oaks Elementary School	1.0 FTE
Bennett	Andrew	Virtual Academy - Secondary	.37 FTE
Best	Ana	Harriet Bishop Elementary School	1.0 FTE
Bromenschenkel	Emma	Virtual Academy - Secondary	1.0 FTE
Brynjegard	Peter	Eagle Ridge Middle School	1.0 FTE
Carrane	Mackenzie	Burnsville High School	1.0 FTE
Cerny	Jennifer	Gideon Pond Elementary School	1.0 FTE
Cook	Kaitlyn	Harriet Bishop Elementary School	1.0 FTE
Demetriades	Jennifer	Burnsville High School	.20 FTE

Last Name	First Name	Building	Full Time Equivalent (FTE)
Eckert	Ciera	William Byrne Elementary School	1.0 FTE
Ellendson	Taylor	Edward Neill & Gideon Pond Elem.	1.0 FTE
Ermisch	Ryan	Harriet Bishop Elementary School	1.0 FTE
Fernung	Kara	Edward Neill Elementary School	1.0 FTE
Flaten	Kristi	Rahn Elementary School	1.0 FTE
Friedel	Abigail	Rahn Elementary School	1.0 FTE
Goetsch	Lucienne	Virtual Academy - Secondary	.20 FTE
Good	Mary Jo	Virtual Academy – Secondary	.34 FTE
Graves	Michele	William Byrne Elementary School	1.0 FTE
Gunderson	Mary Jane	Burnsville High School	1.0 FTE
Hamre	Kent	Virtual Academy – Secondary	.57 FTE
Hanson	Pamela	Eagle Ridge Middle School	1.0 FTE
Hinderaker	Ryan	Eagle Ridge Middle School	1.0 FTE
Holgate	McKenzie	Hidden Valley Elementary School	1.0 FTE
Hurdle	Mary Ruth	Burnsville High & Virtual Academy	.80 FTE
Infante-Ruvalcaba	Clarissa	Harriet Bishop Elementary School	1.0 FTE
Johnsen	Shannon	Virtual Academy – Secondary	.75 FTE
Johnson	Jamilynne	Eagle Ridge Middle School	.40 FTE
Kelsey	Tim	Hidden Valley Elementary School	1.0 FTE
Kibler	Melissa	Burnsville High School	1.0 FTE
Kim	Jennifer	Burnsville High School	1.0 FTE
Kocur	Nicole	Nicollet Middle School	1.0 FTE
Laabs	Bonnie	Gideon Pond & Rahn Elementary	1.0 FTE
Lamphere	Gallyn	Hidden Valley Elementary School	1.0 FTE
Lebens	Sydney	Harriet Bishop Elementary School	1.0 FTE
Malz	Amanda	Harriet Bishop Elementary School	1.0 FTE
Mattern	Jonathan	Burnsville High School	1.0 FTE
McDermott	Courtney	Sky Oaks Elementary School	1.0 FTE
Merid	Nahomi	Vista View Elementary School	1.0 FTE
Moitra	Joyeeta	Hidden Valley Elementary School	1.0 FTE
Nicholson	Karissa	Vista View Elementary School	1.0 FTE
O'Shea-Cullen	Kaitlyn	Rahn Elementary School	1.0 FTE
Olson	Scott	Burnsville High School	1.0 FTE
Ongondi	Lisa	Hidden Valley Elementary School	1.0 FTE

Last Name	First Name	Building	Full Time Equivalent (FTE)
Peters	Victoria	Burnsville High School	.50 FTE
Petrick	Jordan	Edward Neill Elementary School	1.0 FTE
Poppler	Nora	Sky Oaks Elementary School	1.0 FTE
Reynolds	David	Burnsville High School	1.0 FTE
Ruiz	Jessica	Sky Oaks Elementary School	1.0 FTE
Scheuneman	Austen	Hidden Valley Elementary School	1.0 FTE
Sherman	Noah	Burnsville High School	1.0 FTE
Skinner	Caden	Nicollet Middle School	1.0 FTE
Skinner	Michael	Burnsville High School	1.0 FTE
Solbrack	Laura	Hidden Valley Elementary School	1.0 FTE
Sorlie	Kevin	Vista View & Virtual Academy Elem	1.0 FTE
Sponsler	Elliot	Burnsville High School	1.0 FTE
Steigauf	Mariah	Rahn Elementary School	1.0 FTE
Symons	Nichole	Edward Neill Elementary School	1.0 FTE
Theis	Eleanor	William Byrne Elementary School	1.0 FTE
Uduhirinwa-Tony	Precious	Burnsville High School	1.0 FTE
Vasquez	Abby	Eagle Ridge Middle School	.66 FTE
Watson	Melissa	Diamondhead Education Center	1.0 FTE
Wayman	Kari	Vista View Elementary School	1.0 FTE
Wilcox	Hannah	William Byrne Elementary School	1.0 FTE
Wilson	Laura	William Byrne Elementary School	1.0 FTE
Worthington	Alyson	Hidden Valley Elementary School	1.0 FTE
York	Abigail	Eagle Ridge Middle School	.83 FTE

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of their contract as provided by law. The motion carried unanimously (7,0).

Moved by Chester, seconded by Sachse, to approve the Proposed 2025-2027 Collective Bargaining Agreement with the 191 Liaison Association and Independent School District. The motion carried unanimously (7,0).

Moved by Hume, seconded by Chester, to approve the Proposed Adoption of the Terms and Conditions of Employment for Confidential Employees of Independent School District 191. The motion carried unanimously (7,0).

Moved by Sachse seconded by Chester, to Proposed Adoption of Terms and Conditions of Employment with Operations and Maintenance Supervisors. The motion carried unanimously (7,0).

Moved by Werb, seconded by Hume, to approve the Third Party Administrator for Flexible Spending Account (FSA) and Health Reimbursement Arrangement. The motion carried unanimously (7,0).

Moved by Chester, seconded by Hume, to approve, on a First Reading

Collective
Bargaining 191
Liaison
Association

Confidential
Employees

Operations and
Maintenance

Third Party
Administrator

Policies 404, 406,
410 and 701

Basis, Changes to Policies: 404: *Employment Background Check*, 406: *Public and Private Personnel Data*, 410: *Family and Medical Leave Policy*, and 701: *Establishment and Adoption of School District Budget*. The motion carried unanimously (7,0).

Recess

Moved by Chester, seconded by Hume, to move to a recess at 7:13 p.m. before starting the board work session. The motion carried unanimously (7,0).

Work Session

A work session to discuss the Insurance Plan Review started at 7:20 p.m. and concluded at 7:40 p.m.

Having no further agenda items, Chair Alt adjourned the meeting at 7:40 p.m.

Adjournment

/s/
Rachael Mikkelsen, Clerk

April 23, 2026
Date Approved

2. Approve Personnel Recommendations

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.

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

TO: Members, Board of Education
Dr. Latanya Daniels, Superintendent

FROM: Stacey Sovine, Executive Director of Administrative Services

DATE: April 23, 2026
RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Appointment	Ryan Neppi		Vista View Elementary School	Long-Term Substitute Teacher	04/09/2026	1.0 FTE
Certified	Appointment	Jon Rossum		Rahn Elementary School	Teacher	04/16/2026	1.0 FTE
Certified	Appointment	Katelyn Hockemeyer		Nicollet Middle School	Long-Term Substitute Teacher	04/16/2026	1.0 FTE
Certified	Change of Assignment	MaKayla Sather		Virtual Academy	Teacher	2026-2027 School Year	.74 FTE
Certified	Leave of Absence	Ashley Johnson		WM. Byrne Elementary School	Teacher	4/25/2026-6/2/2026	1.0 FTE
Certified	Leave of Absence	Jennifer Smith		WM. Byrne Elementary School	Teacher	5/21/2026-6/5/2026* correction	1.0 FTE
Certified	Leave of Absence	Sara Vodnick		ECSE Center	Teacher	3/23/2026-6/5/2026	1.0 FTE
Certified	Leave of Absence	Paul Wallenta		Harriet Bishop Elementary	Teacher	02/23/2026-4/19/2026	1.0 FTE
Certified	Recall	Ryan Ermisch		Harriet Bishop Elementary	Teacher	08/31/2026	1.0 FTE
Certified	Recall	Nahomi Merid		Vista View Elementary School	Teacher	08/31/2026	1.0 FTE
Certified	Recall	Jordan Petrick		Edward Neill Elementary	Teacher	08/31/2026	1.0 FTE
Certified	Resignation	Cathy Gee		Nicollet Middle School	Teacher	06/05/2026	1.0 FTE
Certified	Retirement	Kimberly L Olson		Rahn Elementary School	Teacher	06/05/2026	1.0 FTE
Classified	Appointment	Barbara Cermak		Vista View Elementary School	Educational Assistant	08/24/2026	1.5 hours/day
Classified	Appointment	Ryan Dugan		Burnsville High School	Spring Musical Instrumental Assistant	Spring Stipend	.625 FTE Stipend
Classified	Appointment	Gareth Daklin Wren		WM. Byrne Elementary School	Educational Assistant	04/09/2026	7.25 hours/day
Classified	Appointment	Patricia Bustamante Vera		District-wide	Custodian	04/13/2026	8 hours/day
Classified	Appointment	Caleb Vasquez-Stading		Burnsville High School	Boys Golf- Assistant Coach	Spring Stipend	.55 FTE Stipend
Classified	Appointment	Gerson Villalta Umana		Nicollet Middle School	Long-Term Substitute Cultural Liaison	04/13/2026	8 hours/day
Classified	Appointment	Noah Helke		Burnsville High School	Spring Musical Instrumental Assistant	Spring Stipend	.375 FTE Stipend
Classified	Appointment	Lisa Mathre		Burnsville High School	Clerical	04/20/2026	8 hours/day
Classified	Appointment	Viviana Rojas Pedraza		District-wide	Custodian	04/13/2026	8 hours/day
Classified	Change of Assignment	Sherry Gilbertson		Vista View Elementary School	Educational Assistant	2026-2027 School Year	4 hours/day
Classified	Leave of Absence	Pollyanna Burns		District-wide	Food Service Associate	05/04/2026-06/05/2026	7.5 hours/day
Classified	Leave of Absence	Luisa Gaona		District-wide	Cultural Liaison	3/12/2026-5/29/2026	8 hours/day
Classified	Leave of Absence	Nicole Haspert		Burnsville High School	Licensed Alcohol and Drug Counselor	3/14/2026-6/5/2026	8 hours/day
Classified	Resignation	Hannah Szymanski		Harriet Bishop Elementary	Food Service Associate	06/04/2026	3.75 hours/day
Classified	Resignation	Daniel Rojas		Burnsville High School	Boys Swim/Dive- Assistant Coach	04/06/2026	.30 FTE Stipend
Classified	Resignation	Barbara Cermak		Vista View Elementary School	Educational Assistant	06/04/2026	1.25 hours/day
Classified	Resignation	Kylee Gates		WM. Byrne Elementary School	Registered Nurse	04/24/2026	8 hours/day
Classified	Resignation	Janell Pederson		Vista View Elementary School	Food Service Associate	04/15/2026	5.75 hours/day
Classified	Retirement	Kirk Nelson		Vista View Elementary School	Custodian	07/06/2026	8 hours/day
Classified	Termination	Jaimie Howe		District-wide	SISA Coordinator	06/30/2026	8 hours/day
Classified	Termination	Dawndra Broge		Diamondhead Education Center	Multilingual Learner Program Project Manager	06/30/2026	8 hours/day
Classified	Termination	Colleen Coleman		District-wide	SISA Coordinator	06/30/2026	8 hours/day
Classified	Termination	Brandon Lowe		District-wide	SISA Coordinator	06/30/2026	8 hours/day
Classified	Termination	Amy Piotrowski		Diamondhead Education Center	Director of Student Support Services	06/30/2026	8 hours/day

3. Approve Payroll, Receipts, Expenses and Investments

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



Agenda IV.A.3
April 23, 2026

**To: Board of Educators
Dr. Latanya Daniels, Superintendent**

From: Tyler Dehne, Director of Finance

Date: April 13, 2026

Re: February Payroll, Claims and Receipts

Recommendation: That the Board approves February payroll checks in the net amount of \$5,506,668.48, February claims to date, wire transfers and adjustments totaling \$11,712,644.69. Also, that the Board accepts February receipts of \$16,936,017.03 and investments for the General Fund and OPEB of \$89,449,519.13 as of February 28, 2026.

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

TD/mw

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
February 2026**

Cash Receipts

Receipts	
Miscellaneous Adjustments	\$16,936,017.03

TOTAL FEB CASH RECEIVED	\$16,936,017.03
--------------------------------	------------------------

CASH DISBURSEMENTS

Feb Payroll	\$5,506,668.48
-------------	----------------

A/P Feb Claims		
	Checks 498347-498620	\$2,665,830.56
	Virtual Card 6000002480-6000002509	\$68,224.82
	ACH-Emp/Vend 9000008570-9000008697	\$293,319.50

Feb A/P Wires+P-card	\$8,684,616.95
Feb Bank Fees	\$652.86

TOTAL FEB CASH DISBURSED	\$17,219,313.17
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TOTAL TO BE APPROVED	\$17,219,313.17
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	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>2/28/2026</u>
GENERAL FUND	\$15,036,575.37	\$62,366,534.52	\$77,403,109.89
OPEB	\$179,385.65	\$0.00	\$179,385.65
OPEB EQUITY INV	\$154,093.96	\$11,712,929.63	\$11,867,023.59
	\$15,370,054.98	\$74,079,464.15	\$89,449,519.13

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 (31134-0101 - General Fund)

Type	Holding ID	Settle Date	Maturity	FDIC #	Instrument	Cost	Par-Val/Mat. Val	Lower of Cost/Par	Rate
IS		02/28/2026			IS Balance	\$15,036,575.37	\$15,036,575.37	\$15,036,575.37	63
LTD		02/28/2026			LTD Balance		\$17,173,534.84	\$17,173,534.84	
SDA	SDA-1348596-1	02/28/2026			Savings Deposit Account - MNTrust Term Series-Flex (VNB)	\$12,658,575.88	\$12,658,575.88	\$12,658,575.88	
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
CD	CD-1385996-1	08/20/2025	08/20/2026	68588	Consumers Credit Union	\$240,100.00	\$249,897.27	\$240,100.00	4.080
CD	CD-1385997-1	08/20/2025	08/20/2026	58534	Solera National Bank	\$239,900.00	\$249,789.08	\$239,900.00	4.122
CD	CD-1385998-1	08/20/2025	08/20/2026	57703	T Bank, National Association	\$239,900.00	\$249,775.45	\$239,900.00	4.117
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
SEC	SEC-69403-1	06/10/2025	12/10/2026	33380	ENTERPRISE BANK	\$244,513.86	\$244,000.00	\$244,000.00	3.954
SEC	SEC-69404-1	06/13/2025	12/14/2026	33539	PREFERRED BANK LA CALIF	\$249,657.00	\$249,000.00	\$249,000.00	3.969
SEC	SEC-69490-1	06/18/2025	12/18/2026	33503	UNITY BANK	\$244,513.43	\$244,000.00	\$244,000.00	4.004
SEC	SEC-69406-1	06/20/2025	12/21/2026	12322	CHIPPEWA VALLEY BANK	\$244,515.00	\$244,000.00	\$244,000.00	4.004
CD	CD-1394757-1	01/14/2026	01/14/2027	19899	KS StateBank	\$241,000.00	\$249,919.41	\$241,000.00	3.701
CD	CD-1394758-1	01/14/2026	01/14/2027	21805	First State Bank of DeQueen	\$241,100.00	\$249,926.36	\$241,100.00	3.661
SEC	SEC-68076-1	01/29/2025	01/15/2027		US TREASURY N/B	\$1,496,833.48	\$1,499,000.00	\$1,496,833.48	4.077
CD	CD-1378762-1	04/30/2025	01/25/2027	3719	American Commercial Bank & Trust, National Association	\$234,700.00	\$249,899.48	\$234,700.00	3.723
CD	CD-1378763-1	04/30/2025	01/25/2027	65722	Freedom Northwest Credit Union	\$234,000.00	\$249,685.61	\$234,000.00	3.853
CD	CD-1385995-1	08/20/2025	01/25/2027	30387	FirstBank Puerto Rico	\$236,500.00	\$249,716.14	\$236,500.00	3.900
TS	TS-1376535-1	03/21/2025	01/25/2027		MNTrust TERM SERIES	\$4,500,000.00	\$4,827,352.72	\$4,500,000.00	3.934
TS	TS-1378758-1	05/06/2025	01/25/2027		MNTrust TERM SERIES	\$4,500,000.00	\$4,785,453.99	\$4,500,000.00	3.681
TS	TS-1390490-1	10/30/2025	01/25/2027		MNTrust TERM SERIES	\$8,500,000.00	\$8,873,709.87	\$8,500,000.00	3.550
CD	CD-1390473-1	10/27/2025	04/26/2027	253	Luana Savings Bank	\$237,500.00	\$249,934.59	\$237,500.00	3.500
CD	CD-1394778-1	01/15/2026	07/14/2027	24542	San Francisco Federal Credit Union	\$2,500,000.00	\$2,631,945.30	\$2,500,000.00	3.535
CD	CD-1390469-1	10/27/2025	07/26/2027	33653	Bank of China	\$234,700.00	\$249,878.13	\$234,700.00	3.706
CD	CD-1390470-1	10/27/2025	07/26/2027	9450	First Bank of Ohio	\$235,700.00	\$249,860.55	\$235,700.00	3.442
CD	CD-1390472-1	10/27/2025	07/26/2027	22366	GBC International Bank	\$235,800.00	\$249,884.25	\$235,800.00	3.422
CD	CD-1390474-1	10/27/2025	07/26/2027	58741	Fieldpoint Private Bank & Trust	\$235,500.00	\$249,872.76	\$235,500.00	3.497
SEC	SEC-70757-1	10/31/2025	07/30/2027	8663	FIRSTBANK	\$245,781.87	\$245,000.00	\$245,000.00	3.510
					Sub Totals →	\$58,673,363.36	\$77,403,109.89	\$75,841,200.04	
					Totals →	\$58,673,363.36	\$77,403,109.89	\$75,841,200.04	

Time and Dollar Weighted Average Portfolio Yield: 3.72%

Weighted Average Portfolio Maturity: 239.06 Days

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

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
SDA	16.36	\$12,658,575.88	SDA Account
SEC	7.49	\$5,796,184.41	Securities
CD	8.89	\$6,879,539.06	Certificate of Deposit
TS	25.63	\$19,831,884.74	Term Series
IS	19.43	\$15,036,575.37	IS Account
LTD	22.19	\$17,173,534.84	LTD Account

Index

Cost is comprised of the total amount you paid for the investment (including any fees and commissions) plus any reinvested dividends.

Rate is the average monthly yield for pool 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/Shares is the amount received at maturity for fixed rate investments or the balance at statement date for pool 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" for fixed term investments or the balance at statement date for pool investments.

