

# Special Meeting

Tuesday, May 4, 2021 6:30 PM

Virtual

I. Call to Order	<b>Presenter:</b> Chair, Tonya Reasoner
II. Roll Call	<b>Presenter:</b> Chair, Tonya Reasoner
III. Approve Agenda	<b>Presenter:</b> Chair, Tonya Reasoner
IV. Introductory Statement	<b>Presenter:</b> Superintendent, Tim Truebenbach and Chair, Tonya Reasoner
V. Pledge of Allegiance	<b>Presenter:</b> Chair, Tonya Reasoner
VI. Open Forum	<b>Presenter:</b> Chair, Tonya Reasoner
VII. Consent Agenda	<b>Presenter:</b> Chair, Tonya Reasoner
A. Previous Minutes	
B. Claims and Accounts	
C. Credit Card Report	
D. Personnel	
E. Fundraisers	
VIII. Donations	<b>Presenter:</b> Chair, Tonya Reasoner
IX. District Survey Review ( <i>F. Expand and Strengthen Public Support</i> )	<b>Presenter:</b> Superintendent, Tim Truebenbach
X. Financial Report ( <i>C. Strong Financial Foundation</i> )	<b>Presenter:</b> Director of Business Services, Angie Manuel
XI. WTC LTFM Resolution ( <i>E. Facilities and Infrastructure Design</i> )	<b>Presenter:</b> Director of Business Services, Angie Manuel
XII. Summer School Pay MOU ( <i>A. Implement Practices for Exceptional Learning</i> )	<b>Presenter:</b> Director of Business Services, Angie Manuel
XIII. Approve 2021-2022 Food Service Management Contract ( <i>F. Expand and Strengthen Public Support</i> )	<b>Presenter:</b> Director of Business Services, Angie Manuel
XIV. Approve Transportation Contract with VISION Transportation ( <i>F. Expand and Strengthen Public Support</i> )	<b>Presenter:</b> Director of Business Services, Angie Manuel
XV. Approve Air Conditioning Change Order for MS HVAC Project ( <i>E. Facilities and Infrastructure Design</i> )	<b>Presenter:</b> Director of Business Services, Angie Manuel and Buildings and Grounds Manager, TJ Zerwas
XVI. Programming Update for 21-22 ( <i>A. Implement</i>	<b>Presenter:</b> Executive

*Practices for Exceptional Learning)*

Director of Teaching and Learning, David Bernard

- XVII. **Approve 2021-2022 Staffing Proposal (F. Expand and Strengthen Public Support)**

**Presenter:** Superintendent, Tim Truebenbach, Director of Business Services, Angie Manuel, and Executive Director of Teaching and Learning, David Bernard

- XVIII. **Student Representative Report (F. Expand and Strengthen Public Support)**

**Presenter:** Student Representative, Ella Dotzler

- XIX. **Superintendent Report (F. Expand and Strengthen Public Support)**

**Presenter:** Superintendent, Tim Truebenbach

- XX. **Adjournment**

**Presenter:** Chair, Tonya Reasoner



**ISD 727 SCHOOL BOARD  
FUNDRAISERS ACTION  
04/29/21**

Big Lake Varsity Baseball, selling water softener salt, April 30-May 7, 2021, proceeds for equipment and field improvements

04/14/2021

The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**RESOLUTION ACCEPTING DONATIONS**

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. 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.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Big Lake Schools, ISD 727, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Bank of Elk River	\$1,000	2021 Scholarships
Vladimir and Lilly Ostoich	5,000 KN95 masks valued at \$15,000	Community Education
Girls Basketball Booster	\$650.00	Coach bus
Great River Federal Credit Union	\$4,650.00	Purchase resources for teachers in classrooms
Big Lake Girls Basketball Booster Club	\$300.00	Help offset the cost of the summer skills session
New Creations Child Care	\$500.00	Class of 2021 Scholarships

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted on April 29, 2021.

**CASH REPORT FOR SCHOOL BOARD**

**BIG LAKE PUBLIC SCHOOLS**  
Independent School District # 727  
for month: March 2021

<b>101 - CASH ACCOUNTS</b>					
	<b>Beg Balance</b>	<b>Receipts</b>	<b>Checks</b>	<b>Adjustments</b>	<b>End Balance</b>
General Fund	\$ 5,029,167	\$ 3,847,309	\$ (3,533,086)		\$ 5,343,390
Food Service	(\$1,074,019)	10,985	(103,627)		(\$1,166,661)
Community Service	(\$1,003,353)	200,927	(157,712)		(\$960,138)
Building Fund	\$0	227,262	(227,262)		\$0
Debt Service	(\$2,238,328)	-	-		(\$2,238,328)
Project fund- HVAC (Fund 15)	\$0	3,645	(3,645)		\$0
Custodial Fund (Fund 18)	\$1,592	-	(38)		\$1,554
OPEB Trust Fund	(\$18,203)	-	(619)		(\$18,822)
<b>TOTAL PER BOOKS</b>	696,856	4,290,128.00	(\$4,025,989)	\$0	960,995
				General Checking Account	\$960,995
				<b>TOTAL PER BANK</b>	<b>\$960,995</b>

<b>102 - PETTY CASH ACCOUNT</b>					
	<b>Beg Balance</b>	<b>Receipts</b>	<b>Checks</b>	<b>Adjustments</b>	<b>End Balance</b>
General Fund	\$1,774	-	(\$33)	-	\$1,741
				Petty Cash Checking Account	\$1,741
				<b>TOTAL PER BANK</b>	<b>\$1,741</b>

<b>104 - INVESTMENT ACCOUNTS</b>					
	<b>Beg Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Adjustments</b>	<b>End Balance</b>
General Fund	(\$1,630,714)	\$ 6,166,261	\$ (4,600,000)		(\$64,453)
General Fd Operating Investments	\$8,045,556	2,000,000	(2,484,156)		\$7,561,400
Food Service	\$1,385,449	98,234	-		\$1,483,683
Community Service	\$1,645,009	88,790	-		\$1,733,799
Debt Service	\$3,535,564	-	-		\$3,535,564
Facilities Investments 2017A	\$61,991	1	-		\$61,992
Facilities Investments 2019A (Fd 06)	\$358,128	4	(227,262)		\$130,870
Facility Maintenance Invest. 2020A (Fd 07)	\$362,000	-	-		\$362,000
Facility Maintenance Invest. 2020A (Fd 15)	\$34,122	1	(3,645)		\$30,478
Facility Maintenance Invest. 2021A (Fd 07)	\$180,140	-	-		\$180,140
Facility Maintenance Invest. 2021A (Fd 15)	\$7,798,229	285	-		\$7,798,514
OPEB Trust Fund	\$1,130,101	-	(67)		\$1,130,034
OPEB Trust Equities	\$567,316	10,046	-		\$577,362
<b>TOTAL PER BOOKS</b>	\$23,472,891	\$8,363,622	(\$7,315,130)	\$0	\$24,521,383
				MN Trust	\$6,688,591
				Operating Investments	\$7,561,400
				Building Fund Investments	\$8,563,996
				OPEB Trust	\$1,707,396
				<b>TOTAL PER BANK</b>	<b>\$24,521,383</b>

<b>CASH AND INVESTMENT BALANCE SUMMARY BY FUND</b>					
	<b>Beg Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Adjustments</b>	<b>End Balance</b>
General Fund	\$ 11,445,783	\$ 12,013,570	\$ (10,617,275)	\$ -	\$ 12,842,078
Food Service	\$311,430	109,219	(103,627)	-	\$317,022
Community Service	\$641,656	289,717	(157,712)	-	\$773,661
Debt Service	\$1,839,376	-	-	-	\$1,839,376
Project Fund HVAC- Fund 15	\$7,832,351	3,931	(7,290)	-	\$7,828,992
Custodial Fund (Fund 18)	\$1,592	-	(38)	-	\$1,554
Bond Account Investments (fund 06)	\$420,119	\$227,267	(\$454,524)	\$0	\$192,862
OPEB Trust Fund	\$1,111,898	-	(686)	-	\$1,111,212
OPEB Trust Equities	\$567,316	10,046	-	-	\$577,362
<b>TOTAL PER BOOKS</b>	<b>24,171,521</b>	<b>\$12,653,750</b>	<b>(\$11,341,152)</b>	<b>\$0</b>	<b>25,484,119</b>
				Cash	\$960,995
				Petty Cash	\$1,741
				Investments	\$24,521,383
				<b>TOTAL PER BANK</b>	<b>\$25,484,119</b>

