

## **Regular Meeting**

Monday, July 14, 2025 7:00 PM

ECC Room 349, 5701 Normandale Road, Edina, MN 55424

I. **Determination of Quorum and Call to Order**

II. **Approval of Agenda**



**School Board Regular Meeting  
Monday, July 14, 2025; 7:00 PM  
ECC Room 349**

**I. Determination of Quorum and Call to Order**

**II. Approval of Agenda**

***Meeting Recessed***

- **Public Hearing:** Operating Referendum Renewal  
Presenter: Mert Woodard, Director of Finance and Operations

***Meeting Resumed***

**III. Hearing from Members of the Public**

**IV. Consent Agenda**

- A. Minutes: *June 1-2 retreat; June 9 work session and regular meeting*
- B. Personnel Recommendations
- C. Check Register - June 2025
- D. Electronic Fund Transfers - June 2025
- E. Gifts and Bequests – June 2025
- F. Supplementary Special Education Transportation Contract Awards
- G. 2025 Board Roles, Committees, Liaisons & Representatives
- H. Minnesota State High School League (MSHSL) Membership
- I. 2025-2026 Minnesota School Boards Association (MSBA) Membership
- J. 2025-2026 Association of Metropolitan School Districts (AMSD) Membership
- K. Elementary Literacy Adoption Update: Benchmark Advance 2026 Edition
- L. Student Support Services Agreement(s)
  - 1. Fraser

**V. Discussion**

- A. State of the District Update  
**Description:** This presentation will provide a comprehensive update on the state of Edina Public Schools, highlighting key accomplishments from the past year and outlining strategic priorities for the 2025–2026 school year. The report includes academic performance, literacy growth, equity initiatives, recognitions, and staff achievements. It also introduces the superintendent’s annual goals and how they align with the district’s 2020–2030 Strategic Plan.  
**Presenter(s):** Dr. Daniel Bittman, Interim Superintendent
- B. Policy Review (113, 414, 415, 533, 806)  
**Description:** These policies were reviewed with an eye toward clarity and alignment with District practice and state and federal statutes.

**Presenter(s)**: Board Policy Committee

**VI. Action**

A. Operating Referendum Renewal

**Description**: In 2023, the State amended its Referendum Revenue statute, allowing School Boards to renew existing operating referendums without voter approval. Edina's current referendum authority was approved by voters on November 7, 2017, for taxes payable from 2018 through 2027. In 2020, voters approved \$2,075.07 per pupil, with annual inflationary increases through 2027. For taxes payable in 2025, Edina's certified per pupil authority is \$2,260.63, generating \$21,447,478.46—about 13.62% of the District's FY2026 General Fund revenue. The projected per pupil amount for 2027 is \$2,375.57.

**Presenter(s)**: Mert Woodard, Director of Finance & Operations

**Recommendation**: Adopt a resolution authorizing the District to renew its existing operating referendum for ten years, beginning with taxes payable in 2028, at the same per pupil amount approved by voters in 2017, adjusted annually for inflation.

B. Long-Term Facilities Maintenance Plan – Fiscal Years 2027-2036

**Description**: The Long-Term Facilities Maintenance (LTFM) program requires the School Board to adopt and submit a ten-year facilities plan and a signed assurance of project eligibility each year. District staff, its municipal advisors, and construction partners have reviewed the plan, which remains largely unchanged from last year. For taxes payable in 2026, the administration recommends levying an estimated \$18,842,493 between pay-as-you-go revenue and bonded debt, down from \$21,008,625 in 2025. The administration has structured projects and debt payments to maintain as neutral a tax rate as possible for taxpayers of the District. The District retains the right to levy less than the approved amount before certifying the levy to the Department of Education and County Auditor.

**Presenter(s)**: Mert Woodard, Director of Finance & Operations

**Recommendation**: Approve the District administration's recommended ten-year Long-Term Facilities Maintenance plan and execute the related resolution.

C. 2025-2026 School Board Goals

**Description**: The 2025-2026 school board goals were developed based on board identification of priorities at the June 1st-2nd board retreat. These goals were additionally discussed at the June 9th board meeting. This work supports best practice in school board operations as well as the Edina Public Schools Strategic Plan, specifically Strategy D: Developing Leaders Throughout the District.

**Presenter(s)**: Governance Committee

**Recommendation**: Approve the 2025-2026 School Board goals.

D. 2025-2026 Superintendent Goals

**Description**: The 2025-2026 superintendent goals were created based on Superintendent and Board discussion identified upon hiring and discussed at the June Board retreat.

**Presenter(s)**: Dr. Daniel Bittman, Interim Superintendent

**Recommendation**: Approve the 2025-2026 Superintendent goals.

E. Policy Review – Rapid (208)

**Description**: These policies were reviewed with an eye toward clarity and alignment with District practice and state and federal statutes. There are minimal to no changes.

**Presenter(s)**: Board Policy Committee

**Recommendation**: Approve the revised policy as presented.

F. Policy Review (522, 530, 532)

**Description:** These policies were reviewed with an eye toward clarity and alignment with District practice and state and federal statutes.

**Presenter(s):** Board Policy Committee

**Recommendation:** Approve the revised policies as presented.

**VII. Leadership and Committee Updates**

**VIII. Superintendent Updates**

**IX. Adjournment**

**X. Information**

A. Investment Summary - June 2025

**III. Public Hearing: Operating Referendum Renewal**

**Speaker(s):** Mert Woodard, Director of Finance and Operations



**Board Meeting Date:** 7/14/2025

**Title:** Operating Referendum Renewal

**Type:** Public Hearing

**Presenter(s):** Mert Woodard - Director, Finance & Operations

**Description:** In 2023, the State amended its Referendum Revenue statute, allowing School Boards to renew existing operating referendums without voter approval. Edina's current referendum authority was approved by voters on November 7, 2017, for taxes payable from 2018 through 2027. In 2020, voters approved \$2,075.07 per pupil, with annual inflationary increases through 2027. For taxes payable in 2025, Edina's certified per pupil authority is \$2,260.63, generating \$21,447,478.46—about 13.62% of the District's FY2026 General Fund revenue. The projected per pupil amount for 2027 is \$2,375.57.