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 2/28/2026

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

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Burnsville ISD 191 (31134-0301 - 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	02/03/2026			MMA Balance	\$179,385.65	\$179,385.65	\$179,385.65	
					Sub Totals →	\$179,385.65	\$179,385.65	\$179,385.65	
					Totals →	\$179,385.65	\$179,385.65	\$179,385.65	

Time and Dollar Weighted Average Portfolio Yield: 0.00%

Weighted Average Portfolio Maturity: 0.00 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	100.00	\$179,385.65	MMA Account

Index

Cost is comprised of the total amount you paid for the investment (including any fees and commissions) plus any reinvested dividends.

Rate is the average monthly yield for pool 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/Shares is the amount received at maturity for fixed rate investments or the balance at statement date for pool investments.

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



Portfolio Summary

February 1 - February 28, 2026

CLIENT
Burnsville ISD 191 OPEB

INCEPTION DATE
11/01/2014

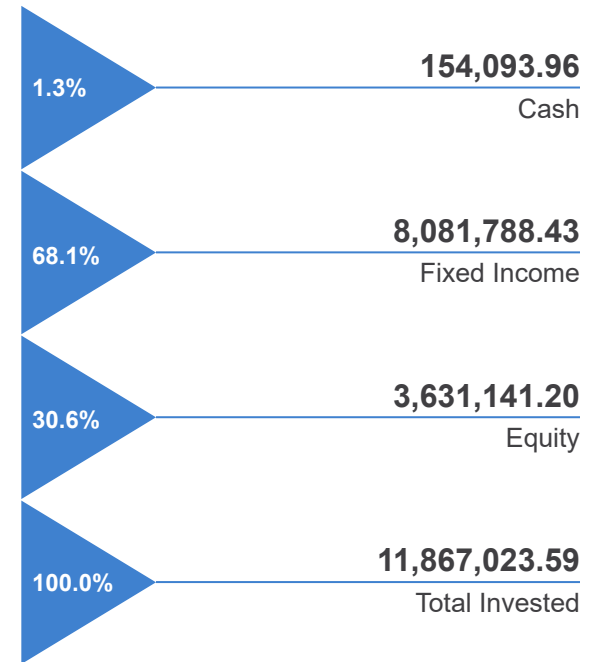
RELATIONSHIP TEAM
Kendra Shelland
Institutional Portfolio Manager
(612) 509-2579
kendra.shelland@ptma.com

Steve Pumper
VP, Investment Services
(612) 509-2565
steve.pumper@ptma.com

PORTFOLIO OVERVIEW

	Value
Beginning Market Value	11,788,276.70
Contributions	0.00
Withdrawals	0.00
Net Investment Income	23,563.71
Unrealized Gain/Loss	55,183.18
Realized Gain/Loss	0.00
Ending Market Value	11,867,023.59

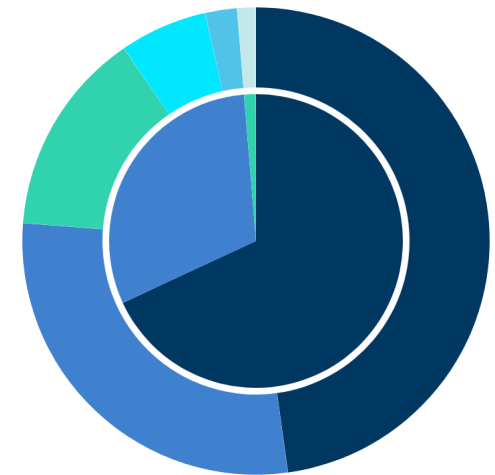
Compliance	Status
As of 02/28/2026	Compliant



INVESTMENT ALLOCATION

Sector	Amount	Allocation	Change	%
Cash				
TOTAL Cash	154,093.96	1.30%	23,563.71	18.05%
Fixed Income				
TOTAL Credit	5,674,909.63	47.82%	55,139.46	0.98%
Funds - Corporate	5,674,909.63	47.82%	55,139.46	0.98%
TOTAL Below Investment Grade	718,569.44	6.06%	(3,560.80)	(0.49%)
Funds - Below Investment Grade	718,569.44	6.06%	(3,560.80)	(0.49%)
TOTAL Mortgage Backed Security	1,688,309.36	14.23%	21,871.12	1.31%
Funds - MBS	1,688,309.36	14.23%	21,871.12	1.31%
TOTAL Fixed Income	8,081,788.43	68.10%	73,449.78	0.92%
Equity				
TOTAL Domestic Equity	3,370,659.72	28.40%	(31,164.80)	(0.92%)
Funds - Large Cap	3,121,054.80	26.30%	(33,053.60)	(1.05%)
Funds - Small Cap	249,604.92	2.10%	1,888.80	0.76%
TOTAL International Equity	260,481.48	2.20%	12,898.20	5.21%
Funds - International	260,481.48	2.20%	12,898.20	5.21%
TOTAL Equity	3,631,141.20	30.60%	(18,266.60)	(0.50%)
TOTAL Invested	11,867,023.59	100.00%	78,746.89	0.67%

CURRENT PERIOD ALLOCATION



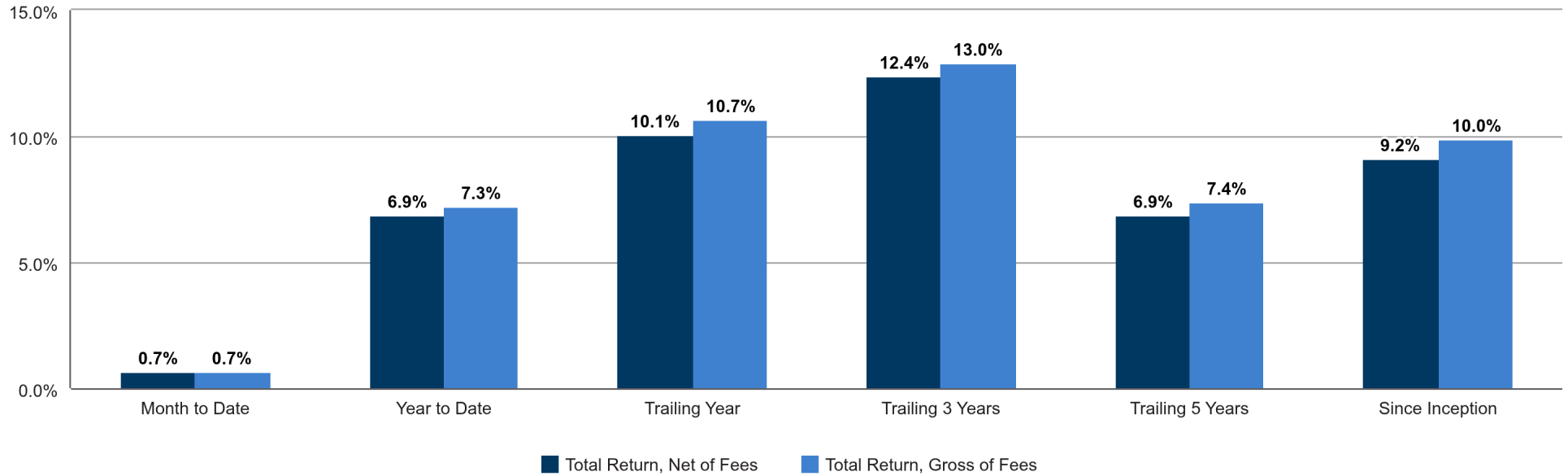
ASSET CLASS

- Fixed Income - 68.1%
- Equity - 30.6%
- Cash - 1.3%

SECTOR

- Credit - 47.8%
- Domestic Equity - 28.4%
- Mortgage Backed Security - 14.2%
- Below Investment Grade - 6.1%
- International Equity - 2.2%
- Cash - 1.3%

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	0.67%	6.91%	10.11%	12.39%	6.89%	9.17%
Total Return, Gross of Fees	0.71%	7.27%	10.66%	12.96%	7.42%	9.95%

Since Inception Date: November 01, 2014
 Periods greater than 1 year are annualized. Year to Date returns are presented fiscal year to date.



Performance Overview

February 1 - February 28, 2026

PERFORMANCE BY ASSET CLASS

Asset Class	Ending Market Value	Weight	Gross Total Return	Contribution
Cash	154,093.96	1.33%	0.27%	0.00%
Fixed Income	8,081,788.43	67.94%	1.27%	0.86%
Equity	3,631,141.20	30.73%	(0.50%)	(0.15%)
Portfolio Total	11,867,023.59	100.00%	0.71%	0.71%



Transaction and Interest Summary

February 1 - February 28, 2026

Trade Date	Settle Date	Quantity	Security	Ticker	Identifier	Unit Price	Amount	Gain / Loss
Cash								
<i>Management Fee</i>								
02/19/2026	02/19/2026	(4,911.78)	US DOLLAR	USD	CCYUSD	—	(4,911.78)	0.00
—	—	(4,911.78)	Total Management Fee	—	—	—	(4,911.78)	0.00
<i>Money Market Fund Interest</i>								
02/28/2026	02/28/2026	0.00	GOLDMAN:FS GOVT INST	FGTXX	38141W273	—	422.38	—
—	—	0.00	Total Money Market Fund Interest	—	—	—	422.38	—
Funds - Corporate								
<i>Equity Dividend</i>								
02/02/2026	02/04/2026	0.00	VANGUARD SH-TM B ETF	BSV	921937827	—	6,459.50	—
02/02/2026	02/04/2026	0.00	VANGUARD TOT BD ETF	BND	921937835	—	12,241.59	—
—	—	0.00	Total Equity Dividend	—	—	—	18,701.09	—
Funds - Below Investment Grade								
<i>Equity Dividend</i>								
02/02/2026	02/05/2026	0.00	ISHARES:IBOXX \$HY CORP	HYG	464288513	—	3,549.12	—
—	—	0.00	Total Equity Dividend	—	—	—	3,549.12	—
Funds – MBS								
<i>Equity Dividend</i>								
02/02/2026	02/04/2026	0.00	VANGUARD MTG-BK IDX ETF	VMBS	92206C771	—	5,802.90	—
—	—	0.00	Total Equity Dividend	—	—	—	5,802.90	—



Portfolio Appraisal

February 1 - February 28, 2026

Ticker Identifier	Current Units	Description	Rating	Coupon Rate	Effective Maturity	Final Maturity	Original Cost	Market Price	Market Value + Accrued	Interest / Dividend Income	Dividend Yield	Yield	Book Yield
Cash													
<i>Cash</i>													
FGTXX 38141W273	153,671.58	GOLDMAN:FS GOVT INST	AAA	3.57%	02/28/2026	02/28/2026	153,671.58	1.0000	153,671.58	3,955.53	—	3.59%	3.59%
USD CCYUSD	422.38	Receivable	AAA	0.00%	02/28/2026	02/28/2026	422.38	1.0000	422.38	0.00	—	0.00%	0.00%
— —	154,093.96	—	AAA	3.56%	—	—	154,093.96	—	154,093.96	3,955.53	—	3.58%	3.58%
Fixed Income													
<i>Mortgage Backed Security</i>													
<i>Funds – MBS</i>													
VMBS 92206C771	35,276.00	VANGUARD MTG-BK IDX ETF	—	—	—	—	1,594,050.41	47.8600	1,688,309.36	44,483.22	4.15%	—	—
— —	35,276.00	—	NA	—	—	—	1,594,050.41	—	1,688,309.36	44,483.22	4.15%	—	—
Credit													
<i>Funds - Corporate</i>													
BND 921937835	49,870.00	VANGUARD TOT BD ETF	—	—	—	—	3,919,463.98	75.1700	3,748,727.90	97,551.01	3.82%	—	—
BSV 921937827	24,299.00	VANGUARD SH-TM B ETF	—	—	—	—	1,890,702.81	79.2700	1,926,181.73	37,404.39	3.83%	—	—
— —	74,169.00	—	NA	—	—	—	5,810,166.78	—	5,674,909.63	134,955.40	3.82%	—	—
Below Investment Grade													
<i>Funds - Below Investment Grade</i>													



Portfolio Appraisal

February 1 - February 28, 2026

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
HYG 464288513	8,902.00	ISHARES:IBOXX \$HY CORP	—	—	—	—	684,392.88	80.7200	718,569.44	30,972.76	5.76%	—	—
— —	8,902.00	—	NA	—	—	—	684,392.88	—	718,569.44	30,972.76	5.76%	—	—
Equity													
Domestic Equity													
Funds - Large Cap													
ESGU 46435G425	20,920.00	ISHARES:ESG A MSCI USA	—	—	—	—	2,457,219.26	149.1900	3,121,054.80	17,975.65	0.99%	—	—
— —	20,920.00	—	—	—	—	—	2,457,219.26	—	3,121,054.80	17,975.65	0.99%	—	—
Funds - Small Cap													
VTWO 92206C664	2,361.00	VANGUARD RUS 2000 ID ETF	—	—	—	—	193,324.59	105.7200	249,604.92	1,931.76	1.18%	—	—
— —	2,361.00	—	—	—	—	—	193,324.59	—	249,604.92	1,931.76	1.18%	—	—
International Equity													
Funds - International													
VXUS 921909768	3,108.00	VANGUARD TOT I S ETF	—	—	—	—	191,122.42	83.8100	260,481.48	5,534.31	2.86%	—	—
— —	3,108.00	—	—	—	—	—	191,122.42	—	260,481.48	5,534.31	2.86%	—	—
Total Invested	298,829.96	—	AAA	3.56%	—	—	11,084,370.31	—	11,867,023.59	239,808.63	3.15%	3.58%	3.58%

AP Check Register

AP Run: 20260206 AP — Post Date: 2026-02-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2026	498347	Check	A.J. Moore Electric Inc	928491	AP Merch	717.50
02/06/2026	498348	Check	Adams, Jill	501228	AP Merch	60.75
02/06/2026	498349	Check	Advanced Imaging Solutions	928551-1	AP Merch	8,276.00
02/06/2026	498350	Check	All In One Translation Agency LLC	923652	AP Merch	55.00
02/06/2026	498351	Check	Amergis Healthcare Staffing Inc	931201	AP Merch	20,163.60
02/06/2026	498352	Check	Aragon, Maria	501439	AP Merch	5.50
02/06/2026	498353	Check	Armstrong, Maureen	900778	AP Merch	185.00
02/06/2026	498354	Check	Ayeni, Philip	927373	AP Merch	97.00
02/06/2026	498355	Check	Bauschelt, Pat	930369	AP Merch	97.00
02/06/2026	498356	Check	Berg, Greg	501437	AP Merch	60.10
02/06/2026	498357	Check	Bimbo Bakeries USA	902333-1	AP Merch	3,492.05
02/06/2026	498358	Check	Bix Produce Company	900477	AP Merch	7,789.58
02/06/2026	498359	Check	Bothof, Tim	928709	AP Merch	476.00
02/06/2026	498360	Check	Burnsville Rotary Breakfast Club	908957-1	AP Merch	125.00
02/06/2026	498361	Check	Busby, Trevor	926588	AP Merch	97.00
02/06/2026	498362	Check	Captivate Media + Consulting	929000	AP Merch	2,908.00
02/06/2026	498363	Check	Carlson, Ashleigh	922414	AP Merch	60.00
02/06/2026	498364	Check	Carney, Paul	931572	AP Merch	140.00
02/06/2026	498365	Check	Chanhassen High School Boosters Speech	929976	AP Merch	185.00

AP Check Register

AP Run: 20260206 AP — Post Date: 2026-02-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2026	498366	Check	Charmtech Labs LLC	931553	AP Merch	1,750.00
02/06/2026	498367	Check	Charpentier Enterprises LLC	931223	AP Merch	1,540.50
02/06/2026	498368	Check	Clem, Lawrence	501441	AP Merch	86.00
02/06/2026	498369	Check	Cocco, Juan	501452	AP Merch	33.25
02/06/2026	498370	Check	Comcast	926565-1	AP Merch	4,977.76
02/06/2026	498371	Check	Coy, Teresa	501444	AP Merch	48.80
02/06/2026	498372	Check	Dakota County Treasurer Auditor	924217-1	AP Merch	156.82
02/06/2026	498373	Check	Delgado, Micheal	923031	AP Merch	97.00
02/06/2026	498374	Check	Dewald, Rina C	920524	AP Merch	180.00
02/06/2026	498375	Check	Donahue, Theresa	501447	AP Merch	9.25
02/06/2026	498376	Check	Dotas, Gene	930086	AP Merch	340.00
02/06/2026	498377	Check	Earl F Andersen	901064-2	AP Merch	203.60
02/06/2026	498378	Check	Ehlers	920802-1	AP Merch	3,068.75
02/06/2026	498379	Check	Electro Watchman Inc	901078	AP Merch	7,443.30
02/06/2026	498380	Check	Elijah Institute	931379	AP Merch	12,101.25
02/06/2026	498381	Check	Enpointe	929863	AP Merch	10,705.78
02/06/2026	498382	Check	Erickson, Richard J	903439	AP Merch	97.00
02/06/2026	498383	Check	Everman, Kacie	501440	AP Merch	48.25
02/06/2026	498384	Check	Full Compass Systems Ltd.	931101	AP Merch	7,274.45
02/06/2026	498385	Check	Gerten, Michelle	501436	AP Merch	37.55

AP Check Register

AP Run: 20260206 AP — Post Date: 2026-02-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2026	498386	Check	Hanson, Michael	930828	AP Merch	105.00
02/06/2026	498387	Check	Healy, Charles	921505	AP Merch	97.00
02/06/2026	498388	Check	Imperial Dade	904186-1	AP Merch	7,932.62
02/06/2026	498389	Check	Industrial Arts Supply Company	901182	AP Merch	704.95
02/06/2026	498390	Check	Intermediate District 287	901390	AP Merch	925.60
02/06/2026	498391	Check	Ista, John	920646	AP Merch	97.00
02/06/2026	498392	Check	Jensen, Randy	907850	AP Merch	340.00
02/06/2026	498393	Check	Johnsen, Alisha	501449	AP Merch	20.75
02/06/2026	498394	Check	Kafka, Kim	931092	AP Merch	306.00
02/06/2026	498395	Check	Kaldahl, Kristin	931108	AP Merch	84.00
02/06/2026	498396	Check	Kellen, Jason	930822	AP Merch	330.00
02/06/2026	498397	Check	Kelm, Anthony	930229	AP Merch	97.00
02/06/2026	498398	Check	Kiecker, Dana	927044	AP Merch	68.00
02/06/2026	498399	Check	Kittel, Max	929088	AP Merch	97.00
02/06/2026	498400	Check	Krueger, Andrea	501451	AP Merch	25.70
02/06/2026	498401	Check	Kubisiak, Traci	500334	AP Merch	72.85
02/06/2026	498402	Check	Lewis-Hunter, Rosae	501442	AP Merch	13.05
02/06/2026	498403	Check	Mackin Educational Resources	902196	AP Merch	1,191.96
02/06/2026	498404	Check	Makitalo, Sherri	501450	AP Merch	15.50
02/06/2026	498405	Check	Marshall, James	908647	AP Merch	288.00