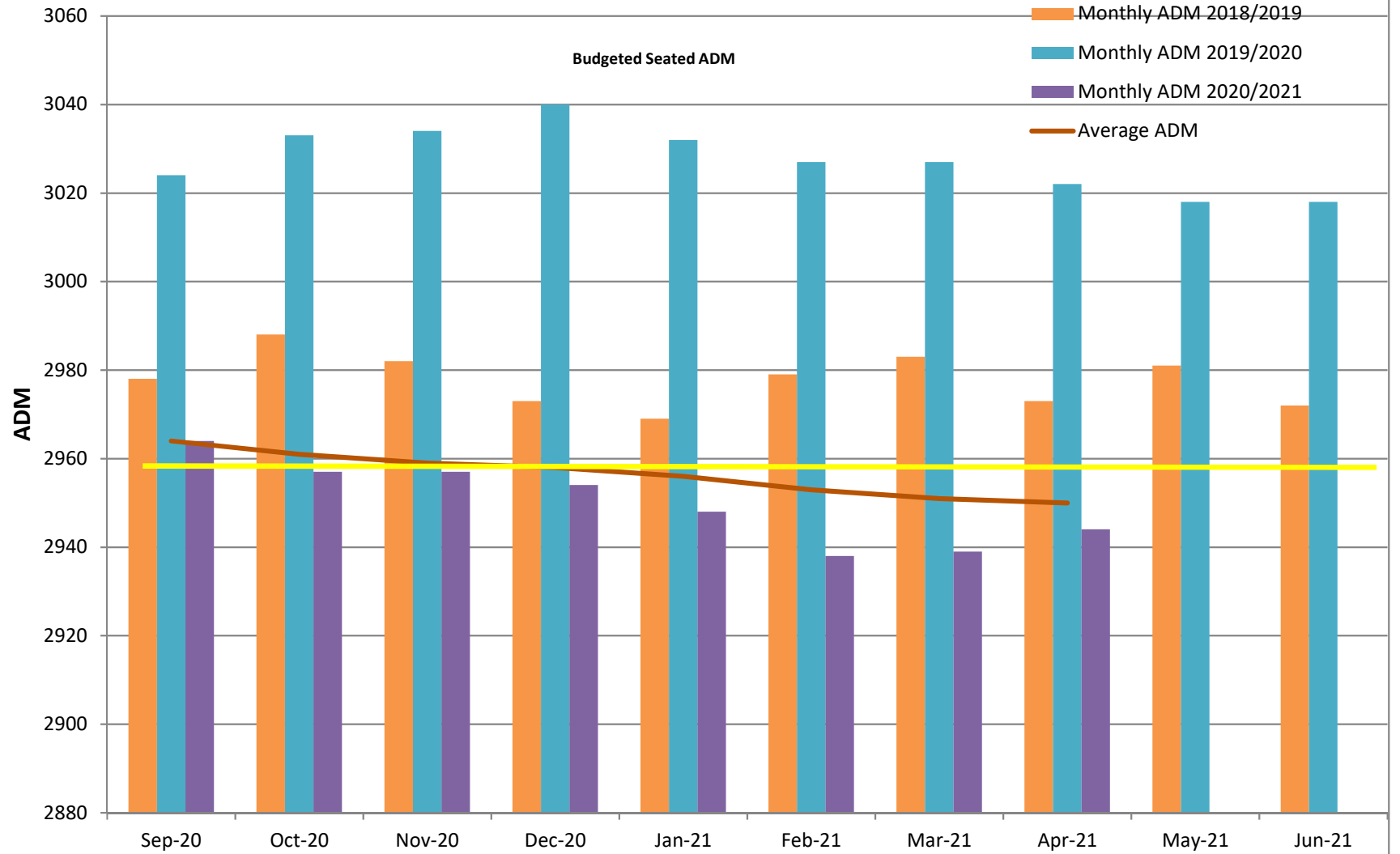




**WIRE TRANSFER SUMMARY**  
**Big Lake Public Schools**  
**Independent School District #727**  
**March 31, 2021**

<b>DATE</b>	<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>PURPOSE</b>
3/1/2021	Old National-Checking	Heartland Pmt System	\$ 103.86	Nutri Kids Credit Card Fees
3/1/2021	Old National-Checking	BLEM	\$ 8,213.01	Teacher Unions Dues
3/2/2021	Old National-Checking	EBC	\$ 56,079.86	403b & 457 contributions
3/3/2021	Old National-Checking	Further	\$ 913.05	Flex Claim Pymts
3/3/2021	Old National-Checking	Further	\$ 24,830.32	H.S.A Contributions
3/5/2021	CC Choices ACH	Old National-Checking	\$ 3,287.28	Pathway I
3/8/2021	Old National-Checking	Neopost	\$ 50.00	CE postage
3/8/2021	Old National-Checking	Neopost	\$ 201.00	DO Postage
3/8/2021	Old National-Checking	Delta Dental	\$ 27,124.54	Dental Insurance
3/9/2021	Old National-Checking	ELEYOmonthlysoft	\$ 1,250.00	ELEYO User Fees
3/9/2021	Old National-Checking	Bankcard Service	\$ 1,992.90	ELEYO Credit Card Fees
3/10/2021	Old National-Checking	Transfirst/TSYS	\$ 962.92	Affinity Credit Card fees
3/10/2021	Old National-Checking	Further	\$ 1,091.38	Flex Claim Pymts
3/11/2021	MN Trust-PMA	Old National-Checking	\$ 1,600,000.00	Payroll and Payroll AP
3/15/2021	Old National-Checking	Neopost	\$ 50.00	CE postage
3/15/2021	Old National-Checking	BLEM	\$ 8,213.01	Teacher Unions Dues
3/16/2021	Old National-Checking	EBC	\$ 55,210.65	403b & 457 contributions
3/17/2021	Old National-Checking	Further	\$ 1,615.55	Flex Claim Pymts
3/17/2021	Old National-Checking	Further	\$ 24,900.00	H.S.A Contributions
3/24/2021	Old National-Checking	Neopost	\$ 100.00	Liberty Postage
3/24/2021	Old National-Checking	Neopost	\$ 201.00	DO Postage
3/24/2021	Old National-Checking	Further	\$ 316.00	Further Fee
3/24/2021	Old National-Checking	Further	\$ 1,063.67	Flex Claim Pymts
3/25/2021	Retiree Accounts	Old National-Checking	\$ 12,659.00	Auto Transfers for COBRA/Retiree Ins
3/25/2021	MN Trust-PMA	Old National-Checking	\$ 1,000,000.00	Payroll and Payroll AP
3/26/2021	MN Trust-PMA BONDS	Old National-Checking	\$ 3,645.00	HVAC Draw 2020A
3/26/2021	MN Trust-PMA BONDS	Old National-Checking	\$ 227,261.85	2019A Draw
3/29/2021	Old National-Checking	Neopost	\$ 150.00	CE postage
3/29/2021	Old National-Checking	BLEM	\$ 8,213.01	Teacher Unions Dues
3/30/2021	Old National-Checking	EBC	\$ 53,993.69	403b & 457 contributions
3/31/2021	Old National-Checking	Old National Bank	\$ 15.60	Old National Service Charge
3/31/2021	Old National-Checking	Bremer Bank	\$ 174.40	ACH Charge
3/31/2021	Old National-Checking	Further	\$ 2,170.87	Flex Claim Pymts
3/31/2021	Old National-Checking	Further	\$ 24,482.32	H.S.A Contributions

## 20-21 Monthly, Average, and Budgeted Daily Membership



**SUMMARY OF YTD 20-21 BUDGET ADJUSTMENTS**

*\*Denotes Specific School Board Approval*

**GENERAL FUND:**

**REVENUE:**

Original Budget	\$36,364,281	*	Jun-20
-Adjust gen ed aid for decrease in enrollment	(\$724,625)	*	Dec-20
-Establish budget for CRF federal funds	\$766,916	*	Dec-20
-Revenue rec'd from Big Lake Township and Sherburne County for COVID relief	\$300,569	*	Dec-20
-Transfer eligible CRF funds to food service and community service funds; rev=exp	(\$23,891)	*	Jan-21
-Close out of Fall activities and athletics = reduced revenue and expenses	(\$31,966)	*	Jan-21
-Adjust Title budget estimates	\$4,149	*	Jan-21
-Adjust CARES ACT Round I budgets: Transfer eligible revenue & expenditures to food service fund	(\$5,451)	*	Feb-21
-Adjust for receipt of utilities rebate monies earmarked for facilities needs; rev=exp	\$34,000	*	Mar-21
-Establish budgets for tech protection insurance fees and technology repairs budget; rev=exp	\$43,225	*	Mar-21
-Decrease parking fee budget - no fees charged in 20-21	(\$20,000)		
-Adjust for receipt of utilities rebate monies and sale of assets earmarked for facilities needs; rev=exp	\$38,965		

