Regular Meeting
Monday, November 9, 2026 6:00 PM

Council Chambers
City of Mendota Heights
1101 Victoria Curve
Mendota Heights, MN 55118

Agenda

1. Listening Session - 5:00 p.m.
   Presenter: Sarah Larsen, Facilitator; Randi Walz, Recorder
2. Call Meeting to Order and Recite Pledge of Allegiance - 6:00 p.m.
   Presenter: Sarah Larsen, School Board Chair
3. Approval of the Agenda
   Presenter: Sarah Larsen, School Board Chair
4. Approval of the Consent Agenda
   Presenter: Sarah Larsen, School Board Chair
   4.A. Approval of Minutes of the October 26, 2026 School Board Meeting
   4.B. Approval of Personnel Recommendations
   4.C. Administrative Review of Policy 516.5: Overdose Management
   4.D. Administrative Review of Policy 702: Accounting
   4.E. Administrative Review of Policy 703: Annual Audit
   4.F. Second Reading of Policy 806: Crisis Management
   4.G. Approval of Gifts to the District
   4.H. Approval of September 2026 Accounts Payable Report
   4.I. Approval of September 2026 Treasurer's Report
   4.J. Approval of October 2026 Wire Transfers Report
5. Listening Session Report - 6:05 p.m.
   Presenter: Randi Walz, School Board Director
6. Approval of Resolutions Canvassing Returns of Votes of School District Elections - 6:10 p.m.
   Presenter: Peter Olson-Skog, Superintendent
7. Student Representatives' Report - 6:15 p.m.
   Presenter: Aubrey McMahon and Clara Rebhan
8. Recognitions - 6:25 p.m.
   Presenter: Peter Olson-Skog, Superintendent
9. Superintendent's Report - 6:55 p.m.
   Presenter: Peter Olson-Skog, Superintendent
10. Site Report: Friendly Hills Middle School - 7:05 p.m.
    Presenter: Chris Hiti, Principal; Kira Fischler, Associate Administrator
11. Site Report: Somerset Elementary - 7:25 p.m.
    Presenter: Amy Kujawski, Principal
12. Approval of 2026-2027 Strategic Implementation Plan - 7:50 p.m.
    Presenter: Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment
13. Approval of Revised 2027-2028 and 2028-2029 Draft Academic Calendars - 8:00 p.m.
    Presenter: Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment
14. Adjournment - 8:15 p.m.

Presenter: Sarah Larsen, School Board Chair

School District 197
West St. Paul-Mendota Heights-Eagan Area Schools
Regular Meeting and Work Session
Monday, October 26, 2026
ISD 197 District Office, Mendota Heights, MN

A meeting of the School Board of Independent School District 197 was held on Monday, October 26, 2026 beginning at 5:00 p.m. pursuant to due notice.

The meeting was called to order by current School Board Chair Larsen at 5:00 p.m. The following School Board members were present: Marcus Hill, Sarah Larsen, Morgan Steele, Jon Vaupel, Randi Walz. School Board members absent: Tim Aune, Byron Schwab. School Board student representatives Aubrey McMahon and Clara Rebhan were present. 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; Sara Blair, Director of Communications; Tye Michaels, Director of Human Resources; Brian Schultz, Director of Finance; Lisa Grathen, Director of Community Education; Mark Fortman, Director of Operations.

Agenda

It was moved by Mr. Vaupel and seconded by Mr. Hill to approve the agenda as presented.

Aye: Marcus Hill, Sarah Larsen, Morgan Steele, Jon Vaupel, Randi Walz
Nay: none

The motion carried (5-0).

Consent Agenda

It was moved by Ms. Steele and seconded by Ms. Walz to approve the consent agenda items as presented:

- Approval of the October 12, 2026 School Board Meeting Minutes
- Approval of Personnel Recommendations
- Administrative Review of Policy 403: Discipline, Suspension, and Dismissal of School District Employees
- Approval of Heritage Middle School Field Trip
- Approval of 2026-2027 READ Act Memorandum of Agreement between ISD 197 and the West St. Paul Federation of Teachers
- Approval of Joint Powers Agreement between Dakota County and School District 197 for Public Health-Related CAPS Program

Aye: Marcus Hill, Sarah Larsen, Morgan Steele, Jon Vaupel, Randi Walz
Nay: none

The motion carried (5-0).

Comments to the School Board
There were no comments to the board.

First Reading of Policy 806: Crisis Management
Director of Operations Mark Fortman and Director of Special Services Sara Lein presented the first reading of Policy 806, Crisis Management, as part of the district's annual policy review process. The proposed revisions

incorporate a Cardiac Emergency Response Plan, as required by Minnesota statute beginning in the 2026-2027 school year, and include updates to the accompanying procedures and addendum formatting. The policy was reviewed using the district's Four-Way Equity Test to ensure crisis management procedures provide equitable protection and support for all students and staff.

Presentation of 2026-2027 Enrollment Update

Assistant Superintendent Peter Mau presented an enrollment update highlighting preliminary October 1 student counts, enrollment trends, and staffing adjustments for the 2026-2027 school year. Districtwide K-12 enrollment totaled 5,078 students, representing 27 fewer students than projected and a decrease of 66 students compared to October 1, 2025, with elementary enrollment exceeding projections while middle and high school enrollment fell below expectations. Enrollment-based staffing adjustments included reducing one kindergarten section, adding instructional paraprofessional support at Moreland Elementary, and using Title I funding for additional staffing at Garlough Environmental Magnet School and Pilot Knob STEM Magnet School. Historical enrollment data also highlighted changes in student demographics, increasing participation in special education services, and continued positive net open enrollment into the district.

Presentation of 2026-2027 Annual Plan

Assistant Superintendent Peter Mau, Director of Special Services Sara Lein, and Director of Curriculum, Instruction, and Assessment Cari Jo Drewitz presented the district's 2026-2027 Strategic Framework Implementation Targets. The annual plan outlines priorities within the district's three strategic focus areas: social-emotional learning and support, equitable systems and supports, and career exploration and preparation. Key initiatives include strengthening student mental health and behavioral supports, expanding culturally responsive instructional practices, increasing student voice and family engagement, implementing curriculum improvements, and expanding career pathways and work-based learning opportunities. Administration also outlined the schedule for providing progress updates to the Board throughout the school year.

Presentation of Revised 2027-2028 Academic Calendar and 2028-2029 Academic Calendar Draft

Director of Curriculum, Instruction, and Assessment Cari Jo Drewitz presented the revised 2027-2028 and draft 2028-2029 academic calendars, developed in collaboration with the district's Meet and Confer Committee. The proposed 2027-2028 revision moves the October professional development day from October 1 to October 11, while the 2028-2029 draft places professional collaboration and development days consecutively on April 23 and 24. Both calendars maintain 169-170 student instructional days and 185 teacher days, with consideration given to instructional needs, staff collaboration, operational requirements, and religious and cultural observances.

Adjournment

It was moved by Mr. Hill and seconded by Ms. Walz to adjourn the meeting at 6:13 p.m.

Aye: Marcus Hill, Sarah Larsen, Morgan Steele, Jon Vaupel, Randi Walz
Nay: none

The motion carried (5-0).

The next regularly scheduled School Board meeting of Independent School District 197 will be Monday, November 9, 2026 at 6:00 p.m. It will be held at the City of Mendota Heights Council Chambers, 1101 Victoria Curve, Mendota Heights, MN. *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	Jon Vaupel
School Board Chair	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: November 9, 2026

SUBJECT: Personnel Recommendations

The following personnel items are recommended for approval at the School Board Meeting on November 9, 2026.

Non-Licensed Employment

- Alossaimi, Alla - 7 hours a day Instructional Paraprofessional at an hourly rate of $26.03 at Pilot Knob Elementary School effective November 4, 2026.
- Blumberg, Patricia - 2.5 hours a day Supervisory Paraprofessional at an hourly rate of $21.83 at Mendota Elementary School effective October 30, 2026.
- Clevenger, Ronald - 8 hours a day Building and Grounds worker at an hourly rate of $20.94 at Mendota Elementary School effective October 29, 2026.
- Harrison, Emily - 2.5 hours a day Supervisory Paraprofessional at an hourly rate of $21.83 at Mendota Elementary School effective October 30, 2026.
- Molina, Israel - 8 hours a day Districtwide Bus Driver at an hourly rate of $25.94 effective October 30, 2026.
- Uruh, Glen - 8 hours a day Districtwide Bus Driver at an hourly rate of $25.94 effective October 30, 2026.

Non-Licensed Employment Resignation, Retirement, Terminations

- Montero Feliz, Olga Lidia - Buildings and Grounds worker at Heritage Middle School, resignation effective October 30, 2026.
- Serrano Lopez, Andres - Buildings and Grounds worker at Heritage Middle School, resignation effective October 30, 2026.

TO: School Board Members

FROM: Sara Lein, Director of Special Services

DATE: November 9, 2026

SUBJECT: Administrative Review of Policy 516.5, Overdose Medication

BACKGROUND

The 2023 Minnesota legislature enacted legislation requiring school districts to maintain a supply of opiate antagonists at each school site. The Minnesota School Board Association (MSBA) has created a model policy in response to this new legislation. The provisions of this policy outline the requirements of the law with respect to the use of Naloxone (Narcan) in schools. This policy was last reviewed in November 2023 and the only change since that time is to update the contact for the district's Naloxone coordinator.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration recommends minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language, such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review," the policy is placed on the consent agenda for a single reading with a recommendation to approve it as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda and discuss it as part of the main agenda.

This policy was also reviewed using the district's Four-Way Equity Test. As a means of enhancing the health and safety of all students, staff and visitors, the school district will acquire, store, and administer doses of an opiate antagonist, specifically Naloxone (Narcan), and administration devices or kits for emergency use to assist a student, staff member, or other individual believed to be experiencing an opioid overdose while at school district activities.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of School District 197 approve Policy 516.5, Overdose Medication, as presented.

Students Contact: Director of Special Programs

516.5 OVERDOSE MEDICATION

The 2023 Minnesota legislature enacted legislation requiring school districts to maintain a supply of opiate antagonists. School districts and their employees are legally permitted to purchase, store, and administer Naloxone (Narcan) in response to an opiate overdose in schools, and those who do assist with such administration are immune from civil liability as well as exempt from criminal prosecution from possession, use, etc. of a medication. The provisions of this policy outline the requirements of the law with respect to the use of Naloxone (Narcan) in schools.

I. PURPOSE

As a means of enhancing the health and safety of its students, staff, and visitors, the school district will acquire, administer, and store doses of an opiate antagonist, specifically Naloxone (Narcan), and administration devices or kits for emergency use to assist a student, staff member, or other individual believed or suspected to be experiencing an opioid overdose on school district property during the school day or at school district activities.

II. GENERAL STATEMENT OF POLICY

The school board authorizes school administration to obtain and possess opioid overdose reversal medication, such as Naloxone, to be maintained and administered to a student or other individual by trained school staff if the staff member determines in good faith that the person to whom the medication is administered is experiencing an opioid overdose. Authorization for obtaining, possessing and administering Naloxone or similar permissible medications under this policy are contingent upon:

1) the continued validity of state and federal law that permit a person who is not a healthcare professional to dispense an opiate antagonist to the school

district and its employees by law;

2) that the school district and its staff are immune from criminal prosecution and not otherwise liable for civil damages for administering the opiate antagonist to another person who the staff member believes in good faith to be suffering from a drug overdose; and

3) the availability of funding either from outside sources or as approved by the school board to obtain and administer opioid overdose reversal medication.

III. DEFINITIONS

A. "Drug-related overdose" means an acute condition, including mania, hysteria, extreme physical illness, respiratory depression or coma, resulting from the consumption or use of a controlled substance, or another substance with which a controlled substance was combined, and that a layperson would reasonably believe to be a drug overdose that requires immediate medical assistance.

B. "Naloxone Coordinator" is a school district staff person or administrator appointed to monitor adherence to protocols outlined in this policy and referenced procedures. The Naloxone Coordinator is responsible for building-level administration and management of Opiate Antagonist medications and supplies. The school district's Naloxone Coordinator will be the ~~Chemical Health Coordinator~~ **Director of Special Services**.

C. "Opiate" means any dangerous substance having an addiction forming or addiction sustaining liability similar to morphine or being capable of conversion into a drug having such addiction forming or addiction sustaining liability.