To renew an operating referendum via Board action, the following conditions must be met:

1. The per pupil amount of the proposed renewed operating referendum authority must be the same as the expiring referendum authority;
2. The term of the renewed referendum cannot be longer than the initial term approved by the voters;
3. The School Board may adopt a formal resolution renewing the expiring levy ***after*** a public meeting is held allowing public comment on the proposed renewal;
4. The expiring referendum authority cannot have been previously renewed.

The School Board's window to renew the existing referendum authority begins July 1, 2025 and ends June 15, 2027.

**Recommendation:** No recommendation is being made at this time. This is a Public Hearing.

**Desired Outcome(s) from the Board:** Hear comments from members of the public.

**Attachments:**

N/A

IV. **Hearing from Members of the Public**

V. **Consent**

V.A. Minutes: *June 1-2 retreat; June 9 work session  
and regular meeting*

INDEPENDENT SCHOOL DISTRICT 273  
OFFICIAL MINUTES OF THE RETREAT OF JUNE 1-2, 2025

RETREAT  
5:00 PM

Edina Chamber of Commerce  
7201 Metro Blvd, Edina

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Day 1

Ms. Erica Allenburg  
Mr. Dan Arom  
Ms. Cheryl Barry  
Mr. Michael Birdman  
Ms. Karen Gabler  
Ms. Jennifer Huwe  
Mr. Elliot Mann

Day 2

Ms. Erica Allenburg  
Mr. Dan Arom  
Ms. Cheryl Barry  
Mr. Michael Birdman  
Ms. Karen Gabler  
Ms. Jennifer Huwe  
Mr. Elliot Mann

PRESIDING OFFICER: Chair Karen Gabler  
PRESIDING OFFICER: Chair Karen Gabler

Day 1 5:06 PM - 8:26 PM  
Day 2 5:07 PM - 9:28 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Daniel Bittman, Interim Superintendent

CERTIFIED CORRECT:

CERTIFIED CORRECT:

\_\_\_\_\_  
Ms. Karen Gabler, Chair

\_\_\_\_\_  
Ms. Cheryl Barry, Clerk

(Official Publication)  
MINUTES OF THE RETREAT  
OF THE SCHOOL BOARD DISTRICT 273 EDINA, MINNESOTA  
JUNE 1-2, 2025

Day 1 - 5:06 PM Chair Gabler called to order the retreat of the School Board. Members present: Allenburg, Arom, Barry, Birdman, Gabler, Huwe, Mann. Staff present: Bittman.

Day 2 - 5:07 PM Chair Gabler called to order the retreat of the School Board. Members present: Allenburg, Arom, Barry, Birdman, Gabler, Huwe, Mann. Staff present: Bittman.

APPROVAL OF AGENDA

DISCUSSION - Day 1

- A. Welcome & Agenda Overview
- B. Superintendent Report and Assessment
- C. Board Ad Hoc Committee Report
- D. Communication

DISCUSSION - Day 2

- A. Superintendent Search Process
- B. Board Goals and Priorities
- C. Committee and Liaison Roles
- D. Future Funding and Priorities
- E. Review Action Items and Next Steps

ADJOURNMENT

The June 1 meeting recessed at 8:26 PM, and adjourned on June 2 at 9:28 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Karen Gabler, Chair

Ms. Cheryl Barry, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S  
JUNE 1-2, 2025 RETREAT

Day 1 - 5:06 PM Chair Gabler called to order the retreat of the School Board. Members present: Allenburg, Arom, Barry, Birdman, Gabler, Huwe, Mann. Staff present: Bittman.

Day 2 - 5:07 PM Chair Gabler called to order the retreat of the School Board. Members present: Allenburg, Arom, Barry, Birdman, Gabler, Huwe, Mann. Staff present: Bittman.

APPROVAL OF AGENDA - Day 1

Member Birdman moved and Member Arom seconded to approve the agenda. All members voted Aye. The motion passed unanimously.

Day 2

At 5:07 PM, board members returned from recess.

DISCUSSION - Day 1

Welcome & Agenda Overview: Reviewed agenda and purpose of the retreat.

Superintendent Report and Assessment: Dr. Bittman shared key observations from first weeks in the district, including preliminary assessments of strengths, challenges, and priorities.

Board Ad Hoc Committee Report: Ad Hoc committee members shared their report and recommendations.

Communication: Discussion of communication roles and preferences.

DISCUSSION - Day 2

Superintendent Search Process: Discussion of process, transition, and timeline.

Board Goals and Priorities: Goals for 2024-2025 and 2025-2026 were reviewed and discussed.

Committee and Liaison Roles: Review of committee and liaison roles.

Future Funding and Priorities: Discussion of current status of proposed bond referendum topics, process, timeline, board role, and decision points.

Review Action Items and Next Steps: Discussion of task ownership, follow-up communication, next retreat dates.

RECESS / ADJOURNMENT

Day 1 – At 8:26 PM, Member Mann moved, and Member Allenburg seconded to recess the meeting. All members voted Aye. The motion passed unanimously.

Day 2 – At 9:28 PM, Member Huwe moved, and Member Arom seconded to adjourn the meeting. All members voted Aye. The motion passed unanimously.