AMOUNT	DATE
--------	------

**NET CURRENT REVENUE BUDGET**

\$36,746,172

**GENERAL FUND:**

**EXPENSE:**

Original Budget	\$37,519,840	*	Jun-20
-Establish budget for CRF COVID related expenses	\$766,916	*	Dec-20
-Edgenuity costs (Big Lake Online)	\$139,000	*	Dec-20
-Transfer part of CRF budgeted expenditures to food service and community service funds; rev=exp	(\$23,891)	*	Jan-21
-Close out of Fall activities and athletics = reduced revenue and expenses	(\$31,966)	*	Jan-21
-Fall staffing revision - revise estimates based on actual hiring through December	\$26,023	*	Jan-21
-Adjust Title budget estimates	(\$10,146)	*	Jan-21
-Added budget for copier replacement (from Assigned for Copiers fund balance)	\$14,279	*	Jan-21
-Amend budget revision in December for CRF related expenses	(\$215,563)	*	Jan-21
-Adjust CARES ACT Round I budgets: Transfer eligible revenue & expenditures to food service fund	(\$5,451)	*	Feb-21
-Staffing revision #2 - update staffing and benefit changes since last fall	(\$13,623)	*	Mar-21
-Adjust for receipt of utilities rebate monies earmarked for facilities needs; rev=exp	\$34,000	*	Mar-21
-Adjust budgets for Assigned fund balances from 19-20	\$110,279	*	Mar-21
-Establish budgets for tech protection insurance fees and technology repairs budget; rev=exp	\$43,225	*	Mar-21
-Adjust for receipt of utilities rebate monies and sale of assets earmarked for facilities needs; rev=exp	\$38,965		

AMOUNT	DATE
--------	------

**NET CURRENT EXPENSE BUDGET**

\$38,391,887

## SUMMARY OF YTD 20-21 BUDGET ADJUSTMENTS

*\*Denotes Specific School Board Approval*

### FOOD SERVICE FUND:

#### REVENUE:

	AMOUNT		DATE
Original Budget	\$1,655,850	*	Jun-20
-Establish budget for eligible CRF expenses; rev=exp	\$7,261	*	Jan-21
-Adjust CARES ACT Round I budgets: Transfer eligible revenue & expenditures to food service fund	\$5,451	*	Feb-21

#### NET CURRENT REVENUE BUDGET

\$1,668,562

#### EXPENSE:

Original Budget	\$1,655,850	*	Jun-20
-Establish budget for eligible CRF expenses; rev=exp	\$7,261	*	Jan-21
-Adjust CARES ACT Round I budgets: Transfer eligible revenue & expenditures to food service fund	\$5,451	*	Feb-21
-Staffing revision #2 - update staffing and benefit changes since last fall	(\$3,066)	*	Mar-21

#### NET CURRENT EXPENSE BUDGET

\$1,665,496

### COMMUNITY SERVICE FUND:

#### REVENUE:

	AMOUNT		DATE
Original Budget	\$1,940,459	*	Jun-20
-Revenue rec'd from Big Lake Township and Sherburne County for COVID relief	\$107,761	*	Dec-20
-Establish budget for eligible CRF expenses; rev=exp	\$16,631	*	Jan-21
-Reduced revenue budget for driver's ed and Hive Time tuition	(\$85,850)	*	Jan-21
-Reduce revenue budget for cancelled programs due to COVID: Musical, Robotics, Ski Club, no field trips in Kid's club	(\$63,160)	*	Feb-21
-Adjust for decreased program activity revenue	(\$1,675)		

#### NET CURRENT REVENUE BUDGET

\$1,914,166

#### EXPENSE:

Original Budget	\$2,173,632	*	Jun-20
-Establish budget for eligible CRF expenses; rev=exp	\$16,630	*	Jan-21
-Fall staffing revision - revise estimates based on actual hiring through December	(\$101,313)	*	Jan-21
-Reduce expenses for decreased programming (driver's ed)	(\$42,300)	*	Jan-21
-Reduce expenditure budget for cancelled programs due to COVID: Musical, Robotics, Ski Club, no field trips in Kid's club	(\$54,906)	*	Feb-21
-Staffing revision #2 - update staffing and benefit changes since last fall	\$3,725	*	Mar-21
-Decr expenditure budget for updated staffing projections, decreased program activities due to COVID	(\$101,629)		

#### NET CURRENT EXPENSE BUDGET

\$1,893,839

### BUILDING CONSTRUCTION FUND

#### REVENUE:

Original Budget	\$9,950	*	Jun-20
-Bond proceeds from 2021A Facilities Maintenance Bonds	\$7,969,480	*	Mar-21
-Adjust investment income	(\$400)	*	Mar-21

#### NET CURRENT REVENUE BUDGET

\$7,979,030

#### EXPENSE:

Original Budget	\$6,881,788	*	Jun-20
-Adjust construction fund budgets for updated estimates of 20-21 costs	\$890,654	*	Mar-21

#### NET CURRENT EXPENSE BUDGET

\$7,772,442

**SUMMARY OF YTD 20-21 BUDGET ADJUSTMENTS**

*\*Denotes Specific School Board Approval*

**DEBT SERVICE FUND**

**REVENUE:**

Original Budget	\$5,516,400	*	Jun-20
-Transfer in from closing out of OPEB Debt Service fund; Board approved in December	\$100,819	*	Jan-21
-Bonds proceeds from 2021A Facilities Maintenance Bonds	\$180,140	*	Mar-21

AMOUNT	DATE
--------	------

**NET CURRENT REVENUE BUDGET**

\$5,797,359

**EXPENSE:**

Original Budget	\$5,807,280	*	Jun-20
-----------------	-------------	---	--------

**NET CURRENT EXPENSE BUDGET**

\$5,807,280

**OPEB Irrevocable Trust Fund**

**REVENUE:**

Original Budget	45,000	*	Jun-20
-----------------	--------	---	--------

AMOUNT	DATE
--------	------

**NET CURRENT REVENUE BUDGET**

45,000

**EXPENSE:**

Original Budget	\$248,355	*	Jun-20
-Fall staffing revision; adjust OPEB benefits based on updated health information	\$787	*	Jan-21
-Staffing revision #2 - change implicit rate for updated actuary study	(\$36,440)	*	Mar-21