D. "Opiate Antagonist" means naloxone hydrochloride ("Naloxone") or any similarly acting drug approved by the federal Food and Drug Administration for the treatment of a drug overdose.

E. "Standing Order" means directions from the school district's medical provider that sets forth how to house and administer Naloxone or other Opiate Antagonist medications to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose. This Standing Order should include the following information:

1. Administration type

2. Dosage

3. Date of issuance

4. Signature of the authorized provider

IV. GENERAL STATEMENT OF POLICY AND RESPONSIBILITIES

A. The school district must maintain a supply of opiate antagonists at each school site to be administered in compliance with Minnesota law. Each school building must have two doses of nasal naloxone available on-site.

B. A licensed physician, a licensed advanced practice registered nurse authorized to prescribe drugs pursuant to Minnesota Statutes, section 148.235, or a licensed physician assistant may authorize a nurse or other personnel employed by, or under contract with, a public school may be authorized to administer opiate antagonists as defined under Minnesota Statutes, section 604A.04, subdivision 1.

C. A licensed practical nurse is authorized to possess and administer an opiate antagonist in a school setting notwithstanding Minnesota Statutes, 148.235, subdivisions 8 and 9.

D. School District Collaborative Planning and Implementation Team

To the extent Naloxone is obtained for use consistent with this policy, the school district will establish a school district-wide collaborative planning and implementation team ("School District Planning Team") who will oversee the general development and operations related to the use of opiate antagonist Naloxone and regularly report to the school board as to its activities.

1. The School District Planning Team will include the Naloxone Coordinator and may include the superintendent (or designee), school nurse, public health experts, first responders, student or family representatives, and community partners who will be assigned to the Team by the superintendent or designee or solicited as volunteers by the superintendent.

2. The School District Planning Team, through the Naloxone Coordinator, will obtain a protocol or Standing Order from a licensed medical prescriber for the use of Naloxone or other Opiate Antagonist by school district staff in all school facilities and activities and will update or renew the protocol or Standing Order annually or as otherwise required. A copy of the protocol or Standing Order will be maintained in the office of the Naloxone Coordinator.

3. The School District Planning Team will develop school district-wide guidelines and procedures and determine the form(s) of Naloxone to be used within the school district (nasal, auto injector, manual injector) and the method and manner of arranging for the financing and purchasing, storage and use of Naloxone to be approved by the school board. Once approved by the school district board, these guidelines and procedures will be attached and incorporated into this policy. At a minimum, these guidelines and procedures will:

   a. Ensure that when Naloxone is administered, school district employees must activate the community emergency response system (911) to ensure additional medical support due to the limited temporary effect of Naloxone and the continued need of recipients of additional medical care;

   b. Require school district employees to contact a school district healthcare professional to obtain medical assistance for the recipient of the Naloxone, if possible, pending arrival of emergency personnel;

   c. Direct school district employees to make immediate attempts to determine if the recipient is a minor and, if so, locate the identity of the parent or guardian of the minor and ensure contact with that parent or guardian is made as soon as possible after administration of the Naloxone for the purpose of informing the parent or guardian of the actions that have been taken; and

   d. Require school district staff to inform the building administrator or other administrator overseeing an event or activity of the administration of Naloxone, as well as the Naloxone Coordinator, after taking necessary immediate emergency steps.

4. The School District Planning Team will determine the type and method of annual training, identify staff members at each school site to be trained and coordinate the implementation of the training with the assistance of the Naloxone Coordinator.

E. Site Planning Teams

1. In consultation with the School District Planning Team, the administrator at each school site may establish, in the manner the superintendent or Naloxone Coordinator deems appropriate, a Site Planning Team within the school site.

2. The Site Planning Team will be responsible for the coordination and implementation of this policy, school district-wide guidelines and procedures within the school site and will develop and implement any specific guidelines and procedure for the storage and use of Naloxone within the school site in a manner consistent with this policy and school district wide procedures and guidelines.

F. School District Staff

School district staff members will be responsible for attending all required training pertaining to the policy, procedures and guidelines for the storage and use of Naloxone and performing any assigned responsibilities pursuant to the guidelines and procedures.

V. NALOXONE STORAGE

A. The Site Planning Team will select numerous Naloxone storage locations within the school site and outside the school site when activities are conducted off school grounds (i.e., transportation services, field trips, etc.*)*.

B. The selected storage locations of Naloxone will be classified as non-public “security information" as the school board has determined that the disclosure of this data to the general public would be likely to substantially jeopardize the security of the medication that could be subject to theft, tampering, and improper use. Therefore, the identity of the storage locations will be shared only with those school district staff members whom the School District Planning Team or Site Team have determined need access to this information to aid public health and safety as determined in the procedures and guidelines.

C. Stock Naloxone will be clearly labeled, monitored for expiration dates, and stored in a secured location that is accessible by trained staff as set forth in paragraph V.B.

VI. PRIVACY PROTECTIONS

The school district will maintain the privacy of students and staff related to the administration of Naloxone as required by law.

Legal References:

Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat. § 121A.21 (School Health Services)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.224 (Opiate Antagonists)
Minn. Stat. § 144.344 (Emergency Treatment)
Minn. Stat. § 148.235 (Prescribing Drugs and Therapeutic Devices)
Minn. Stat. § 151.37 (Legend Drugs; Who May Prescribe, Possess)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.02 (Schedules of Controlled Substances)
Minn. Stat. § 604A.01 (Good Samaritan Law)
Minn. Stat. § 604A.015 (School Bus Driver Immunity from Liability)
Minn. Stat. § 604A.04 (Good Samaritan Overdose Prevention)
Minn. Stat. § 604A.05 (Good Samaritan Overdose Medical Assistance)
Minn. R. Pt. 6800.4220 (Schedule II Controlled Substances)
20 U.S.C. § 1232g (Family Educational and Privacy Rights)

Cross Reference:

MSBA/MASA Model Policy 516 (Student Medication)

Resources:

Minnesota Department of Health Toolkit on the Administration of Naloxone

ADOPTED: November 27, 2023
REVISED:
MONITORING METHOD: Administrative Review
MONITORING FREQUENCY: Once every three years

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

TO: School Board Members

FROM: Brian Schultz, Director of Finance

DATE: November 9, 2026

SUBJECT: Administrative Review of Policy 702, Accounting

BACKGROUND

An administrative review of Policy 702 on accounting has been performed, and the current policy adheres to the district's processes and procedures. The district's current policy was reviewed against MSBA's model policy and continues to match that language. The only changes to the policy have been updates to the formatting and titles of Minnesota State Statutes in the legal references section.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration recommends minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language, such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review," the policy is placed on the consent agenda for a single reading with a recommendation to approve it as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda and discuss it as part of the main agenda.

The policy was also reviewed using the district's Four-Way Equity Test. Equity is specified as a core value within the strategic framework, further emphasizing our commitment to providing all students with equitable access to educational resources and opportunities.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of School District 197 to approve Policy 702, Accounting, as presented.

702 ACCOUNTING

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards **(UFARS)** for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to ~~Minn. Stat. §~~ **Minnesota Statutes section** 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with ~~Minn. Stat. §~~ **Minnesota Statutes section** 123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in ~~Minn. Stat. §~~ **Minnesota Statutes section** 123B.10 in the manner specified therein.

Legal References: Minn. Stat. § 123B.02 (~~School District Powers~~ **General Powers of Independent School Districts**)
Minn. Stat. § 123B.09 (~~School Board Powers~~ **Boards of Independent School Districts**)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (~~Duties of School Board Clerk~~ **Officers of Independent School Districts**)
Minn. Stat. § 123B.75 (Revenue**; Reporting**)
Minn. Stat. § 123B.76 (Expenditures)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow~~,~~**; School District** Revenues**;** Borrowing **for Current Operating Costs; Capital Expenditure** Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: School District Policy 703 (Annual Audit)

POLICY ADOPTED: December 14, 2009
POLICY REVIEWED/REVISED: August 21, 2017; October 19, 2020; March 18, 2024
Monitoring Method: Administrative Review
Monitoring Frequency: Every three years

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

TO: School Board Members

FROM: Brian Schultz, Director of Finance

DATE: November 9, 2026

SUBJECT: Administrative Review of Policy 703, Annual Audit

BACKGROUND

An administrative review of Policy 703 has been performed, and the current policy adheres to the district's processes and procedures. The district's current policy was reviewed against MSBA's model policy and continues to match that language. Based on this review, only minor changes are recommended at this time.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration recommends minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language, such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review," the policy is placed on the consent agenda for a single reading with a recommendation to approve it as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda and discuss it as part of the main agenda.

The policy was also reviewed using the district's Four-Way Equity Test. Equity is specified as a core value within the strategic framework, further emphasizing our commitment to providing all students with equitable access to educational resources and opportunities.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of School District 197 to approve Policy 703, Annual Audit, as presented.

703 ANNUAL AUDIT

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

A. The school board shall appoint independent certified public accountants to audit, examine and report upon the books and records of the school district. The school board may enter into a contract with a person or firm to provide the agreed upon services.

B. After the close of each fiscal year, the books, records and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and members of the administration shall cooperate with the auditors.

C. The school district shall, prior to September 15 of each year, submit unaudited financial data for the preceding year to the Minnesota Commissioner of Education (the Commissioner) on forms prescribed by the Commissioner. The report shall

also include those items required by ~~Minn. Stat. §~~ **Minnesota Statutes section** 123B.14, ~~Subd.~~ **subdivision** 7.

D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.

E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act and the Minnesota Legal Compliance Audit Guide **for School Districts** issued by the Office of the State Auditor.

F. The school board must approve the audit report by resolution or require a further or amended report.

G. The administration shall report to the school board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.

H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in ~~Minn. Stat. Ch.~~ **Minnesota Statutes chapter** 6.

Legal References: Minn. Stat. Ch. 6 (State Auditor)
Minn. Stat. § 123B.02 (General Powers of Independent School District)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn.Stat. § 123B.77, Subds. 2 and 3 (Accounting, Budgeting, and Reporting Requirement)

Cross References: School District Policy 702 (Accounting)

POLICY ADOPTED: December 14, 2009
POLICY REVIEWED/REVISED: October 16, 2017; October 19, 2020; March 18, 2024

Monitoring Method:	Administrative Review
Monitoring Frequency:	Every three years

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

TO: School Board Members

FROM: Mark Fortman, Director of Operations
Sara Lein, Director of Special Services

DATE: November 9, 2026

SUBJECT: Second Reading of Policy 806, Crisis Management

BACKGROUND

A review of Policy 806, Crisis Management, has been performed, and the current policy adheres to the district's processes and procedures currently in place. This policy requires an annual review and was last approved in February of 2026. It was brought to the board for a first reading at their October 26, 2026 meeting.

Minnesota statute requires the inclusion of a Cardiac Emergency Response Plan (CERP) to all school districts beginning in the 2026-2027 school year. The district is presenting updates to the policy which outline key components of the plan and ensure full compliance. Additional updates to the policy include reformatting the addendum.

The policy was reviewed using the 4-way equity test. In our commitment to fostering a safe and supportive learning environment, equity stands as a cornerstone principle ensuring that every student and staff member within our school district has access to comprehensive crisis management procedures. Regardless of gender, gender identity, race and ethnicity, national origin, ability, socioeconomic background, or age, all deserve equal protection and support during times of crisis. Through these collaborative efforts and proactive measures of crisis management and preparedness, we strive for a culture of inclusivity, empowering every student to thrive academically, emotionally, and socially.

RECOMMENDED RESOLUTION

No resolution necessary, the policy will be presented for a final reading at a future meeting.

806 CRISIS MANAGEMENT POLICY

I. PURPOSE

The purpose of this Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district.

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

II. GENERAL INFORMATION

A. The Policy and Plans

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

The school district's administration and/or the administration of each building shall develop tailored building-specific crisis management plans. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. This Policy will be maintained and updated on an annual basis.

B. Elements of the District Crisis Management Policy

1. General Crisis Procedures

The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the building emergency response team (BERT). A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable. Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.

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

a. Lock-Down Procedures

Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or their designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down.

b. Evacuation Procedures

Evacuations of classrooms and buildings shall be implemented at the discretion of the building administrator or their designee. Each building's crisis management plan will include procedures for

relocating students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

c. Sheltering Procedures

Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. The building administrator or their designee will announce the need for sheltering (severe weather, shelter in place, etc.) over the public address system or other designated system.