INDEPENDENT SCHOOL DISTRICT 273  
OFFICIAL MINUTES OF THE WORK SESSION OF JUNE 9, 2025

WORK SESSION  
5:00 PM

Edina Community Center  
ECC 350 and Virtual

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Mr. Dan Arom  
Ms. Cheryl Barry  
Mr. Michael Birdman  
Ms. Karen Gabler (virtual)  
Ms. Jennifer Huwe  
Mr. Elliot Mann

Ms. Erica Allenburg

PRESIDING OFFICER: Assistant Clerk Dan Arom

5:00 PM - 6:39 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Daniel Bittman, Superintendent  
Nate Swenson, Assistant Superintendent  
Dr. Frannie Becquer, Director of Achievement Equity and Multilingual Learner Programming  
Daphne Edwards, Director of Marketing and Communications  
Jody De St. Hubert, Director of Teaching and Learning  
Dr. Anne Marie Leland, Director of Community Education and Strategic Partnerships  
Jody Remsing, Director of Student Support Services  
Sonya Sailer, Executive Director of Human Resources  
Mert Woodard, Director of Finance and Operations

Patrick Bass, Principal, Valley View Middle School  
Leigh Ann Feily, Multi-Tiered Systems of Support (MTSS) Coordinator  
Sarah Miziorka, Instructional Coach, South View Middle School  
Paul Paetzel, Principal, Edina High School  
Carrie Rutz, Transportation Supervisor  
Superintendent Student Leadership Team Members

CERTIFIED CORRECT:

CERTIFIED CORRECT:

---

Ms. Karen Gabler, Chair

---

Ms. Cheryl Barry, Clerk

(Official Publication)  
MINUTES OF THE WORK SESSION  
OF THE SCHOOL BOARD DISTRICT 273 EDINA, MINNESOTA  
JUNE 9, 2025

5:00 PM Assistant Clerk Arom called to order the work session of the School Board. Members present: Arom, Barry, Birdman, Gabler (virtual), Huwe, Mann. Staff present: Bittman, Swenson, Becquer, De St. Hubert, Edwards, Leland, Remsing, Sailer, Woodard; Bass, Feily, Miziorka, Paetzel, Rutz; student leaders.

APPROVAL OF AGENDA

DISCUSSION

- A. Superintendent Student Leadership Teams
- B. Special Education Transportation RFPs
- C. Culture and Climate Board Update

LEADERSHIP AND COMMITTEE UPDATES

SUPERINTENDENT UPDATES

ADJOURNMENT

The meeting was adjourned at 6:39 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Karen Gabler, Chair

Ms. Cheryl Barry, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S  
JUNE 9, 2025 WORK SESSION

5:00 PM Assistant Clerk Arom called to order the work session of the School Board. Members present: Arom, Barry, Birdman, Gabler (virtual), Huwe, Mann. Staff present: Bittman, Swenson, Becquer, De St. Hubert, Edwards, Leland, Remsing, Sailer, Woodard; Bass, Feily, Mizioroka, Paetzel, Rutz; student leaders.

APPROVAL OF AGENDA

Member Huwe moved and Member Mann seconded to approve the agenda. All members voted Aye by roll call. The motion passed unanimously.

DISCUSSION

Superintendent Student Leadership Teams: Student team members presented overviews of their work on year-long projects.

Special Education Transportation RFPs: Staff shared information about the request for proposals to provide transportation services for Special Education students. A formal recommendation is expected at the next regular meeting.

Culture and Climate Board Update: Staff presented overviews of the Panorama and Employee Engagement surveys.

LEADERSHIP AND COMMITTEE UPDATES

Member Birdman thanked Principal Bass for his care of students on the 8th grade trip to Canada.

SUPERINTENDENT UPDATES

Dr. Bittman thanked Board members for their engagement during the recent retreat. He shared that all Cabinet members were out in buildings during the last week of school to provide additional support. He mentioned the graduation ceremony and the debrief after – the ceremony went well and there's still some room for improvement. He thanked Members Gabler and Allenburg for their work on annual planning for the Board. He also mentioned the recent CSIP (Continuous School Improvement Planning) day.

ADJOURNMENT

At 6:39 PM, Member Birdman moved, and Member Mann seconded to adjourn the meeting. All members voted Aye by roll call. The motion passed unanimously.

INDEPENDENT SCHOOL DISTRICT 273  
OFFICIAL MINUTES OF THE REGULAR MEETING OF JUNE 9, 2025

REGULAR MEETING  
7:00 PM

Edina Community Center Room 349  
5701 Normandale Road, Edina

SCHOOL BOARD MEMBERS PRESENT:

Mr. Dan Arom  
Ms. Cheryl Barry  
Mr. Michael Birdman  
Ms. Jennifer Huwe  
Mr. Elliot Mann

ABSENT:

Ms. Erica Allenburg  
Ms. Karen Gabler

PRESIDING OFFICER: Assistant Clerk Dan Arom

7:00 PM - 8:55 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Daniel Bittman, Superintendent  
Nate Swenson, Assistant Superintendent  
Dr. Frannie Becquer, Director of Achievement Equity and Multilingual Learner Programming  
Daphne Edwards, Director of Marketing and Communications  
Dr. Anne Marie Leland, Director of Community Education and Strategic Partnerships  
Jody Remsing, Director of Student Support Services  
Sonya Sailer, Executive Director of Human Resources  
Mert Woodard, Director of Finance and Operations

Greg Guswiler, Teaching and Learning Data Programming Analyst  
Adriana Mendoza Hernandez, South View Student, Core Planning Team Member  
Bethany Van Osdel, Assistant Director of Teaching and Learning  
Dr. Dave Webb, Facilitator, Homerun Leadership

CERTIFIED CORRECT:

CERTIFIED CORRECT:

\_\_\_\_\_  
Ms. Karen Gabler, Chair

\_\_\_\_\_  
Ms. Cheryl Barry, Clerk

(Official Publication)  
MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD  
DISTRICT 273 EDINA, MINNESOTA JUNE 9, 2025

7:00 PM Assistant Clerk Arom called to order the regular meeting of the School Board. Members present: Arom, Barry, Birdman, Huwe, Mann. Staff present: Bittman, Swenson, Becquer, Edwards, Leland, Remsing, Sailer, Woodard; Guswiler, Mendoza Hernandez, Van Osdel, Webb.