AP Check Register

AP Run: 20260206 AP — Post Date: 2026-02-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2026	498406	Check	MASA Jobsite	909181-2	AP Merch	1,232.00
02/06/2026	498407	Check	Mendez, Karen	501438	AP Merch	20.35
02/06/2026	498408	Check	Metropolitan State University	928476	AP Merch	3,300.00
02/06/2026	498409	Check	MN Assoc of School Office Professionals MASOP	908014	AP Merch	50.00
02/06/2026	498410	Check	Montes Santos, Cristian	501454	AP Merch	230.00
02/06/2026	498411	Check	Murphy, Michelle	500104	AP Merch	44.95
02/06/2026	498412	Check	Murray, Cathy	501448	AP Merch	60.85
02/06/2026	498413	Check	Norcostco Inc	902765	AP Merch	569.06
02/06/2026	498414	Check	Nygaard, Scott	929738	AP Merch	136.00
02/06/2026	498415	Check	Office of MNIT Services	906477	AP Merch	2,608.20
02/06/2026	498416	Check	O'Neill, Sean	931120	AP Merch	105.00
02/06/2026	498417	Check	Perez, Melissa M	924879	AP Merch	3,040.00
02/06/2026	498418	Check	Play Quiz Bowl LLC	925680	AP Merch	190.00
02/06/2026	498419	Check	Portwood, Marianne	500360	AP Merch	29.10
02/06/2026	498420	Check	Raspberry, Jamel	931341	AP Merch	476.00
02/06/2026	498421	Check	Rodriguez Embroidery	930774	AP Merch	3,474.00
02/06/2026	498422	Check	Ryder Truck Rental, Inc	930646	AP Merch	161.81
02/06/2026	498423	Check	Sanchez, Michelle	501453	AP Merch	50.00
02/06/2026	498424	Check	Shoor, Uday	501443	AP Merch	13.10
02/06/2026	498425	Check	Skyward Inc	929759	AP Merch	250.00

AP Check Register

AP Run: 20260206 AP — Post Date: 2026-02-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2026	498426	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	3,429.47
02/06/2026	498427	Check	Stiers, Erin	930743	AP Merch	84.00
02/06/2026	498428	Check	Struzyk, Todd	931046	AP Merch	272.00
02/06/2026	498429	Check	Sunbelt Staffing LLC	930586	AP Merch	15,259.78
02/06/2026	498430	Check	The Hartford	924486	AP Merch	48,694.51
02/06/2026	498431	Check	The Stepping Stones Group LLC	931308	AP Merch	8,000.00
02/06/2026	498432	Check	Total Filtration Services Inc	922123-1	AP Merch	1,000.88
02/06/2026	498433	Check	Townzen, Ryan	930196	AP Merch	97.00
02/06/2026	498434	Check	Upper Lakes Foods Inc	929826	AP Merch	46,156.23
02/06/2026	498435	Check	Weimer, Kent	501445	AP Merch	10.80
02/06/2026	498436	Check	Whiting, Nathan	931589	AP Merch	105.00
02/06/2026	498437	Check	Woods, Melinda	501446	AP Merch	15.90
02/06/2026	498438	Check	Xtreme Tree Team Inc	926801	AP Merch	47,900.00
Total:						\$295,067.36

20260206 AP Summary

Type	Count	Amount
Regular	92	295,067.36
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	92	\$295,067.36

AP Check Register

AP Run: 20260216 AP — Post Date: 2026-02-16 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/16/2026	498439	Check	Anderson, Lonnie	925977	AP Merch	97.00
02/16/2026	498440	Check	Arvig	928649	AP Merch	2,853.95
02/16/2026	498441	Check	Audio Visions Of Minnesota Inc	929589	AP Merch	17,985.00
02/16/2026	498442	Check	BHS Swim and Dive Boosters	909039	AP Merch	1,400.00
02/16/2026	498443	Check	Bix Produce Company	900477	AP Merch	11,801.41
02/16/2026	498444	Check	Bothof, Tim	928709	AP Merch	68.00
02/16/2026	498445	Check	Brin Glass Service	928124	AP Merch	519.00
02/16/2026	498446	Check	Brown's Ice Cream Co	904655	AP Merch	1,033.14
02/16/2026	498447	Check	Capernaum Pediatric Therapy	930712	AP Merch	9,089.81
02/16/2026	498448	Check	Carney, Paul	931572	AP Merch	140.00
02/16/2026	498449	Check	City of Burnsville - Utilities	904226	AP Merch	11,844.94
02/16/2026	498450	Check	City of Savage - Utilities	909588	AP Merch	4,653.54
02/16/2026	498451	Check	Cub Foods	900645	AP Merch	108.01
02/16/2026	498452	Check	Dakota Outdoors LLC	922059	AP Merch	39,935.00
02/16/2026	498453	Check	Dakota Printing Inc	926840	AP Merch	70.00
02/16/2026	498454	Check	Dialog One LLC	927732	AP Merch	1,542.00
02/16/2026	498455	Check	Digital Insurance, LLC	929385	AP Merch	6,437.50
02/16/2026	498456	Check	Do Good Diapers LLC	928051	AP Merch	120.00
02/16/2026	498457	Check	Dotas, Gene	930086	AP Merch	340.00
02/16/2026	498458	Check	Eagan High School	904069	AP Merch	25.00

AP Check Register

AP Run: 20260216 AP — Post Date: 2026-02-16 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/16/2026	498459	Check	Education Minnesota	928531	AP Merch	68.00
02/16/2026	498460	Check	Fedex	901463	AP Merch	26.87
02/16/2026	498461	Check	Ford & Harrison LLP	931097	AP Merch	608.00
02/16/2026	498462	Check	Foundation 191	928202	AP Merch	136.99
02/16/2026	498463	Check	Freese, Kathryn	931565	AP Merch	180.00
02/16/2026	498464	Check	Froebe, Bianca	931375	AP Merch	70.00
02/16/2026	498465	Check	Glatfelter Claims Management Inc	930256	AP Merch	18,181.00
02/16/2026	498466	Check	Graybar Electric Company Inc	901478-1	AP Merch	75.36
02/16/2026	498467	Check	Gruse, Jackson	929687	AP Merch	97.00
02/16/2026	498468	Check	Guled, Hawa	931394	AP Merch	180.00
02/16/2026	498469	Check	Hanson, Max	931602	AP Merch	97.00
02/16/2026	498470	Check	Hanuschak, Oksana	930258	AP Merch	160.00
02/16/2026	498471	Check	Harris, Dennis	922710	AP Merch	97.00
02/16/2026	498472	Check	Heinemann Educational Books	901436-2	AP Merch	3,593.78
02/16/2026	498473	Check	HL Corporation	908148	AP Merch	602.70
02/16/2026	498474	Check	Hoang, Cong	927363	AP Merch	80.00
02/16/2026	498475	Check	Holiday Stationstores LLC	930483	AP Merch	16.50
02/16/2026	498476	Check	Howerton, Christopher	931601	AP Merch	136.00
02/16/2026	498477	Check	HumeraTech Inc	927703	AP Merch	3,248.05
02/16/2026	498478	Check	Ind School Dist 196-Community Education	930679	AP Merch	75.00

AP Check Register

AP Run: 20260216 AP — Post Date: 2026-02-16 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/16/2026	498479	Check	Jensen, Randy	907850	AP Merch	68.00
02/16/2026	498480	Check	JTM Provisions Co Inc	928622	AP Merch	19,877.20
02/16/2026	498481	Check	Kaseya US LLC	931358	AP Merch	1,713.89
02/16/2026	498482	Check	Kelm, Anthony	930229	AP Merch	97.00
02/16/2026	498483	Check	Knepper, Moira	930853	AP Merch	70.00
02/16/2026	498484	Check	KO Sports Gear	931338	AP Merch	2,388.00
02/16/2026	498485	Check	Korte, Steve	903225	AP Merch	136.00
02/16/2026	498486	Check	Kraft, Gregory	931075	AP Merch	560.00
02/16/2026	498487	Check	Lamprecht, John	928748	AP Merch	75.50
02/16/2026	498488	Check	Langmuir Systems LLC	931404	AP Merch	539.87
02/16/2026	498489	Check	Ludowese, David	929991	AP Merch	97.00
02/16/2026	498490	Check	Mackin Educational Resources	902196	AP Merch	3,103.84
02/16/2026	498491	Check	Madison, Scott	931163	AP Merch	450.00
02/16/2026	498492	Check	Marshall, Jen	926427	AP Merch	144.00
02/16/2026	498493	Check	Merry, Vanessa	929912	AP Merch	225.00
02/16/2026	498494	Check	Midwest Educational Consultants Inc	927440	AP Merch	5,800.00
02/16/2026	498495	Check	Miller, Paul	925540	AP Merch	194.00
02/16/2026	498496	Check	Minnesota Energy Resources	903029	AP Merch	9,006.03
02/16/2026	498497	Check	Minnesota Valley Electric Cooperative	907448	AP Merch	15,943.82
02/16/2026	498498	Check	MN Assoc of Secondary School Principal (MASSP)	908338	AP Merch	480.00

AP Check Register

AP Run: 20260216 AP — Post Date: 2026-02-16 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/16/2026	498499	Check	MN DECA	927788-1	AP Merch	1,615.00
02/16/2026	498500	Check	Mohamed Kahiye, Abdirizak	930241	AP Merch	500.00
02/16/2026	498501	Check	Mueller, Anthony	931370	AP Merch	194.00
02/16/2026	498502	Check	National Enrollment Partners LLC	931351	AP Merch	1,175.00
02/16/2026	498503	Check	Novak, Janice S	902467	AP Merch	72.00
02/16/2026	498504	Check	Painters Gear Inc	920591	AP Merch	460.76
02/16/2026	498505	Check	Patch My PC LLC	931236	AP Merch	6,570.00
02/16/2026	498506	Check	Pearson, David	931600	AP Merch	97.00
02/16/2026	498507	Check	Perez, Anthony	931599	AP Merch	97.00
02/16/2026	498508	Check	Perez, Melissa M	924879	AP Merch	1,596.00
02/16/2026	498509	Check	Phoenix School Counseling LLC	930806	AP Merch	6,816.25
02/16/2026	498510	Check	Pioneer SecureShred	930098	AP Merch	465.00
02/16/2026	498511	Check	Precision Driving Center	926466	AP Merch	169.00
02/16/2026	498512	Check	Premier Wireless Business Technology Solutions Inc	931591	AP Merch	240.00
02/16/2026	498513	Check	Prodger, Karlea	930610	AP Merch	97.00
02/16/2026	498514	Check	QBS LLC	930033	AP Merch	138.00
02/16/2026	498515	Check	Radunz, Desmond	931598	AP Merch	145.00
02/16/2026	498516	Check	RAK Construction Inc	929749	AP Merch	54,530.50
02/16/2026	498517	Check	Rasmussen, Jakob	931594	AP Merch	68.00
02/16/2026	498518	Check	Ries, Robert A	903451	AP Merch	136.00

AP Check Register

AP Run: 20260216 AP — Post Date: 2026-02-16 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/16/2026	498519	Check	Rifton Equipment	909053	AP Merch	720.00
02/16/2026	498520	Check	Roseville Area Schools Powerlifting Booster Club	931593	AP Merch	480.00
02/16/2026	498521	Check	Ryan Mechanical Inc	923241	AP Merch	24,450.10
02/16/2026	498522	Check	Sanchez, Patrick	931597	AP Merch	84.00
02/16/2026	498523	Check	Schmitt & Sons - Contract	909331-2	AP Merch	1,037,275.82
02/16/2026	498524	Check	Schmitt & Sons Inc	909331	AP Merch	38,071.48
02/16/2026	498525	Check	School Services Employees Local 284	907382	AP Merch	2,960.47
02/16/2026	498526	Check	Scott County Treasurer	904683	AP Merch	85,612.47
02/16/2026	498527	Check	Second Harvest Heartland	928183	AP Merch	722.47
02/16/2026	498528	Check	SFM	923848	AP Merch	27,915.14
02/16/2026	498529	Check	Shibley, Jeremy	928797	AP Merch	194.00
02/16/2026	498530	Check	Siemens Industry Inc	902217	AP Merch	31,893.65
02/16/2026	498531	Check	SNA Depository	926552	AP Merch	124.00
02/16/2026	498532	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	4,247.87
02/16/2026	498533	Check	Stage Gear LLC	931546	AP Merch	3,300.00
02/16/2026	498534	Check	Stevens, Edward	930607	AP Merch	136.00
02/16/2026	498535	Check	Streit, Darwin	931595	AP Merch	136.00
02/16/2026	498536	Check	Sunbelt Staffing LLC	930586	AP Merch	30,407.50
02/16/2026	498537	Check	Taylor, Brandon	930682	AP Merch	97.00
02/16/2026	498538	Check	Third Party Integrity Inc	930282	AP Merch	2,500.00

AP Check Register

AP Run: 20260216 AP — Post Date: 2026-02-16 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/16/2026	498539	Check	T-Mobile	929345	AP Merch	2,857.34
02/16/2026	498540	Check	Transportation Plus, Inc.	906215	AP Merch	1,278.00
02/16/2026	498541	Check	Twin Cities Regional Science Fair (TCRSF)	903469	AP Merch	1,810.00
02/16/2026	498542	Check	Unparalleled Security	931419	AP Merch	3,492.00
02/16/2026	498543	Check	Upper Lakes Foods Inc	929826	AP Merch	37,587.61
02/16/2026	498544	Check	Vestis Services LLC	901365	AP Merch	1,083.87
02/16/2026	498545	Check	Wayzata High School	909814	AP Merch	119.00
02/16/2026	498546	Check	Weigel, Richie	931596	AP Merch	136.00
02/16/2026	498547	Check	Xcel Energy	902776	AP Merch	16,066.95
02/16/2026	498548	Check	Ziegler Inc	904566	AP Merch	3,514.48
Total:						\$1,633,216.43

20260216 AP Summary

Type	Count	Amount
Regular	110	1,633,216.43
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	110	\$1,633,216.43

AP Check Register

AP Run: 20260223 AP — Post Date: 2026-02-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2026	498549	Check	A.J. Moore Electric Inc	928491	AP Merch	3,698.94
02/23/2026	498550	Check	Acer Service Corporation - Attn: Finance Dept.	929434	AP Merch	6,725.60
02/23/2026	498551	Check	Advanced Commercial Kitchens	930100	AP Merch	954.20
02/23/2026	498552	Check	Advanced Imaging Solutions	928551-1	AP Merch	8,276.00
02/23/2026	498553	Check	AIM Electronics Inc	900017	AP Merch	1,150.00
02/23/2026	498554	Check	Anchor Solar Investments LLC	929704	AP Merch	2,300.55
02/23/2026	498555	Check	Arrow Lift	926468	AP Merch	1,311.00
02/23/2026	498556	Check	Aviben LLC	926262-1	AP Merch	875.78
02/23/2026	498557	Check	Bix Produce Company	900477	AP Merch	26,014.48
02/23/2026	498558	Check	Brighter Days Family Grief Center	931608	AP Merch	1,247.50
02/23/2026	498559	Check	Brinkman, Carole I	013411	AP Merch	21.00
02/23/2026	498560	Check	Buddha Birdie	931156	AP Merch	250.00
02/23/2026	498561	Check	C Steinbach Coaching and Consulting	931541	AP Merch	1,000.00
02/23/2026	498562	Check	Carlson, Ashleigh	922414	AP Merch	120.00
02/23/2026	498563	Check	Centerpoint Energy	902519	AP Merch	116,984.87
02/23/2026	498564	Check	CESO Communications LLC	930130	AP Merch	4,326.48
02/23/2026	498565	Check	CESO Transportation LLC	930220	AP Merch	16,177.08
02/23/2026	498566	Check	Crown Rental Inc	900647	AP Merch	30.00
02/23/2026	498567	Check	Dakota Electric Association	900809	AP Merch	86,913.12

AP Check Register

AP Run: 20260223 AP — Post Date: 2026-02-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2026	498568	Check	Dewald, Rina C	920524	AP Merch	1,080.00
02/23/2026	498569	Check	Dotas, Gene	930086	AP Merch	136.00
02/23/2026	498570	Check	Ehlers	920802-1	AP Merch	200.00
02/23/2026	498571	Check	Electro Watchman Inc	901078	AP Merch	2,667.21
02/23/2026	498572	Check	Froebe, Bianca	931375	AP Merch	70.00
02/23/2026	498573	Check	Grafton School Inc	931257	AP Merch	179.97
02/23/2026	498574	Check	Graybar Electric Company Inc	901478-1	AP Merch	254.28
02/23/2026	498575	Check	GreatAmerica Financial Services	929729	AP Merch	621.00
02/23/2026	498576	Check	Gregory, Loris Sofia	927443	AP Merch	45.00
02/23/2026	498577	Check	Guled, Hawa	931394	AP Merch	60.00
02/23/2026	498578	Check	Hanuschak, Oksana	930258	AP Merch	80.00
02/23/2026	498579	Check	Heartland Tire, Inc.	930160	AP Merch	967.00
02/23/2026	498580	Check	Hoang, Cong	927363	AP Merch	80.00
02/23/2026	498581	Check	HumeraTech Inc	927703	AP Merch	37,963.50
02/23/2026	498582	Check	Ideal Services Inc	927693	AP Merch	2,759.00
02/23/2026	498583	Check	Imperial Dade	904186-1	AP Merch	3,008.82
02/23/2026	498584	Check	Innovational Water Solutions, Inc.	930169	AP Merch	7,244.56
02/23/2026	498585	Check	Integrated Food Service	931083	AP Merch	8,148.00
02/23/2026	498586	Check	Interstate All Battery Center	928877	AP Merch	1,157.16
02/23/2026	498587	Check	Jasso, Severa E	922010	AP Merch	60.00

AP Check Register

AP Run: 20260223 AP — Post Date: 2026-02-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2026	498588	Check	Johnson, Dennis	924067	AP Merch	136.00
02/23/2026	498589	Check	Kemmetmueller Photography Inc	931196	AP Merch	410.00
02/23/2026	498590	Check	Klein, Ian	930376	AP Merch	70.00
02/23/2026	498591	Check	Link Interpret	929933	AP Merch	1,031.93
02/23/2026	498592	Check	Madden, Tracy	931606	AP Merch	460.00
02/23/2026	498593	Check	MGX Equipment Services LLC	931183	AP Merch	4,212.88
02/23/2026	498594	Check	Midwest Educational Consultants Inc	927440	AP Merch	17,100.00
02/23/2026	498595	Check	Minnesota School Boards Association - MSBA	902540	AP Merch	210.00
02/23/2026	498596	Check	MN Dept of Labor and Industry	907914-2	AP Merch	145.00
02/23/2026	498597	Check	Mohammoud, Zahra Ali	928322	AP Merch	360.00
02/23/2026	498598	Check	MRI Software LLC	929957	AP Merch	108.00
02/23/2026	498599	Check	Murphy Management Consultants	928020	AP Merch	450.00
02/23/2026	498600	Check	MyBudgetFile Inc	931445	AP Merch	7,500.00
02/23/2026	498601	Check	Napa Auto Parts	903519	AP Merch	49.82
02/23/2026	498602	Check	NE Metro ISD 916	902440	AP Merch	11,832.00
02/23/2026	498603	Check	New Dominion School	924335	AP Merch	1,485.12
02/23/2026	498604	Check	Olson Madaus, Kirsten	930631	AP Merch	36.00
02/23/2026	498605	Check	Omer, Naseema	931604	AP Merch	528.00
02/23/2026	498606	Check	PHAXIS Education Staffing LLC	931390	AP Merch	70,767.60

