Regular Meeting and Work Session
Monday, June 15, 2026 5:00 PM

District Office Training Room
West St. Paul/Mendota Heights/Eagan Area Schools
1897 Delaware Avenue
Mendota Heights, Minnesota 55118

Agenda

1. Call Meeting to Order and Recite Pledge of Allegiance - 5:00 p.m.
   Presenter: Sarah Larsen, Board Chair
2. Approval of the Agenda
   Presenter: Sarah Larsen, Board Chair
3. Approval of the Consent Agenda
   Presenter: Sarah Larsen, Board Chair
   - 3.A. Approval of Minutes of the June 1, 2026 School Board Meeting
   - 3.B. Approval of Personnel Recommendations
   - 3.C. Approval of 2026-2027 Routine Organizational Matters
   - 3.D. Approval of April 2026 Accounts Payable Report
   - 3.E. Approval of April 2026 Treasurer's Report
   - 3.F. Approval of 2026-2027 Membership in the Minnesota State High School League (MSHSL)
   - 3.G. Approval of Resolution Establishing Dates for Filing Affidavits of Candidacy
   - 3.H. Approval of the Census Population Estimate for the 2026 Payable 2027 Levy
   - 3.I. Approval of FY27 South Suburban Adult Basic Education Consortium Agreement Renewal
   - 3.J. Approval of TRHS Football Team Field Trip
   - 3.K. Approval of TRHS Dance Team Field Trip
4. Comments to the School Board - 5:05 p.m.
   Presenter: Sarah Larsen, Board Chair
5. Recognitions - 5:10 p.m.
   Presenter: Peter Olson-Skog, Superintendent
6. Native Land Acknowledgment, Mural and Plaque Update - 5:30 p.m.
   Presenter: Peter Olson-Skog, Superintendent
7. Presentation of Alternative Teacher Professional Pay System (ATPPS) Update - 5:40 p.m.
   Presenter: Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment
8. Approval of One-Time Fund Balance Transfer - 6:00 p.m.
   Presenter: Brian Schultz, Director of Finance
9. Approval of FY27 Budget - 6:10 p.m.
   Presenter: Brian Schultz, Director of Finance
10. Approval of Tentative Agreement between School District 197 and Paraprofessionals - 5:45 p.m.
    Presenter: Tye Michaels, Director of Human Resources
11. Approval of Tentative Agreement between School District 197 and Transportation - 6:15 p.m.

Presenter: Tye Michaels, Director of Human Resources

12. Approval of Tentative Agreement between School District 197 and Mechanics - 6:20 p.m.
    Presenter: Tye Michaels, Director of Human Resources
13. Approval of Tentative Agreement between School District 197 and Building and Grounds - 6:25 p.m.
    Presenter: Tye Michaels, Director of Human Resources
14. Approval of Agreement between School District 197 and Directors - 6:30 p.m.
    Presenter: Tye Michaels, Director of Human Resources
15. Closed Session Pursuant to Minnesota Statute 13D.05, Subd. 3A, to discuss Superintendent Evaluation - 6:35 p.m.
    Presenter: Sarah Larsen, School Board Chair
16. Adjournment
    Presenter: Sarah Larsen, Board Chair

School District 197
West St. Paul-Mendota Heights-Eagan Area Schools
Regular Meeting
Monday, June 1, 2026
Mendota Heights City Hall, Council Chambers

A meeting of the School Board of Independent School District 197 was held on Monday, June 1, 2026 beginning at 6:00 p.m. pursuant to due notice.

The meeting was called to order by current Chair Larsen at 6:00 p.m. School Board members present: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Morgan Steele, Jon Vaupel, Randi Walz. Superintendent Peter Olson-Skog was present.

Also present for the meeting were: Peter Mau, Assistant Superintendent; Sara Lein, Director of Special Programs; Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment; Brian Schultz, Director of Finance; Sara Blair, Director of Communications; Tye Michaels, Director of Human Resources; Dave Sandum, Director of Technology; Mark Fortman, Director of Operations; Lisa Grathen, Director of Community Education.

Agenda

It was moved by Ms. Steele and seconded by Mr. Aune to approve the agenda.

Aye: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Morgan Steele, Jon Vaupel, Randi Walz
Nay: none

The motion carried unanimously.

Consent Agenda

It was moved by Mr. Schwab and seconded by Mr. Vaupel to approve the consent agenda items as presented:

- Approval of the May 18, 2026 School Board Meeting Minutes
- Approval of Personnel Recommendations
- Approval of May 2026 Wire Transfers Report
- Administrative Review of Policy 417, Chemical Use and Abuse
- Administrative Review of Policy 533, Wellness
- Approval of ISD 197 FY28 Long Term Facilities Maintenance (LTFM) Plan
- Approval of ISD 917 FY28 Long Term Facilities Maintenance (LTFM) Budget

Aye: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Morgan Steele, Jon Vaupel, Randi Walz
Nay: none

The motion carried unanimously.

Listening Session Report
Two individuals attended the listening session to address topics of student bullying within the district and the Two Rivers High School orchestra program.

Recognitions

The School Board recognized several student groups for outstanding achievements in athletics, leadership, and the performing arts. Student-athletes from the Dakota Hawks Cognitive Impaired (CI) and Physical Impaired (PI) softball teams were honored for their successful seasons, including a State Championship for the CI team and a third-place state finish for the PI team. The Board also recognized Branch Out Transition Program students who participated in the Ambassadors for Respect program, which promotes inclusion, advocacy, and positive relationships within schools and the community. The board concluded with recognition of cast and crew members from the Two Rivers High School production of *Little Women*, whose theater department earned the Hennepin Theatre Trust's highest honor, the Achievement in Theater Award, and received an invitation to perform at the Spotlight Showcase at the State Theatre.

Superintendent's Report

Superintendent Olson-Skog highlighted end-of-year celebrations and traditions across the district, including commencement for the Two Rivers High School Class of 2026 and the annual senior visits to their elementary school alma maters, where graduates reconnected with former teachers and inspired younger students. The report also recognized the successful return of Fourth Grade Field Day, which brought together students from all five elementary schools for a day of teamwork, leadership, and community-building supported by district staff and student volunteers. District recipients of the Mendota Heights Natural Resources Commission Oak Awards were celebrated, including student leader Wes Hendel, the Two Rivers LiveGreen Club, and Sustainability Manager Meghan Bernard for their contributions to environmental stewardship. The report concluded with appreciation for cultural liaisons, translators, interpreters, and community partners whose efforts have strengthened connections with families and supported students throughout the school year, along with gratitude for the continued partnership of students, staff, families, and the broader community.

LiveGreen Update

Mark Fortman, Director of Operations, and Meghan Bernard, Sustainability Manager, presented an annual update on District 197's Live Green Sustainability Program, highlighting efforts to steward natural resources, reduce environmental impacts, and engage students in sustainability initiatives. Progress in energy conservation, solar generation, waste reduction, water management, and grant-funded projects was reported, including a new bioretention basin at Two Rivers High School, installation of a dishwasher to support reusable trays, and upcoming habitat restoration and prairie planting projects. The district continues to realize financial and environmental benefits from its solar investments, including more than $1.4 million in community solar rewards since 2020, while also reducing overall energy use and waste generation. The presentation also showcased strong student involvement through Live Green Clubs, environmental stewardship projects, and community recognition for sustainability leadership.

Triennial Review on Wellness Policy

Meghan Bernard, Sustainability Manger, Mark Fortman, Director of Operations, and Sabrina Kintz, Child Nutrition Supervisor, presented an update on the district's 2026 Triennial Assessment of Wellness Policy 533, a federally required review conducted every three years to evaluate implementation of student nutrition, physical activity, and wellness goals. The assessment found that District 197 is meeting its goals in all reviewed areas, including nutrition promotion and education, physical activity opportunities, school-based wellness activities, nutrition standards for foods and beverages, and Smart Snacks marketing requirements. Staff highlighted ongoing efforts to expand healthy meal access, increase student engagement through taste-testing and culturally responsive menu options, support physical activity through district programs and grants, and promote healthy school environments. Future work will focus on incorporating more locally sourced foods, adapting menus to updated USDA requirements, evaluating meal and recess practices, increasing accessibility, and strengthening communication around healthy food guidelines.

TriDistrict Community Education Advisory Council (CEAC) Update

Lisa Grathen, Director of Community Education, presented the annual report from the TriDistrict Community Education Advisory Council, which serves as a collaborative body representing School Districts 197, 199, and South St. Paul and is required by Minnesota statute to advise on community education programming, budgeting, evaluation, and community needs. During 2025-26, the council met regularly to review program updates, budget information, and operational initiatives, including early learning, adult programming, and implementation of new registration software. The council expanded its membership to 22 members and maintained strong engagement, with survey results indicating high levels of satisfaction with communication, organization, participation opportunities, and the council's overall effectiveness. The report highlighted the council's ongoing role in supporting lifelong learning opportunities and strengthening collaboration among schools, local governments, libraries, community organizations, and residents.

Presentation of FY27 Proposed Budgets

Brian Schultz, Director of Finance, presented the proposed Fiscal Year 2026-27 budgets for the General, Food Service, Community Service, and Debt Service funds as part of the district's annual budget development process. Administration reported that budget resources have been aligned to support the district's Strategic Framework and its commitment to equitable practices, including investments in compensatory education, intervention services, English Learner programming, and achievement and integration initiatives. Additional details regarding each fund's proposed budget were presented during the meeting, with formal approval of the budgets scheduled for consideration later in June.

Authorization of Capital Project Levy: Review and Comment

Superintendent Olson-Skog presented the Review and Comment materials as the next required step in considering a proposed capital projects levy for the November 2026 election. Administration presented the levy as part of the district's long-term financial planning strategy to address ongoing structural budget pressures. The proposed levy would generate approximately $4.6 million annually for ten years and cost $14/month for a home valued at $400,000 (the average value in School District 197). If approved, it would provide dedicated funding for eligible capital expenses such as safety and security systems, cybersecurity, building infrastructure, instructional materials, equipment, site improvements, accessibility upgrades, and transportation assets, thereby reducing pressure on the General Fund and helping preserve resources for classroom instruction and student support. The Board action only authorized the state review process; any decision to place the levy question on the November 2026 ballot will return to the Board for consideration later this summer, with voters making the final determination at the election.

It was moved by Mr. Schwab and seconded by Mr. Hill to authorize the Capital Project Levy Review and Comment as presented.

Aye: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Morgan Steele, Jon Vaupel, Randi Walz
Nay: none

The motion carried unanimously.

Adjournment

It was moved by Mr. Schwab and seconded by Ms. Walz to adjourn the meeting at 8:36 p.m.

Aye: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Morgan Steele, Jon Vaupel, Randi Walz
Nay: none

The motion carried unanimously.

The next regularly scheduled School Board meeting of Independent School District 197 will be Monday, June 15, 2026 at 5:00 p.m. It will be held in the School District 197 District Office Training Room, 1897 Delaware Avenue, Mendota Heights. *Please refer to the district website for possible changes to any meeting times/locations.*

Upon approval by the School Board, official minutes will be available at the District Office, 1897 Delaware Avenue, Mendota Heights, and on the district website. The full meeting materials are available for public inspection at the administrative offices of the school district and on the district website.

Sarah Larsen School Board Chair	Jon Vaupel School Board Clerk

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

TO: School Board Members

FROM: Tye Michaels, Director of Human Resources

DATE: June 15, 2026

SUBJECT: Personnel Recommendations

The following personnel items are recommended for approval at the School Board Meeting on June 15, 2026.

Licensed Employment

- Bezek, Jenna - 1.0 FTE Speech Language Pathologist at Garlough Environmental Magnet School and Mendota Elementary School at a salary of $54,930.73 effective August 31, 2026.
- Friesen, Allison - 1.0 FTE Special Education Teacher at Heritage ESTEM Magnet School at a salary of $70,994.04 effective August 31, 2026.
- Grimm, Lauren - 1.0 FTE Special Education Teacher at Friendly Hills Middle School at a salary of $50,089.96 effective August 31, 2026.
- Johnson, Isabelle - 1.0 FTE Physical Education Teacher at Heritage ESTEM Magnet School at a salary of $50,1752.99 effective August 31, 2026.
- Kim, Jennifer - 1.0 FTE Speech Language Pathologist at Pilot Knob STEM Elementary and Heritage ESTEM Magnet School at a salary of $93,243.73 effective August 31, 2026.
- Mcdonald, Alex - 1.0 FTE Special Education Teacher at Moreland Arts and Health Science Magnet School at a salary of $77,921.56 effective August 31, 2026.
- Mcintyre, Angela - 1.0 FTE Psychologist at Garlough Environmental Magnet School at a salary of $67,084.66 effective August 31, 2026.
- Summerfield, Chloe - 1.0 FTE Special Education Teacher at Friendly Hills Middle School at a salary of $50,340.05 effective August 31, 2026.
- Tschida, Katelyn - 1.0 FTE ESL Teacher at Heritage ESTEM Magnet School at a salary of $56,091.58 effective August 31, 2026.
- Wallace, Michelle - 1.0 FTE Special Education Teacher at Friendly Hills Middle School at a salary of $99,114.20 effective August 31, 2026.
- Wilson, Anna - 1.0 FTE Special Education Teacher at Heritage ESTEM Magnet School at a salary of $93,243.73 effective August 31, 2026.

Non-Licensed Employment

- Norblom, Jessica - 1.0 FTE Administrative Assistant IV at Friendly Hills Middle School at an hourly rate of $25.34 effective August 1, 2026.

Non-Licensed Resignation, Retirements, Terminations

- Fuentes, Angela - Communications Specialist, Reduction in Force effective June 30, 2026
- Kowalke, Jessica - Payroll/HR Specialist, Reduction in Force effective June 30, 2026
- Spohn, Julie - Satellite Lead, termination effective June 4, 2026.

Licensed Resignation, Retirements, Terminations

- Rupiper, Marie - Special Education Teacher, resignation effective June 9, 2026

SCHOOL DISTRICT 197

West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Peter Olson-Skog, Superintendent

DATE: June 15, 2026

SUBJECT: 2026-2027 Routine Organizational Matters

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of Independent School District 197 for the school year 2026-2027:

A. That Old National Bank, MN Trust, Minnesota School District Liquid Asset Fund, Associated Bank, and US Bank are designated as official depositories of school district funds, subject to their furnishing collateral security and otherwise complying with the provisions of M.S. 118A.03; and:

   a) The School Board treasurer or chief financial officer is authorized to accept and release collateral as required;
   b) The officers of the School Board, the Superintendent, and the chief financial officer and designee(s), whichever are necessary, are authorized to sign checks, signature cards, and other forms and documents required from time to time by the depositories;
   c) The depositories are authorized to accept facsimiles of the signatures of the officers of the School Board upon checks drawn on School District funds in accordance with M.S. 47.41; and
   d) This resolution shall be valid until superseded.

B. That the Superintendent or designee be authorized to enter into agreements to make electronic funds transfers (wire transfers) as permitted by M.S. 471.38 and submit a list of such transfers at the next regular School Board meeting after the transfers take place.

C. That, as permitted by M.S. 123B.52, the superintendent or designee be authorized to lease, purchase, and contract for goods and services, within the budget as approved by the Board.

D. That the Superintendent or designee be authorized to make payments between Board meetings in advance of Board approval under the following conditions and to include such payments in the next list of bills submitted to the Board for approval:

a) Payments of claims which cannot be deferred until the next Board meeting without loss to the district of a discount privilege, or because of contract terms, purchase order terms, or a vendor's standard items which are part of a contract in accordance with M.S. 123B.02, Subd. 18.

E. That the School District continue membership in the following organizations or associations for the 2026-2027 school year:

1. Minnesota School Boards Association (MSBA)

2. Minnesota State High School League (MSHSL)

3. Association of Metropolitan School Districts (AMSD)

F. That the Saint Paul Pioneer Press be designated as the official newspaper for official and legal publication purposes in accordance with Minnesota Statutes Chapter 331A.

G. That imprest funds be authorized in the amount of $12,250, that the superintendent or designee be appointed as custodian of such funds, and that their only uses be for the payment of proper claims against the district, excluding salaries and personal expenses, which it is impractical to pay in any other manner, and for travel expense advances, all as permitted by M.S. 123B.11.

H. That the Assistant Superintendent is appointed LEA Representative in filing an application for funds as provided under Public Law 107-1010 for the 2026-2027 school year. The LEA Representative will ensure that the school district maintains compliance with the appropriate Federal statutes, regulations, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of the application.

I. That the School Board Roles, Standards, and Expectations Handbook be approved as presented.

J. That the annual board stipends for the board members be $5,100; that the annual board stipend for the board chair be $5,800.

SCHOOL DISTRICT 197

SCHOOL BOARD



ROLES, STANDARDS, AND EXPECTATIONS

Updated: May 2026

CONTENTS

Board Members & Superintendent 03

School District 197 Strategic Framework 04

District 4-Way Equity Test 05

The Roles of the School Board & Administration 06

Standards for School Board Leadership 07

Expectations of a School Board Member 10

School Board Meetings 10

Working Professionally & Respectfully 10

Focusing on Governance 10

Legal Obligations 10

School Board Self Governance & Member Accountability 11

Characteristics of Effective Boards 12

Who Reports to the School Board? 13

How the School Board Addresses Questions & Concerns 14

Election & the Role of Board Officers 16

Meetings & Public Participation 18

CONTENTS (continued)

What Happens at School Board Meetings	19
School Board Site Liaison Assignments	20
School Board Committee Assignments	21
Becoming a School Board Member	22
References	22

Introduction
In response to community interest in serving on the school board, the district has prepared this guide to advise current and prospective school board candidates on the roles, responsibilities and expectations of the board. This guide is also meant to inform the community on how the board fulfills its role.

About the School Board
The school board is made up of seven citizens elected at-large by voters in the district every two years during even year elections. Members are elected to four-year overlapping terms. At the end of a four-year term, members may run for re-election to successive terms. Voting takes place at general elections in November and terms begin the first Monday in January or as soon as possible thereafter. If a vacancy occurs in the middle of a term, the school board names an appointee to serve until the next district election. The superintendent is an ex-officio, non-voting member of the school board who facilitates the work of the board and is responsible to the board for providing leadership to the district and carrying out board directives. By choice, the board also invites one to two student board members every year to bring student voice to the board's decisions, but not to vote.

Given the time commitment involved and to assist in making the role more accessible to all community members, each board member receives a yearly stipend from the school district. The stipend is paid in equal installments over the year. The current stipend is $5,100 ($5,800 for the chair), and this amount is reviewed annually.

Board Policy Governance
Like many school districts around the nation, our school board relies upon policy governance to help define the role, vision and values of the board and district. It is the board's role—with direction from the community—to set policy, develop clear expectations for results, and to evaluate progress. The district leadership team, led by the superintendent, carries out the district's daily operations in alignment with board policies and expectations. This allows the board to maintain a system-wide focus and supports an appropriate distinction between policy and administration.

Representative Government
The community's voice is most directly heard in their vote for whom they select to represent them. *Every board member represents the whole distric*t. Board members are responsible for making many decisions on behalf of the community as their elected representatives. There are just a handful of exceptions where the board is allowed/required (by state law) to conduct a community-wide vote. One example from our recent history was when the community was asked to vote on (and approved!) increasing taxes to make significant improvements to our facilities.

BOARD MEMBERS & SUPERINTENDENT



For current contact information and additional information about the school board members and administration, please visit the school district website at isd197.org. Please note that school board members will use only their district-assigned email addresses to conduct board-related business.



Sarah Larsen
Chair
(she/her/hers)



Jon Vaupel
Vice Chair
(he/him/his)



Byron Schwab
Treasurer
(he/him/his)



Tim Aune
Director
he/him/his



Marcus Hill
Director
(he/him/his)



Morgan Steele
Director
(she/her/hers)



Randi Walz
Director
(she/her/hers)



Peter Olson-Skog, Ph.D.
Superintendent
(he/him/his)



Peter Mau, Ph.D.
Assistant Superintendent
(he/him/his)

STRATEGIC FRAMEWORK

SCHOOL DISTRICT 197

Nurture. Inspire. Prepare. Together, We Thrive.

School District 197 is committed to caring relationships, equitable practices, and high achievement for all.

GOALS

All students are academically and socially ready for school.

All 3rd graders can read at grade level.

All racial and economic achievement gaps are closed.

All students graduate from high school.

All students are ready for career and college.

WE BELIEVE...

RELATIONSHIPS

- People thrive when they feel connected, trusted, and affirmed.
- Communication and collaboration strengthen school, family, and community relationships.

EQUITY

- Our diversity makes us stronger.
- Seeking to understand each other strengthens the individual and community.
- We are all accountable for removing barriers and creating equitable systems.