APPROVAL OF AGENDA

EXCELLENCE IN ACTION

HEARING FROM MEMBERS OF THE PUBLIC

CONSENT

- A. Minutes: *May 5 work session and regular meeting; May 20 work session*
- B. Personnel Recommendations
- C. Employment Agreement
- D. 2027-2028 Employee Holiday Schedule
- E. Check Register - May 2025
- F. Electronic Fund Transfers - May 2025
- G. Gifts and Bequests – May 2025
- H. Workers' Compensation Insurance Renewal - Fiscal Year 2026
- I. Property, Casualty, Liability, and Cyber Insurance - Fiscal Year 2026
- J. Chartwells
- K. 2025 Metro South Adult Basic Education Joint Powers Agreement
- L. Minnesota International Chinese School Room Rental Agreement
- M. Minnesota Japanese School Room Rental Agreement

DISCUSSION

- A. Strategic Plan Core Planning Overview
- B. Legislative Action Committee (LAC) Recap
- C. Levy Discussion
- D. 2025-2026 Proposed School Board Goals
- E. 2025-2026 Proposed Superintendent Goals
- F. Policy Review (522, 530, 532)

ACTION

- A. Preliminary Budget - Fiscal Year 2026
- B. 2025-2027 Edina Public Schools Assessment Plan
- C. Policy Review – Rapid (516, 538)
- D. Policy Review (503, 515, 529, 531, 605, 609, 610, 611)

LEADERSHIP AND COMMITTEE UPDATES

SUPERINTENDENT UPDATES

INFORMATION

- A. Expenditure Summary - May 2025
- B. Investment Summary - May 2025
- C. 2024-2025 Substitute Teacher Fill Rate

ADJOURNMENT

The meeting adjourned at 8:55 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Karen Gabler, Chair

Ms. Cheryl Barry, Clerk

draft

OFFICIAL MINUTES OF SCHOOL BOARD'S  
JUNE 9, 2025 REGULAR MEETING

7:00 PM Assistant Clerk Arom called to order the regular meeting of the School Board. Members present: Arom, Barry, Birdman, Huwe, Mann. Staff present: Bittman, Swenson, Becquer, Edwards, Leland, Remsing, Sailer, Woodard; Guswiler, Mendoza Hernandez, Van Osdel, Webb.

APPROVAL OF AGENDA

Member Mann moved and Member Barry seconded to approve the agenda. All members voted Aye. The motion passed unanimously.

EXCELLENCE IN ACTION

Jody De St. Hubert, director of teaching and learning, shared a presentation about the Science of Reading professional development and the systems masters, LETRS facilitators, and cross-department collaborators who have contributed to the overall success.

CONSENT

Member Mann moved and Member Barry seconded to approve the consent agenda. Member Arom recused himself; all other members voted Aye. The motion passed unanimously.

The resolutions were:

- A. Minutes: *May 5 work session and regular meeting; May 20 work session*
- B. Personnel Recommendations
- C. Employment Agreement
- D. 2027-2028 Employee Holiday Schedule
- E. Check Register - May 2025
- F. Electronic Fund Transfers - May 2025
- G. Gifts and Bequests – May 2025
- H. Workers' Compensation Insurance Renewal - Fiscal Year 2026
- I. Property, Casualty, Liability, and Cyber Insurance - Fiscal Year 2026
- J. Chartwells
- K. 2025 Metro South Adult Basic Education Joint Powers Agreement
- L. Minnesota International Chinese School Room Rental Agreement
- M. Minnesota Japanese School Room Rental Agreement

DISCUSSION

Strategic Plan Core Planning Overview: Dr Bittman and Dr. Webb, along with Cabinet members and a student team member shared an overview of this year's Strategic Plan Core Planning work.

Legislative Action Committee (LAC) Recap: Member Arom recapped the work of the Legislative Action Committee's work this year.

Operating Referendum Renewal: Director Woodard presented information about the district's current referendum authority and the Board's authority to possibly extend it.

2025-2026 Proposed School Board Goals: Board goals for 2025-2026 were reviewed and discussed. Board approval is expected in July.

2025-2026 Proposed Superintendent Goals: The superintendent's goals for 2025-2026 were reviewed and discussed. Board approval is expected in July.

Policy Review (522, 530, 532): Policy Committee members presented the following policies for discussion. Board approval is expected in July.

- Policy 522 Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process
- Policy 530 Immunization Requirements
- Policy 532 Use of Crisis Teams and Peace Officers to Remove Students with Individualized Education Programs (IEPs) from School Grounds

### ACTION

Preliminary Budget - Fiscal Year 2026: Member Birdman moved and Member Barry seconded to approve the motion. All members voted Aye. The motion passed unanimously.

2025-2027 Edina Public Schools Assessment Plan: Member Mann moved and Member Birdman seconded to approve the motion. All members voted Aye. The motion passed unanimously.

Policy Review – Rapid (516, 538): Member Mann moved and Member Birdman seconded to approve the motion. All members voted Aye. The motion passed unanimously.

- Policy 516 Student Medication
- Policy 538 Student Travel

Policy Review (503, 515, 529, 531, 605, 609, 610, 611): Member Birdman moved and Member Mann seconded to approve the motion. All members voted Aye. The motion passed unanimously.

- Policy 503 Student Attendance
- Policy 515 Protection and Privacy of Student Records
- Policy 529 Staff Notification of Violent Behavior of Students
- Policy 531 The Pledge of Allegiance
- Policy 605 Alternative Educational Services
- Policy 609 Religion
- Policy 610 Student Homework
- Policy 611 Home Schooling

### SUPERINTENDENT UPDATES

Dr. Bittman thanked everyone for a great end of the school year. Commencement went well and additional changes will be implemented next year based on community feedback.

### ADJOURNMENT

At 8:55 PM, Member Huwe moved, and Member Birdman seconded to adjourn the meeting. All members voted Aye. The motion passed unanimously.

V.B. Personnel Recommendations



**Meeting Date:** July 14, 2025

**Title:** Personnel Recommendations

**Type:** Consent

**Presenter:** Sonya Sailer, Executive Director of Human Resources

**Description:** Personnel recommendations are made monthly. These conditional offers of employment are subject to successful completion of a criminal background check, I-9 Employment Eligibility Verification and, where applicable, the issuance of the required license. Salary subject to change upon verification of correct step and lane placement.