AP Check Register

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AP Run: 20260223 AP — Post Date: 2026-02-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2026	498607	Check	Printed Solid Inc	931237	AP Merch	208.36
02/23/2026	498608	Check	RAK Construction Inc	929749	AP Merch	24,635.91
02/23/2026	498609	Check	Reading & Math Inc	928293	AP Merch	4,000.00
02/23/2026	498610	Check	Red Wing Business Advantage Account	921851-1	AP Merch	174.24
02/23/2026	498611	Check	Ryan Mechanical Inc	923241	AP Merch	63,520.59
02/23/2026	498612	Check	Second Harvest Heartland	928183	AP Merch	4,154.06
02/23/2026	498613	Check	St Paul Beverage Solutions, LLC	930156	AP Merch	9,717.95
02/23/2026	498614	Check	Summit 360	930892	AP Merch	3,943.66
02/23/2026	498615	Check	Sunbelt Staffing LLC	930586	AP Merch	18,632.32
02/23/2026	498616	Check	Sysco Western Minnesota, Inc	931067	AP Merch	571.36
02/23/2026	498617	Check	The Stepping Stones Group LLC	931308	AP Merch	6,850.00
02/23/2026	498618	Check	Trane US Inc	904045	AP Merch	38,449.00
02/23/2026	498619	Check	Unparalleled Security	931419	AP Merch	3,966.00

AP Check Register

AP Run: 20260223 AP — Post Date: 2026-02-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2026	498620	Check	Upper Lakes Foods Inc	929826	AP Merch	96,672.87
Total:						\$737,546.77

20260223 AP Summary

Type	Count	Amount
Regular	72	737,546.77
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	72	\$737,546.77

AP Check Register

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Fund	Total
01 - General	1,260,339.26
02 - Food Service	282,432.74
03 - Transportation	1,053,452.90
04 - Community Service	67,752.27
16 - Facility Rental	83.39
22 - Internal Service - Health Insurance	1,175.00
50 - Student Activity Fund	595.00
	<hr/>
	\$2,665,830.56

AP Check Register

AP Run: 20260206 — Post Date: 2026-02-06 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/06/2026	9000008570	ACH	Bad Warrior, Jayme Alan, SR	931536	AP Merch	150.00
02/06/2026	9000008571	ACH	Frank, Anthony Lee	930433	AP Merch	150.00
02/06/2026	9000008572	ACH	Henry, Robert, Jr	931570	AP Merch	150.00
02/06/2026	9000008573	ACH	Kelly Services Inc	927633	AP Merch	37,058.04
02/06/2026	9000008574	ACH	Nelson, Jared	931190	AP Merch	360.00
02/06/2026	9000008575	ACH	Shades of Thorpe	931399	AP Merch	4,000.00
02/06/2026	9000008576	ACH	Stanley, Seneca	931575	AP Merch	150.00
02/06/2026	9000008577	ACH	VITAL WorkLife, Inc.	930974	AP Merch	9,156.48
Total:						\$51,174.52

20260206 Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	8	51,174.52
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	8	\$51,174.52

AP Check Register

AP Run: 20260209 EACH — Post Date: 2026-02-09 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/09/2026	9000008578	ACH	Abrahamson, Jonathan	017819	AP Merch	6.89
02/09/2026	9000008579	ACH	Alt, Brett	020689	AP Merch	91.83
02/09/2026	9000008580	ACH	Blaylark, Eddie D	019621	AP Merch	2,500.00
02/09/2026	9000008581	ACH	Bousu, Mollie J	016894	AP Merch	3,987.00
02/09/2026	9000008582	ACH	Broge, Dawndra S	020951	AP Merch	5.58
02/09/2026	9000008583	ACH	Burns, Pollyanna M	010851	AP Merch	15.73
02/09/2026	9000008584	ACH	Coddington, Bronwyn M	021393	AP Merch	6.30
02/09/2026	9000008585	ACH	Conner, Antoinette	020089	AP Merch	25.00
02/09/2026	9000008586	ACH	DeJong, Lindsay L	021394	AP Merch	10.57
02/09/2026	9000008587	ACH	DeMain, Julia A	021640	AP Merch	15.26
02/09/2026	9000008588	ACH	Harper, Shonita L	021076	AP Merch	8.63
02/09/2026	9000008589	ACH	Harrold, Stacey L	011361	AP Merch	67.86
02/09/2026	9000008590	ACH	Harsted, Tiffany K	021413	AP Merch	83.37
02/09/2026	9000008591	ACH	Helke, David M	014077	AP Merch	3,725.00
02/09/2026	9000008592	ACH	Henderson, Sean M	017644	AP Merch	96.14
02/09/2026	9000008593	ACH	Holden, Matt J	009267	AP Merch	439.81
02/09/2026	9000008594	ACH	Howe, Jaimie K	020412	AP Merch	28.06
02/09/2026	9000008595	ACH	Janey, Karen A	021241	AP Merch	31.39
02/09/2026	9000008596	ACH	Jordan, Joanna	014624	AP Merch	37.63
02/09/2026	9000008597	ACH	Kerber, Stephanie J	020104	AP Merch	3.55

AP Check Register

AP Run: 20260209 EACH — Post Date: 2026-02-09 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/09/2026	9000008598	ACH	Kirchner, Amy	014600	AP Merch	45.68
02/09/2026	9000008599	ACH	Kolstad, Michele M	007847	AP Merch	7.83
02/09/2026	9000008600	ACH	Lake, David	017436	AP Merch	210.25
02/09/2026	9000008601	ACH	Lorincz, Kristen L	018602	AP Merch	54.30
02/09/2026	9000008602	ACH	McDowell, Morgan	018635	AP Merch	7.69
02/09/2026	9000008603	ACH	Meyer, Nancy L	009216	AP Merch	3,987.00
02/09/2026	9000008604	ACH	Meyer, Tanya L	012306	AP Merch	33.28
02/09/2026	9000008605	ACH	Middendorf, Jennifer L	019196	AP Merch	48.50
02/09/2026	9000008606	ACH	Moalim, Shams A	020639	AP Merch	3.05
02/09/2026	9000008607	ACH	Niesen, Elizabeth A	015962	AP Merch	78.30
02/09/2026	9000008608	ACH	Niffenegger, Kamala N	018055	AP Merch	1,783.24
02/09/2026	9000008609	ACH	O'Laughlin, John M	020956	AP Merch	107.08
02/09/2026	9000008610	ACH	Olson, Ariel R	020377	AP Merch	37.99
02/09/2026	9000008611	ACH	Puckett, Nathan	021372	AP Merch	205.40
02/09/2026	9000008612	ACH	Risteau, Joseph S	007763	AP Merch	27.70
02/09/2026	9000008613	ACH	Robran, Kimberly J	020836	AP Merch	77.58
02/09/2026	9000008614	ACH	Rodrigues Pereira da Silva, Raquel	021597	AP Merch	95.00
02/09/2026	9000008615	ACH	Sampers, Karen M	015925	AP Merch	17.11
02/09/2026	9000008616	ACH	Schmitz, Emily A	021086	AP Merch	29.29
02/09/2026	9000008617	ACH	Sellars, Jason A	019217	AP Merch	27.45

AP Check Register

AP Run: 20260209 EACH — Post Date: 2026-02-09 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/09/2026	9000008618	ACH	Smith, Brittney M	019790	AP Merch	11.46
02/09/2026	9000008619	ACH	Spaulding, Sheila J	018536	AP Merch	108.15
02/09/2026	9000008620	ACH	Sweeney, Michael J	016376	AP Merch	98.63
02/09/2026	9000008621	ACH	Troldahl, Monica L	020519	AP Merch	8.52
02/09/2026	9000008622	ACH	Vasserman, Liubov	021759	AP Merch	95.00
02/09/2026	9000008623	ACH	Voigt, Pamela M	017183	AP Merch	45.89
02/09/2026	9000008624	ACH	Wahidi, Zarghona	017649	AP Merch	8.92
02/09/2026	9000008625	ACH	Wakal, Kimberly B	020416	AP Merch	20.09
02/09/2026	9000008626	ACH	Warmka, Cheri R	007858	AP Merch	49.88
02/09/2026	9000008627	ACH	Wesley, Janet M	018000	AP Merch	21.75
02/09/2026	9000008628	ACH	Yeliseyeva, Lucy P	021644	AP Merch	8.96
02/09/2026	9000008629	ACH	Zondag-Hamer, Kimberly	014127	AP Merch	54.04
02/09/2026	9000008630	ACH	Zyskowski, Karly M	021041	AP Merch	150.80

Total: \$18,751.41

20260209 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	53	18,751.41
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	53	\$18,751.41

AP Check Register

AP Run: 20260213 VACH — Post Date: 2026-02-13 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/13/2026	9000008631	ACH	Association Of Clerical Employees	904895	AP Merch	320.00
02/13/2026	9000008632	ACH	Bad Warrior, Jayme Alan, SR	931536	AP Merch	500.00
02/13/2026	9000008633	ACH	Burnsville Association of Educational Assistants	909991	AP Merch	873.00
02/13/2026	9000008634	ACH	Burnsville Cultural Family Liaison Association	931510	AP Merch	458.70
02/13/2026	9000008635	ACH	CST MN	929862	AP Merch	25,000.00
02/13/2026	9000008636	ACH	Johnson Controls Fire Protection LP	903587	AP Merch	5,872.62
02/13/2026	9000008637	ACH	Kataoka, Kazumi	931329	AP Merch	40.00
02/13/2026	9000008638	ACH	Kelly Services Inc	927633	AP Merch	124,695.44
02/13/2026	9000008639	ACH	Romero Zamora, Karla	931279	AP Merch	500.00
02/13/2026	9000008640	ACH	Social Club Simple	931300	AP Merch	40.00
Total:						\$158,299.76

20260213 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	10	158,299.76
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	10	\$158,299.76

AP Check Register

AP Run: 20260218 EACH — Post Date: 2026-02-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/18/2026	9000008641	ACH	Albersheim-Carter, Marcina	018646	AP Merch	29.00
02/18/2026	9000008642	ACH	Alvarado, Angel	016566	AP Merch	19.00
02/18/2026	9000008643	ACH	Anderson, Rachel L	021495	AP Merch	125.43
02/18/2026	9000008644	ACH	Baig, Samaa S	021321	AP Merch	8.99
02/18/2026	9000008645	ACH	Cantolla, Kaitlin M	019617	AP Merch	414.49
02/18/2026	9000008646	ACH	Cloutier, Dana	016633	AP Merch	42.20
02/18/2026	9000008647	ACH	Coddington, Bronwyn M	021393	AP Merch	99.47
02/18/2026	9000008648	ACH	Czapar, Kelly N	017322	AP Merch	18.56
02/18/2026	9000008649	ACH	Daoud, Hamde	019100	AP Merch	140.00
02/18/2026	9000008650	ACH	DeMain, Julia A	021640	AP Merch	14.94
02/18/2026	9000008651	ACH	Discher, Tracy L	016311	AP Merch	68.59
02/18/2026	9000008652	ACH	DuPont, Jorae E	021790	AP Merch	95.00
02/18/2026	9000008653	ACH	Erbes, Sarah L	017283	AP Merch	106.58
02/18/2026	9000008654	ACH	Erickson, Kayla M	020006	AP Merch	256.07
02/18/2026	9000008655	ACH	Flesche, Jennifer B	021549	AP Merch	182.99
02/18/2026	9000008656	ACH	Hagen, Aimee E	016614	AP Merch	8.48
02/18/2026	9000008657	ACH	Jordan, Allison A	016428	AP Merch	140.00
02/18/2026	9000008658	ACH	Kennedy, Jennifer K	013375	AP Merch	7.11
02/18/2026	9000008659	ACH	Kleeberger, Alexis S	021235	AP Merch	19.36
02/18/2026	9000008660	ACH	Kleiner, Kevin T	020910	AP Merch	90.70

AP Check Register

AP Run: 20260218 EACH — Post Date: 2026-02-18 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/18/2026	9000008661	ACH	LaGorio, John	501455	AP Merch	7.55
02/18/2026	9000008662	ACH	Langsjoen, Sonja	006829	AP Merch	10.93
02/18/2026	9000008663	ACH	Nelson, Katherine J	018844	AP Merch	121.80
02/18/2026	9000008664	ACH	Nelson, Katie L	015010	AP Merch	47.71
02/18/2026	9000008665	ACH	Ontiveros, Eddieca	019147	AP Merch	179.69
02/18/2026	9000008666	ACH	Osman, Amal M	020579	AP Merch	140.00
02/18/2026	9000008667	ACH	Petersen, Holly M	018849	AP Merch	13.56
02/18/2026	9000008668	ACH	Queen, LeVar A	020237	AP Merch	187.05
02/18/2026	9000008669	ACH	Retzlaff, Billie Jean	020995	AP Merch	46.76
02/18/2026	9000008670	ACH	Riggs, Jeanine L	015803	AP Merch	14.50
02/18/2026	9000008671	ACH	Rischer, Bryeny B	013693	AP Merch	29.00
02/18/2026	9000008672	ACH	Robb, Brad E	013654	AP Merch	2,531.37
02/18/2026	9000008673	ACH	Sellars, Jason A	019217	AP Merch	386.50
02/18/2026	9000008674	ACH	Simmons, Sean D	017795	AP Merch	61.48
02/18/2026	9000008675	ACH	Spaulding, Sheila J	018536	AP Merch	41.76
02/18/2026	9000008676	ACH	Stegbauer, Amethyst R	020228	AP Merch	59.09
02/18/2026	9000008677	ACH	Thomas, John S	020221	AP Merch	43.64
02/18/2026	9000008678	ACH	Yasin, Muna I	020207	AP Merch	10.80
Total:						\$5,820.15

AP Check Register

AP Run: 20260218 EACH — Post Date: 2026-02-18 — 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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20260218 EACH Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	38	5,820.15
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	38	\$5,820.15

AP Check Register

AP Run: 20260223 VACH — Post Date: 2026-02-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2026	9000008679	ACH	FaxSIPit Services Inc.	930948	AP Merch	238.00
02/23/2026	9000008680	ACH	Johnson Controls Fire Protection LP	903587	AP Merch	709.10
02/23/2026	9000008681	ACH	Kelly Services Inc	927633	AP Merch	46,263.34
02/23/2026	9000008682	ACH	Multilingual Word Inc	922324	AP Merch	2,980.00
02/23/2026	9000008683	ACH	OMTech	931509	AP Merch	788.99
02/23/2026	9000008684	ACH	Richert Speech Therapy LLC	931202	AP Merch	3,478.75
02/23/2026	9000008685	ACH	Romero Zamora, Karla	931279	AP Merch	500.00
02/23/2026	9000008686	ACH	Solutran, LLC	928660	AP Merch	2,597.52
Total:						\$57,555.70

20260223 VACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	8	57,555.70
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	8	\$57,555.70

AP Check Register

100

AP Run: 20260225 EACH — Post Date: 2026-02-25 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/25/2026	9000008687	ACH	Bellmont, Chris	014183	AP Merch	200.00
02/25/2026	9000008688	ACH	Bohr, Jennifer L	009302	AP Merch	64.00
02/25/2026	9000008689	ACH	Dale, Maricela	018971	AP Merch	70.69
02/25/2026	9000008690	ACH	Daniels, Latanya R	021700	AP Merch	500.00
02/25/2026	9000008691	ACH	Dehne, Tyler	020322	AP Merch	200.00
02/25/2026	9000008692	ACH	Gorton, Rachel	016735	AP Merch	200.00
02/25/2026	9000008693	ACH	Olson, Ariel R	020377	AP Merch	26.10
02/25/2026	9000008694	ACH	Shelden, Jon	010820	AP Merch	6.09
02/25/2026	9000008695	ACH	Sovine, Stacey	017487	AP Merch	200.00
02/25/2026	9000008696	ACH	Tinklenberg, Aaron D	017462	AP Merch	200.00
02/25/2026	9000008697	ACH	Williamson, Jennifer	018193	AP Merch	51.08
Total:						\$1,717.96

20260225 EACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	11	1,717.96
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	11	\$1,717.96

AP Check Register

AP Run: 20260227 Void — Post Date: 2026-02-27 — AP Run Type: V

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/27/2026	9000008639	ACH	Romero Zamora, Karla	931279	AP Merch	-500.00
Total:						-\$500.00

20260227 Void Summary

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

AP Check Register

Fund	Total
01 - General	262,689.20
02 - Food Service	376.28
03 - Transportation	25,000.00
04 - Community Service	2,156.50
22 - Internal Service - Health Insurance	2,597.52
	\$292,819.50

AP Check Register

AP Run: 20260211 CB — Post Date: 2026-02-11 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/11/2026	6000002480		Advanced Imaging Solutions	928551	AP Merch	6,511.46
02/11/2026	6000002481		Aramark Refreshment Services	900428	AP Merch	104.49
02/11/2026	6000002482		BSN Sports Inc	903299-1	AP Merch	5,447.15
02/11/2026	6000002483		CDW Government Inc	920289-1	AP Merch	1,032.26
02/11/2026	6000002484		Cornerstone Copy Center	900502	AP Merch	179.08
02/11/2026	6000002485		Dicks Sanitation Service Inc	900641	AP Merch	10,118.98
02/11/2026	6000002486		ECM Publishers Inc	909272	AP Merch	861.37
02/11/2026	6000002487		General Parts LLC	901541-1	AP Merch	2,474.06
02/11/2026	6000002488		Grainger	904387-1	AP Merch	4,935.82
02/11/2026	6000002489		Groth Music Company	900575	AP Merch	266.23
02/11/2026	6000002490		Horizon Commercial Pool Supply	904818	AP Merch	638.63
02/11/2026	6000002491		Jones & Bartlett Learning, LLC	930729	AP Merch	2,995.14
02/11/2026	6000002492		Learning A-Z	927439	AP Merch	2,805.03
02/11/2026	6000002493		Occupational Health of MN, PC	929919	AP Merch	899.00
02/11/2026	6000002494		ODP Business Solutions LLC	902489	AP Merch	25.23
02/11/2026	6000002495		Per Mar Security Services	930354	AP Merch	840.50
02/11/2026	6000002496		Professional Wireless Communications	924681	AP Merch	549.12
02/11/2026	6000002497		Schmitt Music	903532	AP Merch	3,013.20
02/11/2026	6000002498		Trio Supply	903802	AP Merch	7,932.08
Total:						\$51,628.83

AP Check Register

AP Run: 20260211 CB — Post Date: 2026-02-11 — 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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20260211 CB Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	19	51,628.83
Total:	19	\$51,628.83

AP Check Register

AP Run: 20260220 CB — Post Date: 2026-02-20 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/20/2026	6000002499		Avant Assessment LLC	929756	AP Merch	1,394.40
02/20/2026	6000002500		Barnes & Noble Inc	900386	AP Merch	366.19
02/20/2026	6000002501		BSN Sports Inc	903299-1	AP Merch	421.15
02/20/2026	6000002502		ECM Publishers Inc	909272	AP Merch	120.24
02/20/2026	6000002503		General Parts LLC	901541-1	AP Merch	3,101.05
02/20/2026	6000002504		Grainger	904387-1	AP Merch	1,610.73
02/20/2026	6000002505		Kully Supply Inc	901434	AP Merch	223.31
02/20/2026	6000002506		Per Mar Security Services	930354	AP Merch	406.00
02/20/2026	6000002507		Professional Wireless Communications	924681	AP Merch	1,533.19
02/20/2026	6000002508		Trio Supply	903802	AP Merch	4,689.35
Total:						\$13,865.61