**NET CURRENT EXPENSE BUDGET**

\$212,702

## ISD #727 2020-2021 Revised Budget

April 29th, 2021

	Audited Fund Balance June 30,2020	Revenue Budget 20-21	Expenditure Budget 20-21	Projected Net Change Incr(Decr) in Fund Balance	Transfers	Budgeted Fund Balance June 30,2021
<b>General:</b>						
Restricted -						
Long Term Facilities Maintenance	\$ 81,783	\$ 452,080	\$ 345,484	\$ 106,596	\$ -	\$ 188,379
Operating Capital	\$ 455,306	\$ 720,022	\$ 1,028,199	\$ (308,177)	\$ -	\$ 147,129
Capital Projects Levy	\$ 226,670	\$ 519,531	\$ 530,835	\$ (11,304)	\$ -	\$ 215,366
Basic Skills Programs	\$ 76,094	\$ 612,211	\$ 678,780	\$ (66,569)	\$ -	\$ 9,525
Staff Development	\$ 92,814	\$ 434,814	\$ 413,956	\$ 20,858	\$ -	\$ 113,672
Third Party/Medical Assistance	\$ 230,996	\$ 100,000	\$ 169,737	\$ (69,737)	\$ -	\$ 161,259
Area Learning Center (ALC)	\$ 33,648	\$ 267,086	\$ 300,734	\$ (33,648)	\$ -	\$ -
Scholarships	\$ 16,650	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ 16,650
Student Activities	\$ 10,386	\$ 14,870	\$ 14,577	\$ 293	\$ -	\$ 10,679
Committed for Severance	\$ 620,191	\$ -	\$ 107,420	\$ (107,420)	\$ -	\$ 512,771
Committed for Liberty Shelter	\$ 29,120	\$ -	\$ 29,120	\$ (29,120)	\$ -	\$ -
Assigned for Q Comp	\$ 138,190	\$ 801,115	\$ 804,184	\$ (3,069)	\$ -	\$ 135,121
Assigned for Athletics and Activities	\$ 179,525	\$ 957,409	\$ 957,409	\$ -	\$ -	\$ 179,525
Assigned for Building Level Activities	\$ 122,937	\$ 15,700	\$ 26,598	\$ (10,898)	\$ -	\$ 112,039
Other Assigned Fund Balances	\$ 156,348	\$ 11,000	\$ 129,173	\$ (118,173)	\$ -	\$ 38,175
Nonspendable for Prepaid Items	\$ 118,522	\$ -	\$ -	\$ -	\$ -	\$ 118,522
Unassigned	\$ 7,548,558	\$ 31,828,334	\$ 32,843,681	\$ (1,015,347)	\$ -	\$ 6,533,211
Subtotal	\$ 10,137,738	\$ 36,746,172	\$ 38,391,887	\$ (1,645,715)	\$ -	\$ 8,492,023
<b>Food Service:</b>						
Restricted						
Nonspendable for Inventory	\$ 38,923	\$ 1,668,562	\$ 1,665,496	\$ 3,066	\$ -	\$ 41,989
Subtotal	\$ 227,522	\$ -	\$ -	\$ -	\$ -	\$ 227,522
Subtotal	\$ 266,445	\$ 1,668,562	\$ 1,665,496	\$ 3,066	\$ -	\$ 269,511
<b>Community Service:</b>						
Restricted -						
Community Education	\$ 359,366	\$ 1,300,884	\$ 1,273,486	\$ 27,398	\$ -	\$ 386,764
ECFE	\$ 52,390	\$ 243,857	\$ 239,986	\$ 3,871	\$ -	\$ 56,261
School Readiness	\$ (23,826)	\$ 351,485	\$ 365,730	\$ (14,245)	\$ -	\$ (38,071)
Preschool Screening	\$ 7,917	\$ 17,940	\$ 14,637	\$ 3,303	\$ -	\$ 11,220
Subtotal	\$ 395,847	\$ 1,914,166	\$ 1,893,839	\$ 20,327	\$ -	\$ 416,174
<b>Building Construction Fund</b>						
Restricted -						
Long-Term Facilities Maintenance	\$ 4,762,317	\$ 7,978,980	\$ 7,696,928	\$ 282,052	\$ -	\$ 5,044,369
Referendum Projects	\$ 75,464	\$ 50	\$ 75,514	\$ (75,464)	\$ -	\$ -
	\$ 4,837,781	\$ 7,979,030	\$ 7,772,442	\$ 206,588	\$ -	\$ 5,044,369
<b>Debt Service - Restricted</b>	\$ 1,805,961	\$ 5,797,359	\$ 5,807,280	\$ (9,921)	\$ -	\$ 1,796,040
<b>OPEB Irrevocable Trust Fund</b>	\$ 1,606,793	\$ 45,000	\$ 212,702	\$ (167,702)	\$ -	\$ 1,439,091
<b>OPEB Bonds Debt Service Fund</b>	\$ 100,819	\$ -	\$ 100,819	\$ (100,819)	\$ -	\$ -
<b>Total</b>	\$ 19,151,384	\$ 54,150,289	\$ 55,844,465	\$ (1,694,176)	\$ -	\$ 17,457,208

Treasurer's Report  
 Month of March, 2020/21 School Year  
 Amber Sixberry, Treasurer

Big Lake School District #727  
 Respectfully Submitted at the 04/29/21 Board Meeting  
*(Italicized, underlined phrase in parenthesis denotes the source of the data and notes)*

**COMPLIANCE ISSUES**

- |    |   |               |
|----|---|---------------|
| 1) | Preliminary UFARS data loaded to MDE by September 15th, 2020  | In compliance |
| 2) | Revenue and Expenditure Budget published by earlier of one week after school board accepts final audit or November 30, 2020 | In compliance |
| 3) | Final UFARS data to MDE by November 30, 2020  | In compliance |
| 4) | The 2019/2020 audit (electronic copy) received at MDE by December 31st, 2020  | In compliance |
| 5) | Board members having received training in financial matters per statute   | In compliance |

**FISCAL HEALTH - INCOME STATEMENT PARAMETERS**

- 1) Revenue/Expenditure Monitor - *Exp/Rev Summary - FD Report*

	<b>REVENUE</b>			<i>(Calculated)</i>	<b>EXPENDITURES</b>			<i>(Calculated)</i>
	Budget	Actual \$ YTD	Actual % YTD		Budget	Actual \$ YTD	Actual % YTD	
General Fund (01,05,09,11 &12)	\$ 36,746,172	\$ 21,136,515	58%	\$ 38,391,887	\$ 22,890,523	60%		
Food Service (02)	\$ 1,668,562	\$ 770,531	46%	\$ 1,665,496	\$ 725,020	44%		
Community Service (04)	\$ 1,914,166	\$ 1,223,795	64%	\$ 1,893,839	\$ 1,257,770	66%		
Building Construction (06)	\$ 7,979,030	\$ 7,976,752	100%	\$ 7,772,442	\$ 4,923,480	63%		
Debt Service (07)	\$ 5,797,359	\$ 658,769	11%	\$ 5,807,280	\$ 5,803,118	100%		
OPEB Irrevocable Trust Fund (45)	\$ 45,000	\$ 100,791	224%	\$ 212,702	\$ 19,009	9%		
OPEB Bonds Debt Service Fund (47)	\$ -	\$ -	0%	\$ 100,819	\$ 100,819	100%		

- 2) ADM Monitor - *Principals' monthly reporting*

	Original	Revision (1)	Revision (2)
Budgeted Seated ADM	3062	2959	
Tuition ADM	58	58	
Budgeted ADM	3120	3017	

**NOTES**

See budget revisions

---



---



---



---

# School Board Financial Report

April 29th, 2021

Angie Manuel, Director of Business Services

---

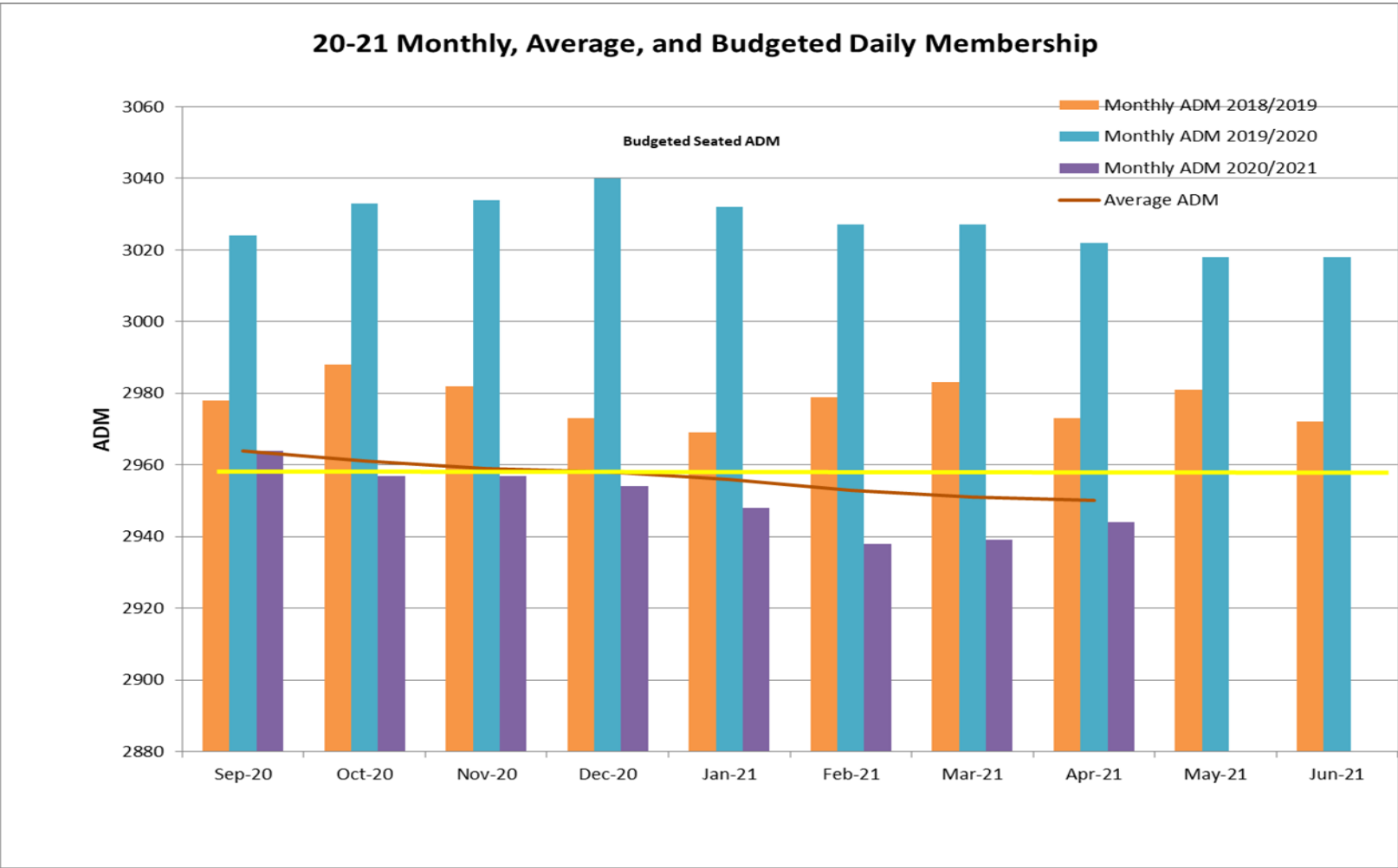
*Big Lake Schools. Challenge. Educate. Inspire.*