2. Crisis-Specific Procedures

The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.

3. Building Emergency Response Teams (BERT)

a. Composition

The building administrator in each school building will select a building emergency response team that will be trained to respond to emergency situations. All building emergency response team members will receive ongoing training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and shelter areas. For purposes of student safety and accountability, to the extent possible, building emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be

actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of building emergency response team members which will be updated annually. The building administrator, and their alternative designees, will know who is on the BERT in the event of a school emergency.

b. Leaders

The building administrator or their designee will serve as the leader of the BERT and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. The building administrator may elect to transfer command to a District Official based on emergency situations. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees

Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Employees will receive periodic training on plan implementation.

2. Students and Parents/Guardians

Students and parents/guardians shall be made aware of the school district's Crisis Management Policy. Students shall receive specific instruction on plan implementation and shall participate in the required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate outdoor assembly areas at least 100-500 feet away from the building to enable students and staff to evacuate. The area should not interfere with emergency responders or responding vehicles and should not be in a location where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation route. Facility diagrams and site plans must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.

3. Teachers and staff will receive training on emergency evacuation routes. During fire drills, students and staff will practice evacuations using primary evacuation routes and are encouraged to drill on alternate routes.

4. Certain employees, such as those who work in hazardous areas in the building, will receive training on preventing fires and a general awareness of fire extinguisher use.

5. In compliance with state law, each school shall conduct at least five (5) fire, five (5) lockdown and one (1) severe weather drill. State Fire Marshall requires the first fire drill to occur within the first ten (10) days of school.

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.

8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or their designee to meet local fire or law enforcement agents upon their arrival.

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes evacuation routes, exits, severe weather shelter areas, and the location of fire alarm control panel, fire alarms, fire extinguishers, water spigots, and utility shut offs. All facility diagrams and site plans will be regularly updated and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the buildings and grounds department. Fire and law enforcement have access to the facility diagrams and site plans.

D. Emergency Telephone Numbers

The district will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse~~,~~ and mental health/suicide hotlines.

School district employees will receive training on how to make emergency contacts, including 911 calls.

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

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. Additionally, alternative notification systems may be installed in loud, noisy environments to aid in notifying occupants of an emergency announcement.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building. Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson will remain in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.

2. Designate specific rooms as private counseling areas.

3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.

4. Prohibit media from interviewing or questioning students or staff.

5. Provide follow-up services to students and staff who receive counseling.

6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

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

1. Physical/structural recovery.

2. Fiscal recovery.

3. Academic recovery.

4. Social/emotional recovery.

IV. ACTIVE SHOOTER DRILL

A. Definitions

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

2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a real life shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:

a. a statistically significant effect on relevant outcomes based on any of the following:

i. strong evidence from one or more well designed and well implemented experimental studies;

ii. moderate evidence from one or more well designed and well implemented quasi-experimental studies; or

iii. promising evidence from one or more well designed and well implemented correlational studies with statistical controls for selection bias.

b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.

4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources.

5. "Functional exercises" means an operations-based exercise designed to assess and evaluate capabilities and functions while in a realistic, real-time environment, however, movement of resources is usually simulated.

B. Criteria

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

1. accessible;

2 developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary;

3. culturally aware;

4. trauma-informed; and

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

C. Student Mental Health and Wellness

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

D. Notice

1. The school district must provide notice of a pending active shooter drill to every student's parent or legal guardian before an active shooter drill is conducted. Whenever practicable, notice must be provided at least 24 hours in advance of a pending active shooter drill and inform the parent or legal guardian of the right to opt their student out of participating.

2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.

3. The Commissioner must ensure the availability of alternative safety education for students who are opted out of participating or otherwise exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

E. Participation in Active Shooter Drills

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

F. Active Shooter Simulations

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

G. Violence Prevention

1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one hour, or one standard class period, of violence prevention training annually.

2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:

   a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;

   b. the importance of taking threats seriously and seeking help; and

   c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity, including providing information about the Department of Public Safety's statewide anonymous threat reporting system and any local threat reporting systems.

3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multihazard planning for schools, including but not limited to:

   a. student opportunities for leadership related to prevention and safety;

   b. encouragement and support to students in establishing clubs and programs focused on safety; and

c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.

H. Board Meeting

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

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

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

V. ~~SAMPLE~~ PROCEDURES INCLUDED IN THIS POLICY

~~Sample~~ Procedures for the various hazards/emergencies listed below are attached to this Policy~~ for use when drafting specific crisis management plans.~~ Additional ~~sample~~ procedures may be found in the Response section of the Comprehensive School Safety Guide (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy **which is publicly available on the ISD 197 website at isd197.org/district/school-board.**

A. Fire
B. Hazardous Materials
C. Severe Weather: Tornado/Severe Thunderstorm/Flooding
D. Medical Emergency
   a) **Medical Emergency: General**
   b) **Medical Emergency: Cardiac**
E. Fight/Disturbance
F. Assault
G. Intruder
H. Weapons
I. Shooting
J. Hostage
K. Bomb Threat
L. Chemical or Biological Threat
M. Checklist for Telephone Threats
N. Demonstration
O. Suicide

P. Lock-down Procedures
Q. Shelter-In-Place Procedures
R. Evacuation/Relocation
S. Media Procedures
T. Post-Crisis Procedures
U. School Emergency Response Team
V. Emergency Phone Numbers
W. Highly Contagious Serious Illness or Pandemic Flu

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

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

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See School District 197 Policy 903 (Visitors to School District Buildings and Sites).

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

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

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

Legal References: Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)

Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School)
Minn. Stat. § 326B.02, Subd. 6 (Powers)

Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)
Minn. Rules Ch. 7511 (Fire Safety)
Minn. Stat Ch. 13 (Government Data)
Minn Stat. § 2025, sections 121A.241 and 121A.035 (Cardiac Emergency Response Plan)
20 U.S.C. § 1681, *et seq.* (Title IX)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)***Cross References:*** School District Policy 807 (Health and Safety Policy)
School District Policy 413 (Harassment and Violence)
School District Policy 501 (School Weapons Policy)
School District Policy 506 (Student Discipline)
School District Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
School District Policy 903 (Visitors to School District Buildings and Sites)
School District Policy 709 (Student Transportation Safety Policy)
School District Policy 502 (Search of Students Lockers, Desks, Personal Possessions, and Student's Person)
Minnesota School Safety Center - Resources (mn.gov)

POLICY ADOPTED:	October 16, 2006
POLICY REVIEWED/REVISED:	December 14, 2009; May 16, 2016; May 21, 2018; April 22, 2019; August 17, 2020; August 16, 2021; October 17, 2022; April 15, 2024; March 17, 2025; February 23, 2026
Monitoring Method:	Administrative Review
Monitoring Frequency:	Annually

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

TO: School Board Members

FROM: Britini Osmonson, Executive Assistant to the Superintendent & School Board

DATE: November 9, 2026

SUBJECT: Gifts to the District

BACKGROUND

Minnesota Statute §123B.02, Subd. 6, permits School Boards to "… receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education."

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of Independent School District No. 197 that the School Board accept with appreciation the following contributions and permit their use as designated by the donor:

Value	Donor	Item/Purpose
$7,000	Anonymous	Funds for Special Education, Branch Out, Unified Programs, Band, Choir, Orchestra, Theater

ISD 197 Check Register September 2026

NUMBER	AMOUNT	DATE	VENDOR
303456	-578	09/01/2026	GERTENS
303901	-10545.6	09/01/2026	SAVVAS LEARNING COMPANY LLC
304600	1056	09/03/2026	ALLIANZ FIELD
304601	965	09/03/2026	ARCHKEY TECHNOLOGIES
304602	2482.72	09/03/2026	ARCON SOLUTIONS INC
304603	4725	09/03/2026	AVID CENTER
304604	20.35	09/03/2026	AWARDS BY HAMMOND
304605	370.78	09/03/2026	BSN SPORTS
304606	718.83	09/03/2026	BUSINESS ESSENTIALS
304607	15575.84	09/03/2026	CANON FINANCIAL SERVICES INC
304608	653	09/03/2026	CITY OF INVER GROVE HEIGHTS
304609	120	09/03/2026	FRED WELLS TENNIS CENTER
304610	655.9	09/03/2026	GERTENS
304611	109.21	09/03/2026	HORIZON COMMERCIAL POOL SUPPLY
304612	21000	09/03/2026	INFINITE HEALTH COLLABORATIVE
304613	25900	09/03/2026	JORGENSON CONSTRUCTION INC
304614	8149.45	09/03/2026	LOFFLER COMPANIES
304615	99.4	09/03/2026	MENARDS
304616	2264	09/03/2026	METRO VOLLEYBALL OFFICIALS ASSN LLC
304617	73.9	09/03/2026	MN GLOVE & SAFETY INC
304618	9487.79	09/03/2026	MSC RICE01
304619	6294	09/03/2026	MSHSL
304620	184.09	09/03/2026	MTM PRINT RESOURCES
304621	98.36	09/03/2026	NORTH CENTRAL BUS & EQUIP INC
304622	96	09/03/2026	PREMIUM WATERS INC
304623	1758.24	09/03/2026	SCHOLASTIC INC
304624	367.5	09/03/2026	STILLWATER AREA PUBLIC SCHOOLS
304625	185.58	09/03/2026	VESTIS GROUP INC

304626	13843.56	09/03/2026	WATERFORD OIL COMPANY
304627	2097.5	09/03/2026	WATSON, PATRICK
304630	118098.87	09/10/2026	INTERMEDIATE DIST 917
304630	-118098.87	09/23/2026	INTERMEDIATE DIST 917
304631	22769.04	09/10/2026	ISD 622
304632	5005	09/10/2026	ALL VAC INC
304633	3090.26	09/10/2026	ARCHKEY TECHNOLOGIES
304634	985	09/10/2026	ASG COMMERICAL CLEANING LLC
304635	378.29	09/10/2026	AVIBEN LLC
304636	1506.43	09/10/2026	BSN SPORTS
304637	10963.45	09/10/2026	BUSINESS ESSENTIALS
304638	12	09/10/2026	BYRNE, ROSEANNE
304639	49465	09/10/2026	CDW GOVERNMENT INC
304640	99	09/10/2026	CITY OF EAGAN PARKS AND REC
304641	7425	09/10/2026	COLLABORATIVE CLASSROOM
304642	437	09/10/2026	COLLINS BROTHERS TOWING OF ST CLOUD INC
304643	15288.43	09/10/2026	COMMERCIAL TRUCK & TRAILER REPAIR INC
304644	476.6	09/10/2026	CULLIGAN
304645	7784.25	09/10/2026	CUSTOM BY KUNTZ LLC
304646	1411	09/10/2026	DAIKIN APPLIED
304647	216	09/10/2026	DIETZ, ELOISE
304648	728	09/10/2026	ELFVIN, KRIS
304649	35320	09/10/2026	FLOORS BY FARMER INC
304650	576	09/10/2026	GROTH MUSIC CO
304651	356.99	09/10/2026	HI TECH REFRIGERATION
304652	1524.86	09/10/2026	HORIZON COMMERCIAL POOL SUPPLY
304653	7074	09/10/2026	HORIZON EQUIPMENT
304654	310	09/10/2026	INDEPENDENT BLACK DIRT COMPANY
304655	1200	09/10/2026	INFRARED INSPECTIONS INC
304656	1100	09/10/2026	JAYTECH
304657	4036.52	09/10/2026	JORGENSON CONSTRUCTION INC
304658	455	09/10/2026	KERN, JAMES