20260220 CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	10	13,865.61
Total:	10	\$13,865.61

AP Check Register

AP Run: 20260223 DD CB — Post Date: 2026-02-23 — AP Run Type: R

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
02/23/2026	6000002509		DoorDash Inc	931577	AP Merch	2,730.38
Total:						\$2,730.38

20260223 DD CB Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	2,730.38
Total:	1	\$2,730.38

AP Check Register

Fund	Total
01 - General	47,232.02
02 - Food Service	18,202.23
04 - Community Service	2,447.66
50 - Student Activity Fund	342.91
	<hr/>
	\$68,224.82

Monthly Void/Wire Report

108

AP Run: 20260213 Wires PR — Post Date: 2026-02-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/13/2026	8000001497	Wire Transfer	Aviben-EBC	190,245.10
02/13/2026	8000001498	Wire Transfer	Commissioner Of Revenue	171,147.23
02/13/2026	8000001499	Wire Transfer	Internal Revenue Service	1,029,696.04
02/13/2026	8000001500	Wire Transfer	ISD 191 Flex Account	49,175.39
02/13/2026	8000001501	Wire Transfer	ISD 191 Self Insurance Account	1,119,052.83
02/13/2026	8000001502	Wire Transfer	MN Child Support	2,269.10
02/13/2026	8000001503	Wire Transfer	MN Dept of Revenue	1,405.59
02/13/2026	8000001504	Wire Transfer	Mn Teachers Retirement Assoc	680,329.25
02/13/2026	8000001505	Wire Transfer	PERA	121,021.39
02/13/2026	8000001506	Wire Transfer	Teachers Federal Credit Union	36,160.67
Total:				\$3,400,502.59

20260213 Wires PR Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	10	3,400,502.59
Epayables:	0	0.00
Total:	10	\$3,400,502.59

Monthly Void/Wire Report

109

AP Run: 20260227 Wires PR — Post Date: 2026-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/27/2026	8000001508	Wire Transfer	Aviben-EBC	189,896.81
02/27/2026	8000001509	Wire Transfer	Commissioner Of Revenue	145,458.60
02/27/2026	8000001510	Wire Transfer	Internal Revenue Service	843,787.69
02/27/2026	8000001511	Wire Transfer	ISD 191 Flex Account	49,175.39
02/27/2026	8000001512	Wire Transfer	ISD 191 Self Insurance Account	1,121,730.90
02/27/2026	8000001513	Wire Transfer	MN Child Support	2,269.10
02/27/2026	8000001514	Wire Transfer	MN Dept of Revenue	425.15
02/27/2026	8000001515	Wire Transfer	Mn Teachers Retirement Assoc	511,956.86
02/27/2026	8000001516	Wire Transfer	PERA	127,717.57
02/27/2026	8000001517	Wire Transfer	Teachers Federal Credit Union	36,049.29
Total:				\$3,028,467.36

20260227 Wires PR Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	10	3,028,467.36
Epayables:	0	0.00
Total:	10	\$3,028,467.36

Monthly Void/Wire Report

110

AP Run: 20260227 Wires 20 S.Ins — Post Date: 2026-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/27/2026	263	Wire Transfer	Blue Cross Blue Shield Of MN	1,827,784.87
02/27/2026	264	Wire Transfer	HealthEquity Inc	152,140.62
02/27/2026	265	Wire Transfer	UMR, Inc	250.00
Total:				\$1,980,175.49

20260227 Wires 20 S.Ins Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	3	1,980,175.49
Epayables:	0	0.00
Total:	3	\$1,980,175.49

Monthly Void/Wire Report

111

AP Run: 20260227 Wires 8 Flex — Post Date: 2026-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/27/2026	92	Wire Transfer	HealthEquity Inc	37,756.93
Total:				\$37,756.93

20260227 Wires 8 Flex Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	37,756.93
Epayables:	0	0.00
Total:	1	\$37,756.93

Monthly Void/Wire Report

112

AP Run: 20260227 Wires Main — Post Date: 2026-02-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Check Amount
02/27/2026	8000001528	Wire Transfer	Delta Dental Plan Of Minnesota	78,516.39
02/27/2026	8000001529	Wire Transfer	FP Mailing Solutions	200.00
02/27/2026	8000001530	Wire Transfer	MN Dept of Revenue-Sales Tax	619.00
02/27/2026	8000001531	Wire Transfer	Mn UI Fund	55,670.67
Total:				\$135,006.06

20260227 Wires Main Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	4	135,006.06
Epayables:	0	0.00
Total:	4	\$135,006.06

Monthly Void/Wire Report

113

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - General	6,140,284.41
02 - Food Service	112,552.71
04 - Community Service	261,826.24
16 - Facility Rental	8,553.19
20 - Internal Service - Dental	78,516.39
22 - Internal Service - Health Insurance	1,980,175.49
	\$8,581,908.43

4. Accept the Budget Analysis

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



**Agenda IV.A.4
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, Superintendent

From: Tyler Dehne, Director of Finance

Date: April 13, 2026

Re: Budget Analysis for the Month Ending February 28, 2026

Recommendation: That the Board accepts the Budget Analysis for the month ending February 28, 2026.

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

	Year-to-Date Revenue	% of Adopted Budget	Year-to-Date Expenditures	% of Adopted Budget
All Funds	\$ 115,783,420	52.04%	\$ 134,281,319	58.22%
General Fund	\$ 80,920,525	49.84%	\$ 94,394,550	55.71%

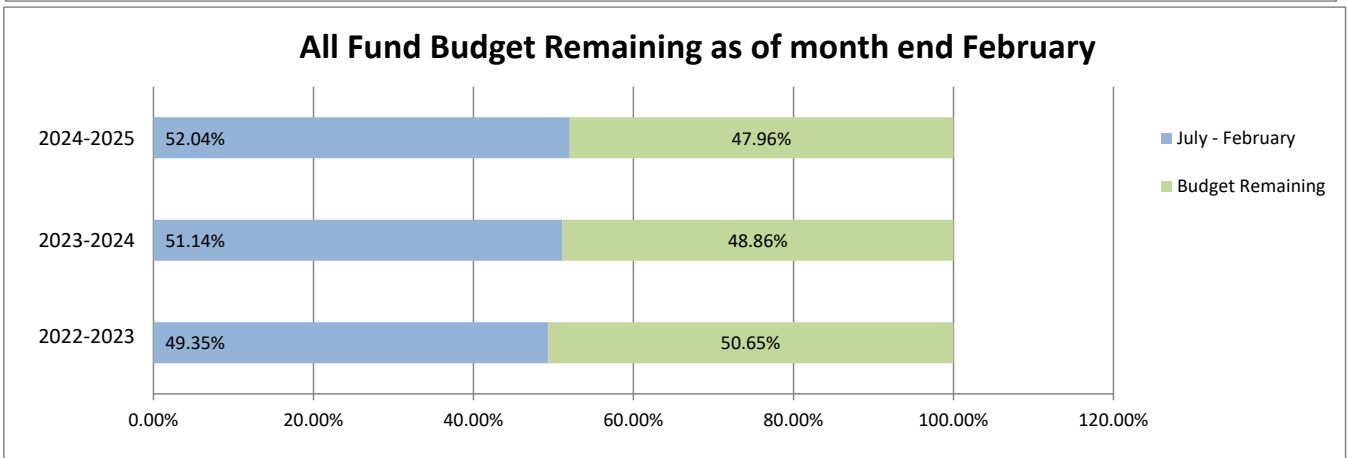
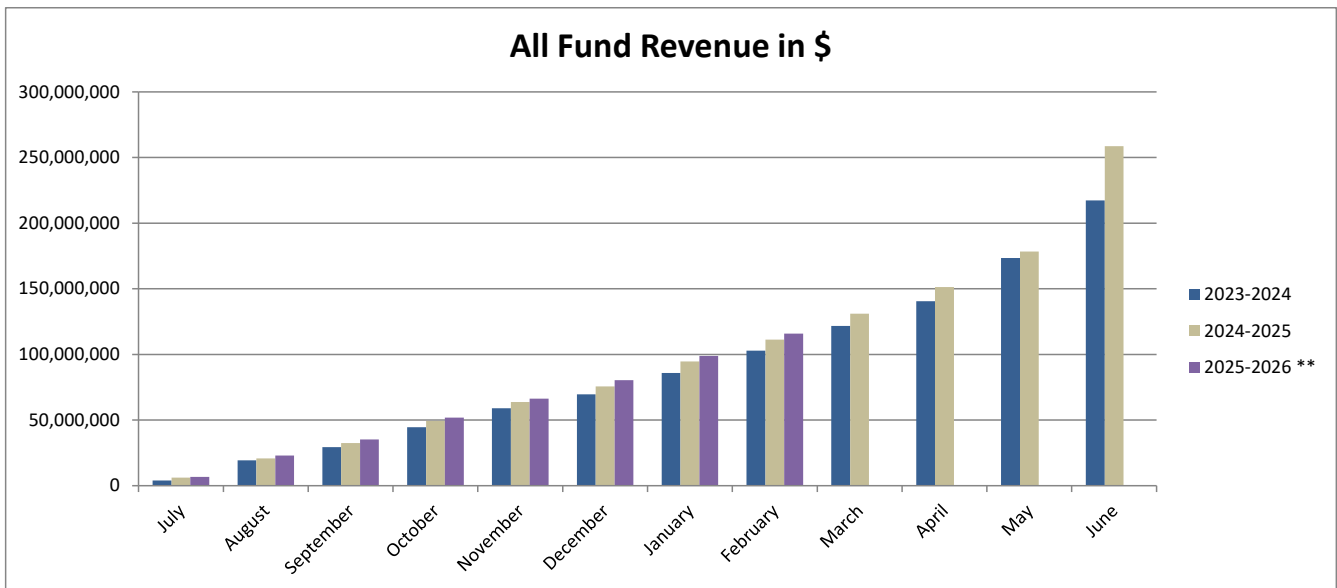
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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**

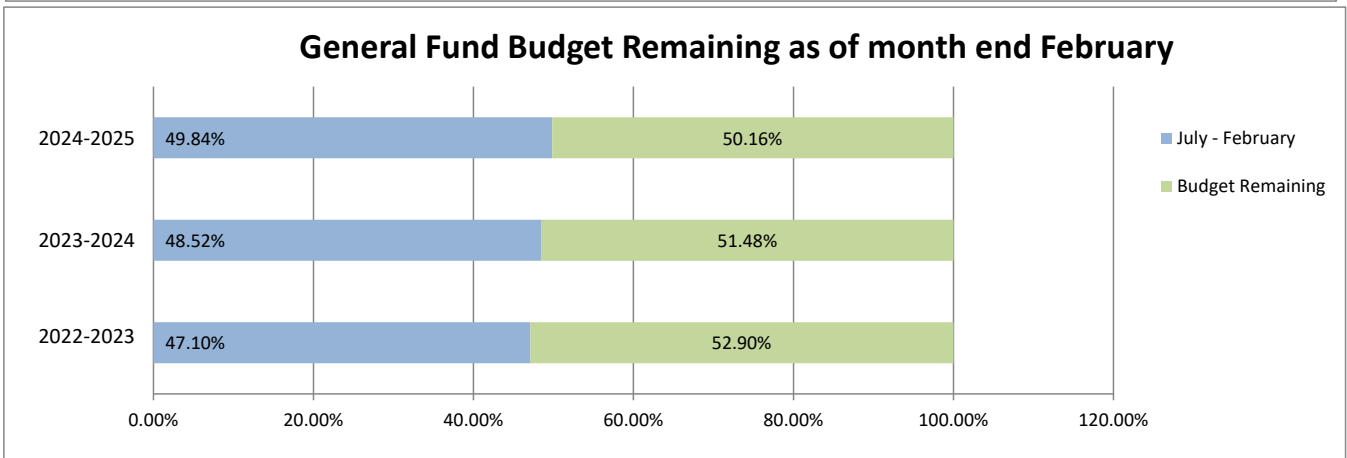
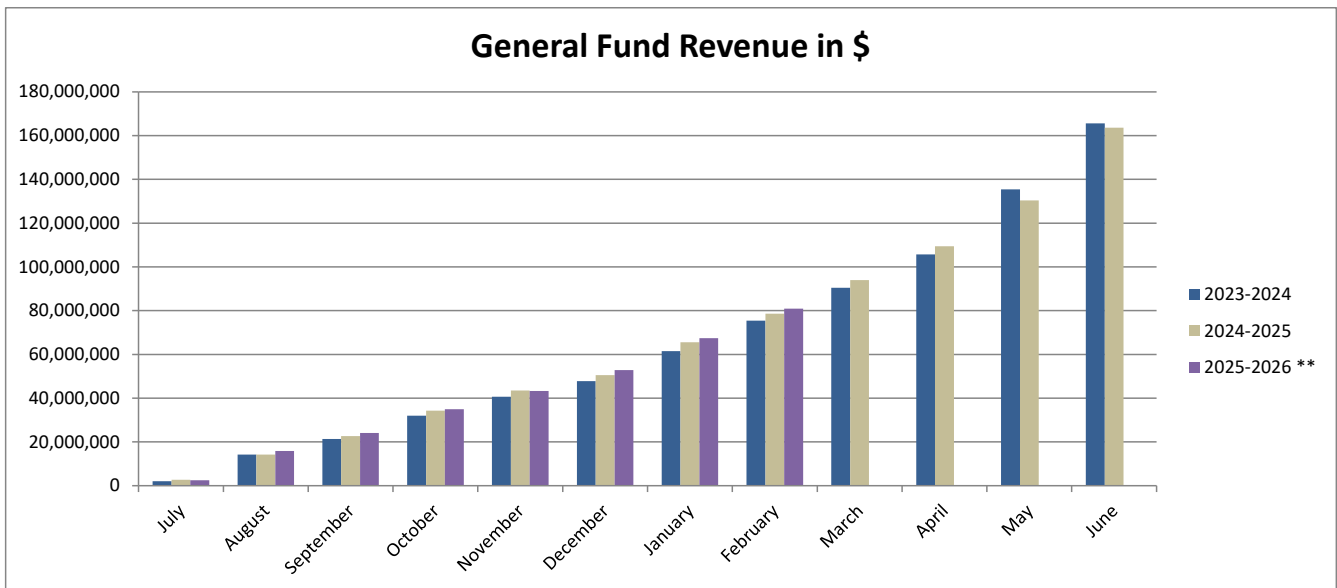
	2023-2024		2024-2025		2025-2026 **	
	\$	%	\$	%	\$	%
July	3,923,767	1.88%	6,225,705	2.86%	6,743,537	3.03%
August	19,367,531	9.29%	20,740,144	9.53%	22,905,480	10.29%
September	29,426,322	14.11%	32,399,332	14.89%	35,148,271	15.80%
October	44,587,953	21.38%	49,364,366	22.69%	51,837,641	23.30%
November	58,912,738	28.25%	63,757,139	29.31%	66,364,177	29.83%
December	69,535,132	33.34%	75,701,192	34.80%	80,312,455	36.10%
January	85,949,535	41.22%	94,669,296	43.52%	98,900,700	44.45%
February	102,919,054	49.35%	111,229,079	51.14%	115,783,420	52.04%
March	121,657,811	58.34%	130,998,157	60.22%	0	0.00%
April	140,495,577	67.37%	151,325,262	69.57%	0	0.00%
May	173,364,073	83.13%	178,458,872	82.04%	0	0.00%
June	217,399,399	104.26%	258,623,477	118.90%	0	0.00%
BUDGET	208,539,165	100.00%	217,519,765	100.00%	222,491,505	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**

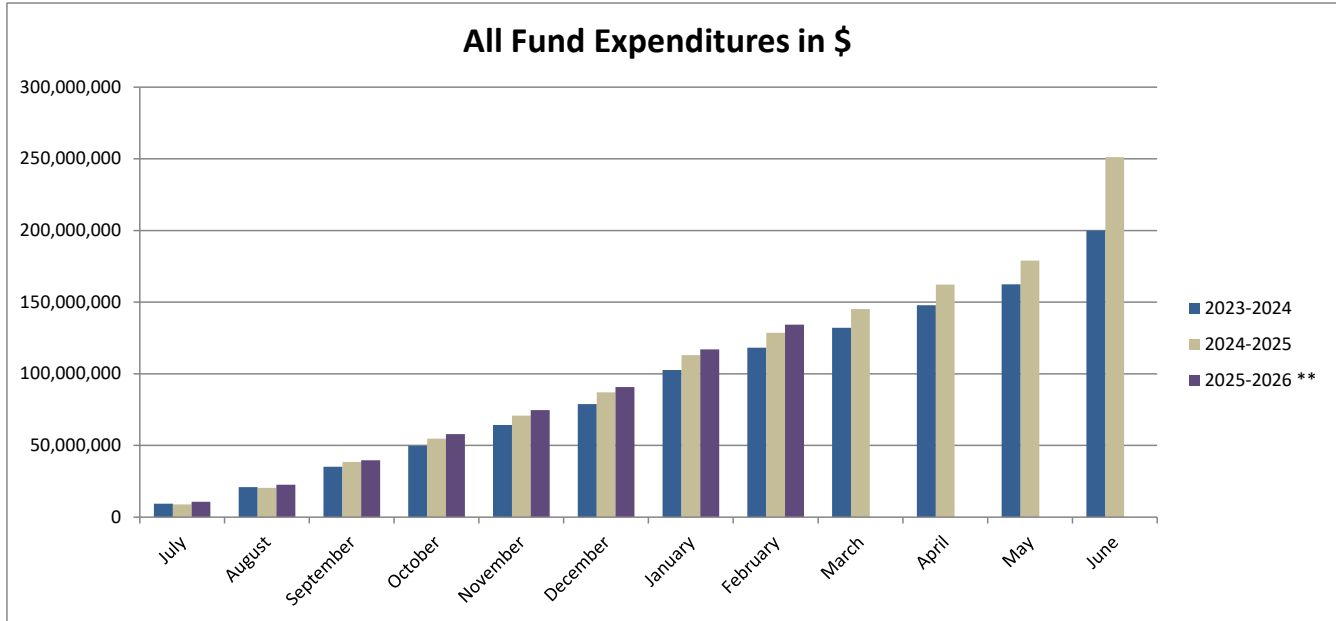
	2023-2024		2024-2025		2025-2026 **	
	\$	%	\$	%	\$	%
July	2,054,035	1.28%	2,730,267	1.69%	2,517,803	1.55%
August	14,217,775	8.88%	14,246,069	8.79%	15,835,141	9.75%
September	21,337,010	13.32%	22,663,634	13.99%	24,076,087	14.83%
October	31,945,444	19.94%	34,311,930	21.18%	34,941,183	21.52%
November	40,706,009	25.41%	43,485,919	26.85%	43,316,426	26.68%
December	47,800,679	29.84%	50,561,608	31.21%	52,836,649	32.54%
January	61,461,736	38.37%	65,590,521	40.49%	67,439,530	41.53%
February	75,447,748	47.10%	78,601,059	48.52%	80,920,525	49.84%
March	90,432,887	56.45%	93,933,536	57.99%	0	0.00%
April	105,750,808	66.02%	109,446,939	67.57%	0	0.00%
May	135,431,731	84.55%	130,416,738	80.51%	0	0.00%
June	165,587,981	104.32%	163,655,781	101.03%	0	0.00%
BUDGET	160,186,251	100.00%	161,980,777	100.00%	162,370,288	100.00%