# Enrollment

---

- April 1<sup>st</sup> seated enrollment increased 6 students
- Negative adjustment for 6 more PSEO students
- Average Daily Membership (ADM) below enrollment budget
  - 9 ADM's below budget of 2,959
  - Day 1 ADM's: 2,964 April 1<sup>st</sup> ADM's: 2,944 Average: 2,950

### 20-21 Monthly, Average, and Budgeted Daily Membership



# Financial Update

- Budget Revisions to be Approved

**General Fund Revenues: +\$18,965 (net)**

- Receipt of utility rebates earmarked for specific projects
- Adjusted parking fees to zero

**General Fund Expenditures: +\$38,965**

- Earmarked expenses from utility rebates

**Community Service Fund Revenues: -\$1,675**

- Decreased program activity revenue

**Community Service Fund Expenditures: -\$101,629**

- Decreased program activities due to COVID and updated staffing projections

# Fund Balance Update

---

- **General Fund Unassigned Fund Balance: \$6,533,211**
  - \$20,000 less from March update
- **Total Community Service Fund: \$ 416,174**
  - Increase of \$99,954 from March update due to less than anticipated expenses, mainly in Kid's Club and Hive Time

# Food Service Update

---

- Summer Meal Program to be offered at Independence STEM Elementary
  - Breakfast and lunch meals will be free
- USDA extended waiver of free meals for all students
  - Breakfast and lunch Type A meals will be free for all students into 21-22 school year
  - Still a charge for ala carte items and adult meals

# Update on ESSER II and ESSER III Federal funds

---

- ESSER II allocation: \$835,989
  - Available to spend through September 30<sup>th</sup>, 2023
- ESSER III allocation \$1,877,512
  - Available to spend through September 30<sup>th</sup>, 2024
- Additional federal funding for summer school
  - Approximately extra \$4 per service hour
  - Recruit summer school teachers and expanded transportation

# Legislative Update

---

- Hold harmless for compensatory funding and enrollment loss due to pandemic did not make it out of education committees
- Unlikely to see 2%,2% increase
  - 1% each year in the biennium is more realistic

# School Board Action

---

**Approve budget revisions and financial report**





EXTRACT OF MINUTES OF MEETING  
OF SCHOOL BOARD OF  
SCHOOL DISTRICT #727  
(Big Lake)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of School District No. 727 State of Minnesota, was held on April 22, 2021 , at 6:30 PM, for the purpose, in part, of approving the Wright Technical Center's Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of the Technical Center's long-term facility maintenance projects in the district's application for long-term facility maintenance.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION WRIGHT TECHNICAL CENTER'S LONG-TERM  
FACILITY MAINTENANCE PROGRAM BUDGET AND AUTHORIZING  
THE INCLUSION OF A PROPORTIONATE SHARE OF THOSE  
PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-TERM FACILITY  
MAINTENANCE REVENUE

BE IT RESOLVED by the School Board of District No. 727, State of Minnesota, as follows:

1. The School Board of Cooperative School District 966 has approved a long-term facility maintenance program budget for its facilities for the 2022-2023 school year in the amount of \$167,000.00 of which District No. 727's proportionate share is \$17,278.93. The various components of this program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved. (Exhibit A)
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an cooperative school district's long-term facility maintenance budget is approved by the school boards of each of the cooperative school district's member school districts, each member district may include its proportionate share of the costs of the cooperative school district program in its long-term facility maintenance revenue application.
3. The proportionate share of the costs of the cooperative school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the cooperative school district long-term facility maintenance program times a three year weighted average adjusted pupil units formula. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds. The inclusion of this proportionate share in the district's long-term facility maintenance revenue application for fiscal year 2022 is hereby approved, subject to approval by the Commissioner of Education.
4. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the cooperative school district program, the district shall promptly pay to the cooperative school district the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Inspector \_\_\_\_\_ 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

I, the undersigned, being the duly qualified and acting Clerk of School District No. 727, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. 727, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Cooperative School District No. 966's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of the Wright Technical Center's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Clerk

School District No. 727

MEMORANDUM OF UNDERSTANDING  
K-12 Non-contract Time - Summer School 20-21

WHEREAS, Big Lake Education Minnesota (BLEM) and the Big Lake School District have reached an agreement on the contract for 2019-2021; and

WHEREAS, the Section 8.5 Non-Contract Added Hours in the contract for 2019-2021, states that summer school pay will be based on the teacher's hourly rate of pay, not to exceed \$37.00/hour, in effect for the previous school year and a teacher's hourly rate of pay for summer school will not change on July 1.

WHEREAS, summer school for school year 20-21 only will be based on the teacher's hourly rate of pay in effect for the previous school year and a teacher's hourly rate of pay for summer school will not change on July 1. The \$37.00/hour maximum limit will be lifted for this summer school session only.

THEREFORE, BE IT RESOLVED and agreed that the Memorandum of Understanding shall become effective upon ratification, by both parties, of the 2019-2021 Master Agreement and shall remain in effect through July 31, 2021.

Big Lake Education Minnesota

BIG LAKE SCHOOL DISTRICT ISD 727

\_\_\_\_\_  
Kelly Jurek, President

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Board Clerk

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_



# MEMO

---

TO: Big Lake School Board

FROM: Angie Manuel, Director of Business Services

DATE: 4-26-21

SUBJECT: Renewal of Food Service Management Contract

In the current school year, the District is in its 5<sup>th</sup> year of a food service management contact with Chartwells. Normally, the District would have been required to complete the federal procurement process this past winter and spring to solicit a food service management company for the 2021-2022 school year. However, due to the pandemic, USDA extended a nationwide waiver allowing school food authorities to extend through school year 2021-2022 food service management contracts that were set to expire on June 30<sup>th</sup>, 2021. The District applied for and received approval for this one year extension. Therefore, it is my recommendation to continue the District's contract with Chartwells into the 2021-2022 school year.

The contract renewal proposes a cost-reimbursable contract, which is the same as prior years, and an increase of 2.9% to the administrative fee. The administrative fee paid to Chartwell's will change to 17.49 cents per meal, from the 20-21 contract rate of 17 cents per meal. The 2.9% increase is the maximum allowed by the Food and Nutrition division of the Minnesota Department of Education and is derived from the Consumer Price Index for food away from home in the Midwest region as of December 2020.

There are no other material changes to the contract.

Chartwells has been extremely flexible and accommodating as we have navigated the challenges of providing quality meals for both in person and online students. We have been required to pivot and make changes in meal patterns and service models on short notice. Chartwells has responded to these challenges and has been an excellent partner during these challenging times. I recommend the School Board approve this contract renewal for 2021-2022.



# MEMO

---

TO: Big Lake School Board Members

FROM: Angie Manuel, Director of Business Services

DATE: 4-26-21

SUBJECT: Tentative agreement with VISION Transportation

## **Background**

Big Lake Schools' contract with VISION Transportation expires on June 30<sup>th</sup>, 2021. In March, the District utilized the direct negotiation process as allowed by Minnesota Statutes to solicit contract proposals from transportation providers. This law requires "At least 30 days before awarding a directly negotiated contract, the district must, by published notice, request quotations for the service to be provided." In March, the District published a request for quotations in the Elk River Star News and the St. Cloud Times. In addition, Superintendent Truebenbach and I reached out to providers that we thought may be interested in providing a quote. Seven transportation providers asked for the transportation specifications and three providers asked follow up questions. In the end, VISION Transportation was the only vendor to respond to the request for quotations. The District then entered into negotiations with VISION Transportation.