304659	4364.04	09/10/2026	KOCK, DREW
304660	1000	09/10/2026	KRUEGER, SHAWNEE
304661	945	09/10/2026	LAUTH, MOLLY
304662	477.77	09/10/2026	LEINONEN, STEPHANIE
304663	2585.83	09/10/2026	LIND, JAMIE
304664	60.99	09/10/2026	LUPIENT CHEVROLET
304665	1920.88	09/10/2026	MADISON ENERGY INVESTMENTS III LLC
304666	78.22	09/10/2026	MADISON ENERGY INVESTMENTS II LLC
304667	4104	09/10/2026	MAKI, CHRISTOPHER
304668	1400	09/10/2026	MARQUARDT, APRIL
304669	480	09/10/2026	MARZINSKE, NAOMI
304670	400	09/10/2026	MAY, THERESA
304671	139957.49	09/10/2026	MCGRAW HILL LLC
304672	5762.75	09/10/2026	MCGRAW HILL
304673	5115	09/10/2026	MERIDIAN CONSULTING GROUP
304674	3808.2	09/10/2026	MIDWEST BUS PARTS INC
304675	1920	09/10/2026	MILLES, RICHARD
304676	99.73	09/10/2026	MN GLOVE & SAFETY INC
304677	44.94	09/10/2026	MN LOCKS
304678	5565.55	09/10/2026	NAC MECHANICAL & ELECTRICAL SERVICES
304679	12500	09/10/2026	NEO ELECTRICAL SOLUTIONS
304680	1175	09/10/2026	NEP LLC
304681	2045.94	09/10/2026	NILAN, JOEY
304682	2228.74	09/10/2026	NORTH CENTRAL BUS & EQUIP INC
304683	162	09/10/2026	OCCUPATIONAL HEALTH CENTERS OF MN PC
304684	243.75	09/10/2026	PEDIATRIC CARE HOLDINGS LLC
304685	591.92	09/10/2026	POMP'S TIRE SERVICE INC
304686	9013.48	09/10/2026	REGENTS OF THE UNIV OF MN
304687	390	09/10/2026	ROTARY CLUB W ST PAUL/MENDOTA HTS
304688	1345.65	09/10/2026	SCHUMACHER ELEVATOR COMPANY
304689	477.65	09/10/2026	SHERWIN WILLIAMS
304690	372.8	09/10/2026	SHRED N GO INC

304691	3552.57	09/10/2026	SKIP'S SPRINKLER SYSTEMS LLC
304692	367.5	09/10/2026	STILLWATER AREA PUBLIC SCHOOLS
304693	540	09/10/2026	STOUT LINDA
304694	2185	09/10/2026	STRIPE & RESTRIPE
304695	11209.5	09/10/2026	TCI LLC
304696	1744.82	09/10/2026	TURFWERKS
304697	18190.88	09/10/2026	UNIV OF MN DULUTH
304698	3000	09/10/2026	UNIV OF WISCONSIN EAU CLAIRE
304699	92.79	09/10/2026	VESTIS GROUP INC
304700	15530.03	09/10/2026	WENGER CORPORATION
304701	1260	09/10/2026	WHITE, MARGARET
304702	2047.36	09/17/2026	A N C SERVICES LLC
304703	23960.86	09/17/2026	AMPION PBC
304704	21231.85	09/17/2026	ARVIG
304705	6745.74	09/17/2026	ASPEN WASTE SYSTEMS OF MN INC
304706	28.35	09/17/2026	AWARDS BY HAMMOND
304707	4555.29	09/17/2026	BILL RASCHER MECHANICAL INC
304708	262.57	09/17/2026	BSN SPORTS
304709	3937.75	09/17/2026	BUSINESS ESSENTIALS
304710	9100	09/17/2026	CDW GOVERNMENT INC
304711	9850	09/17/2026	CENTAURI SYSTEMS LLC
304712	540	09/17/2026	CITY OF MENDOTA HEIGHTS
304713	224.25	09/17/2026	COLLINS BROTHERS TOWING OF ST CLOUD INC
304714	5000	09/17/2026	DAKOTA COUNTY TECHNICAL COLLEGE
304715	4675.04	09/17/2026	DAKOTA ELECTRIC ASSN
304716	13059.81	09/17/2026	DG MN CS 2021 LLC
304720	3801.67	09/17/2026	ECKROTH MUSIC
304721	4576	09/17/2026	HEARTLAND
304722	2992.95	09/17/2026	IDEAL ENERGIES SOLAR LEASING 2025 LLC
304723	250	09/17/2026	ISD 197 ED FOUNDATION
304724	1116.5	09/17/2026	JAYTECH
304725	528.75	09/17/2026	JW PEPPER & SONS INC

304726	500	09/17/2026	KINECT ENERGY GROUP
304727	1000	09/17/2026	KITTO STATELY, RUEBEN
304728	1500	09/17/2026	MASSP
304729	4212	09/17/2026	MEDICINE LAKE TOURS
304730	220	09/17/2026	MERRICK INC
304731	1271.89	09/17/2026	MIDWEST BUS PARTS INC
304732	700	09/17/2026	MN STATE HIGH SCHOOL MATH LEAGUE
304733	375	09/17/2026	MPLS SOUTH HIGH SCHOOL
304734	2607.37	09/17/2026	NEO ELECTRICAL SOLUTIONS
304735	31016.22	09/17/2026	NICOLLET PROJECT I LLC
304736	350	09/17/2026	NILAN, JOEY
304737	224.7	09/17/2026	NORTH CENTRAL BUS & EQUIP INC
304738	10830.29	09/17/2026	NORTHFIELD LINES INC
304739	762	09/17/2026	PHILADELPHIA SECURITY PRODUCTS
304740	1380.8	09/17/2026	POMP'S TIRE SERVICE INC
304741	100	09/17/2026	PUMP IT UP EDEN PRAIRIE
304742	197	09/17/2026	QUALITY COMMERCIAL SERVICES LLC
304743	828	09/17/2026	REPOWERED
304744	1050	09/17/2026	RICHFIELD BUS CO
304745	54390	09/17/2026	SAYOO TRANSPORTATION LLC
304746	17771.02	09/17/2026	SPRWS
304747	87.01	09/17/2026	TEAM SPORTING GOODS INC
304748	51.25	09/17/2026	TYLER TECHNOLOGIES
304749	92.79	09/17/2026	VESTIS GROUP INC
304750	1124.85	09/17/2026	WATSON, PATRICK
304751	908.62	09/17/2026	XCEL
304752	290.95	09/11/2026	DAKOTA COUNTY SHERIFF
304753	100	09/11/2026	RANGE CREDIT BUREAU INC
304754	255.43	09/11/2026	WI SCTF
304755	28365.41	09/24/2026	150 MARIE LLC
304756	1160	09/24/2026	A N C SERVICES LLC
304757	562.46	09/24/2026	AINSWORTH, CHARLIE

304758	1022.93	09/24/2026	BIFFS INC
304759	2384.62	09/24/2026	BIMBO BAKERIES USA
304760	3136	09/24/2026	BIRCH AGENCY
304761	19312.2	09/24/2026	BIX PRODUCE CO
304762	9785.59	09/24/2026	BUSINESS ESSENTIALS
304763	1909.62	09/24/2026	CESO FINANCE LLC
304764	3764.9	09/24/2026	DAVID HOY & ASSOCIATES
304765	430	09/24/2026	DE JESUS, ARACELI
304766	480	09/24/2026	DOWNS, SUZANNE
304767	480	09/24/2026	ECKROTH MUSIC
304768	728	09/24/2026	ELFVIN, KRIS
304769	7500	09/24/2026	FLOURISH LAB PBC
304770	1268.36	09/24/2026	GROTH MUSIC CO
304771	29295	09/24/2026	H & B SPECIALIZED PRODUCTS
304772	3607.5	09/24/2026	HARICH NURSERIES INC
304773	2224.6	09/24/2026	HERITAGE LANDSCAPE SUPPLY GROUP INC
304774	874.93	09/24/2026	HI TECH REFRIGERATION
304775	248	09/24/2026	HORIZON COMMERCIAL POOL SUPPLY
304776	6674	09/24/2026	HORIZON EQUIPMENT
304777	111591.98	09/24/2026	INTERMEDIATE DIST 917
304778	2000	09/24/2026	JUNIOR ACHIEVEMENT NORTH
304779	936	09/24/2026	KARLSBURGER FOODS INC
304780	1558.2	09/24/2026	KELLY SERVICES INC
304781	3896.84	09/24/2026	KINECT ENERGY GROUP
304782	4364.04	09/24/2026	KOCK, DREW
304783	1000	09/24/2026	KRUEGER, SHAWNEE
304784	945	09/24/2026	LAUTH, MOLLY
304785	477.77	09/24/2026	LEINONEN, STEPHANIE
304786	2585.83	09/24/2026	LIND, JAMIE
304787	542	09/24/2026	LOFFLER COMPANIES
304788	356.53	09/24/2026	LOFFLER COMPANIES INC
304789	60667.91	09/24/2026	LUNIESKI & ASSOCIATES

304793	25275.22	09/24/2026	LVC COMPANIES
304794	4104	09/24/2026	MAKI, CHRISTOPHER
304795	1400	09/24/2026	MARQUARDT, APRIL
304796	450	09/24/2026	MARRIN, JERIS
304797	771.89	09/24/2026	MENARDS
304798	56.17	09/24/2026	MIDWEST MACHINERY CO
304799	1617	09/24/2026	MN MOBILE TELEPHONE CO INC
304800	68124.29	09/24/2026	MTI DISTRIBUTING INC
304801	150	09/24/2026	NESSIM & ASSOCIATES
304802	2045.94	09/24/2026	NILAN, JOEY
304803	5697.5	09/24/2026	NWEA
304804	74000	09/24/2026	PETERSON BROS ROOFING
304805	84526.19	09/24/2026	PHOENIX SCHOOL COUNSELING
304806	670.34	09/24/2026	PIONEER MANUFACTURING CO
304807	103.23	09/24/2026	PREMIUM WATERS INC
304808	3900	09/24/2026	ROBBINSDALE AREA SCHOOLS
304809	246	09/24/2026	ROBERT HALF
304810	150	09/24/2026	ROSEVILLE AREA HIGH SCHOOL
304811	3813.54	09/24/2026	SQUIRES WALDSPURGER & MACE PA
304812	121.32	09/24/2026	ST PAUL PIONEER PRESS
304813	2886	09/24/2026	SUNBELT STAFFING LLC
304814	133.6	09/24/2026	TEAM SPORTING GOODS INC
304815	1000	09/24/2026	THOMAS, ROBERT
304816	4950	09/24/2026	TMB PROPERTIES
304817	140	09/24/2026	TRAEGER, HEATHER
304818	10000	09/24/2026	UNIV OF MN
304819	127472.74	09/24/2026	UPPER LAKES FOODS
304820	1715	09/24/2026	USTA
304821	423.11	09/24/2026	VERIZON WIRELESS
304822	1413.74	09/24/2026	VESTIS GROUP INC
304823	30814.5	09/24/2026	WHITE BEAR LINCOLN
304823	-30814.5	09/29/2026	WHITE BEAR LINCOLN

304824	420	09/24/2026	WHITE, MARGARET
304825	1200	09/24/2026	Z PUPPETS ROSENSCHNOZ
304826	32487.36	09/29/2026	WHITE BEAR LINCOLN
304887	290.95	09/25/2026	DAKOTA COUNTY SHERIFF
304888	73	09/25/2026	IUOE #70
304889	287.58	09/25/2026	LVNV FUNDING LLC
304890	132	09/25/2026	MN TEAMSTERS LOCAL #320
304891	100	09/25/2026	RANGE CREDIT BUREAU INC
304892	4971.23	09/25/2026	SEIU LOCAL #284
304893	129	09/25/2026	SNA
304894	849.92	09/25/2026	WI SCTF
262700043	100	09/15/2026	ALMEN-SJOGREN, CHRISTOPHER
262700044	583.62	09/15/2026	BANASZEWSKI, JANICE
262700045	50	09/15/2026	BANASZEWSKI, KRYSTAL
262700046	60	09/15/2026	BANASZEWSKI, MATTHEW
262700047	128.45	09/15/2026	BARRERA, CHRISTINE
262700048	193.1	09/15/2026	BARTELS, MARGARET
262700049	61.12	09/15/2026	BERGLUND, NECOLE
262700050	129.78	09/15/2026	BEYER, HANA
262700051	98.31	09/15/2026	BOLCHEN, CHRISTOPHER
262700052	99.47	09/15/2026	BOTELLO, YANILZA
262700053	69.75	09/15/2026	BRANDNER, TIFFANY
262700054	124.99	09/15/2026	CAMPOS, CRISELDA
262700055	500	09/15/2026	CARPENTER, BRUCE
262700056	22.57	09/15/2026	CASMER, STEPHANIE
262700057	11.98	09/15/2026	CHARPENTIER, AMY
262700058	39.15	09/15/2026	CLARKIN, STEFANIE
262700059	137.24	09/15/2026	DEGEER, MELINDA
262700060	199.09	09/15/2026	EMMONS, TEBETH
262700061	27.84	09/15/2026	ENGDAHL, ALYSSA
262700062	731.79	09/15/2026	ENNIS, CYNTHIA
262700063	779.15	09/15/2026	FANGEL, JANET