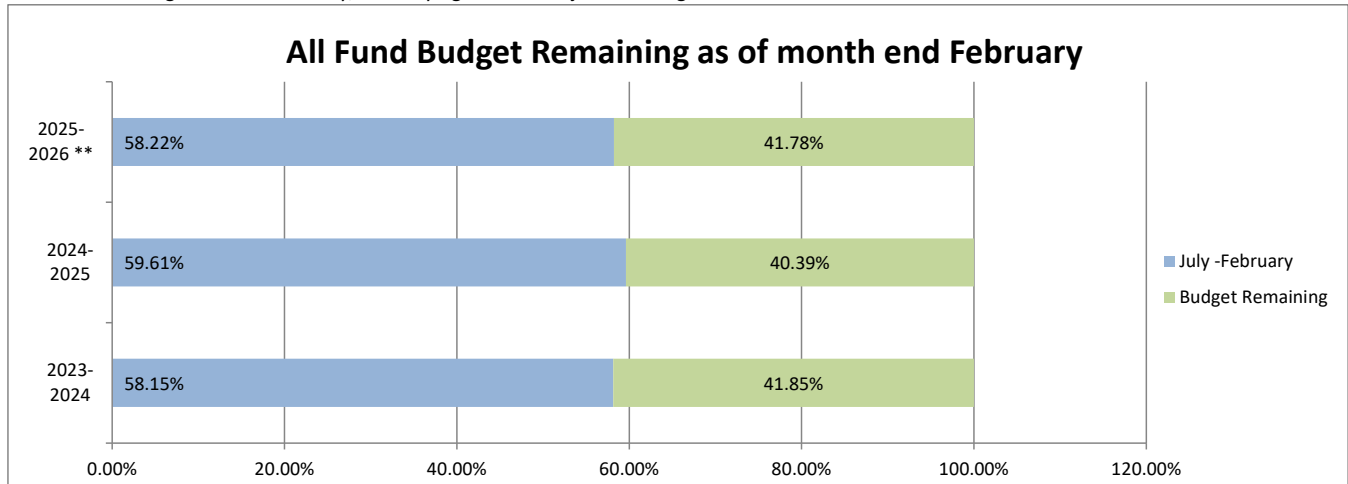
** The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON
ALL FUNDS**

	2023-2024		2024-2025		2025-2026 **	
	\$	%	\$	%	\$	%
July	9,311,625	4.58%	8,925,532	4.13%	10,715,479	4.65%
August	20,942,388	10.30%	20,436,074	9.47%	22,644,161	9.82%
September	35,122,008	17.27%	38,557,636	17.86%	39,717,598	17.22%
October	49,720,835	24.45%	54,696,951	25.34%	57,986,268	25.14%
November	64,276,579	31.61%	70,880,340	32.84%	74,646,558	32.37%
December	78,945,654	38.82%	87,062,371	40.33%	90,683,670	39.32%
January	102,672,354	50.49%	112,978,978	52.34%	117,036,746	50.75%
February	118,252,837	58.15%	128,683,130	59.61%	134,281,319	58.22%
March	132,146,998	64.98%	145,245,541	67.29%	0	0.00%
April	147,830,013	72.69%	162,196,959	75.14%	0	0.00%
May	162,388,218	79.85%	179,077,820	82.96%	0	0.00%
June	200,012,729	97.47%	251,222,680	116.38%	0	0.00%
BUDGET	203,361,619	100.00%	215,865,457	100.00%	230,634,309	100.00%

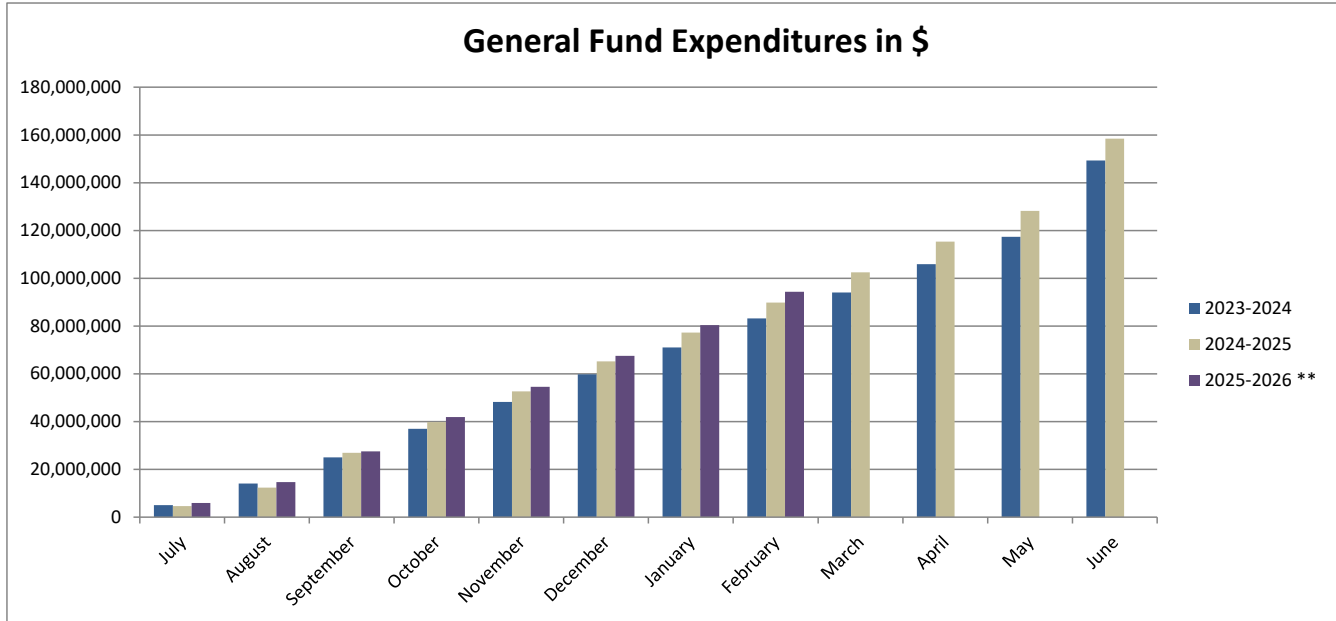


**based on timing of financial activity, monthly figures are subject to change

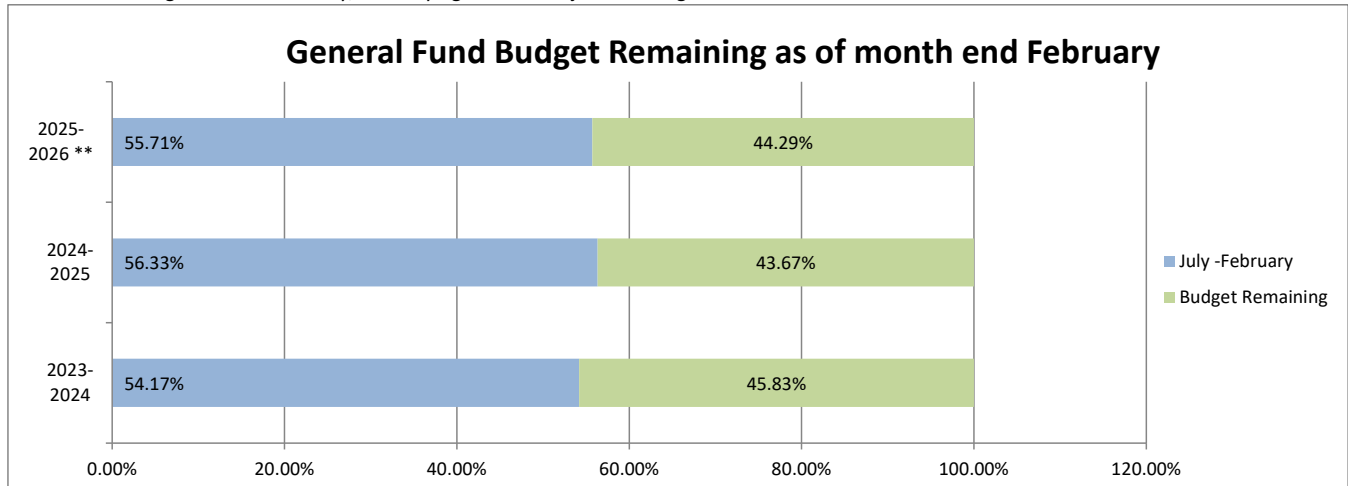


**EXPENDITURE COMPARISON
GENERAL FUND**

	2023-2024		2024-2025		2025-2026 **	
	\$	%	\$	%	\$	%
July	5,034,065	3.28%	4,587,428	2.88%	5,897,305	3.48%
August	14,041,027	9.14%	12,396,981	7.77%	14,655,381	8.65%
September	24,985,208	16.27%	26,951,894	16.90%	27,560,384	16.27%
October	36,953,232	24.06%	39,837,090	24.98%	41,859,242	24.71%
November	48,220,445	31.40%	52,681,856	33.04%	54,565,723	32.21%
December	59,804,086	38.94%	65,257,054	40.92%	67,485,411	39.83%
January	70,996,511	46.23%	77,227,031	48.43%	80,394,750	47.45%
February	83,195,216	54.17%	89,828,083	56.33%	94,394,550	55.71%
March	94,048,702	61.24%	102,534,170	64.30%	0	0.00%
April	105,915,624	68.96%	115,390,145	72.36%	0	0.00%
May	117,328,149	76.39%	128,180,103	80.38%	0	0.00%
June	149,279,289	96.75%	158,403,398	99.34%	0	0.00%
BUDGET	153,581,253	100.00%	159,461,338	100.00%	169,425,220	100.00%



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



5. Receive a Report about the Listening 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.



**Agenda IV.A.5.
April 23, 2026**

To: Board of Education
From: Dr. Latanya Daniels, superintendent
Date: April 9, 2026
Re: Report about the Listening Session

Recommendation: Receive a report about the listening session scheduled on April 9, 2026.

The following speakers spoke at the listening session on April 9, 2026.

Name	Relationship to School District	Topic(s) Addressed
Leah Janz	District 191 Parent/Guardian	Advanced Learning Program
Kishor Devkota	District 191 Parent/Guardian	Advanced Classes
Maria Pabon	District 191 Parent/Guardian	Advanced Learning Budget Cut

6. Final Approval of an Extended Field Trip for the Nicollet Chess Club to Round Rock, TX on May 14-19, 2026



**Agenda IV.A.6.
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: April 23, 2026

Re: Final Approval of an Extended Field Trip for the Nicollet Chess Club to Round Rock, TX on May 14-19, 2026

Recommendation: That the Board of Education approve the final application of an extended Field trip for the Nicollet Chess Club to Round Rock, TX on May 14-19, 2026.

Date: May 14-19, 2026

Destination: Round Rock, TX

Name of sponsoring staff: Brian Ribnick, Chess Coach

Name of sponsoring Activity/Program: Nicollet Chess Club

Preliminary School Board Approval: March 12, 2026

Description of Proposed Program and Educational Objectives: We will be competing in the National Middle School Chess Championships and spend time learning about Texas. Our education objective is to put into practice a season's worth of chess preparations by playing in the nationals. Also, we want to learn a bit about another part of America through our sightseeing tours.

Rules of Conduct for Students and Chaperones: All students and chaperones have completed permission waivers and have been informed of our District Rules of Conduct.

Transportation Information: Plane, Charter Bus, Hotel Shuttle

Lodging: Mid-Range Resort and Convention Center

Final Number of Students: 20

Number of Chaperones: 3

Emergency Planning: The team will provide their final itinerary, as well as waivers and emergency contact information for all students and chaperones attending the trip.

Chaperone Expenses: \$125/per chaperone

Will a travel agency be used: No agency is being used for this trip.

Actual Share of Group Expense (please list any expenses that will be incorporated into the cost of students):

Airfare - \$341

Ground Travel - \$125

Lodging - \$270

Admission Fees per student - \$105

Personal Expenses - \$100

Chaperone Expenses - \$125

Miscellaneous costs - \$200 (approximate)

Cost per student - \$1266 (approximate)

Administrative Approval: Assistant Superintendent Bellmont and Associate Principal Lepper

7. Approve, on a Second Reading Basis, Changes to Policies: 404:
Employment Background Check, 406: *Public and Private Personnel Data*,
410: *Family and Medical Leave Policy*, and 701: *Establishment and
Adoption of School District Budget*

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**Agenda IV.A.7
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Stacey Sovine, executive director of administrative services

Date: April 23, 2026

Re: Approve, on a Second Reading Basis, Changes to Policies: 404: Employment Background Check, 406: Public and Private Personnel Data, 410: Family and Medical Leave Policy, and 701: Establishment and Adoption of School District Budget

Recommendation: That the Board of Education approve, on a second reading basis, changes to Policies: 404: *Employment Background Check*, 406: *Public and Private Personnel Data*, 410: *Family and Medical Leave Policy*, and 701: *Establishment and Adoption of School District Budget*

Notes:

The following policies were reviewed during the March 24, 2026 Policy Review Committee meeting and approved, on a first reading basis, at the April 9, 2026 regular meeting of the Board of Education. Changes included:

- 404: MSBA Update - Align policy language with statutory provisions
- 406: MSBA Update – Corrects references in Art. II.H; adds MN statutory revision to Art. V. F.
- 410: MSBA Update – Deletes references to MN parenting laws in light of new MN Laws on paid leave and ESST
- 701: MSBA Update – Revisions in Art. III to align better to statute

Adopted: 3/2007
 Reviewed: 02/26/2026 PRC 3.24.26
 Revised: 2/27/2023
 Rescinds: GCDC

Burnsville-Eagan-Savage School District Policy 404

404 EMPLOYMENT BACKGROUND CHECKS

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment in the school district in order to promote the physical, social, and psychological well-being of its students. To that end, Independent School District 191 will seek a criminal history background check for applicants who receive an offer of employment with the school district and on all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other academic coaching services to the school district, regardless of whether any compensation is paid, or such other background checks as provided by this policy. The school district will also conduct criminal history background checks on all adults who provide after and during school academic assistance to students or who volunteer as chaperones for students on school-sponsored, overnight field trips. The school district may also elect to do background checks of other volunteers, independent contractors, and student employees in the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall require that applicants for school district positions who ~~are receive an offered of~~ employment in the school and all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other academic coaching services to the school district, regardless of whether any compensation is paid, submit to a criminal history background check. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district.
- B. The school district specifically reserves any and all rights it may have to conduct background checks regarding current employees, applicants, or service providers without the consent of such individuals.
- C. Adherence to this policy by the school district shall in no way limit the school district's right to require additional information, or to use procedures currently in place or other procedures to gain additional background information concerning employees, applicants, volunteers, service providers, independent contractors, and student employees.

III. PROCEDURES

- A. Normally an individual will not commence employment or provide services until the school district receives the results of the criminal history background check. The school district may hire or otherwise allow an individual to provide a service to a school pending completion of a background check under Minnesota Statutes, section 123B.03, subdivision 1 or obtaining notice of a Professional Educator Licensing and Standards Board action under subdivision 1a but shall notify the individual that the individual's employment or other service may be terminated based on the result of the background check or Professional Educator Licensing and Standards Board action. The school district is not liable for failing to hire or for terminating an individual's employment or other service based on the result of a background check or Professional Educator Licensing and Standards Board action.~~The school district may conditionally hire an applicant or allow an individual to provide services pending completion of the background check, but shall notify the individual that the individual's employment or opportunity to provide services may be terminated based on the result of the background check.~~

Background checks will be performed and must include a Minnesota Bureau of Criminal Apprehension (BCA) component. The agency shall conduct the background check by retrieving criminal history data as defined in Minnesota Statutes section 13.87. The school district reserves the right to also have criminal history background checks conducted by other organizations or agencies.

- B. For an individual to be eligible for employment, to provide athletic coaching services or other academic coaching services, volunteer academic assistance, or chaperone services to the school district, except for an enrolled student volunteer, the individual must sign a criminal history consent form, which provides permission for the school district to conduct a criminal history background check, and provide a money order or check payable to either the BCA or to the school district, at the election of the school district, in an amount equal to the actual cost to the BCA and the school district of conducting the criminal history background check. The cost of the criminal history background check is the responsibility of the individual, unless the school district decides to pay the costs for a volunteer, an independent contractor, or a student employee. If the individual fails to complete the background check at the time the individual receives a job offer, or permission to provide services, the individual will be considered to have voluntarily withdrawn the application for employment or request to provide services.
- C. The school district, in its discretion, may elect not to request a criminal history background check on an individual who holds an initial entrance license issued by the Minnesota Professional Educator Licensing and Standards Board or the ~~Minnesota~~ Commissioner of the Minnesota Department of Education within the 12 months preceding an offer of employment or permission to provide services.
- D. The school district may use the results of a criminal background check conducted at the request of another school hiring authority if:

1. the results of the criminal background check are on file with the other school hiring authority or otherwise accessible;
 2. the other school hiring authority conducted a criminal background check within the previous 12 months;
 3. the individual executes a written consent form giving the school district access to the results of the check; and
 4. there is no reason to believe that the individual has committed an act subsequent to the check that would disqualify the individual for employment or provision of services.
- E. For all nonstate residents who are offered employment with or the opportunity to provide athletic coaching services or other academic coaching services to the school district, the school district shall request a criminal history background check on such individuals from the superintendent of the BCA and from the government agency performing the same function in the resident state or, if no government entity performs the same function in the resident state, from the Federal Bureau of Investigation. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district. Such individuals must provide an executed criminal history consent form.
- F. When required, individuals must provide fingerprints to assist in a criminal history background check. If the fingerprints provided by the individual are unusable, the individual will be required to submit another set of prints.
- G. Copies of this policy shall be available in the school district's employment office and will be distributed to applicants for employment and individuals who are offered the opportunity to provide athletic coaching services or other academic coaching services upon request. The need to submit to a criminal history background check may be included with the basic criteria for employment or provision of services in the position posting and position advertisements.
- H. The individual will be informed of the results of the criminal background check(s) to the extent required by law.
- I. If the criminal history background check precludes employment with, or provision of services to, the school district, the individual will be so advised.
- J. The school district may apply these procedures to other volunteers, independent contractors, student employees, student teachers, and administrative interns.
- K. At the beginning of each school year or when a student enrolls, the school district will notify parents and guardians about this policy and identify those positions subject to a background check and the extent of the school district's discretion in

requiring a background check. The school district may include this notice in its student handbook, a school policy guide, or other similar communication. A form notice for this purpose is included with this policy.

IV. CRIMINAL HISTORY CONSENT FORM

A form to obtain consent for a criminal history background check can be obtained from the Human Resource Department.