The initial proposal submitted by VISION asked for a significant market value adjustment. During this process, I had reached out to neighboring districts and reviewed their transportation contract rates. VISION also provided data on contract rates for neighboring districts and some neighboring metro districts. Review of the contract rate data suggested a market value adjustment is substantiated. In addition, VISION is receiving significant pressure to raise bus driver wages due to the pandemic and shortage of bus drivers. After review of this information, the transportation committee and I acknowledged a market value adjustment is warranted to continue to safely transport students.

## **Terms of Agreement**

The results of the tentative agreement are a 10.49% increase in year 1, 7.44% increase in year 2, and 4.75% increase in year 3 and again in year 4 of the contract. VISION's initial proposal asked for a 22.84% increase in year 1 and 5% per year thereafter. The rates in VISION's initial proposal were substantiated to be equal to neighboring districts and still below rates in neighboring metro districts. Throughout the negotiations process, the District acknowledged the need for the market value adjustment and VISION agreed to decrease their initial proposal to accommodate the District's budget. Actual agreed upon rates are included in a separate table.

Language item changes include the following:

- The transportation contract will be a minimum of 165 days.

- In the event of distance learning and/or when no transportation is provided, the District will pay the Contractor 85% of contract rates. This continues the current pandemic language practice and is language found in other school district transportation contracts.
- To facilitate communication and cooperation, the District will participate in monthly meetings with VISION Transportation.
- The fuel clause language will now be split 70/30, instead of 50/50 in current contract.

**Recommendation**

The transportation committee, which consists of Tony Scales, Lenette Brown, and myself, recommend approval of this four year contract with VISION Transportation.

Please contact me if you have any questions.

**FINAL TENTATIVE AGREEMENT**  
April 20th, 2021

	Current Rates				5%		4.75%		4.75%		
	2020-2021		2021-2022	% Incr	2022-2023	% Incr	2023-2024	% Incr	2024-2025	% Incr	
<b>REGULAR ROUTES</b>											
Two Tier System	\$ 316.26	Double Route	\$ 332.07	per bus/per day	5.00%	\$ 348.67	per bus/per day	5.00%	\$ 365.24	per bus/per day	4.75%
	\$ 215.06	Single Route	\$ 249.05	per bus/per day	15.81%	\$ 310.00	per bus/per day	24.47%	\$ 324.73	per bus/per day	4.75%
<b>WRIGHT TECHNICAL CENTER/ALC</b>											
	\$ 215.06		\$ 249.05	per bus/per day	15.81%	\$ 261.51	per bus/per day	5.00%	\$ 273.93	per bus/per day	4.75%
	\$ 182.80		\$ 211.69	per van/per day	15.81%	\$ 222.28	per van/per day	5.00%	\$ 232.84	per bus/per day	4.75%
<b>SPECIAL SERVICES TRANSPORTATION</b>											
	\$ 265.89	Van	\$ 279.18	per van/per day	5.00%	\$ 310.00	per van/per day	11.04%	\$ 324.73	per van/per day	4.75%
	\$ 316.26	Bus with Lift	\$ 332.07	per bus/per day	5.00%	\$ 348.67	per bus/per day	5.00%	\$ 365.24	per bus/per day	4.75%
	\$ 19.32	Student Monitors	\$ 25.00	per hour	29.40%	\$ 26.25	per hour	5.00%	\$ 27.50	per hour	4.75%
<b>EXTRA CURRICULAR &amp; FIELD TRIPS</b>											
	\$ 1.93	Van, including driver		per mile			per mile			per mile	
	\$ 20.91		\$ 55.00	per hour/3 hr minimum	15%	\$ 57.75	per hour/3 hr minimum	5.00%	\$ 60.49	per hour/3 hr minimum	4.75%
	\$ 1.93	Bus, including driver		per mile	avg incr		per mile			per mile	
	\$ 20.91		\$ 55.00	per hour/3 hr minimum		\$ 57.75	per hour/3 hr minimum	5.00%	\$ 60.49	per hour/3 hr minimum	4.75%
	n/a	Van with District driver		per mile			per mile			per mile	
			\$ 279.18	per day use	5%	\$ 293.14	per day use	5.00%	\$ 307.07	per day use	4.75%
					avg incr						
<b>TRAILER USE</b>	\$ 53.33		\$ 56.00	per round trip	5.01%	\$ 58.80	per round trip	5.00%	\$ 61.59	per round trip	4.75%
<b>ROUND TRIP SHUTTLE IN CITY OF BIG LAKE DURING SCHOOL DAY</b>											
	\$ 63.67	first 2 hours/minimum	\$ 62.00	per hour	94.75%	\$ 65.10	per hour	5.00%	\$ 68.19	per hour	4.75%
<b>SUMMER TRANSPORTATION</b>											
	\$ 233.69	Summer School Bus (Targ Services Program)	\$ 253.00	per bus/per day	8.26%	\$ 265.65	per bus/per day	5.00%	\$ 278.27	per bus/per day	4.75%
			\$ 215.05	per van/per day		\$ 225.80	per van/per day		\$ 236.53	per van/per day	
	\$ 215.06	Summer School Bus (WTC ALC)	\$ 249.05	per bus/per day	15.81%	\$ 261.51	per bus/per day	5.00%	\$ 273.93	per bus/per day	4.75%
			\$ 211.69	per van/per day		\$ 222.28	per van/per day		\$ 232.84	per van/per day	

**ALL MIDDAY TRANSPORTATION**

	2021-2022	2022-2023	2023-2024	2024-2025
Preschool only-per route	63.67			
No rate for midday SPED route				
Included in daily rate				
Midday Route van	\$ 69.00 per hour	\$ 72.45 per hour	5.00% \$ 75.89 per hour	4.75% \$ 79.50 per hour
Midday Route bus	\$ 69.00 per hour	\$ 72.45 per hour	\$ 75.89 per hour	\$ 79.50 per hour

**FUEL CLAUSE ADJUSTMENT**

*Final agreement 70/30 split*

	2021-2022	2022-2023	2023-2024	2024-2025
Minimum base price of diesel	\$ 2.00	\$ 2.00 per gallon, exclusive of federal gas taxes	\$ 2.06 per gallon, exclusive of federal gas taxes	\$ 2.12 per gallon, exclusive of federal gas taxes
Maximum base price of diesel	\$ 4.00	\$ 4.00 per gallon, exclusive of federal gas taxes	\$ 4.12 per gallon, exclusive of federal gas taxes	\$ 4.24 per gallon, exclusive of federal gas taxes



Terrence Zerwas  
District Office  
P- 763.262.5148  
F- 763.262.2539  
t.zerwas@biglakeschools.org

4/26/2021

Middle School HVAC Replacement Change Order #42

Dear Members of the School Board,

Before you is the proposal for a construction change order for the addition of dehumidification to the Middle School Gymnasium for a total sum of \$156,884. This change order is within our budget parameters for the Middle School project and is an allowable expense under our approved LTFM plan.

Providing dehumidification of all spaces is most cost effective at this time during the Middle School HVAC project and would prevent further additional costs if it were to be added as a stand alone project in the future.

At a recent Buildings and Grounds Committee meetings we discussed the dehumidification needs of our activity spaces within the district.

- The estimated cost to provide dehumidification for the High School gymnasium is approximately \$840,000 and should be considered for future referendum or LTFM projects.
- Liberty Elementary currently has equipment that could be repaired to provide that facility with dehumidification.
- Independence Elementary gymnasiums could be considered for improvement as part of their future HVAC updates and replacements.

I recommend approval of the MS construction change order of \$156,884.

A handwritten signature in black ink, appearing to be "T. Zerwas", written over a circular stamp or seal.

Terrence Zerwas  
Buildings and Grounds Manager



# Change Request # 42

<b>Name:</b>	Big Lake Middle School HVAC Improvements
<b>Job/Bid # :</b>	306116 CO # 42
<b>Submittal Date:</b>	April 16, 2021
<b>Reference:</b>	PR #21 - Add ACCU #5 for Gym Cooling
<b>Scope:</b>	Add ACCU #5 and connect the associated refrigeration piping to AHU #2 to provide gym cooling.