262700064	17.84	09/15/2026	FANK, BRIANA
262700065	37.5	09/15/2026	FARRELL, KALIN
262700066	36.84	09/15/2026	FISCHLER, KIRA
262700067	55.81	09/15/2026	GARCIA, CARRIE
262700068	49.96	09/15/2026	GOERS, TRICIA
262700069	666.12	09/15/2026	GRATHEN, LISA
262700070	9.98	09/15/2026	HUSPEK, DARCY
262700071	80.9	09/15/2026	JOHNSON, TIMOTHY
262700072	166.93	09/15/2026	KASAL, AMANDA
262700073	357.99	09/15/2026	KINTZ, SABRINA
262700074	36.48	09/15/2026	KOHN, TERA
262700075	200	09/15/2026	KRAMER, LAURA
262700076	194.46	09/15/2026	KURTH, MARICEL
262700077	56.53	09/15/2026	LEIN, SARA
262700078	66.12	09/15/2026	LIDEN, KATHERINE
262700079	34.99	09/15/2026	LOZANO, RACHELLE
262700080	170.68	09/15/2026	MCCALISTER, GLENDA
262700081	9.75	09/15/2026	MONSOUR, JILLIAN
262700082	66.5	09/15/2026	MUELLER, ANNMARIE
262700083	781.31	09/15/2026	NATHE, MELINDA
262700084	150	09/15/2026	NIELSEN-PIERCE, APOLONIA
262700085	17.33	09/15/2026	OSMONSON, BRITINI
262700086	36.2	09/15/2026	RADLE, MARINA
262700087	85.99	09/15/2026	RYAN, JENNIFER
262700088	133.45	09/15/2026	SCHEUER, SCOTT
262700089	250.12	09/15/2026	SMITH, PRENTICE
262700090	189.95	09/15/2026	TODD, JILL
262700091	105.34	09/15/2026	VESEY, BENJAMIN
262700092	219.49	09/15/2026	WOLFER, JEFFREY
	1,602,079.90	Total	
	2,623,968.94	9/11/26 PR	
	2,703,139.88	9/25/26 PR	

6,929,188.72 Grand Total

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

Sep-26

Fund	Balance Beginning Of Month	Receipts	Disbursements	Balance End Of Month
General	457,506.87	10,801,353.79	10,596,564.95	662,295.71
Food Service	1,358,601.83	72,588.51	372,131.66	1,059,058.68
Comm. Service	2,942,773.95	569,392.53	522,841.17	2,989,325.31
Building Constructic	7,738,078.07		5,565.55	7,732,512.52
Debt Service	6,742,651.26			6,742,651.26
Trust & Agency	286,614.59	27,211.20	35,909.80	277,915.99
Custodial Fund	130,667.26	31.00	18,413.16	112,285.10
Self Insurance	1,186,481.48			1,186,481.48
OPEB Trust	5,815,243.97		134,789.77	5,680,454.20
Internal Service	2,559,933.80			2,559,933.80
Total	29,218,553.08	11,470,577.03	11,686,216.06	29,002,914.05

Bank	Balance Per Bank Statement	Outstanding Checks	Other Reconciling Items	Balance Per Treasurer's Books
US Bank	16,956,113.05	414,012.03	130,092.10	16,672,193.12
Ehlers Bond	6,552,934.64			6,859,862.15
PMA				288,133.28
PMA Bond	-			-
PERA				5,122,284.72
CD'S				60,440.78
Total				29,002,914.05

ISD 197 WEST ST. PAUL SCHOOLS
Wire Transfers
10/1/26 thru 10/31/26

Date	From	To	Amount	Reason
10/9/26	MSDLAF - General	MSDLAF - Payroll	1,583,912.82	A/P - P/R*
10/9/26	MSDLAF _- Payroll	State of MN	89,945.41	Payroll taxes
10/9/26	MSDLAF - Payroll	IRS	531,758.34	Payroll taxes
10/9/26	MSDLAF - Payroll	PERA	101,402.99	Pension
10/9/26	MSDLAF - Payroll	TRA	314,733.65	TRA contrib.
10/9/26	MSDLAF - Payroll	EBC	117,095.10	403B
10/9/26	MSDLAF - Payroll	Health Equity	18,346.02	Flex
10/23/26	MSDLAF - General	MSDLAF - Payroll	1,541,648.80	A/P - P/R*
10/23/26	MSDLAF _- Payroll	State of MN	88,737.62	Payroll taxes
10/23/26	MSDLAF - Payroll	IRS	521,246.39	Payroll taxes
10/23/26	MSDLAF - Payroll	PERA	90,237.36	Pension
10/23/26	MSDLAF - Payroll	TRA	310,246.88	TRA contrib.
10/23/26	MSDLAF - Payroll	EBC	123,984.76	403B
10/23/26	MSDLAF - Payroll	Health Equity	18,971.02	Flex
		Total	5,452,267.16	

* To cover accounts payable or payroll checks.

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

TO: School Board Members

FROM: Peter Olson-Skog, Superintendent

DATE: November 9, 2026

SUBJECT: Canvassing the Results of the November 3, 2026 School District General and Special Elections

BACKGROUND

Attached are the resolutions to canvass the results of the School District General and Special Elections held on Tuesday, November 3, 2026. The School Board is required to canvass the election returns and formally declare the results.

The general election included three (3) School Board seats for four-year terms beginning in January 2027. 25,041 ballots were cast in the district, representing a voter turnout of 76.49%. A total of 39,782 votes were cast in the School Board race, in which voters could select up to three candidates. Based on the election results, Sarah Larsen, Marcus Hill, and Jon Vaupel received the highest number of votes and were elected to serve four-year terms.

The special election included School District Question 1, requesting voter approval of a capital project levy authorization beginning with taxes payable in 2027. Of the 21,795 votes cast on the question, 13,782 (63.2%) voted in favor and 8,013 (36.8%) voted against. The question received majority approval and passed.

Following the canvass, the School District Clerk will certify the election results to the appropriate county auditors and the Commissioner of Education, as applicable. The Board will also authorize the issuance of Certificates of Election to the three elected School Board members in accordance with statutory requirements.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of School District 197 to approve the resolutions canvassing the results of the November 3, 2026 School District General and Special Elections and authorizing the issuance of Certificates of Election to the elected School Board members.

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 197
(WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
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), State of Minnesota, was duly held in the School District on November 9, 2026, at 6:00 p.m. for the purpose, in part, of canvassing its special election.

The following members were present:

and the following were absent:

Member _____ moved the adoption of the following resolution:

RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT SPECIAL ELECTION

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

1. It is hereby found, determined and declared that the special election of the voters of this School District held on November 3, 2026, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, at said election a total of 21,795 voters of the School District voted on the question of approving a capital project levy authorization for taxes payable in 2027 and thereafter (SCHOOL DISTRICT QUESTION 1),

of which 13,782 voted in favor, 8,013 voted against the same. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.

3. The Clerk is hereby directed to certify the results of the election to the county auditors of each county in which the School District is located in whole or in part and to the Commissioner of Education.

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

favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) 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, do 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 canvassing the results of the special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as Clerk of said School District this 9th day of November, 2026.

_____
School District Clerk

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 197
(WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
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), State of Minnesota, was duly held in the School District on the 9th day of November, 2026, at 6:00 p.m. for the purpose, in part, of canvassing its general election.

The following members were present:

and the following were absent:

Member _____ moved the adoption of the following resolution:

RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION

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

1. It is hereby found, determined, and declared that the general election of the voters of this School District held on November 3, 2026, in conjunction with the State General Election, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 39,782 votes were cast for the office of School Board member at the November 3, 2026 general election to fill three (3) vacancies for four (4) year terms on the School Board caused by expiration of term on the first Monday in January next following the general election as follows:

3. Sarah Larsen, Marcus Hill, and Jon Vaupel having received the highest number of votes, are elected to four (4) year terms beginning on the first Monday in January, 2027.

4. The Clerk is hereby directed to certify the results of the election to the County Auditor of each county in which the School District is located in whole or in part.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ 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)
) 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 canvassing the results of the general election of said school district, 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 9th day of November, 2026.

_____
School District Clerk

CLERK'S CERTIFICATE AS TO
ABSTRACT AND RETURN OF VOTES CAST

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, do hereby certify that I have carefully compared the attached copy of the Abstract and Return of Votes Cast in the general election held on November 3, 2026, in conjunction with the State General Election, with the original thereof on file and of record in my office and the same is a full, true and complete copy thereof.

WITNESS MY HAND officially as Clerk of said School District this 9th day of November, 2026.

_____
School District Clerk

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 197
(WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
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), State of Minnesota, was held in the School District on the 9th day of November, 2026, at 6:00 p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES OF ELECTION AND DIRECTING THE SCHOOL DISTRICT CLERK TO PERFORM OTHER ELECTION RELATED DUTIES

WHEREAS, the School Board canvassed the general election for School Board members held in conjunction with the State General Election on November 3, 2026.

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

1. The Board Chair and Clerk are hereby authorized to execute Certificates of Election on behalf of the School Board of Independent School District No. 197 to the following candidates:

a. Sarah Larsen
b. Marcus Hill
c. Jon Vaupel

who have received a sufficiently large number of votes to be elected to fill vacancies on the School Board caused by expiration of term on the first Monday in January next following the election, based on the results of the canvass.

2. The Certificate of Election shall be in substantially the form attached hereto.

3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the Clerk of the School Board is hereby directed to deliver a certificate to each person entitled thereto personally or by certified mail.

4. The Clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

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)
) 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 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.

_____
School District Clerk

CERTIFICATE OF ELECTION
(Full 4 Year Term)

This is to certify as follows:

1. The School Board of Independent School District No. 197 on November 9, 2026, canvassed the general election of School Board members held on November 3, 2026.

2. Sarah Larsen received the largest number of votes cast for the office of School Board member of Independent School District No. 197 for a full four (4) year term.

3. There are three (3) full four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January next following the election.

4. Therefore Sarah Larsen is elected to the office of School Board member of Independent School District No. 197 for a full four (4) year term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031.

By authority of the School Board of Independent School District No. 197, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk

CERTIFICATE OF ELECTION
(Full 4 Year Term)

This is to certify as follows:

1. The School Board of Independent School District No. 197 on November 9, 2026, canvassed the general election of School Board members held on November 3, 2026.

2. Marcus Hill received the second largest number of votes cast for the office of School Board member of Independent School District No. 197 for a full four (4) year term.

3. There are three (3) full four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January next following the election.

4. Therefore Marcus Hill is elected to the office of School Board member of Independent School District No. 197 for a full four (4) year term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031.

By authority of the School Board of Independent School District No. 197, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk

CERTIFICATE OF ELECTION
(Full 4 Year Term)

This is to certify as follows:

1. The School Board of Independent School District No. 197 on November 9, 2026, canvassed the general election of School Board members held on November 3, 2026.

2. Jon Vaupel received the third largest number of votes cast for the office of School Board member of Independent School District No. 197 for a full four (4) year term.

3. There are three (3) full four (4) year term vacancies on the School Board caused by expiration of term on the first Monday in January next following the election.

4. Therefore Jon Vaupel is elected to the office of School Board member of Independent School District No. 197 for a full four (4) year term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031.

By authority of the School Board of Independent School District No. 197, pursuant to resolution dated November 9, 2026.

Dated _____ _____
Board Chair

Dated _____ _____
Clerk

ACCEPTANCE OF OFFICE
AND OATH OF OFFICE

To: [**Name of the recipient of the Certificate of Election**]

The following acceptance and oath of office must be filed with the School District Clerk within thirty (30) days of the date of mailing or personal service of the certificate of election.

ACCEPTANCE OF OFFICE

I hereby accept the office of School Board member of Independent School District No. 197 for a term beginning on the first Monday in January, 2027 and expiring on the first Monday in January, 2031

Date:_____ _____
Signature

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026 by _____.
Name of Candidate

_____
Notary Public

OATH OF OFFICE

I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District No. 197 to the best of my judgment and ability.

Date:_____ _____

Signature

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026 by _____.

Name of Candidate

_____

Notary Public

Abstract of Votes Cast
Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
State of Minnesota
at the State General Election
Held Tuesday, November 3, 2026

Compiled from the Official Returns.