Legal References: Minn. Stat. § 13.04, Subd. 4 (Rights of Subjects of Data)
Minn. Stat. § 13.87, Subd. 1 (Criminal Justice Data)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. §§ 299C.60-299C.64 (Minnesota Child, Elder, and Individuals with Disabilities Protection Background Check Act)
Minn. Stat. § 364.09(b) (Exception for School Districts)

Cross References: None

Adopted: 12/03
 Reviewed: ~~PRC 3.24.2611/9/2023~~
 Revised: 12/14/2023
 Rescinds: GBLA

Burnsville-Eagan-Savage School District Policy 406

406 PUBLIC AND PRIVATE PERSONNEL DATA

I. PURPOSE

The purpose of this policy is to provide guidance to Independent School District 191 employees as to the data the school district collects and maintains regarding its employees, volunteers, independent contractors, and applicants (“personnel”).

II. GENERAL STATEMENT OF POLICY

- A. All data on individuals collected, created, received, maintained or disseminated by Independent School District 191, which is classified by statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the school district.
- B. All other data on individuals is private or confidential.

III. DEFINITIONS

- A. "Public" means that the data is available to anyone who requests it.
- B. "Private" means the data is not public and is accessible only to the Following: the subject of the data, as limited by any applicable state or federal law; individuals within the school district whose work assignments reasonably require access; entities and agencies as determined by the responsible authority who are authorized by law to gain access to that specific data; and entities or individuals given access by the express written direction of the data subject.
- C. "Confidential" means the data are not public and are not accessible to the subject.
- D. “Parking space leasing data” means the following government data on an applicant for, or lessee of, a parking space: residence address, home telephone number, beginning and ending work hours, place of employment, location of parking space, and work telephone number.
- E. "Personnel data" means government data on individuals collected because they are or were employees, applicants for employment, volunteers or independent contractors for the school district Personnel data includes data submitted by an employee to the school district as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or to improve school district

operations.

- F. "Finalist" means an individual who is selected to be interviewed by the school board for a position.
- G. "Protected health information" means individually identifiable health information as defined in 45 Code of Federal Regulations, section. 160.103, that is transmitted by electronic media, maintained in electronic media, or transmitted or maintained in any other form or medium by a health care provider, in connection with a transaction covered by 45 Code of Federal Regulations, Parts 160, 162 and 164. "Protected health information" excludes individually identifiable health information in education records covered by the Federal Family Educational Rights and Privacy Act, employment records held by a school district in its role as employer; and records regarding a person who has been deceased for more than fifty (50) years.
- H. "Public officials" means business managers; human resource directors; athletic directors whose duties include at least fifty (50) percent of their time spent in administration, personnel, supervision, and evaluation; chief financial officers; directors; and individuals defined as superintendents and principals ~~and in a charter school, individuals employed in comparable positions. under Minnesota Rules, part 3512.0100.~~

IV. PUBLIC PERSONNEL DATA

- A. The following information on current and former employees, volunteer and independent contractors of the school district is public:
1. name;
 2. employee identification number, which may not be the employee's Social Security number;
 3. actual gross salary;
 4. salary range;
 5. terms and conditions of employment relationship;
 6. contract fees;
 7. actual gross pension;
 8. the value and nature of employer-paid fringe benefits;
 9. the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;

10. job title;
11. bargaining unit;
12. job description;
13. education and training background;
14. previous work experience;
15. date of first and last employment;
16. the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action;
17. the final disposition of any disciplinary action, as defined in Minnesota Statutes, section 13.43, subdivision. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the school district;
18. the complete terms of any agreement settling any dispute arising out of the employment relationship, including superintendent buyout agreements, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money, and such agreement may not have the purpose or effect of limiting access to or disclosure of personnel data or limiting the discussion of information or opinions related to personnel data;
19. work location;
20. work telephone number;
21. badge number;
22. work-related continuing education;
23. honors and awards received;
24. payroll time sheets or other comparable data that are used only to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- B. The following information on current and former applicants for employment by the school district is public:

1. veteran status;
 2. relevant test scores;
 3. rank on eligible list;
 4. job history;
 5. education and training; and
 6. work availability;
- C. Names of applicants are private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the school board to be finalists for public employment.
- D. Applicants for appointment to a public body.
1. Data about applicants for appointment to a public body collected by the school district as a result of the applicant's application for employment are private data on individuals except that the following are public:
 - a. name;
 - b. city of residence, except when the appointment has a residency requirement that requires the entire address to be public;
 - c. education and training;
 - d. employment history;
 - e. volunteer work;
 - f. awards and honors;
 - g. prior government service;
 - h. any data required to be provided or that are voluntarily provided in an application for appointment to a multimember agency pursuant to Minnesota Statutes, section 15.0597; and
 - i. veteran status.
 2. Once an individual is appointed to a public body, the following additional items of data are public:
 - a. residential address;

- b. either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee;
 - c. first and last dates of service on the public body;
 - d. the existence and status of any complaints or charges against an appointee; and
 - e. upon completion of an investigation of a complaint or charge against an appointee, the final investigative report is public, unless access to the data would jeopardize an active investigation.
3. Notwithstanding ~~P~~paragraph 2., any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.
- E. Regardless of whether there has been a final disposition as defined in Minnesota Statutes, section 13.43, subdivision 2 (b), upon completion of an investigation of a complaint or charge against a public official, as defined in Minn. Stat. 13.43, subdivision 2(e), or if a public official resigns or is terminated from employment while the complaint or charge is pending, all data relating to the complaint or charge are public, unless access to the data would jeopardize an active investigation or reveal confidential sources.

Data relating to a complaint or charge against a public official is public only if:

- 1. the complaint or charge results in disciplinary action or the employee resigns or is terminated from employment while the complaint or charge is pending; or
- 2. potential legal claims arising out of the conduct that is the subject of the complaint or charge are released as part of a settlement agreement

Data that is classified as private under another law is not made public by this provision.

V. PRIVATE PERSONNEL DATA

- A. All other personnel data not listed in ~~Section Article~~ IV are private data will not be otherwise released unless authorized by law.
- B. Data pertaining to an employee's dependents is private data on individuals.
- C. Data created, collected, or maintained by the school district to administer employee assistance programs are private.

- D. Parking space leasing data with regard to data on individuals are private.
- E. An individual's checking account number is private when submitted to a government entity.
- F. Notwithstanding classification by any other provision of Minnesota Statutes, chapter 13, upon request from an exclusive representative, Personal-personal data must be disseminated to labor organizations to the extent necessary to conduct elections, investigate and process grievances, and implement the provisions of Minnesota Statutes chapters 179 and 179A. Personnel data shall be disseminated to labor organizations and the Bureau of Mediation Services ("BMS") to the extent the dissemination ordered or authorized by the Commissioner of the Bureau of BMS. Employee Social Security numbers are not necessary to implement the provisions of Chapter 179 and 179A.

The home addresses, nonemployer issued phone numbers and email addresses, dates of birth, and emails or other communications between exclusive representatives and their members, prospective members, and nonmembers are private data on individuals.

Dissemination of personnel data to a labor organization pursuant to Minnesota Statutes, section 13.43, subdivision 6, shall not subject the school district to liability under Minnesota Statutes, section 13.08.

Personnel data described under Minnesota Statutes, section 179A.07, subdivision 8, must be disseminated to an exclusive representative under the terms of that subdivision.

- G. Independent School District 191 may display a photograph of a current or former employee to prospective witnesses as part of the school district's investigation of any complaint or charge against the employee.
- H. Independent School District 191 may, if its responsible authority or designee reasonably determines that the release of personnel data is necessary to protect an employee from harm to self or to protect another person who may be harmed by the employee, release data that are relevant to the concerns for safety to:
1. The person who may be harmed and to the attorney representing the person when the data are relevant to obtaining a restraining order;
 2. A pre-petition screening team conducting an investigation of the employee under Minnesota Statutes section 253.07, subdivision. 1; or
 3. A court, law enforcement agency or prosecuting authority.
- I. Private personnel data or confidential investigative data on employees may be disseminated to a law enforcement agency for the purpose of reporting a crime or

alleged crime committed by an employee, or for the purpose of assisting law enforcement in the investigation of a crime or alleged crime committed by an employee.

- J. A complainant has access to a statement provided by the complainant to be school district in connection with a complaint or charge against an employee.
- K. When allegations of sexual or other types of harassment are made against an employee, the employee does not have access to data that would identify the complainant or other witnesses if the responsible authority determines that the employee's access to that data would:
 1. threaten the personal safety of the complainant or a witness; or
 2. subject the complainant or witness to harassment.

If a disciplinary proceeding is initiated against the employee, data on the complainant or witness shall be available to the employee as may be necessary for the employee to prepare for the proceeding.

- L. Independent School District 191 must report to the Minnesota Professional Educator Licensing and Standards Board ("PELSB") or the Board of School Administrators ("BOSA"), whichever has jurisdiction over the teacher's or administrator's license, as required by Minnesota Statutes, section 122A.20, subdivision. 2, and shall, upon written request from the licensing board having jurisdiction over a license, provide the licensing board with information about the teacher or administrator from the school district's files, any termination or disciplinary proceeding, and settlement or compromise, or any investigative file in accordance with Minnesota Statutes, Section 122A.20, subdivision. 2.
- M. Private personnel data shall be disclosed to the Department of Employment and Economic Development for the purpose of administration of the unemployment insurance program under Minnesota Statutes Ch. 268.
- N. When a report of alleged maltreatment of a student in an elementary, middle school, high school is made to the Commissioner of the Minnesota Department of Education ("MDE") under Minnesota Statutes Chapter 260, data that are relevant and collected by the school facility about the person alleged to have committed maltreatment must be provided to the [MDE Commissioner](#) ("[Commissioner](#)") on request for purposes of an assessment or investigation of the maltreatment report. Additionally, personnel data may be released for purposes of providing information to a parent, legal guardian, or custodian of a child in accordance with MDE Screening Guidelines.
- O. The school district shall release to a requesting school district or charter school private personnel data on a current or former employee related to acts of violence toward or sexual contact with a student, if

1. an investigation conducted by or on behalf of the school district or law enforcement affirmed the allegations in writing prior to release and the investigation resulted in the resignation of the subject of the data; or
2. the employee resigned while a complaint or charge involving the allegations was pending, the allegations involved acts of sexual contact with a student, and the employer informed the employee in writing, before the employee resigned, that if the employee resigns while the complaint or charge is still pending, the employer must release private personnel data about the employee's alleged sexual contact with a student to a school district or charter school requesting the data after the employee applies for employment with that school district or charter school and the data remain classified as provided in Minnesota Statutes Chapter 13.

Data that are released under this paragraph must not include data on the student.

- P. Data submitted by an employee to the school district as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or improve the school district operations is private data. An employee who is identified in a suggestion, however, shall have access to all data in the suggestion except the identity of the employee making the suggestion.
- Q. Protected health information, as defined in 45 Code of Federal Regulations Parts 160 and 164, on employees is private and will not be disclosed except as permitted or unless otherwise provided by law.
- R. Personal home contact information for employees may be used by the school district to ensure that an employee can be reached in the event of an emergency or other disruption affecting continuity of school district operations and may be shared with another government entity in the event of an emergency or other disruption to ensure continuity of operation for the school district or government entity.
- S. The personal telephone number, home address, and electronic mail address of a current or former employee of a contractor or subcontractor maintained as a result of a contractual relationship between the school district and a contractor or subcontractor entered on or after August 1, 2012, are private data. These data must be shared with another government entity to perform a function authorized by law. The data also must be disclosed to a government entity or any person for prevailing wage purposes.
- T. When a continuing contract teacher is discharged immediately because the teacher's license has been revoked due to a conviction for child abuse or sexual offenses involving a child as set forth in Minnesota Statutes, section 122A.40, subdivision 13(b) or when the Commissioner ~~of the MDE~~ makes a final determination of child maltreatment involving a teacher, under Minnesota Statutes, section 260E.21, subdivision 4 or 260E.35, the executive director of human

resources or designee must include in the teacher's employment record the information contained in the record of the disciplinary action or the final maltreatment determination, consistent with the definition of public data under Minn. Statutes Section 13.41, subdivision. 5, and must provide the PELSB and the licensing division at MDE with the necessary and relevant information to enable the PELSB and MDE's licensing division to fulfill their statutory and administrative duties related to issuing, renewing, suspending, or revoking a teacher's license. In addition to the background check required under Minnesota Statutes Section 123B.03, a school board or other school hiring authority must contact the PELSB and MDE to determine whether the teacher's license has been suspended or revoked, consistent with the discharge and final maltreatment determinations. Unless restricted by federal or state data practices law or by the terms of a collective bargaining agreement, the responsible authority for a school district must disseminate to another school district private personnel data on a current or former teacher (employee or contractor) of the district, including the results of background investigations, if the requesting school district seeks the information because the subject of the data has applied for employment with the requesting school district.

VI. MULTIPLE CLASSIFICATIONS

If data on individuals is classified as both private and confidential by Minnesota Statutes Ch. 13, or any other state or federal law, the data are private.

VII. CHANGE IN CLASSIFICATIONS

Independent School District 191 shall change the classification of data in its possession if it is required to do so to comply with either judicial or administrative rules pertaining to the conduct of legal actions or with a specific statute applicable to the data in the possession of the disseminating or receiving agency.

VIII. RESPONSIBLE AUTHORITY

The school district has designated Stacey Sovine, executive director of administrative services as the authority responsible for personnel data.

The responsible authority, or a school district employee if so designated, shall serve as the school district's data practices compliance official and, as such, shall be the employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.

IX. EMPLOYEE AUTHORIZATION/RELEASE FORM

An employee authorization form is included as an addendum to this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
 Minn. Stat. §13.02 (Definitions)
 Minn. Stat. § 13.03 (Access to Government Data)

Minn. Stat. § 13.05 (Duties of Responsible Authority)
 Minn. Stat. §13.37 (General Nonpublic Data)
 Minn. Stat. §13.39 (Civil Investigation Data)
 Minn. Stat. § 13.41 (Licensing Data – Public Data)
 Minn. Stat. §13.43 (Personnel Data)
 Minn. Stat. § 13.601, subd. 3 (Applicants for Employment)
 Minn. Stat. § 15.0597 (Appointment to Multimember Agencies)
 Minn. Stat. §122A.20, Subd. 2 (Mandatory Reporting)
 Minn. Stat. § 122A.40, Subds. 13 and 16 (Employment; Contracts; Termination)
 Minn. Stat. § 123B.03 (Background Check)
 Minn. Stat. § 123B.143, subd. 2 (Disclose Past Buyouts)Minn. Stat. Ch. 179 (Minnesota Labor Relations Act)
 Minn. Stat. Ch. 179A (Minnesota Public Labor Relations Act)
 Minn. Stat. § 253B.07(Judicial Commitment: Preliminary Procedures)
 Minn. Stat. 260F (Reporting of Maltreatment of Minors)
 Minn. Stat. Ch. 268 (Unemployment Insurance)
 Minn. R. Pt. 1205 (Data Practices)
 P.L. 104-191 9HIPAA)
 45 C.F.R. Parts 160, 162 and 164 (HIPAA Regulations)

Cross References: Policy 206 (Public Participation in School Board Deliberations)
 Policy 515 (Protection and Privacy of Pupil Records)
 Burnsville-Eagan-Savage school District Policy 722 (Public Data Requests)
 MSBA Law Bulletin “I” (School Records – Privacy – Access to Data)

Adopted: 4/2001

Burnsville-Eagan-Savage School District Policy 410

Reviewed: ~~12/11/25~~PRC 3/24/26

Revised: 1/8/2026

Rescinds: GBEAC

410 FAMILY AND MEDICAL LEAVE POLICY

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to Independent School District 191 employees in accordance with the Family and Medical Leave Act of 1993 (FMLA) ~~and also with parenting leave under Minnesota law.~~

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the FMLA ~~and consistent with the requirements of the Minnesota parenting leave laws.~~

III. DEFINITIONS

A. “Covered active duty” means:

1. in the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
2. in the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in 10 United States Code section 101(a)(13)(B).

B. “Covered service member” means:

1. a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
2. a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, and was discharged or released under conditions other than dishonorable, at any time during the period of five years preceding the first date the eligible employee takes FMLA leave to care for the covered veteran.

- C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. An employee returning from fulfilling their Uniformed Services Employment and Reemployment Rights Act (USERRA)-covered service obligation shall be credited with the hours of service that would have been performed but for the period of absence from work due to or necessitated by USERRA-covered service. In determining whether the employee met the hours of service requirement, and to determine the hours that would have been worked during the period of absence from work due to or necessitated by USERRA-covered service, the employee’s pre-service work schedule can generally be used for calculations. While the 12 months of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless: (1) the break is occasioned by the employee’s fulfillment of their USERRA-covered service obligation; or (2) a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.
- D. “Military caregiver leave” means leave taken to care for a covered servicemember with a serious injury or illness.
- E. “Next of kin of a covered servicemember” means the nearest blood relative other than the covered servicemember’s spouse, parent, child, in the following order of priority: blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as their nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered servicemember, all such family members shall be considered the covered servicemember’s next of kin, and the employee may take FMLA leave to provide care to the covered servicemember, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered servicemember’s only next of kin.
- F. “Outpatient status” means, with respect to a covered servicemember who is a current member of the Armed Forces, the status of a member of the Armed Forces assigned to:
1. a military medical treatment facility as an outpatient; or
 2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.
- G. “Qualifying exigency” means a situation where the eligible employee seeks leave for one or more of the following reasons:

1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;
 2. to attend military events and related activities of a covered military member;
 3. to address issues related to childcare and school activities of a covered military member's child;
 4. to address financial and legal arrangements for a covered military member;
 5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or their child;
 6. to spend up to 15 calendar days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
 7. to attend post-deployment activities related to a covered military member;
 8. to address care needs of a covered military member's parent who is incapable of self-care; and
 9. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.
- H. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:
1. inpatient care in a hospital, hospice, or residential medical care facility; or
 2. continuing treatment by a health care provider.
- I. "Spouse" means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.
- J. "Veteran" has the meaning given in 38 United States Code section section 101.

IV. LEAVE ENTITLEMENT

A. Twelve-week Leave under Federal Law

1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:
 - a. birth of the employee's child and to care for such child;
 - b. placement of an adopted or foster child with the employee;
 - c. to care for the employee's spouse, child, or parent with a serious health condition;
 - d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job; and/or
 - e. any qualifying exigency arising from the employee's spouse, child, or parent being on covered active duty, or notified of an impending call or order to covered active duty in the Armed Forces.
2. For the purposes of this policy, "year" is defined as a rolling 12-month period measured backward from the date an employee's leave is to commence.
3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.
4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short-term conditions for which treatment and recovery are very brief.
5. A "serious injury or illness," in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:
 - a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating; and

- b. in the case of a covered veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty in the Armed Forces and that manifested itself before or after the member became a veteran, and is:
- (i) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating; or
 - (ii) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability (VASRD) rating of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
 - (iii) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
 - (iv) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.
6. Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken: by one spouse to care for the other spouse who is seriously ill; to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1.e. above.
7. Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis,

based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.

8. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.
9. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.
10. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, child, parent, or covered servicemember being on covered active duty, or notified of an impending call or order to covered active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.
11. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely

contributions may result in termination of coverage. An employee who does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.

13. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. The superintendent shall be responsible to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review.

The school district shall comply with written notice requirements as set forth in federal regulations.