Material		Material
	Iron Worker	\$ 2,500
	Pipefitter	\$ 5,000
	Sheetmetal	\$ 77,275
	Consumables	\$ 167
<b>Material Subtotal</b>		\$ 84,942
<b>Sales Tax</b>	7.375%	\$ 6,264
<b>Material Cost</b>		\$ 91,206

Crew	Hours	Hours			Wage Rates			Totals
		Straight	OT	DT	Straight	OT	DT	
Arch Demo	-				\$ 88.30	\$ 132.45	\$ 176.60	\$ -
Concrete / Masonry	-				\$ 94.79	\$ 142.18	\$ 189.58	\$ -
Iron Worker	20	20			\$ 105.24	\$ 157.85	\$ 210.47	\$ 2,105
Arch Finishes	-				\$ 97.69	\$ 146.53	\$ 195.37	\$ -
Mech Demo	-				\$ 101.28	\$ 151.91	\$ 202.55	\$ -
Plumbing	-				\$ 118.54	\$ 177.81	\$ 237.08	\$ -
Pipefitter	18	18			\$ 118.23	\$ 177.34	\$ 236.45	\$ 2,128
Pipefitter Foreman	-				\$ 124.53	\$ 186.79	\$ 249.05	\$ -
Sheetmetal	-				\$ 116.91	\$ 175.36	\$ 233.81	\$ -
Sheetmetal Foreman	-				\$ 120.28	\$ 180.42	\$ 240.56	\$ -
Yard Crew	7	7			\$ 92.68	\$ 139.01	\$ 185.35	\$ 649
Site Supt	7	7			\$ 127.03	\$ 190.54	\$ 254.05	\$ 889
Refrigeration Tech	100	100			\$ 121.53	\$ 182.29	\$ 243.05	\$ 12,153
MN: Ironworkers: Foreman (512, Region	-				\$ 107.11	\$ 160.67	\$ 214.22	\$ -
MN: Millwrights: Foreman (548, --, --)	-				\$ 99.27	\$ 148.90	\$ 198.53	\$ -
MN: Sheet Metal Workers: Journeyman	-				\$ 113.53	\$ 170.30	\$ 227.06	\$ -
<b>Total Hours</b>	<b>152</b>	<b>152</b>	<b>-</b>	<b>-</b>				<b>\$ 17,923</b>

Subcontracts		Subcontractor
	Roofing	\$ 6,250
	Electrical	\$ 15,823
	Refrigeration Piping Insulation	\$ 3,000
<b>Subcontractors Total</b>		\$ 25,073

Other Costs		
	General Conditions (Labor Subsistence, Tools, Misc Supplies, etc.)	\$ 394
	Rentals (Material Handling/Lifts, Crane, Equipment, Foremen/Supt Trucks, etc.)	\$ 3,449
	Project Management	\$ 150
<b>Other Costs Totals</b>		\$ 3,993

<b>Subtotal</b>		\$ 138,195
<b>Markups</b>		
Corval	10.00%	\$ 11,312
Subcontractors	5.00%	\$ 1,254
<b>Total Markups</b>		\$ 12,566
Permit	1.5%	\$ 2,353
Bond / Insurance	2.5%	\$ 3,769
<b>Total CO Cost:</b>		<b>\$ 156,884</b>

Notes:  
Pricing is valid for 30 days  
Work to be performed by this estimate will not proceed until a written directive is received.  
A time extension is required to perform this work  days



PROJECT:

306116 Big Lake MS HVAC Improvements - Phase 1

Estimate Worksheet - Corval COR # 42, PR #21

Drawing # / Ref. Area	Scope of Work Description	Qty	Material Unit Cost	Total Material (Tax Not Incl)	Labor Hours	Rentals (Tax Incl)	Sub Contractors
M6.001	Add roof demo and patching for new ACCU #5		\$ -	\$ -		\$ -	\$ 6,250.00
N/A	Add Structural Steel Roof Supports	1	\$ 2,500.00	\$ 2,500	20	\$ -	\$ -
M6.001 - M7.001	Add ACCU #5, including equipment setting, startup, etc.	1	\$ 77,275.00	\$ 77,275	16	\$ -	\$ -
N/A	Add refrigeration piping from ACCU #5 to AHU #2	1	\$ 5,000.00	\$ 5,000	100	\$ -	\$ 3,000
E3.011 - E6.002	Electrical changes for adding ACCU #5		\$ -	\$ -		\$ -	\$ 15,823
N/A			\$ -	\$ -		\$ -	\$ -
			\$ -	\$ -		\$ -	\$ -
			\$ -	\$ -		\$ -	\$ -
	Rentals - Crane Time		\$ -	\$ -		\$ 2,297	\$ -
	Deliveries / Material Handling	1	\$ -	\$ -	2	\$ -	\$ -
	Coordination - Superintendent (5% of labor)	1	\$ -	\$ -	7	\$ -	\$ -
	Cleanup (5% of labor)	1	\$ -	\$ -	7	\$ -	\$ -
	Consumables	1	\$ 167.00	\$ 167		\$ -	\$ -
	Foreman Truck (\$9 per Supt/Foreman Hour)		\$ -	\$ -		\$ 1,152	\$ -
			\$ -	\$ -		\$ -	\$ -
<b>TOTALS:</b>				\$ 84,942	152	\$ 3,449	\$ 25,073

Material Breakdown			
Material Type	Qty	Unit Cost	Total
ACCU #5 - Aeon	1	\$77,275.00	\$77,275.00
Refrigeration Piping System	1	\$5,000.00	\$5,000.00
Structural Steel	1	\$2,500.00	\$2,500.00
Consumables	1	\$167.00	\$167.00
<b>MATERIAL - Subtotal</b>			<b>\$84,942</b>



Industrial, Commercial and Residential

Date: April 16<sup>th</sup> 2021

ATTN: Corval Construction  
Jordan Marshall

From: Sean Dunn  
Daley Electric, LLC

Re: PR #21 Added Cooling to AHU-2 Big Lake Middle School {Big Lake, MN}

---

Our quote includes the following:

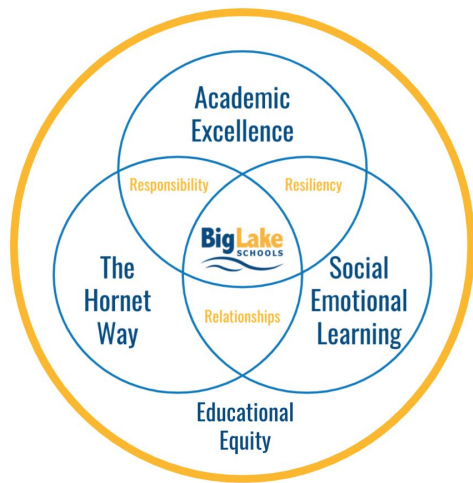
1. Installation and Provision of 1: 2 ½" EMT with 3: #250 kcmil copper & 1: #4 THHN copper conductors from Panel LD-2-2 to location of new unit on roof
2. Installation and Provision of 1: 400A, 120/208v, 3 phase disconnect bucket in Panel LD-2-2
3. Provision of dry coring of walls above ceilings for pipe run to new unit
4. Material
5. Permit
6. Labor

**\$15,823.00**

Thank you for the opportunity to bid this project. Please call if you have any questions.