Summary of Totals
Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
Tuesday, November 3, 2026 State General Election

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

School Board Member (ISD #197) (Elect 3)

NP	NP	NP	NP	WI
Dwight H Larson	Sarah Larsen	Marcus Hill	Jon Vaupel	WRITE-IN
6088	13752	10444	9176	322

SCHOOL DISTRICT QUESTION 1 (ISD #197)

NP	NP
YES	NO
13782	8013

Detail of Election Results
Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
Tuesday, November 3, 2026 State General Election

Office Title: School Board Member (ISD #197) (Elect 3)

Precinct	NP Dwight H Larson	NP Sarah Larsen	NP Marcus Hill	NP Jon Vaupel	WI WRITE-IN
19 1710 : EAGAN P-01	230	383	295	242	18
19 1720 : EAGAN P-02	611	1265	894	721	22
19 1730 : EAGAN P-03	598	1233	843	758	27
19 1750 : EAGAN P-05	53	98	74	43	3
19 1760 : EAGAN P-06	2	2	1	3	0
19 1770 : EAGAN P-07	39	67	56	34	2
19 2790 : INVER GROVE HTS P-09	0	0	0	0	0
19 2810 : INVER GROVE HTS P-11	1	1	1	1	0
19 3110 : LILYDALE	192	418	285	285	0
19 3310 : MENDOTA CITY	35	83	59	51	3
19 3410 : MENDOTA HTS P-1	387	931	772	718	30
19 3420 : MENDOTA HTS P-2	338	819	660	619	26
19 3430 : MENDOTA HTS P-3	344	893	659	652	19
19 3440 : MENDOTA HTS P-4	460	957	764	739	40
19 3450 : MENDOTA HTS P-5	327	805	626	583	27
19 4510 : SUNFISH LAKE	88	158	118	107	5
19 4910 : WEST ST PAUL W-1 P-1	336	837	637	488	25
19 4920 : WEST ST PAUL W-1 P-2	415	806	669	486	13
19 4940 : WEST ST PAUL W-2 P-1	411	1074	812	659	18
19 4950 : WEST ST PAUL W-2 P-2	275	631	461	374	8
19 4970 : WEST ST PAUL W-3 P-1	421	1110	827	777	16
19 4980 : WEST ST PAUL W-3 P-2	525	1181	931	836	20
Total:	**6088**	**13752**	**10444**	**9176**	**322**

Detail of Election Results
Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)
Tuesday, November 3, 2026 State General Election

Office Title: SCHOOL DISTRICT QUESTION 1 (ISD #197)

Precinct	NP YES	NP NO
19 1710 : EAGAN P-01	423	253
19 1720 : EAGAN P-02	1318	654
19 1730 : EAGAN P-03	1221	675
19 1750 : EAGAN P-05	98	46
19 1760 : EAGAN P-06	1	0
19 1770 : EAGAN P-07	64	51
19 2790 : INVER GROVE HTS P-09	0	2
19 2810 : INVER GROVE HTS P-11	0	3
19 3110 : LILYDALE	440	206
19 3310 : MENDOTA CITY	73	41
19 3410 : MENDOTA HTS P-1	954	616
19 3420 : MENDOTA HTS P-2	809	549
19 3430 : MENDOTA HTS P-3	851	480
19 3440 : MENDOTA HTS P-4	927	610
19 3450 : MENDOTA HTS P-5	759	526
19 4510 : SUNFISH LAKE	127	172
19 4910 : WEST ST PAUL W-1 P-1	819	520
19 4920 : WEST ST PAUL W-1 P-2	818	433
19 4940 : WEST ST PAUL W-2 P-1	1180	613
19 4950 : WEST ST PAUL W-2 P-2	633	301
19 4970 : WEST ST PAUL W-3 P-1	1133	581
19 4980 : WEST ST PAUL W-3 P-2	1134	681
Total:	**13782**	**8013**

We, the school board members of Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN), certify that we have canvassed the returns of the State General Election held on Tuesday, November 3, 2026 and have herein specified the names of any candidates receiving votes and the number of votes received by each candidate, and have herein specified the number of votes for and against any ballot questions voted on in this election.

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the clerk of Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN).

Witness our official signature at _____ in _____ County this _____ day of _____, 2026.

_____
School Board Member

_____
School Board Member

_____
School Board Member

_____
School Board Member

_____
School Board Member

_____
School Board Member

_____
School Board Member

State of Minnesota
Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN)

I, _____, Clerk of the Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN) do hereby certify the within and foregoing _____ pages to be a full and correct copy of the original abstract and return of the votes cast in the Independent School District No. 197 (WEST ST. PAUL-MENDOTA HEIGHTS-EAGAN) State General Election held on Tuesday, November 3, 2026.

Witness my hand and official seal of office this _____ day of _____, 2026.

_____

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

SITE REPORT:
FRIENDLY HILLS

Presented by: Chris Hiti, Principal; Kira Fischler, Associate Administrator

November 9, 2026 School Board Meeting

WHO WE ARE

OUR MISSION

We prepare, challenge, and empower every student.





POINTS OF PRIDE

POINT OF PRIDE:
ONE TEAM. EVERY STUDENT.







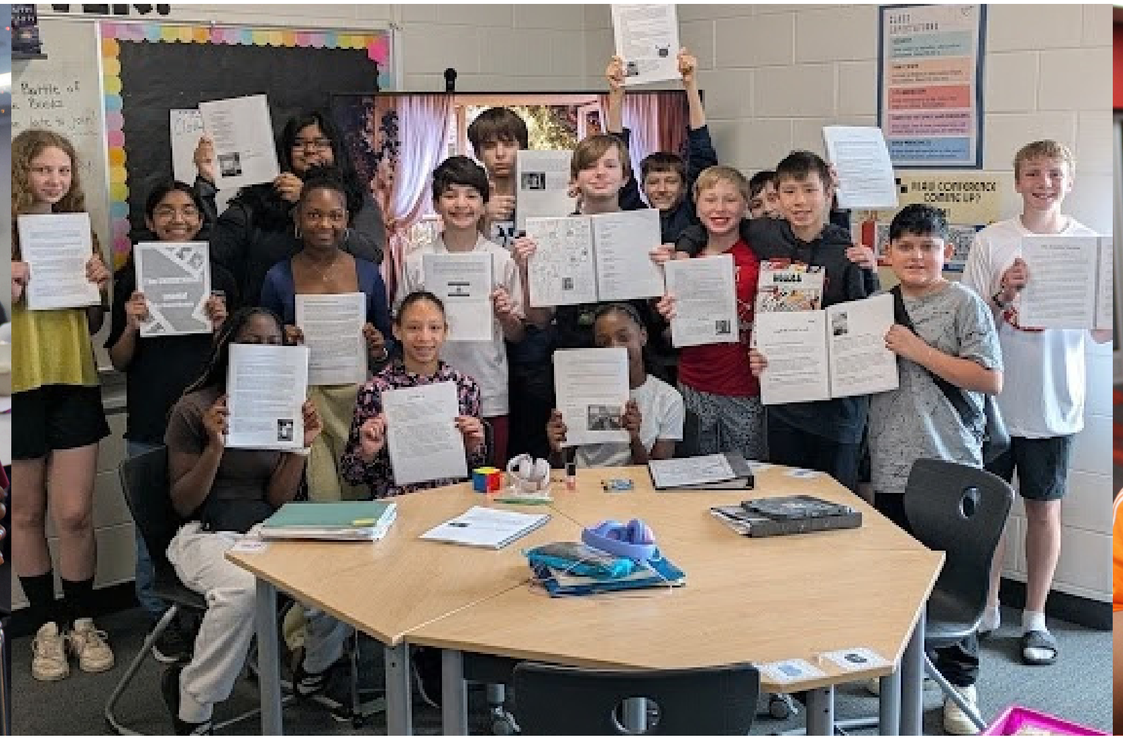




POINT OF PRIDE:
LEARNING

INTERACTIVE
LARGE GROUP
INDIVIDUAL
EXPLORATORY







POINT OF PRIDE:
COMMUNITY AND BEYOND





FIELD TRIPS
LUNCH AND LEARN
GUEST SPEAKERS





LOOKING AHEAD

LOOKING AHEAD:
ACADEMICS







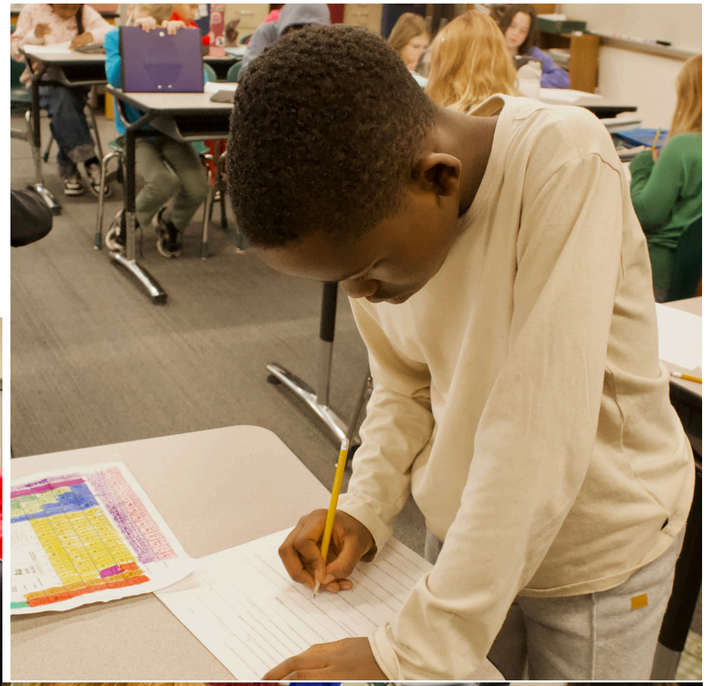
SCIENCE
MATH
READING



LOOKING AHEAD:
ENGAGEMENT









LOOKING AHEAD:
BEYOND OUR WALLS

SKILL BUILDING, HANDS ON, INQUISITIVE







THANK YOU!

SCHOOL DISTRICT 197

West St. Paul + Mendota Heights + Eagan Area

SITE REPORT: SOMERSET

Presented by: Amy Kujawski, Principal

November 9, 2026 School Board Meeting

WHO WE ARE

OUR MISSION

Somerset 26-27

197's Strategic Framework

ISD 197's mission statement states we are "committed to caring relationships, equitable practices, and high achievement for all."

Somerset must be too.



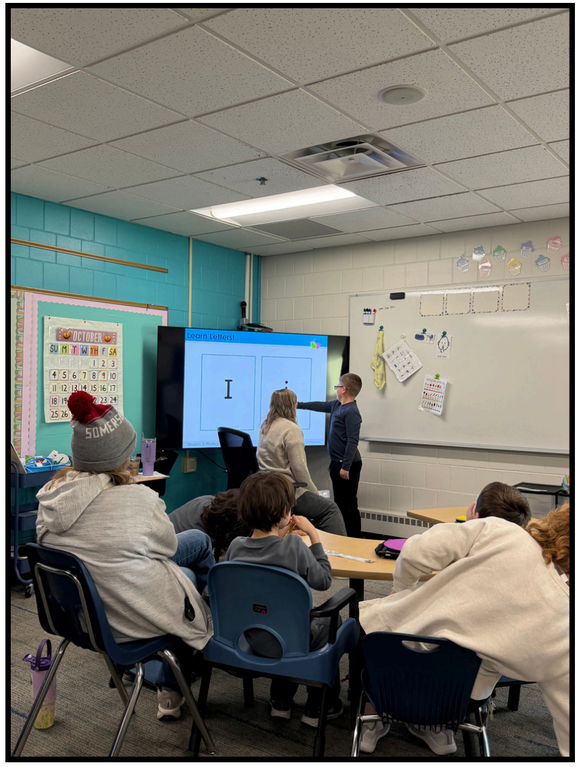
POINTS OF PRIDE

POINT OF PRIDE:
LITERACY

- Successful implementation of Magnetic curriculum for early literacy

- Overall on aReading, students showed 90% or above mastery in the area of phonemic awareness