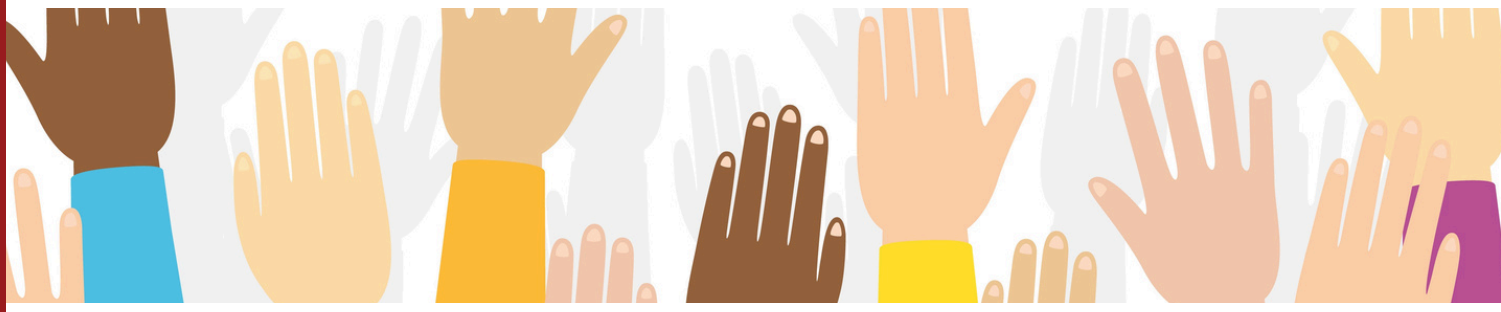
ACHIEVEMENT

- High expectations and personalized support are critical for student success.
- Innovative environments promote curiosity, creativity, and courageous action.
- Everyone has the ability to continually grow.

FOCUS AREAS

1. Establish a district-wide system of social-emotional learning and support
2. Build equitable systems and support throughout the district
3. Increase E-12 opportunities for career exploration and preparation

DISTRICT 4-WAY EQUITY TEST



The School District 197 School Board uses the 4-Way Equity Test to guide its decision-making processes.

1. How does this help to provide opportunities for students who have historically been underserved, underrepresented, or disadvantaged by the current system?

2. How does this help to ensure equitable access for all?

3. How does this help to eliminate barriers (structural, process, financial, etc.) based on race and ethnicity, language, immigration status, ability, socioeconomic status, sex, or gender identity and sexual orientation (LGBTQIA+ status)?

4. How does this ensure the same rigorous standards for academic performance exist for all students?

THE ROLES OF THE SCHOOL BOARD AND ADMINISTRATION

As the elected governing body of School District 197, the School Board, among other duties, is responsible for:	As the executive team of the School District, the Superintendent and the administrative team is responsible for:
Establishing, reviewing, and updating policy based on recommendations from the Superintendent	Implementing policy and making recommendations for policy updates and changes
Hiring and evaluating the Superintendent, the chief administrator and only employee whom the Board supervises	Hiring, supervising, and evaluating all other staff and all operations
Fielding questions and concerns about items on the Board's agendas and/or the Superintendent	Fielding questions and concerns about school/district operations including questions and/or concerns about staff members (other than the Superintendent)
Annually approving budget parameters, and the subsequent annual overall budget established within said parameters	Allocating and managing resources (financial, human, and physical) within the board approved budget and budget parameters. Examples include determining specific class sizes and class offerings within the board's parameters
Identifying decisions that require community engagement and directs administration to seek input and/or feedback prior to board action	Leading and implementing staff, parent, and community relations and engagement
Advocating for students and the school district with elected officials	Supporting the board's advocacy including, but not limited to, information gathering and issue identification
Approving policies, as recommended by the superintendent, that guide curriculum selection processes (e.g. Graduation Requirements) that ensure our curriculum meets or exceeds Minnesota State Standards	Reviewing, selecting, and implementing curriculum, including materials, in a manner consistent with board-approved curricular policies
Setting goals aligned to the strategic framework and monitoring achievement toward their attainment	Determining and implementing an action plan to achieve the board's goals. This includes, but is not limited to, ensuring continuous improvement through performance management, professional development, and instructional leadership

STANDARDS FOR SCHOOL BOARD LEADERSHIP



Source: MSBA, 2017; and TeamWorks International

School boards are most effective when board members focus on the big picture: making policy, setting goals, and engaging stakeholders, all with the ultimate goal of improving student achievement. School boards that focus on administrative issues tend to be low-functioning boards. School District 197 School Board members vote in the district interests while listening to and seeking to understand the diverse individual and group interests on any issue or situation.

The School District 197 School Board strives for excellence in governance, operates in partnership with the Superintendent, supports excellence in management, and partners for excellence in consultation with staff, students, families, and the public.

School District 197, in policy and application, may use terminology that differs somewhat from materials referenced In this document. The District's Intent Is to meet the highest standard of school board effectiveness in its application and day-to-day work.

Standard #1: Conduct & Ethics

The school board, as a whole, provides leadership to the community on behalf of the school district by conducting its business in a fair, respectful, legal, and responsible manner. An effective, high-performing school board strives to meet the following benchmarks:

1. Recognize the school board team consists of school board members and the superintendent and evaluates its performance at least annually.
2. Take full responsibility for its activity and behavior at and away from the board table.
3. Encourage its members to express their individual opinions, respect others' opinions, and vote according to their convictions.
4. Speak with one voice after reaching a decision.
5. Spend time on board governance work rather than staff work.
6. Provide for orientation and ongoing training for all school board members.
7. Follow established policies, including the appropriate communication sequence, by directing people with concerns to the appropriate staff.
8. Set an example of respectful and civil leadership.

STANDARDS (continued)

Standard #2: Vision

The school board, with community input, envisions the educational future of the community and then formulates the goals, defines the outcomes, and sets the course for the school district. An effective, high-performing school board strives to meet the following benchmarks:

1. Use clear, focused, attainable, and measurable goals and outcomes to support gains in student achievement.
2. Develop a strategic framework that includes well-crafted school district belief statements, goals, and focus areas that enable the school board to evaluate school district performance.
3. Regularly monitor goals and implementation targets to evaluate progress toward goal achievement and school district success.
4. Ensure that the school district belief statements, mission, goals, focus areas and implementation targets are reflected in school board policies, mirrored in the budget planning and implementation efforts, and supported district-wide.
5. Communicate the strategic plan and the progress to the community.

Standard #3: Structure

To achieve its vision, the school board establishes organizational and physical structures for student and staff success. An effective, high-performing school board strives to meet the following benchmarks:

1. Create organizational and physical structures based on equity in which all students and staff have the resources and support to maximize achievement.
2. Advocate and provide for learning through rigorous curriculum, effective technology, and a safe, welcoming, and inclusive environment.
3. Select and employ one person — the Superintendent — as the school district's chief executive officer to lead and manage the school district.
4. Hold the Superintendent accountable for school district performance and compliance with written school board policy.
5. Delegate the authority to the Superintendent to recommend and evaluate all school district staff within the standards established through written school board policies.
6. Accept ultimate responsibility for the care, management, fiscal oversight, and control of the district while understanding that the day-to-day operations will be conducted by the staff.

Standard #4: Accountability

The school board is accountable to the community for regularly monitoring the conditions affecting the school district as a whole. The school board and individual members are also accountable to themselves, students, families, other board members, the Superintendent, and staff. An effective, high-performing school board strives to meet the following benchmarks:

1. Recognize the duty to itself and the community to determine whether the authority delegated to the superintendent is being used as intended.
2. Evaluate the Superintendent's performance at least annually.
3. Use student achievement data and other indicators when available as the basis for assessing progress toward school district goals and compliance with school board policies and state and federal laws.
4. Recognize the distinction between "monitoring data" (data used by the school board to address accountability) and "management data" (data used by the staff for operations).

STANDARDS (continued)

Standard #5: Advocacy & Communication

The school board advances its vision at the local, regional, state, and national levels. An effective, high-performing school board strives to meet the following benchmarks:

1. Focus on community-wide concerns and values that best support equity and student achievement rather than being influenced by special interests.
2. Develop communication strategies to build trust between the school board and the Superintendent, staff, students, and community.
3. Use a public relations strategy that supports the flow of information in/out of the district.
4. Engage and build relationships with both public and private stakeholders.
5. Advocate on local, state, and national levels.

In general, board members are expected to follow a code of ethics that will guide their decision-making as it relates to School District 197. MN Statute 123B.09 as well as the district's Code of Ethics Policy 209 states the following expectations, functions, and legal obligations for board members.

EXPECTATIONS OF A SCHOOL BOARD MEMBER

Source: School District 197 Policy 209, Code of Ethics

School Board Meetings

- Attend all school board meetings, including work sessions, committee meetings, and board professional development sessions.
- Come to the meetings prepared for discussion of the agenda items.
- Whenever possible (and as soon as possible), email the superintendent and chair with questions or concerns that arise when reviewing the lead materials, along with any errors noticed. This will allow the administration to prepare and address the questions in their presentations, along with correcting any errors In advance of the meeting.
- Vote one's conscience after informed discussion unless abstaining because of a conflict of interest.
- Refrain from using mobile devices, Smart phones, tablets and laptops to communicate with others or be distracted from focusing on the business of the school district while in board session.

Working Professionally and Respectfully

- Respect the rights of others to have and express opinions (including, but not limited to, other school board members, administration, staff, students, and community members).
- Be primarily motivated by a desire to provide the best possible education for the students of the school district.
- Be informed about the proper duties and functions of a school board member, including school liaison and other responsibilities that occur outside of school board meetings.
- Support the decision of the board, even if a board member's own position concerning the issue was different.
- Recognize the integrity of school board predecessors and associates and appreciate their work.
- Make no disparaging remarks, in or out of school board meetings, about other members of the school board, the superintendent, or their opinions.
- Recognize and respect the decisions of the board and do not undermine board decisions when interacting with the media or other public sharing of personal opinions.
- Meet and communicate with the superintendent and other board colleagues as required. For example, board members will meet with the superintendent one-on-one on a regular basis.

Focusing on Governance

1. Focus on education policy.
2. Remember that the board's responsibility is to set policy – not to implement policy.
3. Act as a trustee of public education and do one's best to protect, conserve, and advance its progress.
4. Recognize that a board member's responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them individually.
5. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
6. Work through the Superintendent – not over or around the Superintendent.
7. Delegate the implementation of school board decisions to the Superintendent.

Legal Obligations

1. Comply with all federal, state and local laws relating to work as a school board member.
2. Comply with all school district policies as adopted by the school board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
4. Recognize that school district business may be legally transacted only in an open meeting of the school board.
5. Avoid conflicts of interest and refrain from using a school board position for personal gain.
6. Take no private action that will compromise the school board or administration.
7. Guard the confidentiality of information that is protected under applicable law.

SCHOOL BOARD SELF GOVERNANCE & MEMBER ACCOUNTABILITY



The School Board and each of its members must be committed to faithful compliance with the provisions of the Board's policies. Failure to deal with violations of its policies risks the loss of public confidence in the Board's ability to govern effectively. In the event of a board member's violation of policy, or other forms of misconduct, the Board shall address the issue by using the following steps:

1. Conversation in a private setting between the offending member and the School Board Chair or other individual members; such conversation will be reported to the other members of the Board.
2. Discussion in a public meeting between the offending member and the full School Board.
3. Public censure, by simple majority vote, of the offending member of the School Board, as well as removal from committees and leadership positions, to which the member has been appointed or elected.
4. Removal from the school board for proper cause by a concurrent vote of at least four members. The board member to be removed will be duly notified of the time and place of the meeting for which the vote is to be taken, and for the reasons for the proposed removal. The board member will be given an opportunity to be heard in defense against the removal (MN 123.B.09; Subd. 9).

Most board member issues and situations are intended to fall into Category 1. Categories 2, 3, and 4 are intended for extreme and/or repeated instances of violations where Category 1 has not resulted in a change in member behaviors.

CHARACTERISTICS OF EFFECTIVE BOARDS



Source: MSBA; Center for Public Education, 2019

- Effective school boards commit to a vision of high expectations for student achievement and quality instruction and define clear goals toward that vision.
- Effective school boards have strong shared beliefs and values about what is possible for students and their ability to learn, and of the system and its ability to teach all children at high levels.
- Effective school boards are accountable-driven, spending less time on operational issues and more time focused on policies to improve student achievement.
- Effective school boards have a collaborative relationship with staff and the community and establish a strong communications structure to inform and engage internal and external stakeholders in setting and achieving district goals.
- Effective boards are data-savvy; they embrace and monitor data, even when the information is negative, and use it to drive continuous improvement.
- Effective school boards align and sustain resources, such as professional development, to meet district goals.
- Effective school boards lead as a united team with the Superintendent, each from their respective roles, with strong collaboration and mutual trust.
- Effective school boards participate in team development and training, sometimes with their superintendents, to build shared knowledge, values, and commitments for their improvement efforts.

WHO REPORTS TO THE SCHOOL BOARD



The Superintendent is the only position who reports to the school board.

Role of Superintendent
The Superintendent reports directly to the board and holds all executive and administrative authority and responsibility for the effective operation of the school district, excluding those areas of control that are required by statute to be exercised directly by the board. The Superintendent acts as the district leader with the support of the district's administrators, who make up the district leadership team. The Superintendent may delegate specific powers or duties to assistants and subordinates while maintaining final responsibility for any actions taken. The Superintendent is also responsible for evaluating their leadership team.

In working with the Superintendent and staff, board members will:

1. Hold the Superintendent responsible for the administration of the school district.
2. Give the Superintendent authority commensurate with their responsibilities.
3. Assure that the school district will be administered by the best professional personnel available.
4. Consider the recommendation of the Superintendent in hiring all employees.
5. Only take action after considering the recommendation of the Superintendent and after the Superintendent has furnished adequate information supporting the recommendation.
6. Insist the Superintendent keep the school board adequately informed at all times.
7. Offer the Superintendent counsel and advice.
8. Recognize the status of the Superintendent as the chief executive officer and a non-voting, ex-officio member of the school board.
9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the communication sequence.
10. Present any personal criticisms of employees to the Superintendent.
11. Provide support for the Superintendent and employees of the school district so they may perform their proper functions on a professional level.
12. Refrain from publicly expressing individual negative judgments about the Superintendent's performance. (Any such judgments of the Superintendent will be made only by the full board, meeting in closed session.)

HOW THE SCHOOL BOARD ADDRESSES QUESTIONS AND CONCERNS

Situation/Example	Sound Governance: How a High-Functioning School Board Responds
General Guidance to School Board Members When Receiving Concerns	The board member should identify the person contacting them and ensure they have the person's contact information. Seek to understand the situation or interest but, generally, do not agree or commit to resolve it personally as that is not the role of individual board members. Here are some general expectations: • The board member should not agree to confidentiality or commit to limit options of notification. • The board member should be available for contact in the future if redirecting the person to the appropriate staff person or administrator does not address the concern. • Be alert to patterns of like concerns and notify the Superintendent's office of that possibility. • If the concern raises governance or public relations questions, contact the Board Chair in addition to the Superintendent's office. • Avoid forming and communicating opinions about a decision before the school board has discussed it in a board meeting.
What should a board member do if they receive concerns from a staff member, student, or parent/ caregiver?	Follow the *General Guidance to School Board Members When Receiving Concerns*. Encourage the concerned student, staff member or parent to contact the staff member in the school or district best prepared to address their concern or question. For example: **If contacted by a staff member**, redirect them to a supervisor, and notify the Superintendent's office. *Caution: Do not, as board members, get involved in employment and contractual issues.* **If contacted by a student**, redirect the student to the principal and notify the Superintendent's office. *Caution: Follow district procedures if a safety concern is raised.* **If contacted by a parent/caregiver,** redirect the parent/caregiver to the teacher, principal, or administrator as appropriate and notify the Superintendent's office. *Caution: Do not attempt to work with a parent who is working on behalf of an organized group rather than on behalf of their own student. Confidentiality and safety procedures must be followed.*

HOW THE SCHOOL BOARD ADDRESSES QUESTIONS AND CONCERNS (continued)

Situation/Example	Sound Governance: How a High-Functioning School Board Responds
What should a board member do if they receive concerns via email?	It is important for the board member to send an acknowledgment email to the person who emailed them, thanking the person for reaching out and letting them know that their concern has been forwarded to the Superintendent's office. If the entire board has been copied on the message, the Chair will take the lead in responding (though individual board members can choose to respond as well). Follow the General Guidance to School Board Members When Receiving Concerns. After the board member responds to the email's author and forwards their concern to the Superintendent's office, additional engagement or seeking to understand the issue is not necessary. Do not cc: or bcc: to any individual or group, nor "reply all."
What should a board member do when information about them, the school board, or the school district is incorrectly referenced in a social media post?	• As a school board member, it is not generally advised to engage in social media debates and criticisms. • Contact the Chair and the Superintendent directly to make them aware of the issue so that the appropriate district staff person can quickly provide factual information on the social media platform, if warranted, or so that legal counsel may be contacted if there is a concern regarding confidentiality or safety. • Ideally, the school district will have staff and community advocates who will participate in social media groups on a regular basis to communicate district information and monitor news and activity that pertains to the school district.
What should a board member do if they disagree with a report or presentation to the board?	• Submit questions and concerns to the Superintendent's office as Board protocol describes. • The board member should reflect on what is driving their concern or disagreement. • If the disagreement is in the details, the board member should request a meeting with the Superintendent to discuss. • The board member should not surprise administrators or board colleagues in work sessions and business meetings as it will not aid in promoting accuracy and partnership.

ELECTION & ROLE OF BOARD OFFICERS

Source: School District 197 Policy 202

Election of Officers

The School Board meets annually on the second Monday in January, or as soon after as practical, and elects a chair, a vice chair/clerk, a treasurer, and other officers as determined by the school board. The previously appointed chair continues to serve as the chair until a new chair has been selected. In the event the chair either chooses not to run again or was not re-elected, the following board members, in order from first to last, would serve as chair until the new chair is elected:

- Vice-Chair/Clerk
- Treasurer
- A member selected by the chair prior to the end of his/her term

The new chair officiates the selection of vice chair/clerk and treasurer.

1. Unless removed by the board from their position as an officer, the chair, vice chair/clerk, and treasurer will hold office for one year and until their successors are elected and qualify.
2. The board may delegate duties of clerk and treasurer to a School District 197 staff member.

Officers' Roles

Chair

The Chair provides leadership to the Board, ensures the faithful execution of the Board's processes, exercises responsibilities with integrity, reflecting the spirit and intent of the Board's policies, and serves as the Board's official spokesperson. The Chair has the following specific authority and duties:

1. Monitor Board actions to assure that they are consistent with the Board's own rules and policies and with other obligations imposed by agencies whose authority supersedes the board's authority.
    a. Conduct and monitor Board meeting deliberations to assure that Board discussion and attention are focused on Board issues, as defined in Board policy.
    b. Assure that Board meeting discussions are productive, efficient, orderly, and open.
    c. Conduct Board meetings using the authority as described in Robert's Rules of Order.
2. Represent the Board as its official spokesperson about issues decided by the Board and other matters related to official board business.
    a. The chair is not authorized to exercise any power as an individual to supervise or direct the Superintendent or any employee of the district.
3. The Chair may delegate authority, when appropriate, to other Board members but the Chair remains accountable for members' use of that delegated authority.
4. Execute all documents authorized by the Board, except as otherwise provided by law.
5. Countersign all orders upon the treasurer for claims allowed by the board, represent the district in all actions and perform all the duties usually incumbent on such officers. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the board to be paid, the orders may be drawn by the chair, and paid by the treasurer. A statement of the orders drawn, with a copy of such orders, shall be delivered to the clerk by the treasurer, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.
6. Appoint members of all Board committees and liaisons.
7. On behalf of the Board, and in concert with the Superintendent, develop proposed Board meeting agendas.

ELECTION & ROLE OF BOARD OFFICERS

Vice Chair/Clerk

1. Serves in the absence of the Chair.
2. Assists Chair as requested in the execution of Chair responsibilities.
3. Compile and facilitate the Board's summative evaluation of the Superintendent.
4. Signs all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
5. Other duties of the Vice-Chair/Clerk defined in Minn. Stat. § 123B.14 are assigned to the Director of Finance as described in Subd. 1.

Treasurer

1. Annually reviews the Superintendent's contract to ascertain status on compensation and benefits.
2. Reviews individual Board members and Board expenses against Board Governance policies.
3. Makes all reports which may be called for by the school board and performs all duties a treasurer usually performs.
4. Other duties of the Treasurer defined in Minn. Stat. § 123B.14 are assigned to the Director of Finance as described in Subd. 1.