**Recommendation:** Approve the attached personnel recommendations.

**Attachment:**

1. Report (next page)

## LICENSED STAFF

### A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
ARNESEN, MEGAN	EHS	MULTILINGUAL TEACHER, 1.0 FTE	\$79,591.00	08/18/2025
BECKER, OLIVIA	HL	GRADE 3 TEACHER (LONG-TERM SUBSTITUTE)	\$265.81/DAY	09/02/2025-10/15/2025
CHRISTENSEN, MATTHEW	EHS	ENGLISH TEACHER, 1.0 FTE	\$75,060.00	08/18/2025
CLONKEY, HANNAH	EHS	SCHOOL PSYCHOLOGIST, 1.0 FTE	\$65,204.00	08/18/2025
CRUZ, ASHLEIGH	CS	GRADE 3 TEACHER (LONG-TERM SUBSTITUTE)	\$265.81/DAY	08/18/2025-11/30/2025
FERRARO, PAIGE	EHS	SPECIAL EDUCATION TEACHER, 1.0 FTE	\$75,060.00	08/18/2025
GUPTA, KRISTEN	EHS	FRENCH TEACHER, 0.6 FTE	\$46,701.60	08/18/2025
KREBS, TYLER	EVP	DIGITAL PHOTOGRAPHY AND VIDEO PRODUCTION TEACHER	PER MOU	08/18/2025
LENZ, SARAH	ND, ECSE	SPEECH-LANGUAGE PATHOLOGIST, 0.5 FTE	\$42,577.00	08/18/2025
LOUCKS, JEREMY	EHS	EARTH SCIENCE TEACHER, 1.0 FTE	\$60,981.00	08/18/2025
STOLZ, PATRICIA	HL	MUSIC TEACHER, 0.2 FTE	\$15,012.00	08/18/2025

### B. 2025-26 ADDITIONAL DUTY DAY ASSIGNMENTS

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Number of Days</u>
FEILY, LEIGH ANN	DW	CONTINUOUS IMPROVEMENT SPECIALIST (TOSA)	\$7,348.94	15

### C. RESIGNATIONS, RETIREMENTS, TERMINATIONS

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Date</u>
BAST, HANNAH	EHS	SPECIAL EDUCATION TEACHER, 1.0 FTE	06/03/2025
CARLSON, JENNIFER	DW	DIGITAL LEARNING SPECIALIST, 1.0 FTE	06/17/2025
MICHAUD, STEPHAN	EHS	FRENCH TEACHER, 0.4 FTE	06/03/2025
RINK, ROSEMARY	SV	INSTRUCTIONAL COACH, 1.0 FTE	06/03/2025
SEIFERT, JODI	CS	ADMINISTRATIVE DEAN	06/30/2025
SHUN, STEPHANIE	VV	SPECIAL EDUCATION FACILITATOR, 1.0 FTE	06/03/2025

#### D. CHANGE OF EMPLOYMENT STATUS

<u>Name</u>	<u>Building</u>	<u>Assignment Change</u>	<u>Wage</u>	<u>Date</u>
MIZIORKA, SARAH	SV	FROM: MATH TEACHER TO: ADMINISTRATIVE DEAN	\$113,491	07/14/2025
REYNERTSON, JOHN	EHS, HL	FROM ORCHESTRA TEACHER, 0.6 FTE TO ORCHESTRA TEACHER, 1.0 FTE	\$54,152.00	08/18/2025

#### E. OVERLOAD ASSIGNMENTS

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
FLUG, JOSHUA	EHS	SOCIAL STUDIES TEACHER, 0.1 FTE	\$8,217.80	08/18/2025- 06/02/2026

#### F. SEASONAL SUMMER EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
BAGLEY, KEVIN	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
BENSON, JULIA	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
CAINES, MATHEW	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
DISCHER, KARI	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
DUNNA, JOY	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
JARRETT, SARAH	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/05/2025- 07/02/2025
MOHS, BETHANY	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/03/2025- 07/02/2025
PRATUMWON, GAVIN	EHS	OPTIONS SUMMER SCHOOL	\$45.00/HOUR	06/09/2025- 07/02/2025
RUSSELL, BRANDON	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
RUSSELL, KATHRINE	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
STUCYNSKI, MARY	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025
TRUONG, ALYSON	EHS	OPTIONS SUMMER SCHOOL	\$55.00/HOUR	06/09/2025- 07/02/2025

## G. REQUEST FOR LEAVE OF ABSENCE

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Anticipated Dates of Leave</u>
CHERRY, MARIE	CS	GRADE 2 TEACHER	10/6/2025 - 02/17/2026
DOUANGDARA-MARTINEZ, SAIPHONE	ND	GRADE 2 TEACHER	11/17/2025 - 02/20/2026

## NON-LICENSED STAFF

### A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
DEGENAAR, DANIEL	ECC	PAYROLL MANAGER	\$89,808	06/18/2025
GEYDHE, KAMAL	TC	BUS DRIVER	\$26.92/HOUR	08/25/2025
KAUFMAN, TALIA	VV	MIDDLE SCHOOL THEATER DIRECTOR	\$2,696.00	08/25/2025
KRIEG TIMOTHY	VV	OFFICE ASSISTANT	\$25.43/HOUR	08/11/2025
LAHAYE, BENNETT	SV	CUSTODIAN	\$23.60/HOUR	06/18/2025
LUNDGREN, GINA	EHS	EA PARA - WORLD LANGUAGE	\$23.70/HOUR	08/25/2025
MUNGER, AARON	EHS	CUSTODIAN	\$24.26/HOUR	07/09/2025
NARVAEZ ORTIZ, ROBERTO	ND	CUSTODIAN	\$23.60/HOUR	06/18/2025
NAUMCHIK, ROBERT	CN	CUSTODIAN	\$24.26/HOUR	08/06/2025
NORDHAGEN, ANNA	CV	EA PARA - SPED	\$23.30/HOUR	08/25/2025
PITTS, MICHAEL	EHS	CUSTODIAN	\$24.26/HOUR	07/16/2025
STRONG, FRANCISCA	ECC	AMERICAN INDIAN COORDINATOR	\$69,736.95	08/18/2025
SCHMITT, ABIGAIL	HL	HEALTH SERVICES ASSOCIATE	\$24.62/HOUR	08/25/2025
ZETTLEMOYER, RYAN	ECC	TECHNOLOGY ASSISTANT	\$24.75/HOUR	06/16/2025