14. Employees returning from a leave permitted under this policy are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

B. Twelve-week Leave under State Law

~~An employee who does not qualify for parenting leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a 12-week unpaid leave which is available to a biological or adoptive parent in conjunction with the birth or adoption of a child, or to a female employee for prenatal care or incapacity due to pregnancy, childbirth, or related health conditions. The length of the leave shall be determined by the employee but must not exceed 12 weeks unless agreed to by the school district. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs but may be reduced by any period of paid parental, disability, personal, or medical, or sick leave, or accrued vacation provided by the school district so that the total leave does not exceed 12 weeks, unless agreed to by the school district, or leave taken for the same purpose under the FMLA. The leave taken under this section shall begin at a time requested by the school district. An employee who plans to take leave under this section must give the employer reasonable notice of the date the leave shall commence and the estimated duration of the leave. For leave taken by a biological or adoptive parent in conjunction with the birth or adoption of a child, the leave must begin within 12 months of the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital.~~

~~C. Twenty-six-week Servicemember Family Military Leave~~

1. An eligible employee who is the spouse, child, parent, or next of kin of a covered servicemember shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the servicemember. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a servicemember includes both physical and psychological care.
2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs IV.A. and IV.C. above.
3. The 12-month period referred to in this section begins on the first day the eligible employee takes leave to care for a covered servicemember and ends 12 months after that date.
4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent with a serious health condition; or to care for a covered servicemember with a serious injury or illness.
5. The school district may request or require the employee to substitute accrued paid leave for any part of the 26-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.
6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered servicemember and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.
7. The provisions of Paragraphs IV.A.7., IV.A.10., IV.A.12., IV.A.13., and IV.A.14. above shall apply to leaves under this section.

V. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES

- A. An instructional employee is one whose principal function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education assistants.

- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
1. take leave for the entire period or periods of the planned medical treatment; or
 2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.
- C. Instructional employees who request continuous leave near the end of a semester may be required to extend the leave through the end of the semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
1. If an instructional employee begins leave for any purpose more than five weeks before the end of a semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the semester.
 2. If the instructional employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a semester, the school district may require that the leave be continued until the end of the semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the semester.
 3. If the instructional employee begins leave for a purpose other than the employee's own serious health condition during the last three weeks of the semester and the leave will last more than five working days, school district may require the employee to continue taking leave until the end of the semester.
 4. If the school district requires an instructional employee to extend leave through the end of a semester as set forth in this paragraph, only the period of leave until the employee is ready and able to return to work shall be charged against the employee's FMLA leave entitlement. Any additional leave required by the school district to the end of the school term is not counted as FMLA leave but as an unpaid or paid leave, to the extent the instructional employee has accrued paid leave available and the school district shall maintain the employee's group health insurance and restore the employee to the same or equivalent job, including other benefits, at the conclusion of the leave.

VI. OTHER

- A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.
- B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.
- C. Intermittent leave shall be awarded in 8-hour increments or the maximum hours in a daily shift.

VII. DISSEMINATION OF POLICY

- A. A poster prepared by the U.S. Department of Labor summarizing the major provisions of the Family and Medical Leave Act and informing employees how to file a complaint shall be conspicuously posted in each school district building in areas accessible to employees and applicants for employment.
- B. This policy will be reviewed at least annually for compliance with state and federal law.

Legal References: ~~Minn. Stat. §§ 181.940–181.944 (Parenting Leave and Accommodations)~~
 10 U.S.C. § 101 *et seq.* (Armed Forces General Military Law)
 29 U.S.C. § 2601 *et seq.* (Family and Medical Leave Act)
 38 U.S.C. § 101 (Definitions)
 29 C.F.R. Part 825 (Family and Medical Leave Act)

Cross References:

Adopted: 2/1991, 8/1996

Burnsville-Eagan-Savage School District Policy 701

Reviewed: ~~3/27/2025~~ PRC 3/24/26

Revised: 4/10/2025

Rescinds: DBH

701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. REQUIREMENTS

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

- D. Each year, the school district ~~shall~~must publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year, and the projected fund balances for the current year in the form prescribed by the Commissioner of the Minnesota Department of Education (Commissioner) within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement ~~shall~~must be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the superintendent. ~~A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district.~~ At the same time as this publication, the school district shall publish the other information required by Minnesota Statutes, section 123B.10.
- E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board shall review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified in Paragraph III.D. above in a conspicuous place on the school district's official website, including the link to the school district's report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

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

Legal References: Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.76 (Expenditures; Reporting)

Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)

Cross References: Burnsville-Eagan-Savage School District Policy 701.1 (Modification of School District Budget)
Burnsville-Eagan-Savage School District Policy 702 (Accounting)

8. Approve Travel Date Change for Travel Club Trip to Budapest, Vienna and Prague

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**Agenda IV.A.8.
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Dr. Chris Bellmont, assistant superintendent

Date: April 23, 2026

Re: Approve Travel Date Change for Travel Club Trip to Budapest, Vienna and Prague

Recommendation: That the Board of Education approve the travel date change for the Travel Club trip to Budapest, Vienna and Prague.

Notes:

This international trip received preliminary approval by the Board of Education on October 23, 2025. The trip was originally scheduled for March 14-March 20, 2027. Since that time, the Travel Club advisors have discovered that families and participants need more time for fundraising and registrations, so the decision was made to move the trip from Spring Break 2027 to Summer Break 2027. All aspects of the original plans (itinerary, hotels etc.) remain the same, with the exception of the following changes:

- **Date:** Originally scheduled for March 14-March 20, 2027 with a suggested new travel window of July 5-17, 2027 with a requested departure date of July 8.
- **Cost:** Increase cost of \$40 per student

B. New Business**1. Preliminary Approval for the Travel Club International Trip to Japan 157**

Speaker(s): Dr. Chris Bellmont, Assistant Superintendent, Alicia Vonderharr, Teacher and Travel Club Advisor, and Gloria Webber, Teacher and Travel Club Chaperone



**Agenda IV.B.1.
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Dr. Chris Bellmont, assistant superintendent, and Alicia Vonderharr, teacher and Travel Club advisor, and Gloria Webber, teacher and Travel Club chaperone

Date: April 23, 2026

Re: Preliminary Approval for Travel Club Trip to Japan

Recommendation: That the Board of Education approve the preliminary application for an international field trip for the Travel Club trip to Japan in 2028.

Date: July 12-20, 2028 (proposed dates)

Destination: Tokyo, KamaKura, Fuji-Hakone-Izu region, Odawara, Kansai region, Japan

Name of sponsoring staff: Alicia Vonderharr, Gloria Webber, and Landen Parkin

Name of Tour Company: EF Tours

Description and Educational Objective: This highly requested trip will take students through modern Tokyo and traditional Kyoto along with the country's natural beauty, as seen through the window of the high-speed Shinkansen train. Students will experience everything from ancient shrines to the Harajuku Shopping Center of Tokyo to the famous Bamboo Forest of the Kansai region. Since Travel Club started back up in 2022, students have been asking for a trip to Japan. We are excited to offer this opportunity!

Using EF's guided learning model, students develop an essential question prior to leaving on the trip. Then students investigate that question using EF's Personalized Learning Guide. Students will receive college essay help connected to their final projects. Students learn the history and culture of the Japanese regions and cities they visit along with customs and norms. Students learn through an immersive, hands-on approach.

Preliminary estimated cost per student: \$5759

- Pricing includes tour, airfare, ground travel, lodging, student admission fees, tips and liability insurance
- A suggested \$40/per day or \$320 is recommended for each person for personal spending

Fundraising Opportunities for Students:

EF Tours offers a \$1000 merit- and needs-based scholarship that students can apply to. Each student will have a fundraising page where 100% of proceeds go to the student's cost of the trip. Travel Club offers many fundraising opportunities such as CUB bagging groceries, Cherrydale Fundraising, restaurant nights, candy bar sales, coffee sales.

Preliminary number of students and chaperones: 25 students and 3-4 chaperones

Administrative Approval: Principal Sandoval and Assistant Superintendent Dr. Chris Bellmont have both accepted and approved the preliminary application.

Attachment: Overview of Itinerary

Japan Travel Opportunity - Summer 2028

April 23, 2026

Dr. Chris Bellmont, Assistant Superintendent

Alicia Vonderharr, Travel Club Advisor + Burnsville High School Teacher

Gloria Webber, Travel Club Chaperone + Burnsville High School Teacher

Travel Club - Update

- **2026 Switzerland/Italy Trip Update**
 - We are ready for departure!
 - All tips covered via fundraising - no extra expense for families
 - Traveling from June 29-July 8, 2026

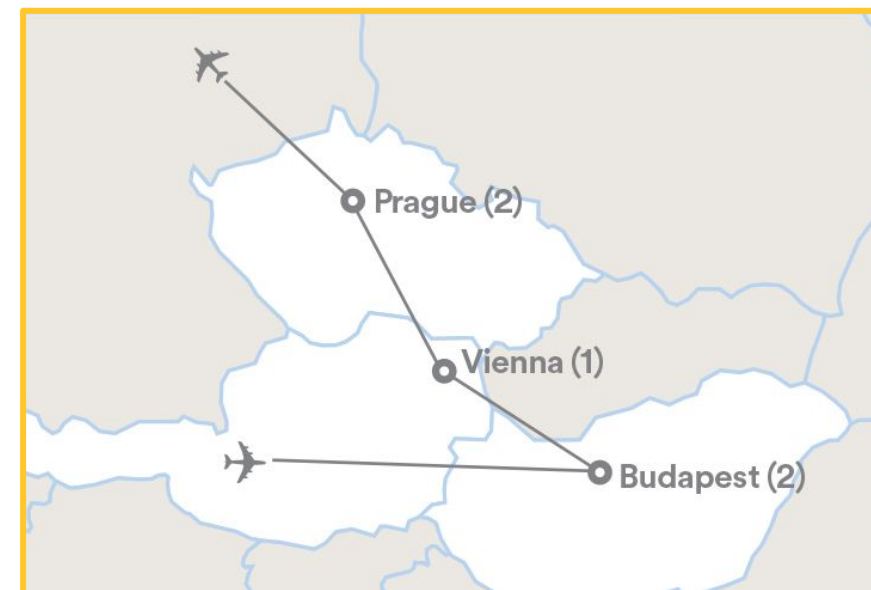
Japan: Land of the Rising Sun

Proposed Trip

This highly requested trip will take students through modern Tokyo and traditional Kyoto along with the country's natural beauty, as seen through the window of the high-speed Shinkansen train. Students will experience everything from ancient shrines to the Harajuku Shopping Center of Tokyo to the famous Bamboo Forest of the Kansai region. Since Travel Club started back up in 2022, students have been asking for a trip to Japan. We are excited to offer this opportunity!

Important Note

Please note: We are requesting approval for this international trip much further in advance of our requested departure date than normal because this trip is more expensive than ones to Europe. As a result, we want to offer this trip as soon as possible in order to keep the monthly costs low for our families.



Fundraising Plans

Opt-In Fundraising Opportunities

- CUB bagging groceries
- Restaurant nights
- Cherrydale fundraiser
- Students can apply for a \$1000 merit- and needs-based scholarship via EF Tours
- We are open to more fundraising ideas from students and families!

Included with Trip

- Each student has a fundraising page through their EF Tours website
- Smaller monthly payments when students book as far in advance as possible





I can't wait to travel again!



- Crimson, 2024 & 2026 traveler

Thank you!



Tour Itinerary

Japan: Land of the Rising Sun

9 days – Summer 2028

Tokyo

- Meet your Tour Director at the airport in Tokyo, a city of contrasts.
- Take an expert-led tour of Tokyo including the Imperial Palace Plaza grounds and the Metropolitan Government Building.
- Visit the National Tokyo Museum, Japan's oldest and largest museum, and explore its extensive collection of art and archaeological artifacts.
- Time to explore Ueno Park.
- Visit Asakusa Kannon Temple, the city's oldest Buddhist temple. Here, restaurants, theaters, and cinemas surround a five-story pagoda—a perfect symbol of Tokyo's enduring past and ultramodern future.
- Take a tour of Akihabara Electric Town.
- Enjoy a sumo-style hot pot dinner.
- Counteract the bustle of Tokyo's streets with a visit to the Meiji Shinto Shrine. Quiet and stillness reign inside its elaborate Inner Garden, a wooded oasis in the middle of the city.
- Take a walking tour of Shibuya, a major commercial and finance center with a famously crowded pedestrian crossing.
- Enjoy time to explore the Harajuku shopping district.
- Enjoy free time to explore Tokyo or participate in a Karaoke experience.

Kamakura | Fuji-Hakone-Izu region

- Travel to Kamakura.
- Visit the Hachimangu Shrine.
- See the Great Buddha.
- Continue on to the Fuji-Hakone-Izu region, an area known for its crater lakes, sulfur springs, and awe-inspiring views of Mount Fuji.

Fuji-Hakone-Izu region | Kansai region

- Travel to Owakudani.
- Visit the Hakone Open-Air Museum, a space where sculpture and nature blend together.
- Ride a cable car up Mount Komagatake (weather permitting).

- Stop for a photo at Odawara Castle.
- Travel to Odawara Station.
- Travel by bullet train to Kyoto, a city that conjures images of sunlit walks around tiered pagodas and quiet lakes lined with cherry blossom trees.

Kansai region

- Take an expert-led tour of Kyoto. As the national capital for over a millennium, Kyoto offers you a unique glimpse into the history of Imperial Japan.
- On your visit to Nijō Castle, wander through the Japanese cypress halls where the powerful Tokugawa shogunate kept a second home.
- Visit the tranquil Golden Pavilion, a Zen Buddhist temple painted in delicate gold leaf.
- Take a tour of Arashiyama, known for its shrines and temples—and, most of all, its incredible Bamboo Forest.

Kansai region

- Visit the Fushimi Inari-taisha Shrine, located near the base of Mount Inari. Originally constructed to honor the Shinto god of rice, the elaborate complex welcomes visitors through thousands of red torii gates.
- Travel to Nara and take a guided tour. Visit the Todaiji Temple, see the Daibutsu, the world's largest bronze Buddha, say hello to the area's famous and friendly deer in Nara Park, and visit Kasuga-taisha, Nara's most celebrated shrine.

Depart for home

2. Early Childhood Special Education Stretch Calendar for 2026-2027
School Year

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Speaker(s): Kristi Wanzek, Special Education Supervisor

Agenda IV.B.2
April 23, 2026

To: Board of Education
Dr. Daniels, superintendent

From: Kristi Oscarson Wanzek, special education supervisor

Date: April 23, 2026

Re: Early Childhood Special Education Stretch Calendars for the 2026-2027 School Year

Notes:

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

Attachments: Calendars

Independent School District 191 Burnsville-Eagan-Savage Birth-3 ECSE Program 2026-2027 Calendar

- School in Session
- No staff/students
- Teacher Workdays
(No Students)

July 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

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

Independent School District 191

Burnsville-Eagan-Savage

Birth-3 ECSE Program

2026-2027 Calendar

- School in Session
- No staff/students
- Teacher Workdays (No Students)

July 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

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

3. Approve Premiums and Rates for FY27 Employee Benefits

172

Speaker(s): Stacey Sovine, Executive Director of Administrative Services



Agenda IV.B.3
April 23, 2026

To: Members, Board of Education

From: Stacey Sovine, Executive Director of Administrative Services

Date: April 23, 2026

Re: Approve Premiums and Rates for FY27 Employee Benefits

RECOMMENDATION: That the Board of Education approves the FY27 premiums and rates for employee benefits.

Below are the premiums/rates for the respective employee benefits for our July 1, 2026 through June 30, 2027 plan year.

Health Self-Insured Employee Benefit:

HRA Contribution match to deductible (\$1,000 single/\$2,000 family deductible):

- Family coverage, Annual premium of \$39,958.80 and a \$2,000 HRA contribution for a monthly combined premium of \$3,496.58.
- Single coverage, Annual premium of \$15,580.32 and a \$1,000 HRA contribution for a monthly combined premium of \$1,381.68.

Dental Self-Insured Employee Benefit:

Family coverage full monthly premium rates \$108.24 and an annual cost of \$1,298.88.

Single coverage full monthly premium rates \$41.46 and an annual cost of \$497.52.

Employer and Employee portion of above premiums and rates are dependent upon contract language covering employee's employment with the district.

Group Life / AD&D Insurance:

Rates hold at \$0.050 per \$1,000 effective July 1, 2026

Long Term Disability Insurance:

Rates hold at \$0.0286 per \$1,000 effective July 1, 2026

4. Approve One Year Extension of Cedar School Lease with Intermediate
District 917

174

Speaker(s): Stacey Sovine, Executive Director of Administrative Services



Future Ready. Community Strong.

**Agenda IV.B.4.
April 23, 2026**

To: Board of Education
Dr. Latanya Daniels, superintendent

From: Stacey Sovine, executive director of administrative services

Date: April 23, 2026

Re: Approve One Year Extension of Cedar School Lease with Intermediate District 917

Recommendation: that the Board of Education approve the one-year extension of the revised lease for a portion of our Cedar School with Intermediate District 917.

The current lease with Intermediate 917 for space at our Cedar School was revised to address modifications requested by Intermediate 917 when the SUN program was moved to the Cedar School. The revision was board approved on April 18, 2013.

At this time, the request is to approve an extension of the revised lease for one additional year with the expectation of the continued same 21,629 square foot of space rented through June 30, 2027 unless terminated earlier, as set forth in the revised lease agreement.

Attachment: Amendment Extension of Lease Term

**Amendment Extension
of Lease Term**

This amendment, between Independent School District 191 ("Landlord") and Intermediate School District 917 a Minnesota School District ("Tenant") is for the purpose of extending the term of their lease agreement.

Recitals

- A. Landlord and Tenant entered into this lease agreement September 1, 2021.
- B. The term of the lease agreement expired on June 30, 2022.
- C. The Landlord and Tenant entered into an extension of the lease agreement that expires on June 30, 2026.
- D. Landlord and tenant wish to modify the lease agreement to extend the term of the lease agreement, as set forth below.

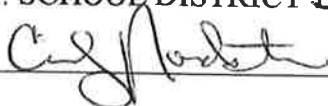
Lease Agreement

Landlord and Tenant therefore agree as follows:

- 1. **Extension of Term:** The term of the lease agreement is extended until June 30, 2027, unless terminated earlier, as set forth in the lease agreement.
- 2. **Base Rent:** Base rent shall be paid monthly at an annual rate as follows: 7/1/26 thru 6/30/27: \$13.77/sq. ft or \$24,819.28 monthly or \$297,831.33 annually.
- 3. **Operating Costs and Common Area Maintenance:** Operating costs shall be paid monthly at an annual rate as follows: 7/1/26 thru 6/30/27: \$3.24/sq. ft or \$5,847.94 monthly or \$70,175.29 annually.
- 4. **Transition and Vacate Plan:** A transition plan will be agreed to by both parties by March 1, 2027, for District 917 to exit the building that will generally allow District 917 continued use of certain portions of the building through August 31, 2027.

917

IND. SCHOOL DISTRICT ~~191~~

By 

Its 917 Board Chair

Date 4/7/2026

191

INT. SCHOOL DISTRICT ~~917~~

By _____

Its _____

Date _____

V. Adjourn

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