MEETINGS & PUBLIC PARTICIPATION



Membership on the school board requires attendance at a variety of meetings held every month. All school board meetings must be open to the public so the public has the opportunity to see and hear all discussion, testimony, and votes. Visit www.isd197.org for a complete and up-to-date list of meetings and agendas. Meetings may be subject to change due to circumstances (e.g., weather, health, or safety). Beyond the opportunities listed below, members of the public can interact with the board through email, phone or in-person. Contact information is listed the School Board page of the district website.

Regular Meetings
The school board holds regular meetings at 6 p.m. on the second Monday of each month. Meetings are held at the City of Mendota Heights Council Chambers (1101 Victoria Curve, Mendota Heights). Meetings may be attended in-person, viewed live on local cable television, live streamed online via a link on the school board page of the school district website, or viewed from a recorded version of the meeting posted on the district website within 48 hours of the meeting.

Work Session Meetings
The school board holds work session meetings, which are the second meetings of each month, to study and discuss issues in more depth. Work sessions are usually held at 5 p.m. on the fourth Monday of each month at the District Office Training Room, 1897 Delaware Ave., Mendota Heights. Members of the public may observe the meeting in person.

Listening Sessions
Listening sessions are an informal opportunity for parents, students, and community members to talk with school board representatives and administration about school issues, thoughts, and concerns. Listening sessions usually precede the monthly Regular meeting on the second Monday of the month from 5:00-5:45 p.m. at the City of Mendota Heights Conference Room (1101 Victoria Curve, Mendota Heights).

Public Comments
Public comments are an opportunity for community members to address the full board. Public comments are usually held at the start of the second board meeting of the month (generally the school board Work Session) at the District Office Training Room, 1897 Delaware Ave., Mendota Heights. They are held on the fourth Monday of the month. They typically allow three minutes per speaker, 10 minutes per topic, and as a general rule, no more than three speakers per topic. Members of the public may also submit a written statement to the Superintendent's Executive Assistant no later than 3 p.m. on the day of the board meeting and any statements received will be read aloud at the meeting for the entire board. See the school board agenda posted on the school board page of the school district website for the Public Comments allotted time slot.

Public Input Sessions
On occasion, the school board may host a public input meeting. Public input meetings are devoted to specific topics of interest as identified by the school board, administration, or community. During public input meetings, the school board or administration typically makes a factual presentation, sometimes including a recommendation, followed by a structured question/answer/commentary input or feedback process.

WHAT HAPPENS AT SCHOOL BOARD MEETINGS



School Board meetings are the way in which the school board conducts its governance function and takes official action on behalf of the school district. In most schools districts, there are generally two kinds of standing school board meetings:

- An official business meeting, called a Regular Meeting in School District 197.
- An informal work or study session, called a Work Session in School District 197.

Regular Meetings*

Regular Meetings are the most formal and business-oriented meetings of the school district. These meetings focus on the business actions required of the school board by law or policy. They typically include a set agenda, including a Consent Agenda, and items that require board action within its governance role, such as policy changes, district budget approval, and other designated school board functions. They are meetings of the school board to conduct official business and, while they are open to the public, they are not meetings of the public where members of the public participate in discussion with the school board. Regular Meetings also include reports and presentations by the administration.

In order to ensure that the Regular Meetings are run as efficiently as possible, some agenda items are included on a Consent Agenda. The Consent Agenda consists of routine items of administrative business that require approval, confirmation, or ratification by the board. These items may include the hiring of employees and approval of contracts and financial agreements that are not anticipated to require discussion by the board. School Board members may request that a Consent Agenda item be pulled for additional information, discussion or a separate action, though this is a rare occurrence.

Work Session Meetings*

Work Session Meetings are typically less formal than Business Meetings and are more limited in the number of agenda items included in order to allow more in-depth review of topics and information related to future decisions, or items that may affect the school district. These meetings often include the presentation of information by the administration and discussion among the Board members and administration. The use of Work Sessions to explore topics and information more deeply allows the school board to hold more efficient Business Meetings, having explored and discussed an issue more fully prior to official action.

*Official actions (including the use of consent agendas) occur at both Regular and Work Session Meetings.

SITE LIAISON ASSIGNMENTS



Philosophy: It is important for School Board members to be visible throughout the District, as well as knowledgeable about the schools they serve. In service of this goal, site liaison assignments are made annually that pair school board members with specific all district education sites. Board members are encouraged to attend the parent/teacher organization meetings for each of their liaison sites, along with other site celebrations and events for the assigned sites.

When board members are initially assigned to a site:

- Board members are encouraged to meet with the principal and the superintendent for a school orientation and to establish a relationship.
- They will be added to the family communication channels for the schools to which they are assigned.

When Board members would like to (or are invited to) visit sites during the school day, they should:

- Request a visit with the school principal and copy the Superintendent in the request email. If the principal is the person who invited the board member, make sure to inform the superintendent of their plans.
- Be mindful of the demanding schedules of school staff, especially the principal, and be specific in requesting a time frame that does not exceed 60 minutes.
- Wear the district-issued badge at all times and engage in conversation with staff and students when appropriate (not mid-instruction).
- Keep questions towards staff and students positive - board members are not there to seek out problems or solve problems.
- Should someone bring problems to the board member, listen and thank them for sharing and let them know that their concern will be passed along to the appropriate person for follow up OR suggest that they connect with the teacher/principal/superintendent themselves.
- If the board member sees something excellent (instruction, activities, performance), please email the principal and Superintendent.
- Should the board member have any concerns, direct them to the Superintendent. Remember, the board member's role is not to look for concerns or address them with staff or students.

The board member does not need to email principals to let them know they're attending school or community events outside the school day.

SCHOOL BOARD COMMITTEE ASSIGNMENTS



Philosophy: School District 197 believes that stakeholder and subject matter expert input is critical to effective decision-making. Accordingly, the school district facilitates a wide variety of advisory groups and committees. However, it is not feasible (given time constraints) nor appropriate (given Open Meeting Law and their governance role) for the whole board to participate in the various district advisory groups and committees. By assigning a liaison, the liaison can hear the various committees' feedback and input directly and share it with the board when it relates to a board meeting topic.

In their role as a committee liaison, in keeping with their governance role, board members should:

- Attend as many meetings as they can.
- Engage responsibly, being cognizant of the power dynamics and staying within their governance role.
- Provide information regarding related board decisions and discussions (past, present, and future) when important to the conversation.

Current board member assignments to district committees include (not an exhaustive list):

- Career and Technical Education (CTE) Advisory Committee
- Curriculum Advisory Committee (CAC)
- District Labor Management Committee
- Early Learning Advisory Committee (ELAC)
- Equity Advisory
- Gifted and Talented Advisory Committee (GTAC)
- Meet and Confer
- PAN
- Planning Committee
- Results Committee
- School Health Advisory Committee (SHAC)
- Special Education Advisory Committee (SEAC)
- TriDistrict Community Education Advisory Council (CEAC)

In addition, school board members represent School District 197 in metro and state education organizations in which the School District has membership. Current external organizations to which board members are assigned include (not necessarily exhaustive):

- Association of Metropolitan School Districts (AMSD)
- Intermediate School District 917 (ISD 917)*
- Minnesota School Boards Association (MSBA)**
- Minnesota State High School League (MSHSL)

*ISD 917 is a collaborative school district that provides special education, career, and technical education, and alternative education for students in its nine-member school districts, including School District 197. A school board member from each ISD 917 member school district is assigned to serve as a school board member for ISD 917 and receives a stipend from 917 for the additional school board assignment.
**All Board Members are assigned to the MSBA.

BECOMING A SCHOOL BOARD MEMBER

School District 197 Board of Education members are elected officials. Elections are held in November of even-numbered years. To avoid having all seven seats up for election simultaneously, the seats are scheduled for election on an alternating basis, with four spots open one year and the remaining three being available two years later. The process then repeats itself.

Eligibility Requirements *(Source: Minnesota School Boards Association)*

To run for a School Board seat, they must be:

- At least 21 years old
- Eligible voter
- A district resident for at least 30 days prior to election/appointment
- Not a convicted sex offender

Term of Office

Board members are elected to four-year terms commencing on January 1 of the year following the November election and ending on December 31, four years later. A member who has been appointed to fill the unfinished term of a member will need to run for election depending on when they were appointed. There is no limit on the number of consecutive terms a member can serve.

Filling Vacancies (*Source: MN Statute 123B.09)*

A vacancy on the Board shall occur when a member dies, resigns, or ceases to be a resident of Independent School District #197. In addition, if a member of the Board of Education is unable to serve on the Board and attend its meetings for ninety (90) days or more because of illness or prolonged absence from the District, the Board may, at any regular or special meeting thereof, through resolution, declare a vacancy to exist. All vacancies will be filled according to Minnesota Statutes.

The term of a member elected during a special election shall not exceed the term of the member they are replacing. Nor can the term of a Board of education member be lengthened by the member's resignation and subsequent selection by the Board.

Minnesota Statute states that once the Board approves an appointment, the appointed board member cannot be seated until 30-days after the appointment.

REFERENCES

- Eligibility Requirements for School Board Member, Minnesota School Boards Association (MSBA), School District 197 200 Series Policies
- Standards for School Board Leadership, Minnesota School Boards Association (MSBA) Governance and Management, TeamWorks International
- Minnesota School Boards Association (MSBA) School Board Workshop Series

Last Updated: May 2026

This handbook will be reviewed annually at the School Board Organizational meeting.

April 2026 Check Register

NUMBER	AMOUNT	DATE	VENDOR
302747	-230.73	04/02/2026	SEIU LOCAL #284
302944	27,275.00	04/02/2026	AB STAFFING SOLUTIONS LLC
302945	437.47	04/02/2026	AINSWORTH, CHARLIE
302946	10,125.00	04/02/2026	AMN ALLIED SERVICES LLC
302947	1,159.80	04/02/2026	ARROW MOWER
302948	355.61	04/02/2026	ASPEN WASTE SYSTEMS OF MN INC
302949	400.7	04/02/2026	AVIBEN LLC
302950	246.95	04/02/2026	AWARDS BY HAMMOND
302951	66,350.00	04/02/2026	BE SAFE TRANSPORTATION LLC
302952	18,460.01	04/02/2026	BEAUDRY OIL & PROPANE CO
302953	1,129.42	04/02/2026	BSN SPORTS
302954	184.62	04/02/2026	BUSINESS ESSENTIALS
302955	100	04/02/2026	BUTLER, DAWN
302956	15,567.09	04/02/2026	CANON FINANCIAL SERVICES INC
302957	120	04/02/2026	CAPONI ART PARK
302958	757.5	04/02/2026	CITY OF WEST ST PAUL
302959	820.9	04/02/2026	COLLINS BROTHERS TOWING OF ST CLOUD INC
302960	5,236.52	04/02/2026	COLONIAL LIFE & ACCIDENT
302961	304.74	04/02/2026	CONTINENTAL CLAY COMPANY
302962	4,350.00	04/02/2026	CRAWFORD DOOR SALES OF THE TWIN CITIES
302963	200	04/02/2026	CRISIS PREVENTION INSTITUTE INC
302964	950	04/02/2026	DE LAMBERT, ANNE
302965	101.23	04/02/2026	DEMCO
302966	3,552.10	04/02/2026	DERO
302967	5,845.00	04/02/2026	DODGE NATURE CENTER
302968	240.03	04/02/2026	ECKROTH MUSIC
302969	3,560.00	04/02/2026	EHLERS & ASSOC
302970	100	04/02/2026	ELLIOTT, ANASTASIA
302971	100	04/02/2026	FORD, LUANN

302972	2,955.87	04/02/2026	HARAHAN, TANA
302973	499.49	04/02/2026	HI TECH REFRIGERATION
302974	1,115.07	04/02/2026	HUDL INC
302975	3,910.10	04/02/2026	INTERMEDIATE DIST 287
302976	189	04/02/2026	ISD 624
302977	231.05	04/02/2026	JERRY'S ENTERPRISES
302978	10,097.94	04/02/2026	JORGENSON CONSTRUCTION INC
302979	9	04/02/2026	JW PEPPER & SONS INC
302980	990	04/02/2026	KEGLEY, HELEN
302981	36,304.20	04/02/2026	KELLY SERVICES INC
302982	10,801.73	04/02/2026	KINECT ENERGY GROUP
302983	4,364.04	04/02/2026	KOCK, DREW
302984	4,500.31	04/02/2026	KREMER SERVICES, LLC
302985	100	04/02/2026	LANGEMO, JOSH
302986	728.39	04/02/2026	LAUTH, MOLLY
302987	2,229.17	04/02/2026	LIND, JAMIE
302988	840	04/02/2026	LINDSEY, SARAH
302989	312.06	04/02/2026	LOFFLER COMPANIES
302990	548.47	04/02/2026	LOOMIS
302991	936	04/02/2026	LOUDLY LLC
302992	44,152.57	04/02/2026	MADISON NATIONAL LIFE INSURANCE
302993	36,648.60	04/02/2026	MADISON NATIONAL LIFE INSURANCE
302994	4,104.01	04/02/2026	MAKI, CHRISTOPHER
302995	4,038.00	04/02/2026	MAYER ARTS INC
302996	12,145.00	04/02/2026	MEDICINE LAKE TOURS
302997	345.75	04/02/2026	MENARDS
302998	153	04/02/2026	MERO RIEDEL, MICHELLE
302999	1,915.76	04/02/2026	MIDWEST BUS PARTS INC
303000	390	04/02/2026	MN DEBATE TEACHERS ASSN
303001	119.3	04/02/2026	MN FED/TEACHERS
303002	95	04/02/2026	MN SCHOOL BOARDS ASSN
303003	153	04/02/2026	MOORE, HONORA

303004	721.5	04/02/2026	NAC MECHANICAL & ELECTRICAL SERVICES
303005	382.45	04/02/2026	NASHKE NATIVE GAMES
303006	408	04/02/2026	NESSIM & ASSOCIATES
303007	2,560.63	04/02/2026	NORTH CENTRAL BUS & EQUIP INC
303008	1,415.00	04/02/2026	NORTH SHORE GYM SALES LLC
303009	4,068.04	04/02/2026	NORTHFIELD LINES INC
303010	100	04/02/2026	NYHUS, STEVEN
303011	81	04/02/2026	OCCUPATIONAL HEALTH CENTERS OF MN PC
303012	2,743.47	04/02/2026	OHANA MIDWEST ENERGY LLC
303013	1,875.00	04/02/2026	PEDIATRIC CARE HOLDINGS LLC
303014	1,419.20	04/02/2026	POMP'S TIRE SERVICE INC
303015	20,418.75	04/02/2026	PRO CARE THERAPY
303016	100	04/02/2026	RUNDQUIST, LEO
303017	50,325.00	04/02/2026	SAYOO TRANSPORTATION LLC
303018	198.86	04/02/2026	SHERWIN WILLIAMS
303019	1,347.32	04/02/2026	SHRED N GO INC
303020	2,027.85	04/02/2026	SOUTHDALE ANESTHESIOLOGISTS
303021	1,400.00	04/02/2026	SPARKPATH INC
303022	696	04/02/2026	SQUIRES WALDSPURGER & MACE PA
303023	15,534.41	04/02/2026	ST PAUL BEVERAGE SOLUTIONS LLC
303024	11,257.15	04/02/2026	STATE OF MN FIRE MARSHAL DIV
303025	443.18	04/02/2026	STATE SUPPLY COMPANY
303026	100	04/02/2026	STOEBIG, SARAH
303027	360	04/02/2026	STOUT LINDA
303028	8,638.68	04/02/2026	SUNBELT STAFFING LLC
303029	51.44	04/02/2026	T MOBILE USA INC
303030	36,600.00	04/02/2026	TRAFERA LLC
303031	1,077.04	04/02/2026	TRIMARK
303032	913.92	04/02/2026	TYSON PREPARED FOODS INC
303033	66,002.50	04/02/2026	UNITY TRANSPORTATION LLC
303034	126,270.28	04/02/2026	UPPER LAKES FOODS
303035	1,873.60	04/02/2026	WATSON, PATRICK

303036	5,584.00	04/02/2026	WEBBER RECREATIONAL DESIGN INC
303037	1,380.00	04/02/2026	WOHLWEND, KAYE
303038	21,671.55	04/02/2026	ZEN EDUCATE INC
303039	1,231.00	04/01/2026	HOLIDAY ACRES LIMITED PARTNERSHIP
303040	1,225.00	04/01/2026	WESTVIEW PARK APTS LLLP
303041	182	04/10/2026	DISTRICT LODGE # 737 IAMAW
303042	1,241.00	04/10/2026	IUOE #70
303043	25,753.43	04/10/2026	MN FED/TEACHERS
303044	1,059.00	04/10/2026	MN TEAMSTERS LOCAL #320
303045	100	04/10/2026	RANGE CREDIT BUREAU INC
303046	5,572.96	04/10/2026	SEIU LOCAL #284
303047	637.43	04/10/2026	STENGER AND STENGER
303048	246.71	04/10/2026	WI SCTF
303049	261	04/16/2026	AABY, MARCIA
303050	7,680.00	04/16/2026	AB STAFFING SOLUTIONS LLC
303051	1,782.00	04/16/2026	ABRAKADOODLE
303052	3,980.00	04/16/2026	ACP
303053	1,107.20	04/16/2026	AERCOR WIRELESS INC
303054	4,374.50	04/16/2026	AMIOT SCHOLASTIC RECOGNITION INC
303055	10,836.90	04/16/2026	ARVIG
303056	12,378.17	04/16/2026	ASPEN WASTE SYSTEMS OF MN INC
303057	1,575.00	04/16/2026	BAYADA HOME HEALTH CARE INC
303058	1,305.00	04/16/2026	BAYFIELD FRUIT COMPANY
303059	26,440.00	04/16/2026	BE SAFE TRANSPORTATION LLC
303060	157.5	04/16/2026	BIRK, ADRIANNA
303061	128	04/16/2026	BOLTZ'S FAMILY MARTIAL ARTS ACADEMY
303062	315	04/16/2026	BRIDGEPOINT GLASS INC
303063	793.01	04/16/2026	BSN SPORTS
303064	143.76	04/16/2026	BUSINESS ESSENTIALS
303065	6,106.35	04/16/2026	CANDYLAND
303066	287.5	04/16/2026	COLLINS BROTHERS TOWING OF ST CLOUD INC
303067	425	04/16/2026	COMPASS ATHLETX LLC

303068	1,462.43	04/16/2026	COVINGTON COURT APTS LP
303069	4,079.77	04/16/2026	DAKOTA ELECTRIC ASSN
303070	273	04/16/2026	DISTRICT LODGE # 737 IAMAW
303071	1,139.20	04/16/2026	ECKROTH MUSIC
303072	2,975.00	04/16/2026	EFFERTZ, MADELINE
303073	13,706.93	04/16/2026	FAE LSE 6 LLC
303074	936	04/16/2026	FISHING FOR ALL LLC
303075	125.69	04/16/2026	FUENTES, EVANGELINE
303076	717.06	04/16/2026	GAME ONE
303077	2,800.00	04/16/2026	GENERATIVE LEARNING
303078	940.07	04/16/2026	GOODIN COMPANY
303079	6,387.54	04/16/2026	HORIZON COMMERCIAL POOL SUPPLY
303080	450	04/16/2026	IMD RAMSEY INC
303081	6,478.49	04/16/2026	IMPERIAL DADE
303082	2,910.00	04/16/2026	INTEGRATED FOOD SERVICE
303083	36,686.21	04/16/2026	INTERMEDIATE DIST 917
303084	246.08	04/16/2026	JAIDE, NICOLE
303085	200.06	04/16/2026	JERRY'S ENTERPRISES
303086	838.5	04/16/2026	KEEFE CO LLC
303087	109,418.40	04/16/2026	KELLY SERVICES INC
303088	1,000.00	04/16/2026	KINECT ENERGY GROUP
303089	1,000.00	04/16/2026	KITTO STATELY, RAMONA
303090	1,000.00	04/16/2026	KITTO STATELY, RUEBEN
303091	165	04/16/2026	KIWANIS YOUTH PROGRAMS
303092	125	04/16/2026	KRUSEMARK, LEEANNE
303093	1,272.56	04/16/2026	LIBERTY MUTUAL INSURANCE
303094	8,689.46	04/16/2026	LOFFLER COMPANIES
303095	813.23	04/16/2026	MAC INTL MINUTEMAN PRESS
303096	1,243.26	04/16/2026	MADISON ENERGY INVESTMENTS III LLC
303097	41.06	04/16/2026	MADISON ENERGY INVESTMENTS II LLC
303098	176,199.14	04/16/2026	MATRIX COMMUNICATIONS INC
303099	325	04/16/2026	MAY, THERESA