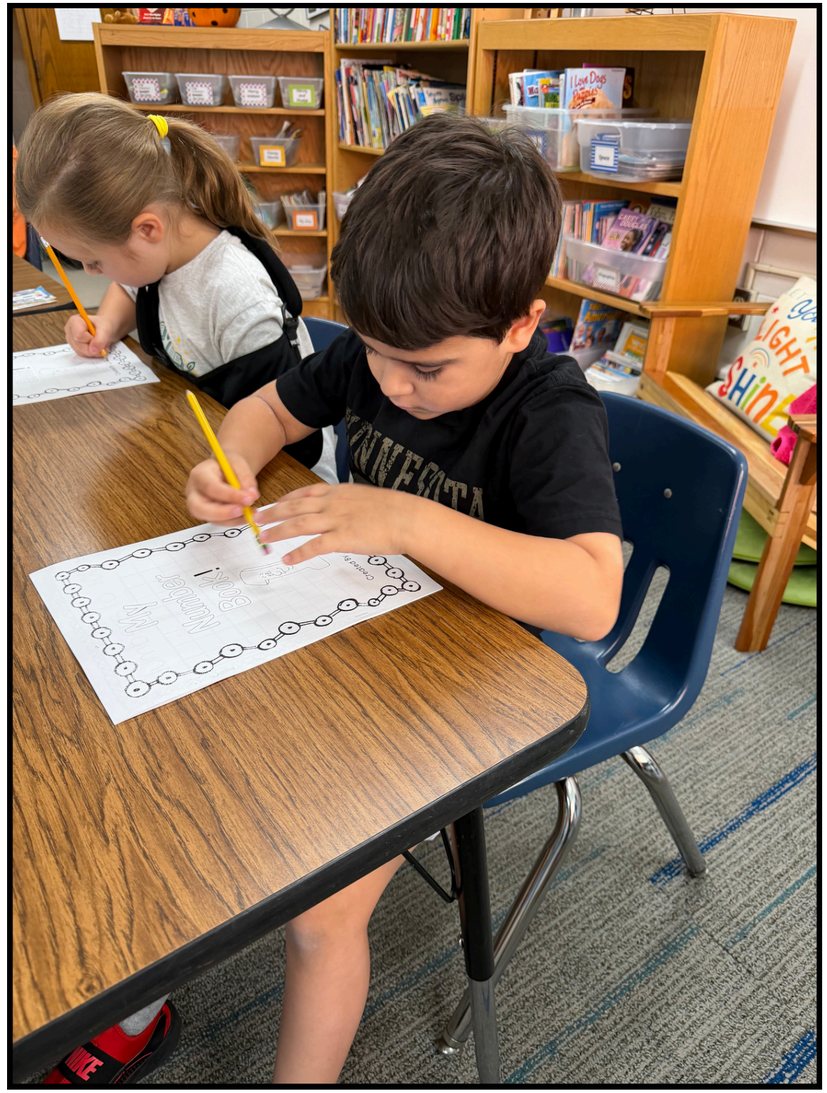




POINT OF PRIDE:
MATH

- Overall percentage proficient on the MCA saw a bump in 2023 and has been relatively steady over last 4 years

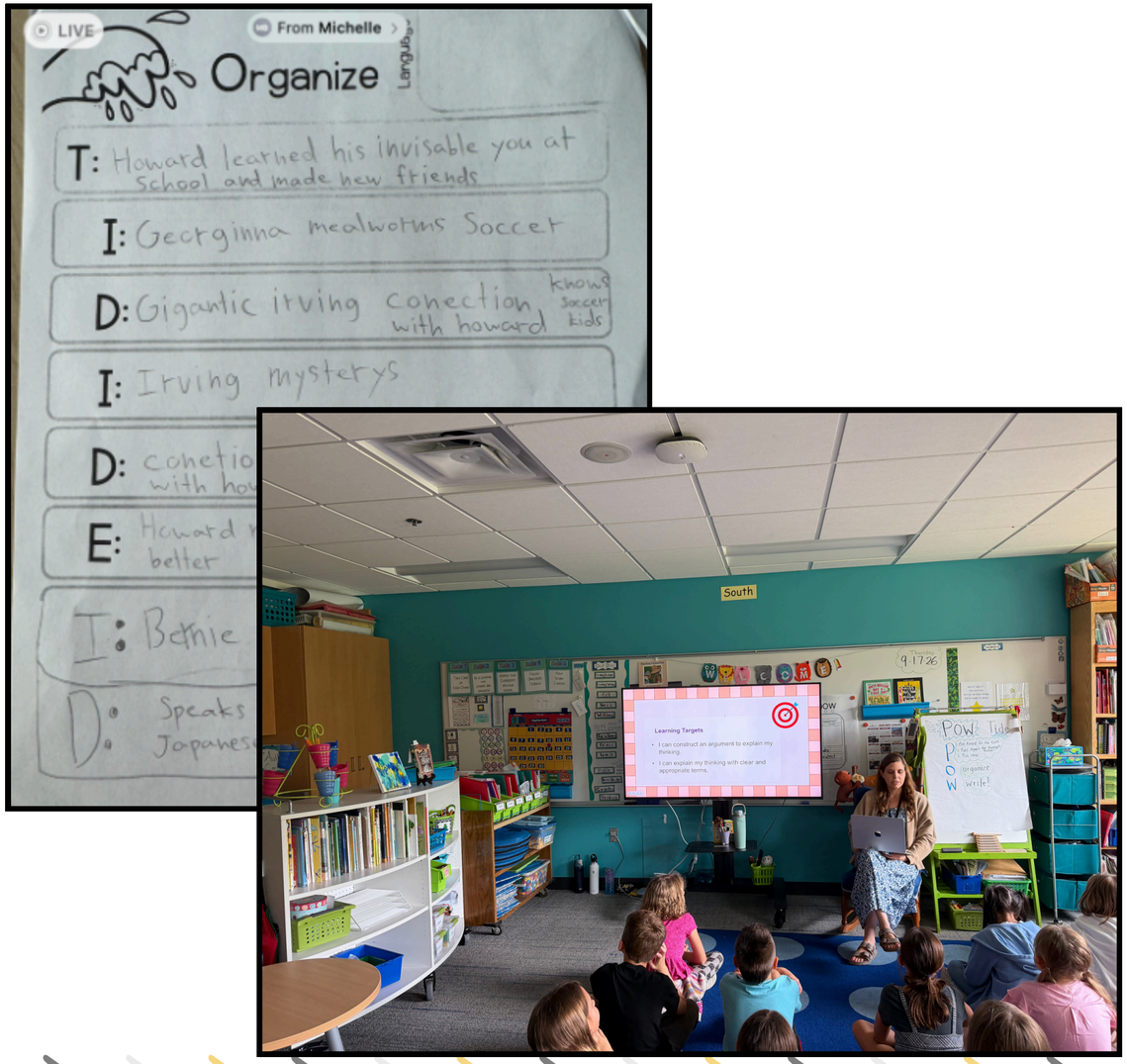
- 10 out of the 17 classrooms chose to implement Reveal



POINT OF PRIDE:
WRITING

- Implemented the Self-Regulated Strategy Development (SRSD) model for writing instruction

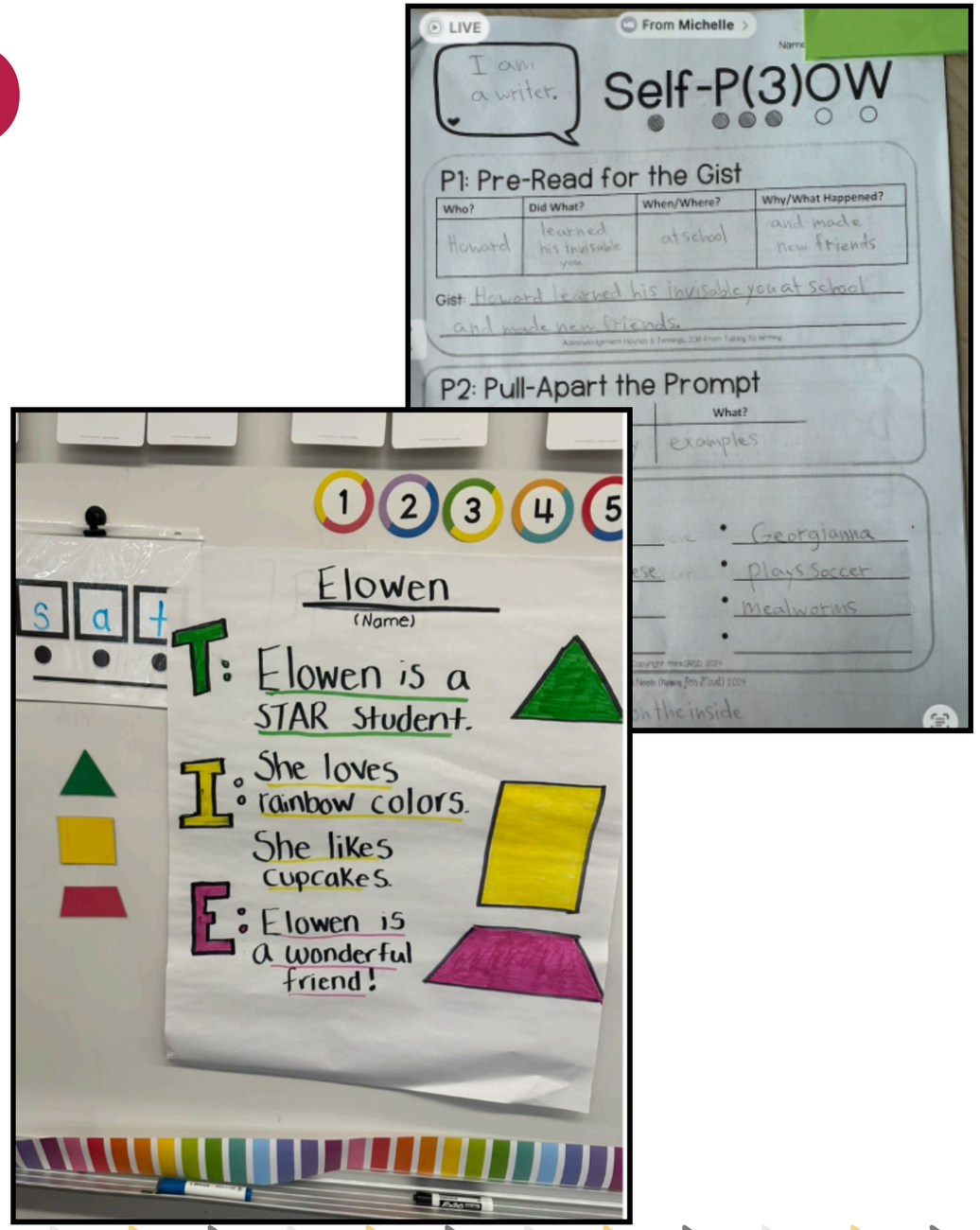
- Showed an increase in our multi-lingual students' writing scores on the ACCESS assessment



LOOKING AHEAD

LOOKING AHEAD
READING & WRITING

- Teachers will use Tier 1 evidence-based reading interventions. Fluency interventions will be used in grades 2-4.
- Continued implementation of the SRSD writing process.



LOOKING AHEAD

MATH

- Implementing Reveal, the new math curriculum
- Strengthen Tier 1 Reveal Math Instruction Through Student Discourse



LOOKING AHEAD

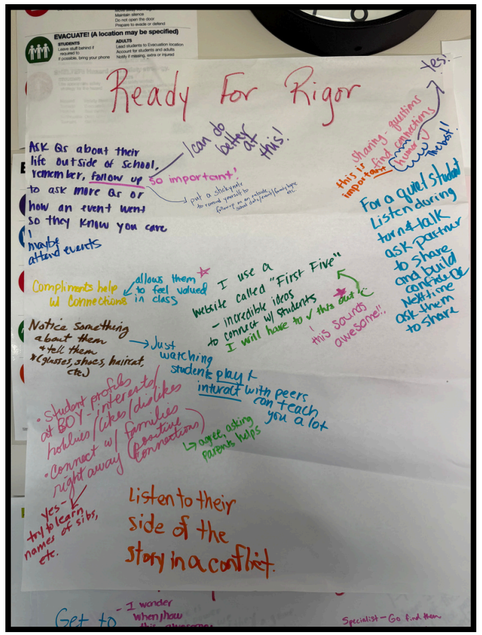
READY FOR RIGOR FRAMEWORK

Teachers are using Ready for Rigor strategies in at least two rounds. Ex. 2x10











THANK YOU!