### B. RESIGNATIONS, RETIREMENTS, TERMINATIONS

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Date</u>
CARTER, LORI	SV	PRINCIPAL'S ADMINISTRATIVE ASSISTANT	07/18/2025
INIGUEZ, ANNE	DW	BOARD CERTIFIED BEHAVIOR ANALYST	07/18/2025
JACKSON, MARY	ECC	DEPARTMENT SPECIALIST A	06/27/2025

JAHNZ, TONI	HL	EA PARA - SPED	06/27/2025
KEATING, AMY	CN	INSTRUCTIONAL ASSISTANT	05/30/2025
LUGO, JENNIFER	CN	PRINCIPAL'S ADMINISTRATIVE ASSISTANT	06/30/2025
MONTGOMERY- RASSMUSEN, BRITTANY	ECC	HUMAN RESOURCES SPECIALIST	06/30/2025

### C. CHANGE OF EMPLOYMENT STATUS

<u>Name</u>	<u>Building</u>	<u>Assignment Change</u>	<u>Wage</u>	<u>Date</u>
NOTSCH, TABATHA	ECC	FROM: CHILDCARE TEACHER TO: DEPARTMENT SPECIALIST A	\$30.84/HOUR	07/14/2025
TAYLOR-HAUG, MARY	CN	FROM: DUE PROCESS SPECIALIST TO: PRINCIPAL'S ADMIN. ASST.	\$31.78/HOUR	07/01/2025

### D. REQUEST FOR LEAVE OF ABSENCE

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Anticipated Dates of Leave</u>
NONE.			

### E. SEASONAL SUMMER EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
ANDERSON, VIRGINIA	EHS	EA PARA - OPTIONS	\$23.00/HOUR	06/09/2025
BURNSIDE, GRACE	EHS	EA PARA - OPTIONS	\$22.50/HOUR	06/09/2025
JARRETT, MYLES	EHS	EA PARA - OPTIONS	\$22.20/HOUR	06/09/2025
KILIBARDA, ANDREW	DW	TECHNOLOGY ASSISTANT	\$25.00/HOUR	06/03/2025
MATZ, MAGGIE	DW	TECHNOLOGY ASSISTANT	\$26.20/HOUR	06/03/2025
ROMERO, JESUS	DW	TECHNOLOGY ASSISTANT	\$26.20/HOUR	06/03/2025
UHLEMANN, DEBORAH	EHS	EA PARA - OPTIONS	\$26.20/HOUR	06/09/2025
ULTAN, ROSLYE	EHS	EA PARA - OPTIONS	\$25.00/HOUR	06/09/2025
WEEKS, JESSICA	DW	TECHNOLOGY ASSISTANT	\$24.50/HOUR	06/03/2025

## COMMUNITY EDUCATION SERVICES STAFF

### A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
NONE.				

### B. RESIGNATIONS, RETIREMENTS, TERMINATIONS

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Date</u>
BAUER, ABIGAIL	CC	KIDS' CLUB LEAD	05/30/2025
DENARDO, RYAN	CN	KIDS' CLUB LEAD	06/17/2025
HESSE, ALEXANDER	CC	KIDS' CLUB LEAD	05/30/2025
HUSSEIN, AMINAH	CC	KIDS' CLUB LEAD	05/30/2025
MCDONALD, LATASHIA	CC	KIDS' CLUB LEAD	05/14/2025
TRAILER, KAILEY	CC	KIDS' CLUB LEAD	05/23/2025

### C. CHANGE OF EMPLOYMENT STATUS

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
NONE.				

### D. REQUEST FOR LEAVE OF ABSENCE

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Anticipated Dates of Leave</u>
NONE.			

### E. SEASONAL SUMMER EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
BERGE, HOPE	DW	ENRICHMENT LEAD	\$17.85/HOUR	06/16/2025
CARTER, KYLIAH	CV	KIDS' CLUB LEAD	\$17.85/HOUR	06/02/2025
DUFRESNE, RUBY	CS	KIDS' CLUB LEAD	\$16.48/HOUR	06/20/2025
GALLAGHER, MOLLY	CS	KIDS' CLUB LEAD	\$22.66/HOUR	06/11/2025
HANSEN, OLIVIA	DW	ENRICHMENT LEAD	\$16.48/HOUR	06/03/2025
HENDRICKSON, AUBREY	CS	KIDS' CLUB LEAD	\$20.93/HOUR	06/11/2025

JOHNSON, CHARLOTTE	CS	KIDS' CLUB LEAD	\$20.93/HOUR	06/30/2025
MCKIM, CLARE	CS	KIDS' CLUB LEAD	\$19.33/HOUR	06/23/2025
SAYLES, JAMES	CS	KIDS' CLUB LEAD	\$19.33/HOUR	06/11/2025
SULLWOLD, NORA	CV	KIDS' CLUB LEAD	\$20.93/HOUR	06/09/2025
WHALEN, THOMAS	CS	KIDS' CLUB LEAD	\$17.85/HOUR	06/16/2025

V.C. Check Register - June 2025



**Board Meeting Date:** 7/14/2025

**Title:** Check Register – June 2025

**Type:** Consent

**Presenter(s):** Mert Woodard – Director, Finance & Operations

**Description:** Presented for approval by the Board of Education are monthly disbursement totals, by fund, for the month of June 2025:

<u>Fund</u>	<u>Amount</u>
General	\$ 3,275,192.49
Food Service	331,997.06
Community Service	367,298.83
Building Construction	560,744.94
<b>Total</b>	<b>\$ 4,535,233.32</b>