303100	95.26	04/16/2026	MENARDS
303101	182.2	04/16/2026	MIDWEST BUS PARTS INC
303102	279.6	04/16/2026	MIDWEST MACHINERY CO
303103	4,237.50	04/16/2026	MIKETIN OUTDOORS INC
303104	500	04/16/2026	MN DEPT OF HEALTH CFPM PROGRAM
303105	29.04	04/16/2026	MN LOCKS
303106	277.2	04/16/2026	MPS SPECIAL SCHOOL DISTRICT #1
303107	1,161.84	04/16/2026	MTI DISTRIBUTING INC
303108	189.91	04/16/2026	NAPA AUTO PARTS
303109	2,325.92	04/16/2026	NEO ELECTRICAL SOLUTIONS
303110	1,175.00	04/16/2026	NEP LLC
303111	9,724.58	04/16/2026	NORTH CENTRAL BUS & EQUIP INC
303112	243	04/16/2026	OCCUPATIONAL HEALTH CENTERS OF MN PC
303113	94.57	04/16/2026	PARMAN ENERGY GROUP LLC
303114	543.75	04/16/2026	PEDIATRIC CARE HOLDINGS LLC
303115	18,914.75	04/16/2026	PHOENIX SCHOOL COUNSELING
303116	1,229.50	04/16/2026	PIONEER MANUFACTURING CO
303117	1,503.20	04/16/2026	POMP'S TIRE SERVICE INC
303118	765	04/16/2026	PORTA PHONE CO INC
303119	7,162.50	04/16/2026	PRO CARE THERAPY
303120	288.11	04/16/2026	PROFESSIONAL WIRELESS COMMUNICATIONS
303121	302.6	04/16/2026	QUALITY COMMERCIAL SERVICES LLC
303122	7,340.00	04/16/2026	REGENTS OF THE UNIV OF MN
303123	405	04/16/2026	REGION 4AA
303124	500	04/16/2026	SACHS, FRANK
303125	79,780.50	04/16/2026	SAYOO TRANSPORTATION LLC
303126	195.76	04/16/2026	SCHOOL SPECIALTY
303127	1,300.77	04/16/2026	SCHUMACHER ELEVATOR COMPANY
303128	1,500.00	04/16/2026	SCHWAB, ERIN
303129	51.78	04/16/2026	SEIU LOCAL #284
303130	1,530.00	04/16/2026	SHAFFER, KRISTIE
303131	136.05	04/16/2026	SHERWIN WILLIAMS

303132	678.1	04/16/2026	SHRED N GO INC
303133	157.5	04/16/2026	SIMON, KRISTEN
303134	1,852.14	04/16/2026	SKIP'S SPRINKLER SYSTEMS LLC
303135	11,760.38	04/16/2026	SOLARTE HEALTH INC
303136	3,300.00	04/16/2026	SOUTHWEST MINN STATE UNIV
303137	8,453.59	04/16/2026	SPRWS
303138	14,059.13	04/16/2026	ST PAUL BEVERAGE SOLUTIONS LLC
303139	495.36	04/16/2026	STATE SUPPLY COMPANY
303140	440	04/16/2026	STRAUSS SKATES & BICYCLES
303141	4,202.27	04/16/2026	SUNBELT STAFFING LLC
303142	620.69	04/16/2026	UMR
303143	341.67	04/16/2026	VESTIS GROUP INC
303144	1,500.00	04/16/2026	VILLANO, EMILY
303145	2,375.00	04/16/2026	WESTVIEW PARK APTS LLLP
303146	300	04/16/2026	WILLIAMS ALECK
303147	3,710.00	04/16/2026	WIZARDS OF CHESS LLC
303148	1,838.03	04/16/2026	XCEL
303149	13,134.07	04/16/2026	ZEN EDUCATE INC
303150	42,789.53	04/23/2026	150 MARIE LLC
303151	451.53	04/23/2026	AINSWORTH, CHARLIE
303152	3,375.00	04/23/2026	AMN ALLIED SERVICES LLC
303153	13,201.58	04/23/2026	AMPION PBC
303154	21,742.28	04/23/2026	ARCHKEY TECHNOLOGIES
303155	36.28	04/23/2026	ARROW MOWER
303156	749.5	04/23/2026	ASPI SOLUTIONS INC
303157	4,950.00	04/23/2026	AUTO BODY LOPEZ LLC
303158	291.91	04/23/2026	AVIBEN LLC
303159	506.25	04/23/2026	BAYADA HOME HEALTH CARE INC
303160	1,305.00	04/23/2026	BAYFIELD FRUIT COMPANY
303161	65,867.00	04/23/2026	BE SAFE TRANSPORTATION LLC
303162	3,929.00	04/23/2026	BIMBO BAKERIES USA
303163	32,890.22	04/23/2026	BIX PRODUCE CO

303164	360	04/23/2026	BONSAI ACRES
303165	3,417.74	04/23/2026	BUCKEYE CLEANING CENTERS
303166	10.45	04/23/2026	BUSINESS ESSENTIALS
303167	24	04/23/2026	CAMPBELL, CATHERINE
303168	390	04/23/2026	CAPONI ART PARK
303169	1,451.47	04/23/2026	CAPX LLC
303170	19,047.83	04/23/2026	CESO FINANCE LLC
303171	275	04/23/2026	CITY OF EAGAN PARKS AND REC
303172	30,340.80	04/23/2026	CM CONSTRUCTION CO INC
303173	1,045.00	04/23/2026	COVINGTON COURT APTS LP
303174	727.63	04/23/2026	CRYSTEEL TRUCK EQUIPMENT
303175	656	04/23/2026	DAKOTA COUNTY REGIONAL CHAMBER OF COMMERCE
303176	3,585.60	04/23/2026	DAVID HOY & ASSOCIATES
303177	2,250.00	04/23/2026	DE LAMBERT, ANNE
303178	107.07	04/23/2026	DEMCO
303179	6,332.40	04/23/2026	DG MN CS 2021 LLC
303180	30	04/23/2026	GEORGAKOPOULOS, TESS
303181	578	04/23/2026	GERTENS
303182	6,411.00	04/23/2026	GOPHERMODS LLC
303183	329.2	04/23/2026	H & B SPECIALIZED PRODUCTS
303184	398.94	04/23/2026	HADSALL, COLLEEN
303185	2,622.05	04/23/2026	HEGGIES PIZZA LLC
303186	1,213.13	04/23/2026	HI TECH REFRIGERATION
303187	700	04/23/2026	HIRTE, DIANA
303188	2,375.80	04/23/2026	HLS OUTDOOR
303189	5,355.14	04/23/2026	IMPERIAL DADE
303190	4,584.80	04/23/2026	INTEGRATED FOOD SERVICE
303191	268.99	04/23/2026	JERRY'S ENTERPRISES
303192	166.4	04/23/2026	JW PEPPER & SONS INC
303193	1,815.00	04/23/2026	KEGLEY, HELEN
303194	4,364.04	04/23/2026	KOCK, DREW
303195	728.39	04/23/2026	LAUTH, MOLLY

303196	2,229.17	04/23/2026	LIND, JAMIE
303197	2,269.87	04/23/2026	LOFFLER COMPANIES
303198	392.18	04/23/2026	LOFFLER COMPANIES INC
303199	444.81	04/23/2026	LOOMIS
303200	56,663.06	04/23/2026	LUNIESKI & ASSOCIATES
303201	4,104.01	04/23/2026	MAKI, CHRISTOPHER
303202	14,568.75	04/23/2026	MCINTYRE, ANGELA
303203	64.43	04/23/2026	MCMAHON, NICOLE
303204	154.91	04/23/2026	MEDTOX LABORATORIES INC
303205	521.55	04/23/2026	MENARDS
303206	252	04/23/2026	MERRICK INC
303207	1,692.81	04/23/2026	MIDWEST BUS PARTS INC
303208	500	04/23/2026	MN DEPT OF HEALTH
303209	3,234.00	04/23/2026	MN MOBILE TELEPHONE CO INC
303210	4,486.27	04/23/2026	MSC RICE01
303211	105.41	04/23/2026	NAPA AUTO PARTS
303212	850.85	04/23/2026	NELCO
303213	1,695.50	04/23/2026	NESSIM & ASSOCIATES
303214	526.76	04/23/2026	NORTH CENTRAL BUS & EQUIP INC
303215	8,212.89	04/23/2026	NORTHFIELD LINES INC
303216	399	04/23/2026	OCCUPATIONAL HEALTH CENTERS OF MN PC
303217	107.31	04/23/2026	OXYGEN SERVICE
303218	62,847.42	04/23/2026	PHOENIX SCHOOL COUNSELING
303219	442.4	04/23/2026	PREMIUM WATERS INC
303220	915	04/23/2026	QUALITY COMMERCIAL SERVICES LLC
303221	265.96	04/23/2026	SCHARFENBERG, ANNE
303222	3,315.85	04/23/2026	SHAKOPEE TRADING POST INC
303223	107.81	04/23/2026	SHERWIN WILLIAMS
303224	132.98	04/23/2026	SMITH, MICHELE
303225	129	04/23/2026	SNA
303226	4,838.68	04/23/2026	SUNBELT STAFFING LLC
303227	840.67	04/23/2026	TEAM SPORTING GOODS INC

303228	4,950.00	04/23/2026	TMB PROPERTIES
303229	236.9	04/23/2026	TRI-STATE BOBCAT
303230	121,902.50	04/23/2026	UNITY TRANSPORTATION LLC
303231	240	04/23/2026	UNIVERSITY LANGUAGE CENTER INC
303232	116,786.30	04/23/2026	UPPER LAKES FOODS
303233	1,077.49	04/23/2026	VESTIS GROUP INC
303234	1,023.60	04/23/2026	WATSON, PATRICK
303235	1,225.00	04/23/2026	WESTVIEW PARK APTS LLLP
303236	1,285.00	04/23/2026	WESTVIEW PARK APTS LLLP
303237	1,668.00	04/23/2026	WET WORLD
303238	2,235.00	04/23/2026	WOHLWEND, KAYE
303239	531.92	04/23/2026	YANTES, TARYN
303240	100	04/23/2026	SCHWARTZ, ANTHONY
303241	290.95	04/24/2026	DAKOTA COUNTY SHERIFF
303242	25,622.11	04/24/2026	MN FED/TEACHERS
303243	100	04/24/2026	RANGE CREDIT BUREAU INC
303244	5,871.74	04/24/2026	SEIU LOCAL #284
303245	739.31	04/24/2026	STENGER AND STENGER
303246	246.71	04/24/2026	WI SCTF
303247	12,490.00	04/30/2026	AB STAFFING SOLUTIONS LLC
303248	2,025.00	04/30/2026	AMN ALLIED SERVICES LLC
303249	580	04/30/2026	ARCHKEY TECHNOLOGIES
303250	272.88	04/30/2026	AT&T MOBILITY
303251	5,030.00	04/30/2026	AUTO BODY LOPEZ LLC
303252	400.7	04/30/2026	AVIBEN LLC
303253	150	04/30/2026	BAD WARRIOR SR, JAYME
303254	843.75	04/30/2026	BENEFIT EXTRAS INC
303255	543	04/30/2026	BENZ, DIANE
303256	575.11	04/30/2026	BSN SPORTS
303257	1,484.66	04/30/2026	BUSINESS ESSENTIALS
303258	15,800.80	04/30/2026	CANON FINANCIAL SERVICES INC
303259	543	04/30/2026	CAPISTRANT, JOHN

303260	59.99	04/30/2026	CENTURYLINK
303261	4,400.00	04/30/2026	CHAVE, NANCY
303262	100	04/30/2026	CHERRIER, MCKINLEY
303263	34,764.45	04/30/2026	CM CONSTRUCTION CO INC
303264	871.66	04/30/2026	COMCAST
303265	300	04/30/2026	COON RAPIDS HIGH SCHOOL
303266	31.2	04/30/2026	CULLIGAN
303267	2,250.00	04/30/2026	DE LAMBERT, ANNE
303268	543	04/30/2026	DEJARNETT, SYDNEY
303269	1,515.00	04/30/2026	EAGLE POINTE
303270	660.62	04/30/2026	FLANAGAN, HEIDI
303271	150	04/30/2026	FRANK, ANTHONY
303272	120	04/30/2026	FRED WELLS TENNIS CENTER
303273	150	04/30/2026	FRENCH, WILLIAM
303274	398.94	04/30/2026	GALLUS, APRIL
303275	543	04/30/2026	GERGEN, ALEXANDRA
303276	490	04/30/2026	HASTINGS HIGH SCHOOL
303277	184,058.48	04/30/2026	HEALTHPARTNERS, INC
303278	150	04/30/2026	HENRY JR, ROBERT
303279	599.99	04/30/2026	HLS OUTDOOR
303280	45,744.00	04/30/2026	HORIZON EQUIPMENT
303281	2,250.00	04/30/2026	HUTCHESON DOWNWIND, JULIE
303282	1,141.30	04/30/2026	IMPERIAL DADE
303283	203,548.37	04/30/2026	INTERMEDIATE DIST 917
303284	629.59	04/30/2026	JW PEPPER & SONS INC
303285	100	04/30/2026	KOZAMCHAK, DAVID
303286	8,451.70	04/30/2026	KREMER SERVICES, LLC
303287	11,072.00	04/30/2026	LOFFLER COMPANIES
303288	100	04/30/2026	LOUGHMILLER, WESTON
303289	543	04/30/2026	LUNDQUIST, LAURA
303290	55	04/30/2026	MACMILLAN HOLDINGS LLC
303291	200	04/30/2026	MAHTOMEDI HIGH SCHOOL

303292	1,045.00	04/30/2026	MEDICINE LAKE TOURS
303293	664.9	04/30/2026	MEYER, RHONDA
303294	3,081.73	04/30/2026	MIDWEST BUS PARTS INC
303295	1,540.50	04/30/2026	MN HUMANITIES CENTER
303296	245	04/30/2026	MOTZENBECKER, DAVID
303297	2,485.50	04/30/2026	NAC MECHANICAL & ELECTRICAL SERVICES
303298	48	04/30/2026	NCPERS GROUP LIFE INS
303299	13,371.67	04/30/2026	NORTHFIELD LINES INC
303300	850	04/30/2026	OAKS OF HEATHERWOOD LLC
303301	336	04/30/2026	OCCUPATIONAL HEALTH CENTERS OF MN PC
303302	125	04/30/2026	PATRY, JEFFREY
303303	17,839.02	04/30/2026	PAYDHEALTH LLC
303304	543.75	04/30/2026	PEDIATRIC CARE HOLDINGS LLC
303305	900	04/30/2026	PETROFF, JAMES
303306	517.16	04/30/2026	PIONEER MANUFACTURING CO
303307	4,282.50	04/30/2026	PRO CARE THERAPY
303308	543	04/30/2026	SANCHEZ, EMILY
303309	543	04/30/2026	SANCHEZ, GABRIELA
303310	106,080.50	04/30/2026	SAYOO TRANSPORTATION LLC
303311	3,000.00	04/30/2026	SCORECARD LLC
303312	150	04/30/2026	STANLEY, SENECCA
303313	225	04/30/2026	STATE OF MN DEPT OF PUBLIC SAFETY
303314	339.87	04/30/2026	STATE SUPPLY COMPANY
303315	4,908.53	04/30/2026	SUNBELT STAFFING LLC
303316	12,509.00	04/30/2026	TRANE U S INC
303317	2,242.50	04/30/2026	TRI-STATE BOBCAT
303318	20,366.57	04/30/2026	TYLER TECHNOLOGIES
303319	1,397.76	04/30/2026	TYSON PREPARED FOODS INC
303320	4,630.76	04/30/2026	UNITED STATES TREASURY
303321	3,210.54	04/30/2026	UNIV OF ST THOMAS
303322	30.02	04/30/2026	VERIZON WIRELESS
303323	150.23	04/30/2026	VESTIS GROUP INC

303324	2,000.00	04/30/2026	WAYZATA RESULTS LLC
303325	1,680.00	04/30/2026	WHITE, MARGARET
303326	543	04/30/2026	YANNARELLY, NICHOLAS
252600466	24.43	04/14/2026	ANDERSON, KARRAH
252600467	34.29	04/14/2026	BARTELS, MARGARET
252600468	90.87	04/14/2026	BEAVES, CAROL
252600469	40.52	04/14/2026	BOLCHEN, CHRISTOPHER
252600470	112.38	04/14/2026	BOLL, DUSTIN
252600471	51.08	04/14/2026	BUBEL, TINA
252600472	33.35	04/14/2026	CHALLIFOUR, KATHERINE
252600473	65	04/14/2026	CHRYSLER, TONYA
252600474	49.85	04/14/2026	CORBETT, ANGELA
252600475	209.45	04/14/2026	DEGEER, MELINDA
252600476	66.85	04/14/2026	DREELAN, STACY
252600477	125.72	04/14/2026	EMMONS, TEBETH
252600478	353.06	04/14/2026	ENGDAHL, ALYSSA
252600479	113.16	04/14/2026	ENNIS, CYNTHIA
252600480	131.99	04/14/2026	FECKEY, JENNIFER
252600481	33.93	04/14/2026	FISK, EMILY
252600482	95.99	04/14/2026	FLORES, GABRIELA
252600483	47.85	04/14/2026	GARCIA, CARRIE
252600484	119.98	04/14/2026	GLASSING, ANNELIESE
252600485	109.27	04/14/2026	GRIEGER, JULIE
252600486	125	04/14/2026	HIGGINS, NANCY
252600487	21.75	04/14/2026	HODSON, ALEXANDRA
252600488	217.72	04/14/2026	HULBERT-TRAN, MICHELLE
252600489	79.43	04/14/2026	JACKSON, RACHAEL
252600490	50.46	04/14/2026	JOHNSON, EMMA
252600491	108.98	04/14/2026	JOHNSON, TIMOTHY
252600492	12.76	04/14/2026	KINTZ, SABRINA
252600493	15.59	04/14/2026	KOHN, TERA
252600494	10.88	04/14/2026	LAFORCE, MARINA

252600495	145	04/14/2026	LAZO, CARLOS
252600496	9.86	04/14/2026	LUFKIN, STACY
252600497	33.5	04/14/2026	MCINTOSH, SUSAN
252600498	20.74	04/14/2026	METZ, KARA
252600499	96.64	04/14/2026	MILLER, CYNTHIA
252600500	11.6	04/14/2026	MYRAN, BRENDA
252600501	14.14	04/14/2026	NILAN, JOEY
252600502	46.55	04/14/2026	O'LEARY, STACIE
252600503	16	04/14/2026	ORMAN, SARAH
252600504	23.2	04/14/2026	ORTH, THOMAS
252600505	84.22	04/14/2026	PIRELA-DIAZ, MARIA
252600506	7.32	04/14/2026	REGAN, JENNIFER
252600507	72.94	04/14/2026	SCHEUER, SCOTT
252600508	41.83	04/14/2026	SPINNER, AMANDA
252600509	159.95	04/14/2026	SPOHN, JULIE
252600510	67.4	04/14/2026	TONIHKA, JESSE
252600511	55.75	04/14/2026	TOWNSEND, MARY
252600512	77.14	04/14/2026	VEENENDALL, JENNIFER
252600513	39.44	04/14/2026	VESEY, BENJAMIN
252600514	143.95	04/14/2026	WALBURG, SARAH
252600515	30.96	04/14/2026	WEISS, DAVID
252600516	40.38	04/14/2026	WILEY, EMILY
252600517	46.11	04/14/2026	WILFAHRT, MICHAEL
252600518	21.32	04/14/2026	ZELLMER, KIMBERLY
	2,979,422.56	Total	
	2,688,449.16	PR 5/8/26	
	2,719,184.16	PR 5.22.26	
	8,387,055.88	Grand Total	

INDEPENDENT SCHOOL DISTRICT NO. 197
WEST ST. PAUL, MINNESOTA
TREASURER'S REPORT TO SCHOOL BOARD

Apr-26

Fund	Balance Beginning Of Month	Receipts	Disbursements	Balance End Of Month
General	(3,315,797.69)	13,067,580.11	10,664,719.44	(912,937.02)
Food Service	1,705,619.99	464,034.76	613,768.01	1,555,886.74
Comm. Service	3,090,463.71	369,834.29	512,133.16	2,948,164.84
Building Constructic	8,039,065.94	11,782.17	75,987.06	7,974,861.05
Debt Service	2,861,629.75		3,560.00	2,858,069.75
Trust & Agency	204,331.48	32,394.72	66,166.26	170,559.94
Custodial Fund	59,347.95	4,072.35	14,442.24	48,978.06
Self Insurance	1,186,481.48			1,186,481.48
OPEB Trust	5,824,327.40	8,954.85		5,833,282.25
Internal Service	2,559,933.80			2,559,933.80
Total	22,215,403.81	13,958,653.25	11,950,776.17	24,223,280.89

Bank	Balance Per Bank Statement	Outstanding Checks	Other Reconciling Items	Balance Per Treasurer's Books
US Bank	12,869,170.28	1,100,534.24	62,954.63	11,831,590.67
Ehlers Bond	6,773,508.63			6,773,508.63
PMA				282,628.04
PMA Bond	-			-
PERA				5,275,112.77
CD'S				60,440.78
Total				24,223,280.89

-

2026-2027 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE
Membership Renewal Form

This form must be completed once for each school in the district.

Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2026. Retain one copy for the school files.

RESOLVED, that the Governing Board or Entity of Two Rivers High School (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee
Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Two Rivers High School

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Morgan Steele

(Designated School Board Member – please print)

Jessica Cabak

(Designated School Representative – please print)

morgan.steele@isd197.org

Email Address

jessica.cabak@isd197.org

Email Address

208.02 ACTIVITY REPRESENTATIVES

Prentice Smith

(Boys Sports – please print)

Prentice Smith

(Girls Sports – please print)

Ben Geiger

(Speech – please print)

Prentice Smith

(Music – please print)

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Not yet established

(Board Member—please print)

Not yet established

(Student—please print)

Not yet established

(Parent—please print)

Not yet established

(Faculty Member—please print)

Prentice Smith

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: _____

(Clerk/Secretary - Local Governing Board)

Signed: *Signature required electronically through DocuSign*

(Clerk/Secretary - Local Governing Board)

Date: _____

Print Name: _____

(Superintendent or Head of School)

Signed: *Signature required electronically through DocuSign*

(Superintendent or Head of School)

Date: _____

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 197
(WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
STATE OF MINNESOTA

HELD: JUNE __, 2026

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 197 (West St. Paul-Mendota Heights-Eagan), State of Minnesota, was held in the School District on June __, 2026, at ___:00 o'clock p.m., for the purpose, in part, of establishing dates for filing affidavits of candidacy for the 2026 School District general election.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED by the School Board of Independent School District No. 197, State of Minnesota, as follows:

1. The period for filing Affidavits of Candidacy for the office of school board member of Independent School District No. 197 shall begin on July 14, 2026, and shall close on July 28, 2026. An Affidavit of Candidacy must be filed in the office of the School District Clerk and the $2 filing fee paid prior to 5:00 o'clock p.m. on July 28, 2026.

2. The Clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the School District at least two (2) weeks prior to the first day to file Affidavits of Candidacy.

3. The Clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the School District at least ten (10) days prior to the first day to file Affidavits of Candidacy. Publication and posting of said notice prior to the date of adoption of this resolution is hereby ratified and approved in all respects.

4. The Clerk is further authorized and directed to notify the official responsible for preparing the ballot of the names of the candidates placed on the ballot, any changes to candidates, and other information necessary to prepare the ballot. The notification must be made within one (1) business day of receiving the filing or change or immediately following the close of the filing period, whichever is sooner, unless the Clerk and official agree to an alternative notification timeline.

5. The notice of said filing dates shall be in substantially the following form:

(Form of Notice on the following page).

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 197
(WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the period for filing Affidavits of Candidacy for the office of School Board member of Independent School District No. 197 shall begin on July 14, 2026, and shall close at 5:00 o'clock p.m. on July 28, 2026.

The general election shall be held on Tuesday, November 3, 2026. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the School District Clerk, Independent School District No. 197, Independent School District No. 197, 1897 Delaware Ave., Mendota Heights, MN 55118. The filing fee for this office is $2.

A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the School District from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or general election.

The Affidavits of Candidacy must be filed in the office of the School District Clerk and the filing fee paid prior to 5:00 o'clock p.m. on July 28, 2026.

Dated: _____, 2026

BY ORDER OF THE SCHOOL BOARD

/s/_____
School District Clerk
Independent School District No. 197
(West St. Paul-Mendota Heights-Eagan)
State of Minnesota

The motion for the adoption of the foregoing resolution was duly seconded by _____. On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 197 (West St. Paul-Mendota Heights-Eagan), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to establishing dates for filing affidavits of candidacy, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this ____ day of _____, 2026.

_____
School District Clerk

SCHOOL DISTRICT 197

West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Lisa Grathen, Director of Community Education

DATE: June 15, 2026

SUBJECT: Approval of the Census Population Estimate for the 2026 Payable 2027 Levy

BACKGROUND

According to Minnesota Statutes § 275.14, the population of a school district must be certified by the Department of Education from the most recent federal census. In any year in which no federal census is taken, a population estimate may be made and submitted to the state demographer for approval. The school board can pass a resolution by June 30, 2026, of the updated population of the district as determined by the state demographer.

According to estimates from the state demographer, the district population increased from 45,326 in 2020 to 46,977 in 2025. This population increase will impact the revenue the community education programs receive based on the current funding calculation, which uses the district population to determine total funding. The community education general levy allows school districts to levy a set amount per person in their district. Other community education programs, including youth services, adults with disabilities, and after-school enrichment, will see their funding increase slightly due to population growth.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of Independent School District 197 that the census figure of 46,977 in 2025 be certified to the State Demographer for approval of use in the 2026 payable 2027 revenue calculations.

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 197
(WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN AREA SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 197 (West St. Paul-Mendota Heights-Eagan Area Schools), State of Minnesota, was held in the School District on the 15 day of June, 2026, at 5:00 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

BE IT RESOLVED by the School Board of Independent School District No. 197 that the census figure of 46,977 in 2025 be certified to the State Demographer for approval of use in the 2026 payable 2027 revenue calculations.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF DAKOTA

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 197 (West St. Paul-Mendota Heights-Eagan Area Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the School Board of said School District duly called and held on the date therein indicated, so far as such minutes relate to authorizing the issuance of certificates of election, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this _____ day of _____ 2026.

_____
Clerk of the School Board

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

TO: School Board Members

FROM: Lisa Grathen, Director of Community Education

DATE: June 15, 2026

SUBJECT: Approval of South Suburban Adult Basic Education Consortium Agreement Renewal for July 1, 2026 - June 30, 2027

BACKGROUND

South Suburban Adult Basic Education's (SSABE) mission is to provide adults in the TriDistrict Area of Northern Dakota County with educational opportunities to acquire and improve the literacy skills necessary to become self-sufficient and to participate effectively as productive workers, family members, and citizens. SSABE works towards this mission by providing students with highly qualified and effective staff who create innovative scopes and sequences in curriculum models and test for content mastery in the classroom.

SSABE is located in Northern Dakota County in the Central Square Community Education Center (CSCEC) in South St. Paul. SSABE serves the communities and school districts of South St. Paul, West St. Paul, Mendota Heights, Eagan Area, and Inver Grove Heights. This consortium is a part of the TriDistrict Community Education Department. According to the 2020 census, approximately 5,762 TriDistrict adult residents have not earned a high school diploma. This represents approximately 5.8% of the total TriDistrict adult resident population. According to the US Census Bureau (2020), 9.3% of the TriDistrict population was foreign-born. Nearly 9,000 people in these communities do not speak English as their primary language at home, and 970 of them have been identified by local school districts as having limited English proficiency.

SSABE offers a variety of classes during the day and in the evenings. We served a total of 181 students during the 2025-2026 school year.

All SSABE staff participate in ongoing professional development in diversity, inclusion, white privilege, racism, and equity. The program embraces all cultures and students, and it strives to provide them with the best instruction to meet their individual needs. SSABE is working to include the voices of all students.. Staff are committed to this lifelong journey.

South St. Paul Public Schools manages the SSABE program and serves as its fiscal agent; the program is audited each year as part of the District's annual audit.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of Independent School District No. 197 to renew the South Suburban Adult Basic Education Consortium Agreement for July 1, 2026 - June 30, 2027.

South Suburban Adult Basic Education (SSABE) Consortium Agreement

1) **Purpose:**
The purpose of South Suburban ABE consortium is to provide Adult Basic Education opportunities to its adult residents 17 years of age and older who are not currently enrolled in public school regular classes through the collaborative use of federal, state, and local resources.

This agreement establishes the formal operational procedures used to facilitate the business of the consortium. This business includes management of the Consortium funding, expenditures, and reporting. It also includes the development of procedures necessary to promote efficient operation of the Consortium with regard to basic fiscal, program, and procedural responsibilities.

2) **Membership:**
This document constitutes an agreement between the member districts of the South Suburban Adult Basic Education Consortium. The membership includes the following districts: South St. Paul Public Schools #6, Inver Grove Heights ISD #199 and West St. Paul, Mendota Heights, Eagan ISD #197

3) **Period of Agreement:**
The length of this agreement is from July 1, 2026 to June 30, 2027 (once a year/annually)

4) Member Districts Responsibilities:
The participating consortium members include but are not limited to:

- Provide the services of their Community Education Director as a representative of ABE Team.
- Provide as needed: Space (classroom, computer access, copier/printer access, technology support, materials storage, etc,), equipment, evening building supervision, Community Education Catalog Advertising, child care, transportation.
- Promote SSABE programming
    - When inquiries occur, staff will provide a referral to SSABE Program Facilitator via phone call or email.
    - Promotion of SSSABE program options will be provided on each member district's and the TriDistrict website
    - Promotion of SSABE program options will be posted in the members district facilities
- Attend meeting (2X per year)(virtually or in-person)
- Provide signature below as evidence that the member representative has read, understands and agrees to this Agreement and the annual Minnesota ABE Assurances annually.
- Member districts may choose to leave the Consortium once the Consortium Agreement expires. Any district wishing to do so must give official notification of the change by February 1, with separation to occur July 1.The notification of the change needs to be sent to the MN Department of Education-ABE Director and the SSPPS Superintendent (SSPPS is the Fiscal Agent of SSABE)

5) Responsibilities of the fiscal agent (South St. Paul Public Schools#6)

South St. Paul, serving as fiscal agent, will:

Data/Finance

- Develop operational guidelines and procedures
- Develop the annual ABE grant application as well as any other applications involved with meeting federal and State requirements, and attend any meetings/training required by MDE ABE.
- Submit required reports to the State of Minnesota, including those showing performance and fiscal management.
- Data Collection per state and federal requirements.
- Development and submission of the State 5 Year Narrative and any federal applications, including review and update of policies and procedures.
- Receive and manage State and Federal Aid for adult basic education for the consortium.
- Develop and monitor budget for the consortium which is presented annually
- Include ABE budget as part of its yearly school district audit.
- Management of donated funds through the SSPPS Educational Foundation.

Staffing/Volunteers

- Hire staff or in cases of certain collaborative programming, recommend staff
- Provide space for Consortium Administration
- Professional development for teachers and other program staff
- Volunteer recruitment, training and coordination
- Development of marketing materials and tracking of market impact.

Public Relations/Collaboration

- Promote program activities utilizing a variety of outreach strategies
- Collaborate with Dakota County to facilitate workforce development and education
- Provide monthly reports to the 197 & 199 Community Education Directors to keep them informed of all information and issues relevant to efficient and effective functioning of the consortium.
- Student surveys conducted and results shared.
- Coordinate annual signature of the Consortium Agreement by members.

The undersigned understand and agree to items contained herein:

_____ _____

School board Chair, Special District 6 School board Clerk, Special District 6

Date:_____ Date:_____

_____ _____

School board Chair, ISD 199 School board Clerk, ISD 199

Date:_____ Date:_____

_____ _____

School board Chair, ISD 197 School board Clerk, ISD 197

Date:_____ Date:_____

DISTRICT 197 OVERNIGHT OR EXTENDED TRIP REQUEST- FORM 2

Form 1 must have been completed and approved before submitting Form 2

Submit to Principal/Administrator and Superintendent's Office no less than two months prior to domestic travel and no less than 4 months prior to international travel.

Staff Member Name and school: Bruce Carpenter- Two Rivers High School

Date of Trip/Destination/Who trip is for: 7/30-31 Two Rivers High School/ Two Rivers Football Team

Did you complete FORM 1 for this trip and receive the required approval? YES

TOUR CHECKLIST	RESPONSE
1. Dates of travel	7/30-31
2. Trip destination	Warrior Field/ Two Rivers High School/ Overnight
3. SUBMIT: Complete roster of travelers. Include a link to your roster in the response or attach a document. *Link to roster template:* **TOUR ROSTER**	TR Football Overnight Roster *This roster represents the entire known roster of 10th-12th graders. Prior to the event (By whatever date you request) we will complete a registration process and have ALL needed roster information, contact info and medical information for the kids who actually end up attending.
4. SUBMIT: Detailed Itinerary, including hotel names, addresses and phone numbers. Include a link or attach a document with these details in your response.	Culture Building Overnight Plan
5. Final number of **student travelers**	76
6. Final number of **adult travelers who are paying their own way/fare.**	9
7. Final number of **adults travelers who are traveling with a free or reduced fare. [If any, include the amount by which their fare is reduced]**	0
8. Final number of **district employees (also include in #6 and #7 counts)**	7 Who teach in District- 2 Who coach football in district
9. **Ratio** of adults to students	1 Adult for every 8 students
10. FINAL TOTAL of Number of Travelers (Adults and Students)	85
11. Have parents received detailed information about the cancellation policies and fees?	This will be a no cost overnight supported by our football boosters

DISTRICT 197 OVERNIGHT OR EXTENDED TRIP REQUEST- FORM 2

Form 1 must have been completed and approved before submitting Form 2

Submit to Principal/Administrator and Superintendent's Office no less than two months prior to domestic travel and no less than 4 months prior to international travel.

12. Is travel insurance through the tour company required OR optional for your travelers?	NO
13. Has the district completed background checks for **all** adults?	YES
14. Is this a private tour, or will you be traveling with students from other schools? If so, please include the full roster of the adjoining group.	Private
15. How will you communicate with travelers while on tour?	In Person at all times
16. How will you communicate with families back home/not on tour?	All families will be communicated with based on the primary contact listed on their registration as well as utilising the schools communication tool Talking Points and our typical email list.
17. What is your plan for those requiring medication?	A permissions slip will go out detailing all expectations as well as determining any medication needs and protocols are met

___Bruce Carpenter_____ __4/14/2026_____

Staff Member's/Group Leader's Signature — Date

*Because this documents include links you need to be able to access I will submit this copy with a typed signature. If a written signature is required I would be happy to do that on a paper copy.

Required Approvals:

AD — 4/14/26

Principal Signature — Date

6/10/26

Superintendent/Designee Signature — Date

School Board Approval — Date Approved

DISTRICT 197 OVERNIGHT OR EXTENDED TRIP REQUEST- FORM 2

Form 1 must have been completed and approved before submitting Form 2

Submit to Principal/Administrator and Superintendent's Office no less than two months prior to domestic travel and no less than 4 months prior to international travel.

Staff Member Name and school: Molly Engle, Two Rivers

Date of Trip/Destination/Who trip is for: June 28-July 1, 2026 - TR Dance Team

Did you complete FORM 1 for this trip and receive the required approval? Yes

TOUR CHECKLIST	RESPONSE
1. Dates of travel	June 28-July 1, 2026
2. Trip destination	Baxter, MN - Just For Kix Dance Camp
3. SUBMIT: Complete roster of travelers. Include a link to your roster in the response or attach a document. *Link to roster template:* **PARTICIPANT ROSTER**	Paste your copy of the roster template here; **do not override the link to the left**.
4. SUBMIT: Detailed Itinerary, including hotel names, addresses and phone numbers. Include a link or attach a document with these details in your response.	https://www.justforkix.com/danceclasses/public/upload/files/2026_BRAINERD_MN__CAMP_PACKET.pdf Hotel - Rapid River Lodge, 7376 Woida Rd, Baxter, MN 56425 (218)260-2225
5. Final number of **student travelers**	23
6. Final number of **adult travelers who are paying their own way/fare.**	0
7. Final number of **adults travelers who are traveling with a free or reduced fare. [If any, include the amount by which their fare is reduced]**	4
8. Final number of **district employees (also include in #6 and #7 counts)**	4
9. **Ratio** of adults to students	1:5.75
10. FINAL TOTAL of Number of Travelers (Adults and Students)	27
11. Have parents received detailed information about the cancellation policies and fees?	Yes
12. Is travel insurance through the tour company required OR optional for your travelers?	n/a

DISTRICT 197 OVERNIGHT OR EXTENDED TRIP REQUEST- FORM 2

Form 1 must have been completed and approved before submitting Form 2

Submit to Principal/Administrator and Superintendent's Office no less than two months prior to domestic travel and no less than 4 months prior to international travel.

13. Has the district completed background checks for **all** adults?	n/a
14. Is this a private tour, or will you be traveling with students from other schools? If so, please include the full roster of the adjoining group.	n/a
15. How will you communicate with travelers while on tour?	BAND app
16. How will you communicate with families back home/not on tour?	Email & BAND app
17. What is your plan for those requiring medication?	Get instructions from parents and go over with student athlete the procedure; check in with student daily.

Staff Member's/Group Leader's Signature — Date: 6/10/26

Required Approvals:

Principal Signature — AD — Date: 6/10/26

Superintendent/Designee Signature — Date: 6/10/26

School Board Approval — Date Approved

Once this form has been signed by your site administrator, submit it to the Superintendent for review and approval. It will then require School Board approval. Once approved, a signed copy will be returned to you for your records.

SCHOOL DISTRICT 197
West St. Paul-Mendota Heights-Eagan Area

Native Land Acknowledgment, Mural and Plaque Update

June 15, 2026
School Board Meeting

Presented By

Aubrey McMahon

Clara Rebhan

Background

2020-2026 Equity & History: Through the Equity Advisory Committee (EAC), discussions highlighted a need to expand land acknowledgement efforts and address the lack of collective awareness regarding the history behind the Two Rivers name change.

<2025: Foundation & Inspiration: This project was informed by the Mendota Elementary land acknowledgement, which served as the first building-specific model considered during the development process.

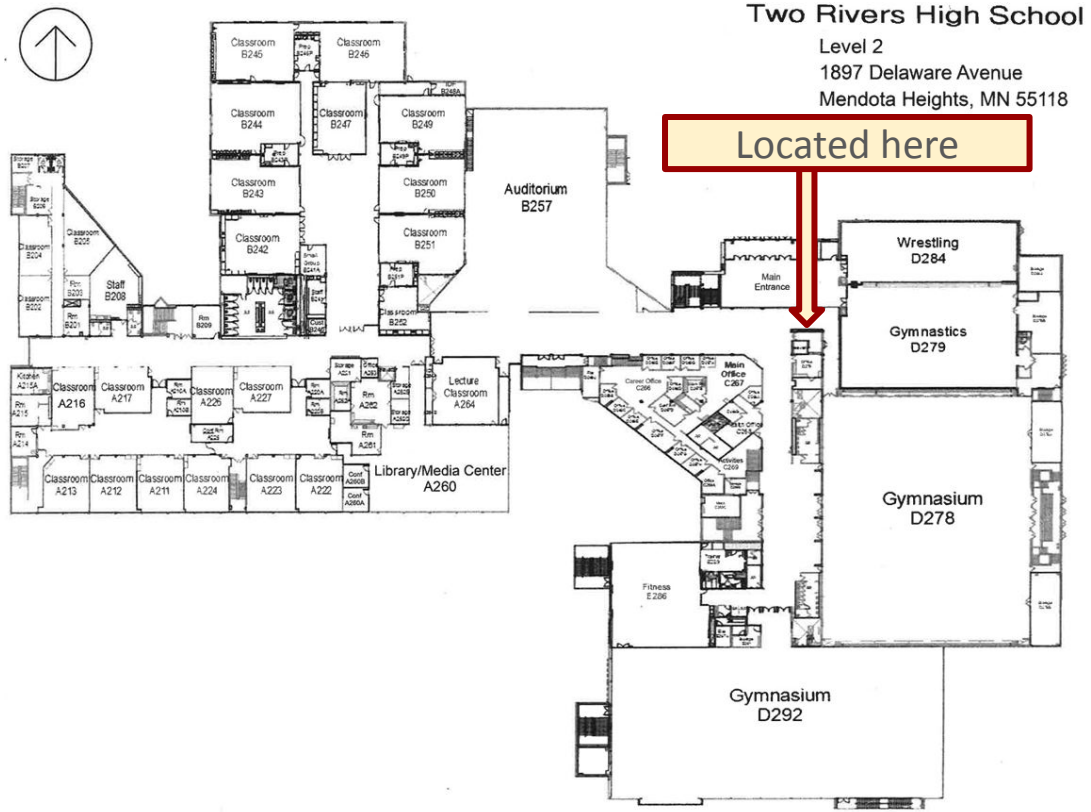
2025-2026: Alignment with the Strategic Framework: As a target of the 2025-2026 Goal Area 3 Strategic Framework Implementation, the Native Student Curriculum Advocates (NSCA) group was established in December 2025, co-chaired by Aubrey McMahon and Clara Rebhan.