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

TO: School District 197 School Board Members

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

DATE: November 9, 2026

SUBJECT: Approval of 2026-2027 Strategic Implementation Plan

BACKGROUND

Per Minnesota Statute 120B.11, "a school board, at a public meeting, shall adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with creating the world's best workforce." The school board meets this requirement (and others detailed in 120B.11), primarily through three actions.

1. The adoption of a long-term **Strategic Framework**. The board adopted its current framework in the spring of 2020.

2. The adoption of the **Annual Report** which analyzes progress toward the goals of the Strategic Framework in the prior school year. This will be presented to the board in detail at the November 23rd work session.

3. The adoption of an annual **Strategic Implementation Plan** including specific actions intended to continue advancing the goals of the Strategic Framework. This was presented to the board in detail at the October 26th work session. The administration is seeking formal approval from the board at this meeting.

RECOMMENDED RESOLUTION

BE IT RESOLVED by the School Board of School District 197 to approve the 2026-2027 Strategic Implementation Plan as presented.

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: November 9, 2026

SUBJECT: Approval of 2027-2028 and Draft 2028-2029 District Academic Calendars

BACKGROUND

Each fall, the School Board reviews two academic calendars: the upcoming school year for final approval and the following year in draft form. This two-year cycle was developed with the Meet and Confer Committee. It gives families and staff predictability and leaves time to refine each calendar before final adoption.

Calendars are developed under School Board Policy 602 and Minnesota statutory requirements for instructional days and hours. Drafts are reviewed with the Meet and Confer Committee before they come to the School Board in November. This timeline lets high school registration and other systems be updated on time.

Both the 2027-28 and 2028-29 calendars continue to balance instructional consistency, professional learning needs, and inclusion of the district's diverse community.

Meet and Confer Committee Input

The Meet and Confer Committee includes representatives from the teachers' federation, principals, and district administration. The committee met to review the draft 2027-28 and 2028-29 calendars. It looked at proposed start and end dates, the placement of professional development days, religious observances, and overall instructional balance. The committee reached consensus on the changes described below. It also discussed broader questions about start dates, holiday observances, and flexibility within the calendar framework.

Discussion Summary

2027-28 calendar: District administration recommended moving the October professional development day from October 1 to October 11, and the committee agreed. Members noted that elementary sites will still need time to hold data meetings before that day. They suggested using collaborative team time or staff meeting time for those meetings.

2028-29 calendar: The committee reviewed the draft calendar recommended by district administration and focused on where to place the second professional collaboration day. A mid-semester date would put it immediately before or after spring break. The committee instead agreed to move it later in April and pair it with a professional development day so the two fall on consecutive days, April 23 and 24, 2029.

Conferences: The committee also discussed the late evenings that conferences require of teachers. Some districts reduce this burden by scheduling conference nights next to a professional development day or a day off. That approach is harder for our district, because we spread conferences out to serve families and to make sure interpreters are available.

Religious inclusion: The discussion also connected to the district's ongoing work to support religious inclusion through policy and practice. When the calendar allows, the district aligns professional development days with Yom Kippur and one of the two Eids, typically when these religious holidays fall next to a break or a weekend. The district does not incorporate religious holidays into the calendar when doing so would create isolated midweek days off. The district also continues to strengthen its School Events and Religious Holidays guidance on excused absences, tests and events, homework, and classroom practices, so students and families can observe religious holidays without academic penalty.

2027-28 Calendar (Final Approval)

The 2027-28 calendar was approved in draft form last year and is now presented for final approval. The only proposed change is moving the October 1 professional development day to October 11.

The calendar keeps the transition day on the first day of school for kindergarten, grade 5, and grade 9 students. All other grades start the following day. The calendar includes 169-170 student days, depending on grade level, and 185 teacher days.

Highlights include:

- Professional development days on October 11 and May 5 account for Yom Kippur and Eid al-Adha, respectively.
- The district worked with the College Board to adjust AP testing so it avoids conflicts with religious observances on May 5.
- Winter break runs December 22-31, which keeps the school year from extending into mid-June.
- Professional development days continue to align with Election Day and related Mondays. This avoids the security adjustments needed when the public has access to school buildings.

These choices reflect the district’s continued practice of scheduling non-student days around both operational and community needs.

2028-29 Calendar (Draft Approval)

The 2028-29 calendar continues the district's pattern of starting after Labor Day. It keeps the transition day on the first day of school for kindergarten, grade 5, and grade 9 students, with all other grades starting the following day. The calendar includes 169-170 student days, depending on grade level, and 185 teacher days.

Highlights include:

- Professional development days on September 29 and April 23 account for Yom Kippur and Eid al-Adha, respectively.
- Winter break runs December 22 through January 2, which keeps the school year from extending into mid-June.
- Professional development days continue to align with Election Day and related Mondays. This avoids the security adjustments needed when the public has access to school buildings.

These choices reflect the district's continued practice of scheduling non-student days around both operational and community needs.

Religious and Cultural Observances

The district continues to refine its administrative guidance for accommodating religious observances. Staff are reminded of three expectations:

- Absences for religious holidays must be excused.
- Students should get reasonable time to complete make-up work.
- Tests and events should be avoided on major observances whenever possible.

The School Events and Religious Holidays guidance document is updated each year to help staff plan thoughtfully. The district also continues to use professional development and other non-student days strategically to reduce conflicts with religious holidays observed by a significant portion of our community.

Summary

The calendars presented this year reflect ongoing collaboration through the Meet and Confer process and careful consideration of staff feedback, instructional needs, community diversity, and operational realities. Together, they provide a stable foundation for planning while keeping flexibility and sensitivity to community needs.

The calendars were discussed at the October 26 work session and no changes were suggested.

RESOLUTION

BE IT RESOLVED by the School Board of School District 197 to approve the final 2027-2028 and draft 2028-2029 district academic calendars as presented.

2027 - 2028 ISD 197 School Calendar for Staff

Important Dates

July 5	Holiday - July 4
Aug 25 & 26	New Teacher Workshop
August 30 - Sept 2	Workshop Week
Sept 6	Holiday - Labor Day
Sept 7	First Day of K, 5 and 9
Sept 8	First Day 1-4, 6-8, 10-12
Oct 11	No School - Prof Dev
Oct 21 & 22	No School - Fall Break
Nov 1	PC - Elem/PD - Secondary
Nov 2	PD - Elem/PC - Secondary
Nov 24	Conference Comp
Nov 25 & 26	Holiday
Dec 22 - 31	Winter Break
Jan 17	Holiday - MLK Day
Jan 27	PD - Elem/Grading - Secondary
Jan 28	Grading - Elem/PD - Secondary
Feb 21	Holiday - President's Day
March 24	Professional Collaboration
March 27 - 31	Spring Break
May 5	PD - Professional Dev
May 29	Holiday - Memorial Day
June 8	Last Day of School, K- 11
June 9	Grading
June 12 & 13	Conference Comp
June 19	Holiday - Juneteenth

JULY

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

AUGUST

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

SEPTEMBER

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

OCTOBER

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

NOVEMBER

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

DECEMBER

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

JANUARY

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

FEBRUARY

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

MARCH

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

APRIL

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

MAY

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

JUNE

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

Conference Comp | Employee Holiday | Teacher Day | Not Teacher Work Day

PC = Professional Collaboration

PD = Professional Development

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

Approved February 9, 2026.

Suggested revision October 26, 2026

2027 - 2028 ISD 197 School Calendar for Staff

Student Days Per Month	Teacher Days per Month	District Office Closed
0 – August	2– August	July 5, 2027
17 or 18 – September	20– September + 1 Holiday (Labor Day)	September 6, 2027
18 – October	19 – October	November 25, 2027
17 – November	20 – November + 2 Holidays (Thanksgiving and Friday after Thanksgiving)	November 26, 2027
15 – December	15 – December	December 23, 2027
18 – January	20 – January	December 24, 2027
20 – February	20 – February + 1 Holiday (President's Day)	December 30, 2027
17 – March	18 – March	December 31, 2027
20 – April	20 – April	January 17, 2028
21 – May	22 – May + 1 Holiday (Memorial Day)	February 21, 2028
6 – June	9– June	May 29, 2028
TOTAL = 169 or 170 student days	TOTAL = 185 Teacher Days + 5 Holidays = 190 Total Teacher Days	June 19, 2028

Student Days Per Semester
Semester 1
85 days – 9/7 to 1/26
Semester 2
85 days –1/31 to 6/8
TOTAL
170 student days (K, 5, 9)
169 student days (1-4, 6-8, 10-12)

2027 - 2028 ISD 197 School Calendar for Families

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

Important Dates

Sept 7	First Day of K, 5 and 9
Sept 8	First Day 1-4, 6-8, 10-12
Oct 11	No School - Prof Dev
Oct 21-22	No School - Fall Break
Nov 1 & 2	No School - Prof Dev
Nov 24 - 26	No School
Dec 22-31	No School - Winter Break
Jan 17	No School - MLK Day
Jan 27 & 28	No School - End of Semester
Feb 21	No School - President's Day
March 24	No School - Prof Dev
March 27 - 31	No School - Spring Break
May 5	No School - Prof Dev
May 29	No School - Memorial Day
June 2	Last Day for Seniors
June 4	Graduation
June 8	Last Day of School K - 11

JULY

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

AUGUST

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

SEPTEMBER

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

OCTOBER

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

NOVEMBER

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

DECEMBER

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

JANUARY

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

FEBRUARY

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

MARCH

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

APRIL

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

MAY

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

JUNE

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

No School Day First Day Last Day

Approved February 9, 2026

Suggested revisions October 26, 2026

2028 - 2029 ISD 197 School Calendar for Staff

Important Dates

July 4	Holiday - July 4
Aug 23 & 24	New Teacher Workshop
August 28 - 31	Workshop Week
Sept 4	Holiday - Labor Day
Sept 5	First Day of K, 5 and 9
Sept 6	First Day 1-4, 6-8, 10-12
Sept 29	PD - Professional Dev
Oct 19 & 20	No School - Fall Break
Nov 6	PC - EL & Elem/PD - Secondary
Nov 7	PD - EL & Elem/PC - Secondary
Nov 22	Conference Comp
Nov 23 & 24	Holiday
Dec 22-Jan 2	Winter Break
Jan 15	Holiday - MLK Day
Jan 25	PD - EL & Elem/Grading - Secondary
Jan 26	Grading - EL & Elem/PD - Secondary
Feb 19	Holiday - President's Day
March 26-30	Spring Break
April 23	PC - Professional Collaboration
April 24	PD - Professional Dev
May 28	Holiday - Memorial Day
June 7	Last Day of School, K-11
June 8	Grading
June 11-12	Conference Comp
June 19	Holiday - Juneteenth

JULY

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

AUGUST

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

SEPTEMBER

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

OCTOBER

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

NOVEMBER

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

DECEMBER

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

JANUARY

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

FEBRUARY

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

MARCH

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

APRIL

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

MAY

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

JUNE

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

Conference Comp | Employee Holiday | Teacher Day | Not Teacher Work Day

PC = Professional Collaboration

PD = Professional Development

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

Presented October 26, 2026

2028 - 2029 ISD 197 School Calendar for Staff

Student Days Per Month
0 – August
17 or 18– September
20 – October
17 – November
15 – December
18 – January
19 – February
17 – March
19 – April
22 – May
5 – June
TOTAL = 169 or 170 student days

Teacher Days per Month
4– August
18– September + 1 Holiday (Labor Day)
20 – October
20 – November + 2 Holidays (Thanksgiving and Friday after Thanksgiving)
15 – December
20 – January
19 – February + 1 Holiday (President's Day)
17 – March
21 – April
22 – May + 1 Holiday (Memorial Day)
8– June
TOTAL = 185 Teacher Days + 5 Holidays = 190 Total Teacher Days

District Office Closed
July 4, 2028
September 4, 2028
November 23, 2028
November 24, 2028
December 22, 2028
December 25-29, 2028
January 1, 2029
January 15, 2029
February 19, 2029
March 26-30, 2029
May 28, 2029
June 19, 2029

Student Days Per Semester
Semester 1
85 days – 9/5 to 1/24
Semester 2
85 days –1/29 to 6/7
TOTAL
170 student days (K, 5, 9)
169 student days (1-4, 6-8, 10-12)

Presented October 26, 2026