**Recommendation:** Approve the disbursements as presented for the month of June 2025.

**Desired Outcomes from the Board:** Compliance with Minn. Stat. § 123B.02 Subd. 18

**Attachments:**

1. Check Register – June 2025

# Check Register

FOR THE MONTH ENDED JUNE 30, 2025

Check No.	Vendor	Description	Date	Amount
404838	VIVACITY TECH PBC	STUDENT CB REFRESH	06/30/25	660,400.00
404643	CHARTWELLS DINING S	MAY25 FOOD SERVICE	06/18/25	323,688.82
404651	DEPARTMENT OF THE T	2021A ARBITRAGE	06/18/25	204,450.00
404812	METRO TRANSPORTATIO	SPED TYPE III	06/30/25	197,004.59
404812	METRO TRANSPORTATIO	SPED TYPE III	06/30/25	152,175.14
404475	THE COLLEGE BOARD	AP 2025 EXAMINATION	06/11/25	140,640.00
404687	MCDOWALL COMPANY	EHS MECH PHASE2 23-	06/18/25	137,924.00
404349	INTERMEDIATE DISTRI	FY22-23 CONTRACTED	06/04/25	128,854.48
404682	KRAUS-ANDERSON CONS	EHS PRE-CONST/SITE	06/18/25	58,909.00
404809	MASONRY RESTORATION	CN 2025 EXTERIOR WA	06/30/25	57,637.45
404756	TWIN CITY TRANSPORT	MAY25 SPED TYPE III	06/23/25	57,119.72
404737	BRECK HIGH SCHOOL	NON PUBLIC TRANSPOR	06/23/25	55,266.26
404688	MDE - MN DEPT OF ED	MEGS FT420 ALLOCATI	06/18/25	52,471.26
404812	METRO TRANSPORTATIO	HHM TYPE III	06/30/25	51,402.76
404307	CHESS & STRATEGY GA	"CHESS, BADMINTON,	06/04/25	47,068.00
404470	CDW GOVERNMENT	25-26 LIGHTSPEED RE	06/11/25	41,925.00
404374	MASONRY RESTORATION	2025 CN EXTERIOR WA	06/04/25	41,421.90
404841	XCEL ENERGY	EHS 4/23/5/22/2025	06/30/25	39,347.97
404649	DASH SPORTS LLC	NFL FLAG FOOTBALL	06/18/25	37,396.80
404661	FRANSEN DECORATING	EHS MECH PHASE2 09-	06/18/25	36,603.60
404812	METRO TRANSPORTATIO	HHM TYPE III	06/30/25	35,492.52
404349	INTERMEDIATE DISTRI	LEASE LEVY	06/04/25	33,653.16
404349	INTERMEDIATE DISTRI	LEASE LEVY	06/04/25	33,653.16
404623	XCEL ENERGY	EHS 3/25-4/23/25	06/11/25	30,326.76
404625	A.J. MOORE ELECTRIC	EHS MECH PHASE2 26-	06/18/25	26,818.50
404691	METRO ELEVATOR	EHS MECH PHASE2 14-	06/18/25	26,707.96
404822	REGENTS OF THE UNIV	MARIUCCI'S RENTAL	06/30/25	26,184.72
404327	EBS CAMPS INC	JUNE 2025 HTC/HTFC	06/04/25	26,068.00
404327	EBS CAMPS INC	JUNE 2025 HFFC	06/04/25	25,666.20
404349	INTERMEDIATE DISTRI	ITINERANT	06/04/25	25,224.97
404349	INTERMEDIATE DISTRI	ITINERANT	06/04/25	25,224.97
404439	ACT INC.	ACT EXAMINATIONS	06/11/25	22,145.25
404349	INTERMEDIATE DISTRI	CONTRACTED NSO	06/04/25	21,360.47
404349	INTERMEDIATE DISTRI	CONTRACTED NSO	06/04/25	21,360.47
404622	WOLD ARCHITECTS & E	2025 FACILITIES ASS	06/11/25	21,187.40
404698	MINNETONKA PUBLIC S	24-25 TRANSPORT - B	06/18/25	20,316.15
404672	ISD 271 - BLOOMINGT	24-25 ADAPTIVE ATHL	06/18/25	18,947.55
404680	KATH FUEL OIL SERVI	DIESEL	06/18/25	18,078.61
404841	XCEL ENERGY	ECC 4/23-5/22/2025	06/30/25	17,848.58
404841	XCEL ENERGY	VV 4/23-5/22/2025	06/30/25	17,456.22
404646	CITY OF EDINA - PUB	EHS 3/10-6/3/2025	06/18/25	17,084.50
404487	EBS CAMPS INC	"HTC, HTFC, CAEWC"	06/11/25	16,209.20
404461	BRAEMAR GOLF COURSE	SPRING '25 GOLF PRA	06/11/25	16,132.00
404349	INTERMEDIATE DISTRI	FY22-23 LEASE LEVY	06/04/25	16,117.32
404841	XCEL ENERGY	SV 4/23-5/22/2025	06/30/25	15,451.19
404419	TEACHERS ON CALL, A	EHS- SUBSTITUTES	06/04/25	14,944.65
404568	NATIONAL INSURANCE	CURRENT EMP LIFE/AD	06/11/25	14,533.92
404751	LAKES COUNTRY SERVI	CTE LICENSURE	06/23/25	14,000.00
404841	XCEL ENERGY	SV 5/15-6/16/25 USE	06/30/25	13,516.60
404682	KRAUS-ANDERSON CONS	EHS CONST MGMT SERV	06/18/25	13,475.00
404623	XCEL ENERGY	SV 3/25-4/23/25	06/11/25	13,104.84
404568	NATIONAL INSURANCE	LTD DISTRICT W/H	06/11/25	13,086.62
404750	LAFORCE INC	CS 2023 ADDITION 08	06/23/25	12,711.20
404581	PREMIER SPORT PSYCH	SPORT PSYCHOLOGY	06/11/25	12,500.00
404653	EBERT CONSTRUCTION	EHS MECH PHASE2 06-	06/18/25	11,847.83
404623	XCEL ENERGY	ECC 3/25-4/23/25	06/11/25	11,539.34
404484	DEEP PORTAGE	MAY25 DEEP PORTAGE	06/11/25	11,487.00
404756	TWIN CITY TRANSPORT	MAY25 HHM TYPE III	06/23/25	11,331.52