2025-2026: Educational Context: Participation in Ojibwe I and II courses underscored the importance of integrating native language, history, and culture, driving the effort to create an even further inclusive environment at TRHS.

Spring, 2026: Collaborative Development: Development of the land acknowledgement wording, mural, and plaque involved inclusive engagement from the TRHS Social Studies department, the Native Student Group (which meets Tuesdays to foster community), the American Indian Parent Advisory Committee (AIPAC), American Indian Cultural Liaison Nell Barri, Sara Blair, and Dr. Jess Cabak.

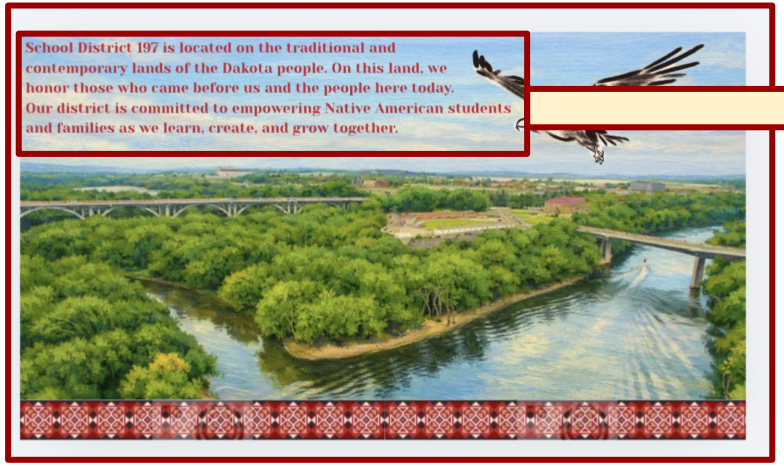
Spring, 2026: Funding: The American Indian (AI) funds, in support of our AIPAC, will be utilized to support the materials and creation of the mural, the land acknowledgement, and the accompanying plaque.

Mural



School District 197
WEST ST.PAUL-MENDOTA HEIGHTS-EAGAN

Mural


School District 197 is located on the traditional and contemporary lands of the Dakota people. On this land, we honor those who came before us and the people here today. Our district is committed to empowering Native American students and families as we learn, create, and grow together.



Land Acknowledgement

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Plaque

TWO RIVERS HIGH SCHOOL: OUR JOURNEY OF RENEWAL

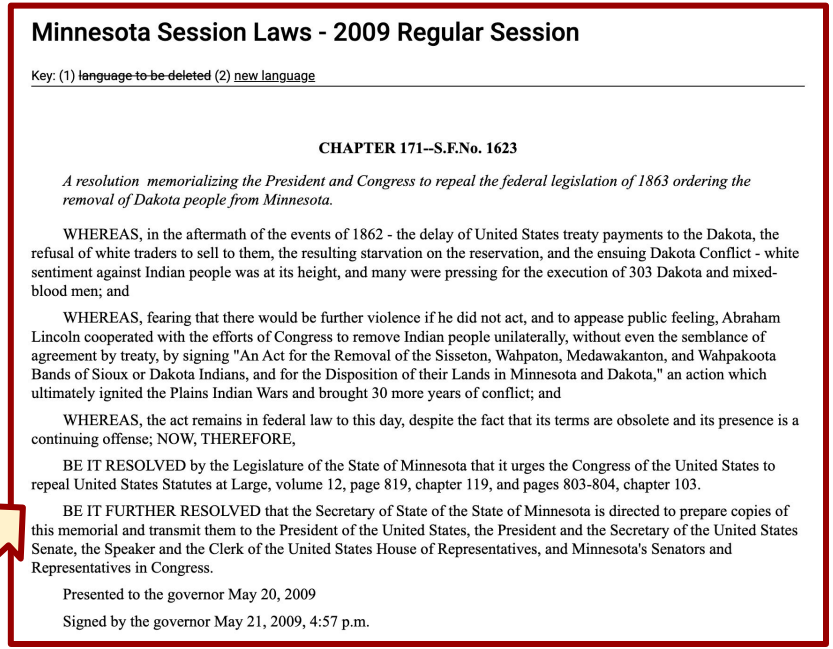
From its founding in 1954, our school was known as Henry Sibley High School, after Minnesota's first governor. For nearly 70 years, it has been a cornerstone of the community. A thoughtful re-examination of our history led to a powerful conversation about how our school's identity aligns with our community values. Historical reflection revealed Henry Sibley's cruel actions during the U.S.-Dakota War of 1862; actions which resulted in the largest mass execution in U.S. history—the hanging of 38 Dakota men, plus two additional leaders. His legacy does not reflect the good character and significant contributions that our community demands of individuals we honor. In December 2020, the school board voted unanimously for a change.

This process was an opportunity for rebirth and unity. We embrace the name TWO RIVERS, inspired by our proximity to the historic confluence, or 'Bdote,' where the Minnesota and Mississippi Rivers meet. The image of two rivers merging symbolizes our unity, the coming together of our past and future, and a commitment to moving forward with respect and understanding.

This plaque, dedicated in 2026, is a symbol of our commitment to education as well as our pride in learning, evolving, and gracefully moving with the current of time. We remain the 'Warriors' of Two Rivers High School, united by this place and its rich, complex, and empowered narrative.

Potential Future Projects

- Establish a native medicine garden on TRHS Campus
- Connect with Ms. LaPointe and Great River Greening (TRHS prairie restoration efforts)
- Explore how to open TRHS campus to native community for community gardening
- Explore how to potentially use the TVs in hallways for additional immersion
- Repeal federal legislation making it illegal for Dakota people to live in Minnesota



Minnesota Session Laws - 2009 Regular Session

Key: (1) ~~language to be deleted~~ (2) new language

CHAPTER 171--S.F.No. 1623

A resolution memorializing the President and Congress to repeal the federal legislation of 1863 ordering the removal of Dakota people from Minnesota.

WHEREAS, in the aftermath of the events of 1862 - the delay of United States treaty payments to the Dakota, the refusal of white traders to sell to them, the resulting starvation on the reservation, and the ensuing Dakota Conflict - white sentiment against Indian people was at its height, and many were pressing for the execution of 303 Dakota and mixed-blood men; and

WHEREAS, fearing that there would be further violence if he did not act, and to appease public feeling, Abraham Lincoln cooperated with the efforts of Congress to remove Indian people unilaterally, without even the semblance of agreement by treaty, by signing "An Act for the Removal of the Sisseton, Wahpaton, Medawakanton, and Wahpakoota Bands of Sioux or Dakota Indians, and for the Disposition of their Lands in Minnesota and Dakota," an action which ultimately ignited the Plains Indian Wars and brought 30 more years of conflict; and

WHEREAS, the act remains in federal law to this day, despite the fact that its terms are obsolete and its presence is a continuing offense; NOW, THEREFORE,

BE IT RESOLVED by the Legislature of the State of Minnesota that it urges the Congress of the United States to repeal United States Statutes at Large, volume 12, page 819, chapter 119, and pages 803-804, chapter 103.

BE IT FURTHER RESOLVED that the Secretary of State of the State of Minnesota is directed to prepare copies of this memorial and transmit them to the President of the United States, the President and the Secretary of the United States Senate, the Speaker and the Clerk of the United States House of Representatives, and Minnesota's Senators and Representatives in Congress.

Presented to the governor May 20, 2009

Signed by the governor May 21, 2009, 4:57 p.m.


Questions

SCHOOL DISTRICT 197
West St. Paul-Mendota Heights-Eagan Area

Native Land Acknowledgment, Mural and Plaque Update

June 15, 2026
School Board Meeting

Presented By

Aubrey McMahon

Clara Rebhan

Background

2020-2026 Equity & History: Through the Equity Advisory Committee (EAC), discussions highlighted a need to expand land acknowledgement efforts and address the lack of collective awareness regarding the history behind the Two Rivers name change.

<2025: Foundation & Inspiration: This project was informed by the Mendota Elementary land acknowledgement, which served as the first building-specific model considered during the development process.

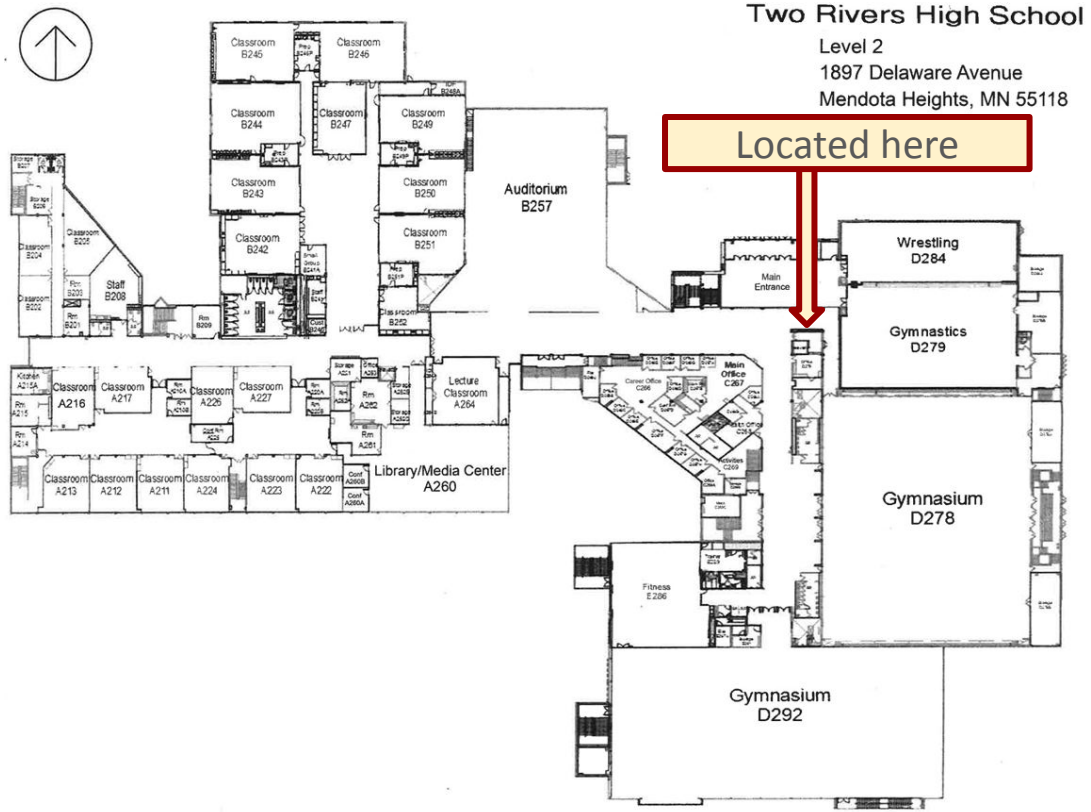
2025-2026: Alignment with the Strategic Framework: As a target of the 2025-2026 Goal Area 3 Strategic Framework Implementation, the Native Student Curriculum Advocates (NSCA) group was established in December 2025, co-chaired by Aubrey McMahon and Clara Rebhan.

2025-2026: Educational Context: Participation in Ojibwe I and II courses underscored the importance of integrating native language, history, and culture, driving the effort to create an even further inclusive environment at TRHS.

Spring, 2026: Collaborative Development: Development of the land acknowledgement wording, mural, and plaque involved inclusive engagement from the TRHS Social Studies department, the Native Student Group (which meets Tuesdays to foster community), the American Indian Parent Advisory Committee (AIPAC), American Indian Cultural Liaison Nell Barri, Sara Blair, and Dr. Jess Cabak.

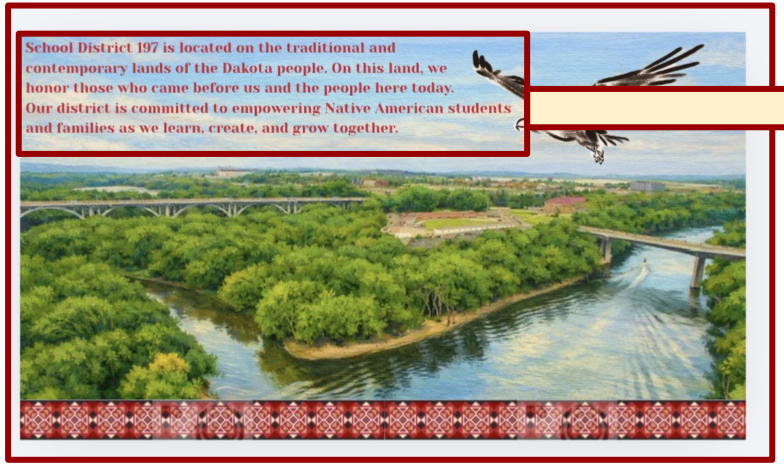
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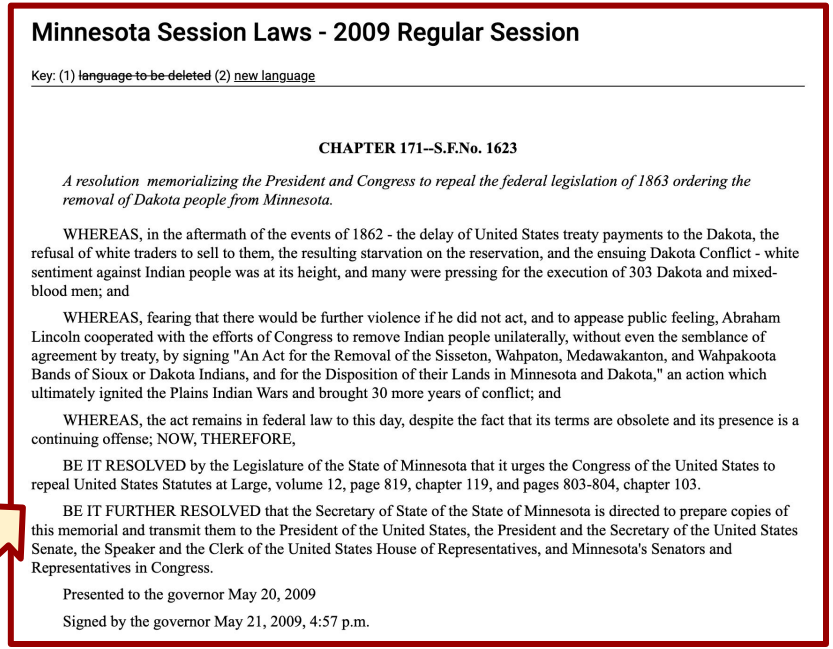
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Questions

SCHOOL DISTRICT 197

West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment

DATE: June 15, 2026

SUBJECT: Alternative Teacher Professional Pay System (ATPPS) Annual Report

BACKGROUND

Minnesota State Statute section 122A.414, subdivision 3(a), requires that we provide an update on the district's Q-Comp program for the current school year, including a summary of findings and recommendations from the Annual Q-Comp report.

This annual report has four components: Teacher Evaluation, Collaborative Teams, New Teacher Mentors, and Performance Pay. The data for this report was collected through online surveys, conversations with Instructional Peer Coaches (IPCs), and Summative Assessment meeting records.

Districts are also required to submit any plan changes to the Minnesota Department of Education (MDE) by August 31, 2026.

We regularly apply the 4-way equity test to the ATPPS program. Here are six specific examples:

1. This year, new rubrics were implemented to meet the state statute requiring inclusion of culturally responsive methodologies. One component of each domain in the rubric was expanded to the element level, thereby enabling a deeper evaluation of culturally responsive methodologies. Questions were added to the pre-observation form to help teachers reflect on their intentional planning for the individual needs of each student. Instructional Peer Coaches and district administrators meet three times over the course of the school year, developing look-fors during observations and strengthening their understanding of each other's roles.

2. Annually, the IPCs also work with individual teachers to set their student learning goals and help them break down and analyze data from the whole school/grade/class into subgroups.

3. The team continues to encourage our teachers to use a colleague's observation to fulfill the program's coaching conversation component. Research shows that this is one of the best professional development opportunities for staff.

4. Annually, staff at three sites are surveyed about the implementation of our ATPPS plan. Staff

are asked, “Based on working with my Instructional Peer Coach, I tried these strategies to help improve student achievement”. Here were some key findings:

a. 68% engagement strategies
b. 62% questioning/discussion techniques
c. 55% equity considerations
d. 46% culturally responsive methodologies/strategies

5. The new teacher mentor program is also part of the ATPPS plan. The district continues to refine its support for new teachers; this year, changes were made to the types of observations mentors conducted with new teachers to better meet their needs. We have also created a job description for a mentor who is supporting a new teacher in a position change, i.e., a middle school teacher moving to an elementary classroom.

RECOMMENDED RESOLUTION

This material is presented for information purposes. No Board action is needed.

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

Alternative Teacher Professional Pay System (ATPPS)

Presented to the School Board on June 15, 2026

By: Cari Jo Drewitz, Director of Curriculum, Instruction and Assessment

State Requirements for Reporting

Participating districts, charters, intermediate districts, cooperatives, and school sites are no longer required to submit an annual report of their ATPPS programs (also known as Q-Comp) to MDE.

Under Minnesota Statutes, section 122A.414, subdivision 3, participating programs must report on the implementation and effectiveness of ATPPS and make annual recommendations by June 15 to their school boards and must include this report as part of the World's Best Workforce (WBWF) report under section 120B.11, subdivision 5.

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

MDE Annual Q-Comp (ATPPS) Report

- Instructional Peer Coaches and Teacher Evaluation
- New Teacher Mentors
- Collaborative Teams
- Performance Pay

Data to complete the report was collected through surveys, conversations with Instructional Peer Coaches, and data from Summative Meetings.

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Changes for 25-26

3 revised rubrics with cultural competence in each domain aligned to teaching assignment

- **Instructional Rubric**: General Education and Special Education
- **Service Provider Rubric**:
- Counselor, Library Media Specialist, Nurse, OT, SLP, School Psych.
- **TOSA Rubric**: TOSA, Instructional Coach, Instructional Peer Coach

In alignment with statute, 3 levels of performance instead of 4.

Level of Performance		
Developing	**Proficient**	**Exemplary**

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Changes for 25-26

Change in domains observed for probationary staff

- Observation 1: Domains 1, 2, 3
- Inter-rater: Domains 2 and 3
- Observation 2: Domains 1, 2, 3, 4

Change to the proficiency required based on Tier of license:

License Type and Year in District	% of components proficiency per domain
Tier 1 Tier 2 and Tier ¾ - Year 1	50%
Tier 2 - Year 2 and + Tier ¾ - Year 2	60%
Tier ¾ - Year 3 1 year to tenure Continuing Contract	75%

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Changes for 25-26

- Revise the Teacher Improvement Process to align to the changes with the rubric and levels of performance.
- Review and refine the New Teacher workshop schedule
- Review and refine the New Teacher mentor program

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Peer Coaching and Evaluations

5.5 Instructional Peer Coaches (IPC)

- Supported 280 continuing contract teachers
- Supported 101 high cycle teachers
- Completed 661 teacher observations and 1,322 pre-observation and post-observation discussions
- Completed 382 reflective coaching conversations

Administrators (Principals, Associate Principals, etc)

- 101 high cycle teachers (1 observation)
- 80 probationary teachers (3 observations)
- Completed 341 teacher observations and 682 pre-observation and post-observation discussions

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Coaching Conversation Options

Coaching Conversation Data 2025-26

	Observation of a Colleague	33%
	Informal Support	45%
	Informal Observation	1%
	Data Dive	12%
	Reflection on English Learners	9%

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

Coaching Conversation Value

The coaching conversation (in place of a 3rd observation) was valuable to me because: (select all that apply)

More personalized learning/reflecting for teacher	70.83%	68
More flexibility in topics discussed	68.75%	66
Less stressful than an observation	62.50%	60
It was not helpful to me	2.08%	2
I could reflect on timely experiences/issues	65.63%	63
I could choose the timing of conversation	56.25%	54
Could include teaching topics outside of the Charlotte Danielson rubric	31.25%	30
Choice in conversation option	80.21%	77

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Impact of Coaching Conversation

- The coaching conversation helped plan for future academic instruction that directly impacted student reading growth.
- I dug into data regarding IXL and my….students. It not only guided my instruction, but also guided one-on-one conversations with students regarding their own progress.
- I appreciate the ability to watch colleagues who are teaching the same content areas as me, but in different grade levels, it helped me see the vertical alignment and see the growth and areas where I may be able to fill in before the move into the next grade, or have a better understanding of what they will come to me with.
- It is so valuable to be able to observe colleagues. We don't often get those types of opportunities.