Sean Dunn  
Daley Electric, LLC  
763-607-6735

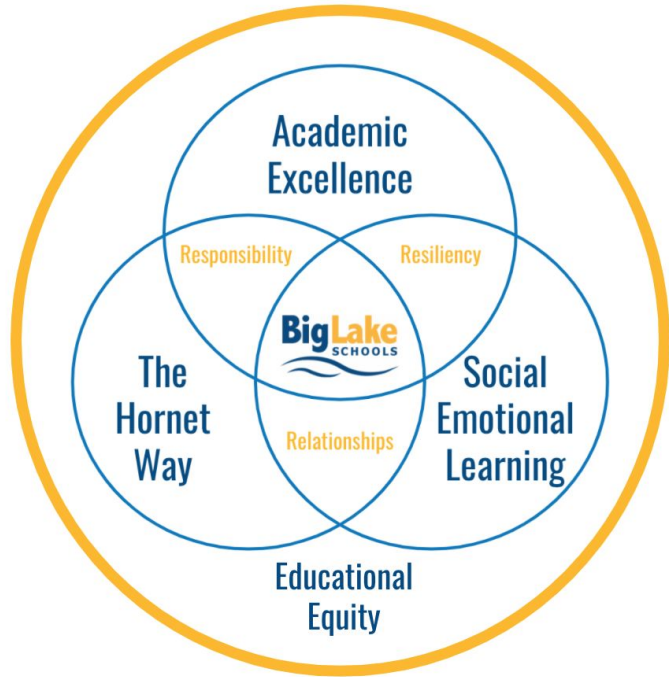
	A	B	C	D	E	F	G
1	PR #21 Added Cooling to AHU-2	Quantity	Price 1	U	Ext Price 1	Bid Lbr	Bid Lbr Ext
2					<b><u>\$8,798.31</u></b>		<b><u>48.57</u></b>
3					<u>\$1,905.98</u>		<u>20.28</u>
4	2 EMT	82.00	\$270.31	C	\$221.65	7.00	5.74
5	2 EMT 90 ELBOW	12.00	\$1,338.60	C	\$160.63	15.00	1.80
6	2 EMT CONN S/S	8.00	\$349.48	C	\$27.96	12.00	0.96
7	2 EMT COUP S/S	20.20	\$383.38	C	\$77.44	9.00	1.82
8	2 EMT 2 HOLE STP/STL	22.25	\$213.32	C	\$47.46	4.00	0.89
9	2 BUSH PLASTIC	8.00	\$282.65	C	\$22.61	9.20	0.74
10	3 LIQUIDTIGHT FLEX	10.00	\$1,768.80	C	\$176.88	9.00	0.90
11	3 LIQUIDTIGHT FLEX CONN	2.00	\$485.67	E	\$971.34	0.22	0.44
12	1 DOLLAR MATERIAL (FEEDER)	125.00	\$1.00	E	\$125.00	0.00	0.00
13	1 DOLLAR MATERIAL (SAW CUT)	75.00	\$1.00	E	\$75.00	0.00	0.00
14	1 HOUR LABOR (CORE DRILL)	4.00	\$0.00	X	\$0.00	1.00	4.00
15	1 HOUR LABOR (FEEDER)	3.00	\$0.00	X	\$0.00	1.00	3.00
16					<u>\$133.96</u>		<u>4.39</u>
17	5/16 FLAT STEEL WASHER	44.50	\$102.45	C	\$45.59	0.00	0.00
18	3/8" FLAT STEEL WASHER	6.00	\$70.02	C	\$4.20	0.00	0.00
19	3/8" MACHINE SCRW ANCH	6.00	\$105.11	C	\$6.31	5.50	0.33
20	3/8" X 2 1/4 STUD ANCHOR	6.00	\$44.88	C	\$2.69	9.00	0.54
21	HX LAG BLT 5/16X1-1/4	44.50	\$10.67	C	\$4.75	7.00	3.12
22	1 1/2 KINDORF-B905	8.00	\$880.25	C	\$70.42	5.00	0.40
23					<u>\$0.00</u>		<u>4.98</u>
24	400A CIRCUIT TERM	6.00	\$0.00	X	\$0.00	0.83	4.98
25					<u>\$4,075.00</u>		<u>6.60</u>
26	400A SER SW 250V	1.00	<b>\$4,075.00</b>	E	\$4,075.00	6.60	6.60
27					<u>\$2,683.37</u>		<u>12.32</u>
28	4 THHN CU STRANDED	154.00	\$823.04	M	\$126.75	8.00	1.23
29	250 THHN CU STRANDED	462.00	<b>\$5,533.81</b>	M	\$2,556.62	24.00	11.09
30					<b><u>\$8,798.31</u></b>		<b><u>48.57</u></b>
31	Material Markup, Tax & Labor				\$1,583.70		\$ 112.00
32	Total Material/Labor				\$10,383.00		\$ 5,440.00
33	Change Order Total						\$ 15,823.00



# Program Updates for 2021-2022

May 4, 2021

# Priorities for 2021-2022



1. MTSS Framework: Tier 1 Instruction
2. Literacy Practices
3. SEL
4. Positive School-Wide Engagement
5. Big Lake Online

- Develop/update units of instruction aligned to standards, following consistent procedures in all content areas
- Focus on data and assessment literacy
- Integrate Universal Design for Learning (UDL) as an organizing framework for instructional planning (unit and lesson level)

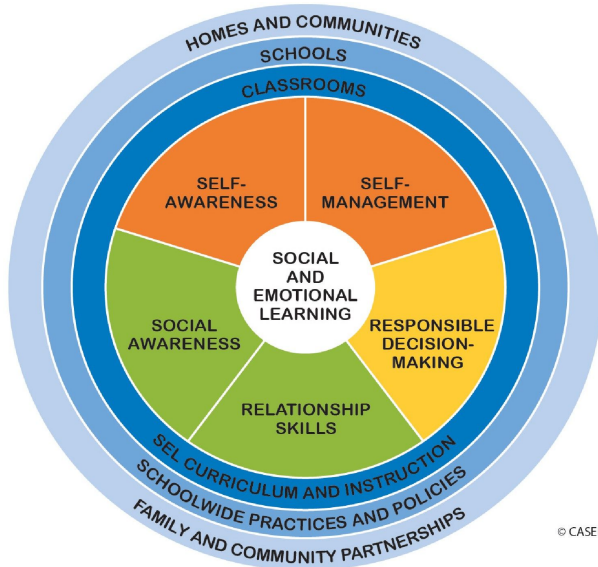
1. Embed writing practices in all classrooms
2. Have students writing frequently every day (response writing)
3. Create literacy rich lessons
4. See reading, writing, speaking, listening in classrooms everyday



*“There are no silver bullets in education. But...non-fiction writing is about as close as you can get to a single strategy that has significant effects in nearly every area of the curriculum.”*

**-D Reeves**

- Increase number of ADSIS-funded staff members to engage in targeted goals for ADSIS programming
  - 4 literacy interventionists
  - 3 literacy EAs
  - 5 behavior interventionists
  - TK teacher and EA
- Updated ADSIS plan results in additional EA



- Create a scope and sequence of essential skills to support agency
- Determine how SEL skills will be embedded in instructional planning (unit and lesson level)
- Align our educational equity planning to our SEL framework

# Positive School-wide Engagement



- Support PBIS implementation
- Re-energize/define The Hornet Way
- Both PBIS and The Hornet Way will address our work on educational equity



- Develop policies and procedures for Big Lake Online students
- Align curriculum and assessments to support students who may transition between in-person and online learning
- Create project-based learning (PBL) assessments aligned to the concept of our apprenticeship

# Indian Education Program Updates



- Due to the increased number of students who identify as Indigenous, BLS will use a portion of our American Indian Education funding to hire an Indian Education Program Specialist
- The position will also serve as a liaison between our Indigenous families and Big Lake Schools

# Staffing to Support Implementation



1. K-5 and 6-12 Literacy and Data Specialists (2 positions)
2. ADSIS EA
3. SEL Coordinator
4. Big Lake Online Administrator
5. Dean of Students
  - a. Liberty (replacement)
  - b. BLMS (replacement)
  - c. BLHS (addition)
6. Indian Education Program Specialist



**Bob Dockendorf**  
**Big Lake High School**  
P- 763.262.2547  
F- 763.262.2539  
b.dockendorf@biglakeschools.org

May 4, 2021

Dear Class of 2021 Seniors, Parents and Guardians:

Graduation is upon us, and we are busy planning an exciting celebration for our 2021 graduates. Thank you to all of our students who have committed to proudly finishing their high school careers despite months of challenges and uncertainty. We also wish to thank everyone for understanding that during these unprecedented times, unique changes must be made to our traditional ceremony. The following information explains the district's plan for Big Lake's 104th graduation exercises.

Graduation is on June 4, 2021 at 7:30 p.m.. Weather permitting, our ceremony will take place outside on the varsity football field. Graduates will be assembled in the bleachers, and honored guests will be seated on the field. Each senior will be issued three guest tickets for the event following current capacity limitations on outdoor events. Due to COVID-19 restrictions, guests will need to provide their own lawn chairs and will sit together at least six feet from other small groups or households on the grass field. There will be no seating allowed on the track as chairs may sink in and damage the track. For crowd management purposes, standing near the field's perimeter or congregating in the adjacent parking lots will also not be permitted.

In the event of inclement weather, there will be an alternative event location change to the high school gym. The determination of an indoor celebration will be made 24-48 hours prior to the evening of June 4th. Again, this is only due to poor weather spoiling an outdoor celebration.

More information and details regarding graduation will be forthcoming in the next few weeks. We would like to thank our seniors and the Big Lake community for their support and patience as we navigate the end of another unique school year. With unprecedented focus and tenacity we are finishing 2020-2021 Big Lake strong!

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Dockendorf".

Bob Dockendorf  
Principal, Big Lake High School