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Impact of Coaching Conversation

- I am reflective by nature so this was right up my alley! Too many people think experienced teachers have stopped growing and improving. I get more ideas after meeting with my coach: I need another lifetime to try all the new ideas I get from my coach and from my ideas!
- Gave me a chance to see another colleague teach reveal math - I will start teaching with reveal next year so it was nice to see it in action.
- My coaching conversation helped me work through some material management I was having. By implementing the suggestions, I was able to 'buy' a little more time for instruction.
- It is always healthy to reflect on a topic and see where you are in terms of strategies, diversity issues, and classroom management. This time has been useful because you feel free and unjudged about your practice, knowing that the coach will be able to listen to you w/o bias.
- I was able to get a glimpse into another classroom through the form of observation. Observation of colleagues is a helpful learning tool and it was nice to have the time to do it.

Peer Coaching and Evaluations

Recommendations

- Continue options for coaching conversations and look for ways to provide more opportunities for observing a colleague.
- Implement changes approved by ATPPS/TDE oversight on May 26, 2026
  - small revisions to rubric language in level of “Developing”
  - update 4d, move from Contributing to School Community and Culture to Engaging in a Collaborative Culture
  - remove Domain 5 from the process

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

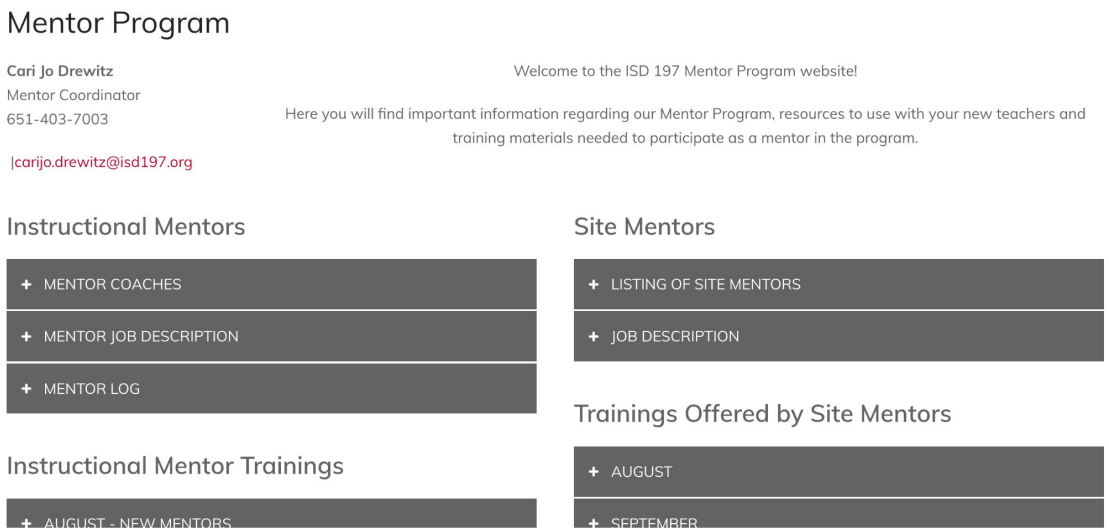
New Teacher Mentors

Site Mentors

- 1 per building- works with all probationary staff
- Completes 7 monthly training sessions specific to the needs of new teachers in their first year

Instructional Mentor

- 1 Instructional Mentor teacher per new teacher
- Completes 4 coaching sessions per year (1 per quarter)



New Teacher Mentors

Recommendation

- Review and refine the New Teacher workshop schedule
- Review and refine the New Teacher mentor program

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

Collaborative Teams

All staff participate in collaborative teams.

Collaborative teams reported that their work regularly included:

- Discussions about equitable practices
- Analyzing student data
- Implementing new instructional strategies
- Researching new instructional strategies
- Developing differentiated lessons
- Developing formative/summative assessments
- Aligning curriculum to standards

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Collaborative Teams

Recommendations

- Continue to review annually the effectiveness and impact of collaborative teams.
- Continue to incorporate the identified site's professional development priority into collaborative teams' work.

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Performance Pay

Area	Amount	% of Teachers Earning
Observation Proficiency	$1300	100%
Professional Growth Plan Student Learning Goal	$75 $100	25% 74%
Site Goals	$100	53%

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Changes and updates for 2026-2027

Updates to Instructional Peer Coach Team

- Two staff returning to classroom
- Two new team members

Changes to the plan

- Revisions to rubrics, approved by ATPPS/TDE oversight will be implemented in fall
- Domain 5 will be removed from the process.
- Updated ATPPS plan using the template from Minnesota Department of Education will posted on the website via Staff Hub.

SCHOOL DISTRICT 197
West St. Paul + Mendota Heights + Eagan Area

Questions?

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

SCHOOL DISTRICT 197

West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Peter Olson-Skog, Superintendent

DATE: June 15, 2026

SUBJECT: Approval of One-Time Fund Balance Transfer

BACKGROUND

School District 197 previously completed indoor air quality and facility improvement projects financed through facility maintenance bonds. After the projects were completed, the district had approximately $4.5 million remaining in its Building Construction Fund.

District 197 sought legislative authority to transfer those remaining funds into the district's Operating Capital account, where they can be used for facility maintenance, equipment, technology, and other capital needs. The district had successfully completed the indoor air quality projects and wanted flexibility to use the remaining funds for other capital priorities without increasing taxes.

The legislation approved one-time authority for School District 197 to permanently transfer up to $4.5 million from the Building Construction Fund to the Operating Capital account in the General Fund on June 30, 2026. The transfer requires School Board approval.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of Independent School District 197 to approve the $4.5 million one-time fund balance transfer from the Building Construction Fund to the Operating Capital account in the General Fund as presented.

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

TO: School Board Members

FROM: Brian Schultz, Director of Finance

DATE: June 15, 2026

SUBJECT: Approval of Fiscal Year 2026-27 Proposed Budgets

BACKGROUND

The proposed FY2026-27 budgets for the General, Food Service, Community Service, and Debt Service funds were presented to the board during the June 1st meeting. Questions and answers were discussed during that time. No changes were proposed or made to the presented budgets.

The administration is requesting approval of the General, Food Service, Community Service, and Debt Service budgets.

Overall, budget resources are allocated to help the district make progress towards achieving the items stated in the Strategic Framework, which in turn, drives the work of district staff and administrators. Within the Strategic Framework, we are committed to equitable practices by being accountable for removing barriers and creating equitable systems. Examples of how we allocate equitable resources include:

1. Compensatory education funds are distributed based on student and school free/reduced lunch participation and are used for intervention programming.
2. Intervention programs, such as ADSIS and Title I, have been implemented to support students who are behind grade level and/or not meeting standards.
3. The English Learning programming which supports students whose primary language is not English.
4. Achievement and integration programs are intended to achieve racial and economic integration, increase student achievement, and reduce academic disparities within the district.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of Independent School District 197 to approve the FY27 Proposed Budgets as presented.

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

Fiscal Year 2026-27 Budget Presentation

June 1, 2026

Presented by Brian Schultz, Director of Finance

Agenda

- Background information
- General fund budget assumptions
- Present FY27 recommended budgets
- Questions

Background Information

School District 197

The Budget Reality

School districts nationwide are navigating an unprecedented fiscal environment where traditional funding models no longer align with operational realities.

Rising Operational Costs:

- Inflation continues to drive up costs across all categories: salaries, benefits, transportation, utilities, and insurance premiums are all increasing significantly.
- While the budget will grow next year in absolute dollars, inflation means our actual purchasing power is declining.

State Funding Gap:

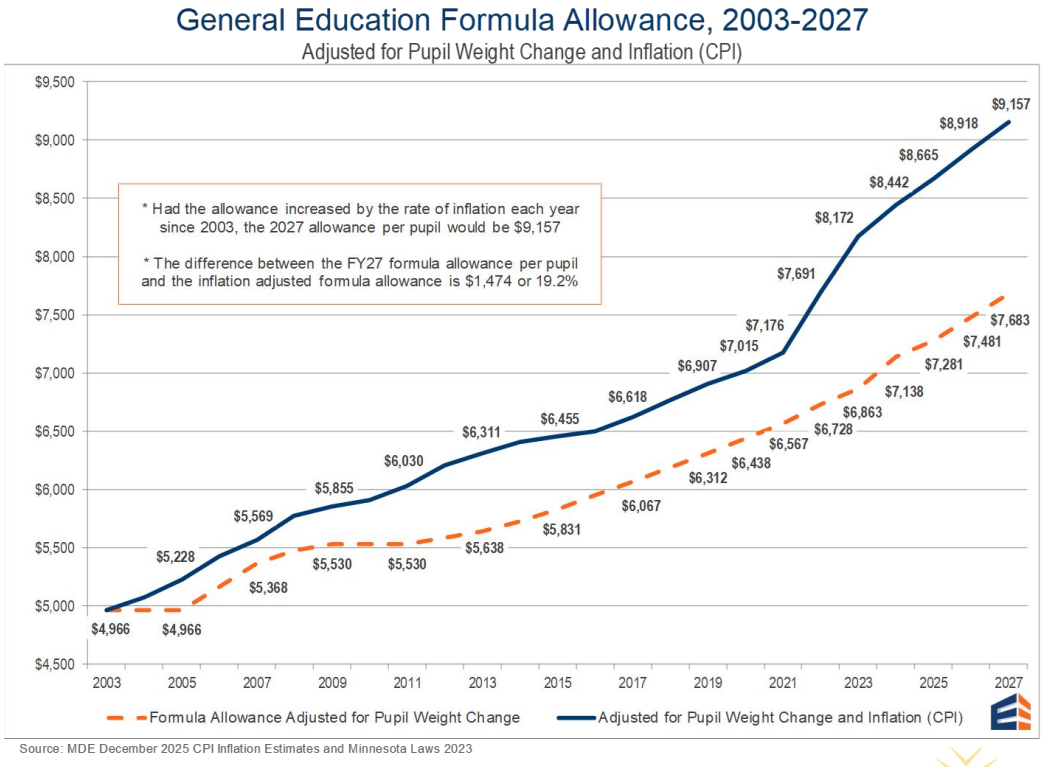
- State funding has not kept pace with inflation or the true cost of delivering quality education over time, creating a structural imbalance.

Regional Trend:

- Many districts across our region and state are facing similar challenges, making this a shared challenge requiring thoughtful, strategic responses.

When the formula doesn't keep pace with inflation

GenEd Formula Allowance if adjust by inflation since 2003:	$9,157
FY27 Actual GenEd Formula Allowance:	$7,683
Difference per pupil:	**$1,474**
FY27 Revised Enrollment Projection:	5,661
FY27 Actual GenEd Formula Allowance:	$7,683
Estimated Gen Ed Aid Formula Allowance:	**$43,493,463**
FY27 Revised Enrollment Projection:	5,661
GenEd Formula Allowance if adjust by inflation since 2003:	$9,157
Estimated Gen Ed Aid (if kept pace with inflation):	**$51,837,777**
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Estimated Gen Ed Aid Formula Allowance:	$43,493,463
FY27 additional $ for WSP if the state kept pace with inflation:	**$8,344,314**



Source: MDE December 2025 CPI Inflation Estimates and Minnesota Laws 2023

SCHOOL DISTRICT 197
West St. Paul • Mendota Heights • Eagan Area

Government Fund Structure

General Fund

Used to account for the general operations of the school district. This fund includes salaries and benefits for teachers, principals, custodians, administrative support staff, paraprofessionals, and administrators, costs of supplies, textbooks, contracted services, utilities, repairs, and equipment. This fund is also used for long-term facilities maintenance (LTFM) projects of less than $2,000,000 per site and for the capital projects (technology) levy.

Food Service Fund

Used for all expenditures related to operating the district's cafeterias, including food, salaries, benefits, supplies, and equipment. Food Service revenues come primarily from state and federal aid for meals served that qualify for reimbursement along with some revenue coming from the sale of meals to students and adults.

Community Services Fund

Used for expenditures related to community education programs such as Early Childhood Family Education, Adult Basic Education, youth enrichment classes, and Community Education Programs. Community Services revenue primarily comes from fees charged for the programs, state aid, and property tax revenue dedicated to community services.

Building Construction Fund

Used for expenditures of major building projects. Proceeds from the sale of bonds authorized in an election or against lease levy authority are tracked in this fund. This fund is also used for long-term facilities maintenance projects exceeding $2,000,000 per site.

Debt Service Fund

Used to accumulate and account for resources that fund principal and interest payments on bonds sold to finance construction. These are akin to a homeowner's payments on a mortgage.

Why is this information important?

Understanding the fund structure is important because, with very few exceptions, money cannot be transferred from one fund to another. For example, raising a la carte prices or School-Age Care tuition is not a solution to a shortfall in the General Fund. Similarly, the resources of the Debt Service Fund or the Building Construction Fund cannot be used to pay teacher salaries.

Fund Balance Categories

Restricted

Legal constraints of how funds are used

- Operating Capital
- Capital Projects Levy
- Long Term Facility Maintenance (LTFM)
- Staff Development
- Food Service Program

Non-spendable

Not in spendable form or legal requirement

- Prepaid items
- Inventories

Assigned

District has determined a specific purpose

Unassigned

Most flexible fund balance

- Basis for Statutory Operating Debt (SOD)
- The balance most widely referred to by individuals

Unrestricted

Combination of Assigned and Unassigned

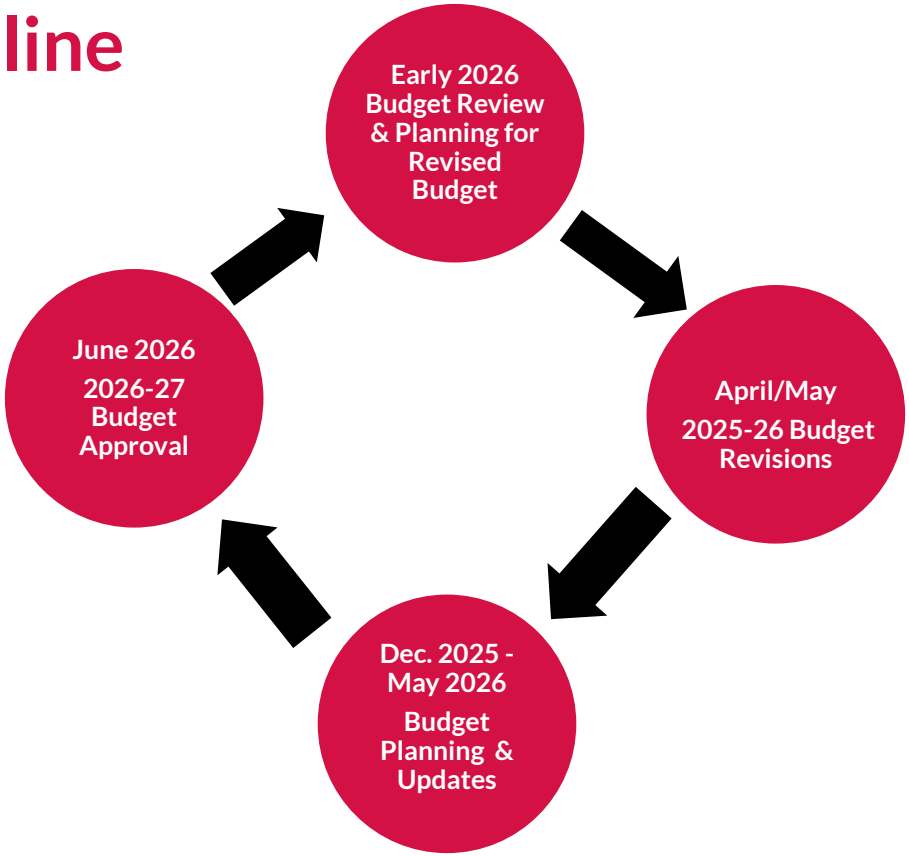
Fund Balances

General Fund Information:

Maintaining a prudent fund balance is vital for district stability and is a key factor for bond rating agencies when assessing credit ratings for debt issuances. The district's policy targets an unassigned fund balance of 8% of total operating expenditures. This balance acts as the district's "savings account." Unforeseen events that may require using the unassigned fund balance include:

- Enrollment fluctuations
- Unanticipated price increases for essential purchases (e.g., fuel, utilities, transportation)
- State or federal aid reductions
- Property tax delinquencies and abatements
- National or worldwide events
- Unforeseen public health emergencies or severe weather/natural disasters

Budget Timeline



General Fund Budget Assumptions

(Fund 01)

School District 197

FY2026-27 Revenue Projection information

Enrollment:

- Used 5,099 ADM's (5,680 APU's) for FY2025-26 Revised Budget (K-12)
- Used 5,086 ADM's (5,661 APU's) for FY2026-27 Original Budget (K-12)
- Enrollment Note: Increases or decreases in enrollment affect costs of staffing/materials depending on the grades and locations of the enrollment changes.

State Aid: Formula Allowance :

- 2.74% in FY2025-26
  - $7,281 PPU to $7,481 PPU for FY2025-26 ($200 increase)
  - Roughly 39% of the estimated revenue budget (total state aid is approx. 70.9%)
- 2.69% in FY2026-27
  - $7,683 PPU which is an increase of $202
  - Roughly 40% of the estimated revenue budget (Total state aid is approx. 71.3%)

Levy/Local Property Taxes:

- FY2025-26 :
  - Estimated to be roughly 24.3% of the revenue budget
- FY2026-27:
  - Estimated to be about 23.9% of the revenue budget

Revenue and Fund Balance Projection information

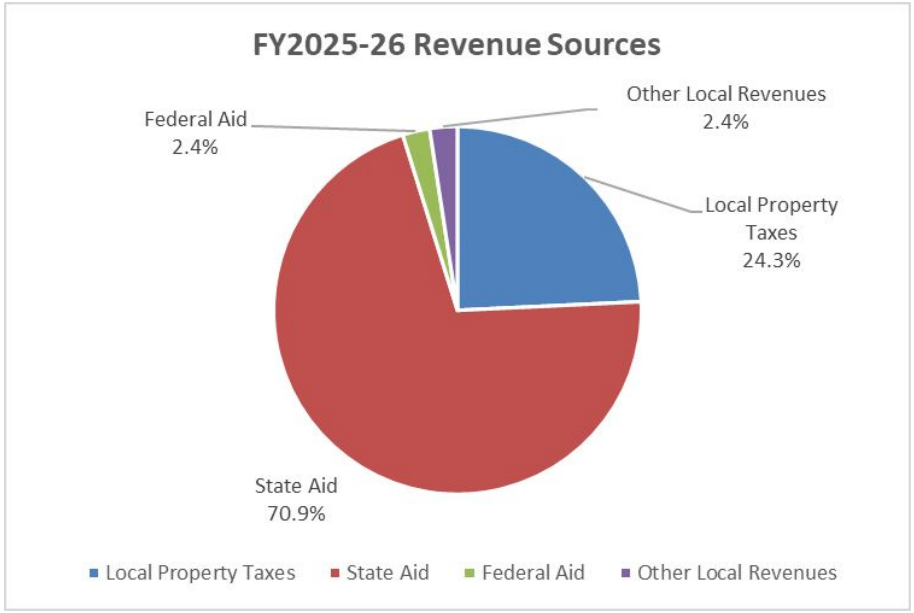
Special Education Revenue

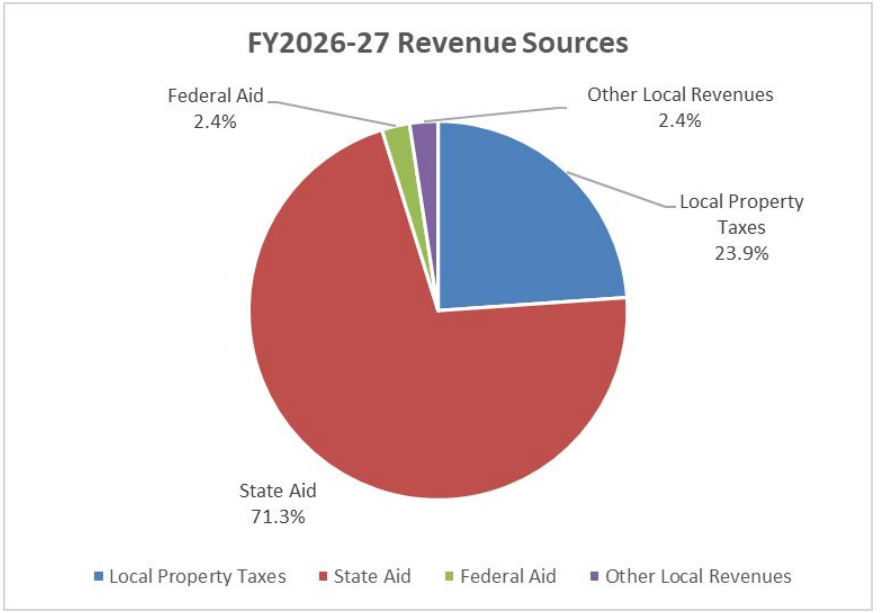
- Cross-subsidy at roughly 75% reimbursement, which means the general fund pays for $250 of every $1000 spent.
- We expect more revenue, but it is a result of more costs.
- We have seen an increase in Special Education state aid by utilizing Federal revenue for tuition bills

Fund Balances

- The projections presented assume full utilization of restricted funds.
- Should we not be able to fully utilize our restricted funds, some of the projected unassigned fund balance would move/remain in the restricted fund balances.

General Fund FY2025-26 Revised & FY2026-27 Revenue Sources *(projected)*





FY2026-27 Expenditure Projection Information

Salaries & Benefits:

- Salaries: Per settled contracts for FY27 and estimated parameters for unsettled contracts.

Special Education:

- We are continuing to see increases in expenditures in this area, which is consistent from what other districts around the state are experiencing.
- Legislation has reduced the percentage of special education costs we pay out of the general fund. However, given much higher costs, the actual dollar amount of the cross subsidy continues to rise.
- Federal dollars to pay tuition bills to help offset some of the increases.

Cost Containment:

- $2.5 million in reductions. Classroom and direct student instruction remain our top priority. Budget adjustments were strategically directed away from core instructional areas. These are strategic ongoing reductions designed to ensure financial sustainability.

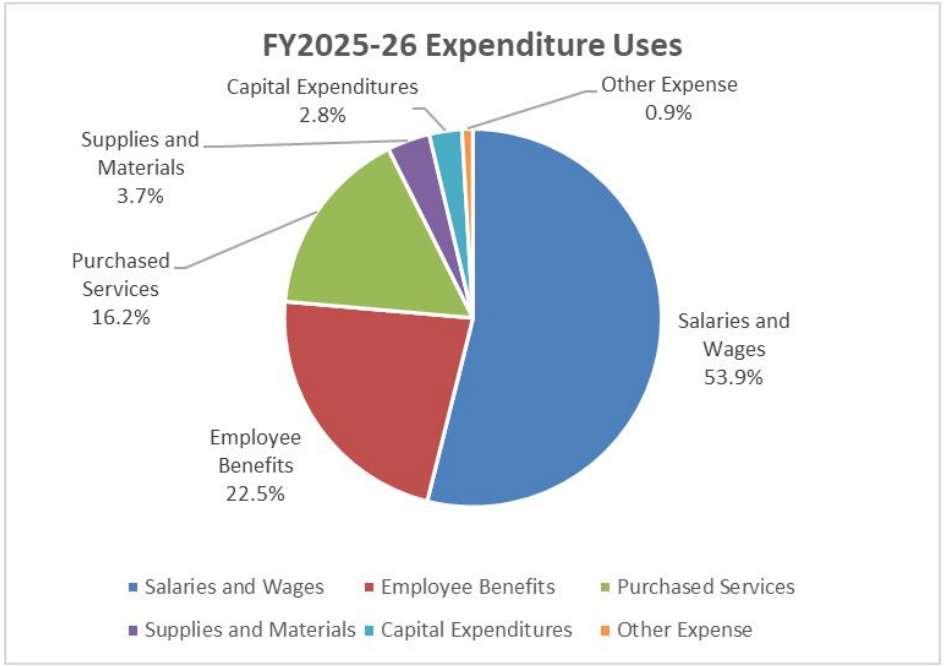
Class Size Protection:

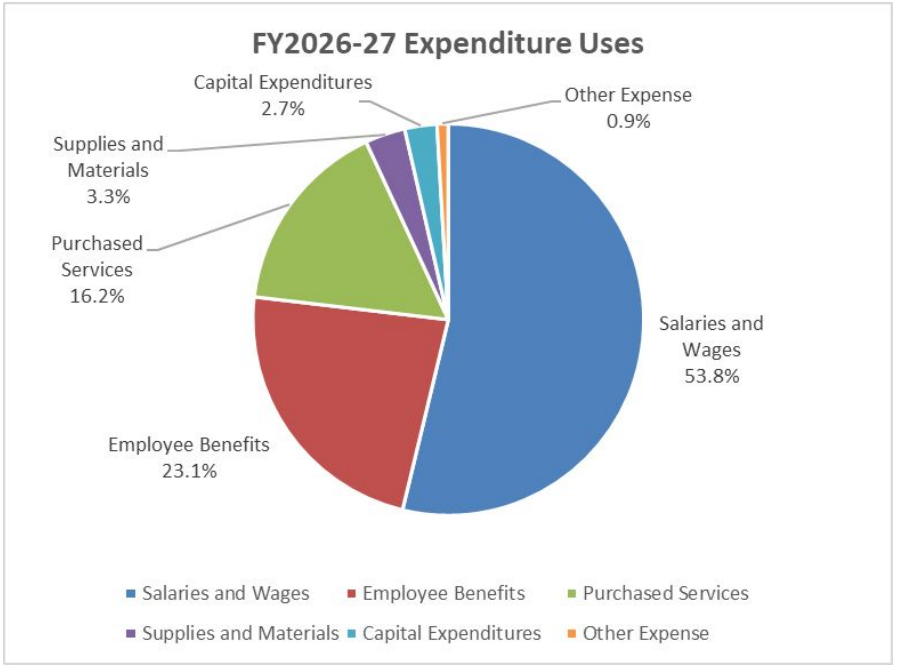
- Class size parameters remain unchanged. This was a clear priority for the district and in the feedback we received.

Other Considerations:

- Paid Family Leave: Began in January 2026 so only half of the impact will be felt in FY26 but full effect in FY27. We may need to increase substitute costs in a revised budget after we analyze year end costs for this year and increases in leaves for next year.

General Fund 2025-26 Revised & FY2026-27 Expenditures Uses *(projected)*





Recommended Budgets

FY27 Original Budgets

FY27 General Fund Original Budget (Fund 01)

	2025-26 Revised Budget	Change $	Change %	2026-27 Original Budget	% of Overall 2026-27 Original Budget
Revenues					
Local Property Taxes	$ 26,888,699	$ (257,670)	-1.0%	$ 26,631,029	23.9%
State Aid	78,640,531	784,285	1.0%	79,424,816	71.3%
Federal Aid	2,649,671	4,629	0.2%	2,654,300	2.4%
Other Local Revenues	2,693,215	2,785	0.1%	2,696,000	2.4%
Total Revenues	$ 110,872,116	$ 534,029	0.5%	$ 111,406,145	100.0%
Expenditures					
Salaries and Wages	$ 58,894,527	$ 665,176	1.1%	$ 59,559,703	53.8%
Employee Benefits	24,557,499	1,016,684	4.1%	25,574,183	23.1%
Purchased Services	17,718,549	257,996	1.5%	17,976,545	16.2%
Supplies and Materials	3,995,637	(318,267)	-8.0%	3,677,370	3.3%
Capital Expenditures	3,054,858	(101,000)	-3.3%	2,953,858	2.7%
Other Expense	1,024,065	1,076	0.1%	1,025,141	0.9%
Total Expenditures	$ 109,245,135	$ 1,521,665	1.4%	$ 110,766,800	100.0%
Budget Surplus (Deficit)	$ 1,626,981			$ 639,345	
Fund Balance					
Beginning of Year	$ 5,425,738			$ 7,052,719	
Restricted	3,091,673			2,744,246	
Unassigned	3,961,046	3.9% of operating exp.		4,947,818	4.8% of operating exp.
Ending of Year	$ 7,052,719			$ 7,692,064	

General Fund Long-Term Projections (Fund 01)

West St. Paul Public School District

Five Year General Fund Budget Projection Summary

Definitions	Actual 2023-2024	Budget 2024-2025	Projected 2025-2026	% Chg	Projected 2026-2027	% Chg	Projected 2027-2028	% Chg	Projected 2028-2029	% Chg	Projected 2029-2030	% Chg
Revenue	$90,869,305	$104,414,078	$110,872,116	6.2%	$111,406,145	0.5%	$112,361,873	0.9%	$113,782,053	1.3%	$114,949,626	1.0%
Expenditures	$93,289,581	$104,883,120	$109,245,134	4.2%	$110,766,799	1.4%	$114,183,961	3.1%	$117,625,080	3.0%	$121,207,776	3.0%
Revenue Over (Under) Expenditures	($2,420,276)	($469,043)	$1,626,983		$639,346		($1,822,088)		($3,843,028)		($6,258,150)	
Fund Balance	$5,894,782	$5,425,739	$7,052,722		$7,692,068		$5,869,980		$2,026,952		($4,231,198)	
Assigned Fund Balance	$3,556,043	$3,199,008	$3,091,676		$2,744,250		$2,305,864		$1,830,335		$1,299,361	
Unassigned Fund Balance	$2,338,739	$2,226,731	$3,961,046		$4,947,818		$3,564,116		$196,618		($5,530,559)	
Percent Unassigned	2.7%	2.3%	3.9%		4.8%		3.3%		0.2%		**-4.9%**	

FY27 Food Service Fund Original Budget (Fund 02)

	2025-26 Revised Budget	Change $	Change %	2026-27 Original Budget	% of Overall 2026-27 Original Budget
Revenues					
Lunch Sales	$ 156,300	$ 50,900	32.6%	$ 207,200	4.1%
State Aid	2,246,000	(3,000)	-0.1%	2,243,000	44.4%
Federal Aid	2,595,000	(32,000)	-1.2%	2,563,000	50.8%
Other Local Revenues	18,000	15,000	83.3%	33,000	0.7%
Total Revenues	$ 5,015,300	$ 30,900	0.6%	$ 5,046,200	100.0%
Expenditures					
Salaries and Wages	$ 1,429,135	$ 102,099	7.1%	$ 1,531,234	29.5%
Employee Benefits	614,352	50,810	8.3%	665,162	12.8%
Purchased Services	389,150	(96,850)	-24.9%	292,300	5.6%
Supplies and Materials	2,413,950	(25,975)	-1.1%	2,387,975	46.0%
Capital Expenditures	85,000	228,000	268.2%	313,000	6.0%
Other Expense	1,600	600	37.5%	2,200	0.0%
Total Expenditures	$ 4,933,187	$ 258,684	5.2%	$ 5,191,871	100.0%
Budget Surplus (Deficit)	$ 82,113			$ (145,671)	
Fund Balance					
Beginning of Year	$ 848,918			$ 931,031	
End of Year	$ 931,031			$ 785,360	

FY27 Community Education Fund Original Budget (Fund 04)

	2025-26 Revised Budget	Change $	Change %	2026-27 Original Budget	% of Overall 2026-27 Original Budget
Revenues					
Local Property Taxes	$ 1,170,828	$ (6,249)	-0.5%	$ 1,164,579	19.1%
State Aid	1,665,142	113,818	6.8%	1,778,960	29.2%
Fee Revenue	2,852,363	75,242	2.6%	2,927,605	48.0%
Other Local Revenues	84,250	137,600	163.3%	221,850	3.6%
Total Revenues	$ 5,772,583	$ 320,411	5.6%	$ 6,092,994	100.0%
Expenditures					
Salaries and Wages	$ 3,349,380	$ 53,167	1.6%	$ 3,402,547	54.6%
Employee Benefits	1,165,833	26,118	2.2%	1,191,951	19.1%
Purchased Services	921,298	330,519	35.9%	1,251,817	20.1%
Supplies and Materials	378,300	(7,584)	-2.0%	370,716	6.0%
Capital Expenditures	17,365	(8,365)	-48.2%	9,000	0.1%
Other Expense	3,410	89	2.6%	3,499	0.1%
Total Expenditures	$ 5,835,586	$ 393,944	6.8%	$ 6,229,530	100.0%
Budget Surplus (Deficit)	$ (63,003)			$ (136,536)	
Fund Balance					
Beginning of Year	$ 981,559			$ 918,556	
End of Year	$ 918,556			$ 782,020	

FY27 Debt Service Fund Original Budget (Fund 07)

	2025-26 Revised Budget	Change $	Change %	2026-27 Original Budget	% of Overall 2026-27 Original Budget
Revenues					
Local Property Taxes	$ 11,850,687	$ (149,899)	-1.3%	$ 11,700,788	99.9%
Other Revenues	10,000	-	0.0%	10,000	0.1%
Total Revenues	$ 11,860,687	$ (149,899)	-1.3%	$ 11,710,788	100.0%
Expenditures					
Bond Principal	$ 5,950,000	$ 830,000	13.9%	$ 6,780,000	57.7%
Bond Interest	5,543,807	(576,534)	-10.4%	4,967,273	42.3%
Other Expense	6,000	-	0.0%	6,000	0.1%
Total Expenditures	$ 11,499,807	$ 253,466	2.2%	$ 11,753,273	100.0%
Budget Surplus (Deficit)	$ 360,880			$ (42,485)	
Fund Balance					
Beginning of Year	$ 2,284,646			$ 2,645,526	
End of Year	$ 2,645,526			$ 2,603,041	

Factors that could decrease projection accuracy

- Changes in student enrollment
- Changes in student needs/programming
- Changes in reimbursement calculations
- Legislative changes
- Uncertainty at the federal level for future funding
- Unfunded Mandates - Waiting to see the actual impacts of the Summer Unemployment & Paid Family Leave
- Current and future staff negotiations



Questions?

SCHOOL DISTRICT 197
West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Tye Michaels, Director of Human Resources

DATE: June 15, 2026

SUBJECT: Approval of 2025-2027 Paraprofessional Contract Tentative Agreement

BACKGROUND

The administration recommends approval of a tentative agreement with the School District 197 Service Employees International Union, Local No. 284, Paraprofessional, representing approximately 150 employees, for the 2025-2027 contract years. The union has ratified this tentative agreement.

This agreement includes an increase in salary for both years of the contract as well as other items outlined below:

- Salary Schedule
  - 1.75% - Year 1
  - 1.25% - Year 2
- Insurance:
  - Effective July 1, 2026, key changes for all covered employees include
    - Copays
      - $40.00 (office visit)
      - $100 (emergency room)
    - Single Coverage
      - $1000 deductible
      - $2500 maximum out-of-pocket
    - Single +1/Family
      - $2000 deductible
      - $7000 maximum out-of-pocket
    - Actuarial value: 82.5%
    - There were also increases in prescription rates
  - District contribution remains at 95% Single and 80% Single-plus-One and Family
- Holiday
  - New Year's Day
- Longevity
  - Increase of $.40 per tier

Other minor language changes were made.

RECOMMENDED RESOLUTION

BE IT RESOLVED that the School Board of Independent School District 197 approve the presented tentative agreement between School District 197 and the School District 197 Service Employees International Union, Local No. 284, Paraprofessional, for the 2025-2027 contract years.

SCHOOL DISTRICT 197
West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Tye Michaels, Director of Human Resources

DATE: June 15, 2026

SUBJECT: Approval of Tentative Agreement between School District 197 and Transportation

BACKGROUND

The administration recommends approval of a tentative agreement with the School District 197 Service Employees International Union, Local No. 284, Transportation, which consists of approximately 50 employees, for the 2025-2027 contract years. The union has ratified this tentative agreement.

This agreement includes an increase in salary for both years of the contract as well as other items outlined below:

- Salary Schedule
  - 1.25% - Year 1
  - 1.75% - Year 2
- Insurance:
  - Effective July 1, 2026, key changes for all covered employees include
    - Copays
      - $40.00 (office visit)
      - $100 (emergency room)
    - Single Coverage
      - $1000 deductible
      - $2500 maximum out-of-pocket
    - Single +1/Family
      - $2000 deductible
      - $7000 maximum out-of-pocket
    - Actuarial value: 82.5%
    - There were also increases in prescription rates
  - District contribution remains at 95% Single and 80% Single-plus-One and Family
- Personal Leave
  - An additional personal leave day is given for a total of 3 personal days per school year
- TSA
  - Increase of $250

Other minor language changes were made.

RECOMMENDED RESOLUTION

BE IT RESOLVED that the School Board of Independent School District 197 approve the presented tentative agreement between School District 197 and the School District 197 Service Employees International Union, Local No. 284, Transportation, for the 2025-2027 contract years.

SCHOOL DISTRICT 197
West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Tye Michaels, Director of Human Resources

DATE: June 15, 2026

SUBJECT: Approval of 2025-2027 Mechanics Contract Tentative Agreement

BACKGROUND

The administration recommends approval of a tentative agreement with the School District 197 and the IAM Union District 77, AFL-CIO, Mechanics, which consists of approximately 3 employees, for the 2025-2027 contract years. The union has ratified this tentative agreement.

This agreement includes an increase in salary for both years of the contract as well as other items outlined below

- Salary Schedule
  - 2% - Year 1
  - 1.75% - Year 2
- Insurance:
  - Effective July 1, 2026, key changes for all covered employees include
    - Copays
      - $40.00 (office visit)
      - $100 (emergency room)
    - Single Coverage
      - $1000 deductible
      - $2500 maximum out-of-pocket
    - Single +1/Family
      - $2000 deductible
      - $7000 maximum out-of-pocket
    - Actuarial value: 82.5%
    - There were also increases in prescription rates
  - District contribution remains at 95% Single and 80% Single-plus-One and Family

Other minor language changes were made.

RECOMMENDED RESOLUTION

BE IT RESOLVED that the School Board of Independent School District 197 approve the presented tentative agreement between School District 197 and the IAM Union District 77, AFL-CIO, Mechanics for the 2025-2027 contract years.

SCHOOL DISTRICT 197
West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Tye Michaels, Director of Human Resources

DATE: June 15, 2026

SUBJECT: Approval of Tentative Agreement between School District 197 and Building and Grounds

BACKGROUND

The administration recommends approval of a tentative agreement with the School District 197 and the International Union of Operating Engineers, Local 70, Building and Grounds, which consists of approximately 51 employees, for the 2025-2027 contract years. The union has ratified this tentative agreement.

This agreement includes an increase in salary for both years of the contract as well as other items outlined below

- Salary Schedule
  - 1.5% - Year 1
  - 1.5% - Year 2
- Insurance:
  - Effective July 1, 2026, key changes for all covered employees include
    - Copays
      - $40.00 (office visit)
      - $100 (emergency room)
    - Single Coverage
      - $1000 deductible
      - $2500 maximum out-of-pocket
    - Single +1/Family
      - $2000 deductible
      - $7000 maximum out-of-pocket
    - Actuarial value: 82.5%
    - There were also increases in prescription rates
  - District contribution remains at 95% Single and 80% Single-plus-One and Family
- TSA
  - Increase $200.00
- Longevity
  - Increase of $.05 to each tier

Other minor language changes were made.

RECOMMENDED RESOLUTION

BE IT RESOLVED that the School Board of Independent School District 197 approve the presented tentative agreement between School District 197 and the International Union of Operating Engineers, Local 70, Building and Grounds, for the 2025-2027 contract years.

SCHOOL DISTRICT 197
West St. Paul • Mendota Heights • Eagan Area

TO: School Board Members

FROM: Tye Michaels, Cabinet of Human Resources

DATE: June 15, 2026

SUBJECT: Approval of 2025-2027 Agreement between School District 197 and Cabinet Employee Group

BACKGROUND

The administration recommends approval of an agreement with the School District 197 Cabinet employee unit, which consists of approximately 10 employees, for the 2025-2027 fiscal years.

This agreement includes an increase in salary for both years of the contract as well as other items outlined below:

- Salary Schedule
  - 1.5% - Year 1
  - 1.75% - Year 2
- Insurance:
  - Effective July 1, 2026, key changes for all covered employees include
    - Copays
      - $40.00 (office visit)
      - $100 (emergency room)
    - Single Coverage
      - $1000 deductible
      - $2500 maximum out-of-pocket
    - Single +1/Family
      - $2000 deductible
      - $7000 maximum out-of-pocket
    - Actuarial value: 82.5%
    - There were also increases in prescription rates
  - District contribution remains at 95% Single and 80% Single-plus-One and Family
- Retention Stipend
  - One day per year of service, capped at 7 days' pay at the daily rate
- Health Savings (HCSP)
  - Increase of $250

Other minor language changes were made.

RECOMMENDED RESOLUTION

BE IT RESOLVED that the School Board of Independent School District 197 approve the tentative agreement between School District 197 and the School District Cabinet employee group for the 2025-2027 contract years as presented.