Check No.	Vendor	Description	Date	Amount
404349	INTERMEDIATE DISTRI	CORE FEE	06/04/25	11,258.56
404349	INTERMEDIATE DISTRI	CORE FEE	06/04/25	11,258.56
404623	XCEL ENERGY	VV 3/25-4/23/25	06/11/25	11,234.12
404349	INTERMEDIATE DISTRI	SAFE SCHOOL	06/04/25	11,221.16
404349	INTERMEDIATE DISTRI	SAFE SCHOOL	06/04/25	11,221.16
404646	CITY OF EDINA - PUB	VV 3/10-5/28/2025	06/18/25	11,087.03
404610	TONeworks MUSIC THE	MAY25 MUSIC THERAPY	06/11/25	10,552.50
404517	INSTITUTE FOR ENVIR	CN ASBESTOS REMOVAL	06/11/25	10,347.01
404305	CDW GOVERNMENT	25-26 ADOBE RENEWAL	06/04/25	10,256.66
404707	PLANSOURCE	SERVICES FOR MAY25	06/18/25	10,220.26
404818	PLANSOURCE	SERVICES FOR JUN25	06/30/25	10,220.26
404625	A.J. MOORE ELECTRIC	EHS MECH PHASE3 26-	06/18/25	9,932.25
404458	BAYCOM INC	WALKIE TALKIES	06/11/25	9,559.00
404310	CLAUDIA WIKMAN	APR-MAY25 DIVING LE	06/04/25	9,432.00
404416	SYDNEY BEBEAU	APR-MAY25 DIVING LE	06/04/25	9,432.00
404419	TEACHERS ON CALL, A	CC- SUBSTITUTES	06/04/25	9,042.90
404738	AVAIL ACADEMY	NON PUBLIC TRANSPOR	06/23/25	9,015.86
404837	VALLEYFAIR GROUP SA	KC VALLEY FAIR	06/30/25	8,866.00
404516	INGINA LLC	STEM SESSIONS	06/11/25	8,852.60
404470	CDW GOVERNMENT	STAFF DEVICES	06/11/25	8,800.00
404349	INTERMEDIATE DISTRI	TRANS DISABLED	06/04/25	8,626.38
404349	INTERMEDIATE DISTRI	TRANS DISABLED	06/04/25	8,626.38
404740	CITY OF EDINA - PUB	ROAD SALT - 85 TONS	06/23/25	8,520.40
404330	EEZY ACTION LLC	05/29 TRIP FINAL PM	06/04/25	8,460.93
404610	TONeworks MUSIC THE	APR25 MUSIC THERAPY	06/11/25	8,452.50
404841	XCEL ENERGY	HL 4/23-5/22/2025	06/30/25	8,093.17
404671	INGINA LLC	MESSY SCIENCE & ELE	06/18/25	8,032.25
404517	INSTITUTE FOR ENVIR	EHS 2025 ASBESTOS R	06/11/25	7,898.13
404762	BAYCOM INC	WATER TOWER REPEATE	06/30/25	7,890.00
404627	ADMIRAL COATINGS, I	EHS MECHANICAL 09-K	06/18/25	7,883.57
404841	XCEL ENERGY	CC 4/23-5/22/2025	06/30/25	7,873.16
404419	TEACHERS ON CALL, A	CV- SUBSTITUTES	06/04/25	7,759.35
404451	APPLE INC	IPADS SPED	06/11/25	7,660.00
404840	WILLIAM HICKS	COLLEGE BOOTCAMP	06/30/25	7,595.00
404782	FRASER CHILD AND FA	CONSULTATION	06/30/25	7,546.00
404419	TEACHERS ON CALL, A	SV- SUBSTITUTES	06/04/25	7,527.15
404604	THE COATING CREW	BOILER ROOM FLOOR	06/11/25	7,455.00
404841	XCEL ENERGY	CS 4/23-5/22/2025	06/30/25	7,428.46
404775	EBS CAMPS INC	HTC / WRITING MAGIC	06/30/25	7,339.50
404841	XCEL ENERGY	CV 4/23-5/22/2025	06/30/25	7,320.27
404419	TEACHERS ON CALL, A	VV- SUBSTITUTES	06/04/25	7,307.85
404349	INTERMEDIATE DISTRI	FY22-23 CORE FEE FI	06/04/25	6,958.82
404504	GENERAL SPORTS	BHOCKEY EQUIPMENT	06/11/25	6,950.00
404349	INTERMEDIATE DISTRI	FY22-23 SAFE SCHOOL	06/04/25	6,935.70
404542	LANGUAGE SPROUT LLC	SPANISH INSTRUCTION	06/11/25	6,930.00
404603	TEACHERS ON CALL, A	EHS - SUBSTITUTES	06/11/25	6,927.30
404453	ASTLEFORD INTERNATI	DIAGNOSTIC LAPTOP	06/11/25	6,900.00
404623	XCEL ENERGY	SV 4/16-5/15/25	06/11/25	6,891.36
404825	SAFeway DRIVING SCH	DRIVER'S ED	06/30/25	6,840.00
404429	VOIGT'S MOTORCOACH	5/22 KALAHARI BUS	06/04/25	6,839.97
404649	DASH SPORTS LLC	TYKES FOOTBALL	06/18/25	6,789.30
404569	NATIONAL TREASURE K	APR-MAY25 KUNG FU	06/11/25	6,716.50
404452	ARVIG	JUN25 PHONES	06/11/25	6,713.85
404602	STRATEGIC BEHAVIORA	APR-MAY25 AA BCBA	06/11/25	6,648.75
404420	THE MATH LEARNING C	INTERVENTION SET 1	06/04/25	6,600.00
404420	THE MATH LEARNING C	INTERVENTION SET 2	06/04/25	6,600.00
404622	WOLD ARCHITECTS & E	25-26 EHS RENOVATIO	06/11/25	6,521.53
404728	TRUGREEN PROCESSING	DW - SPRING SERVICE	06/18/25	6,508.65
404682	KRAUS-ANDERSON CONS	EHS GENERAL CONDITI	06/18/25	6,483.70
404363	KAETHE BIRKNER	WINTER BALLET/PILAT	06/04/25	6,258.00
404419	TEACHERS ON CALL, A	CN- SUBSTITUTES	06/04/25	6,004.95
404685	LIFESAVER FIRE PROT	EHS MECH PHASE2 21-	06/18/25	5,910.33
404419	TEACHERS ON CALL, A	ND- SUBSTITUTES	06/04/25	5,901.75
404838	VIVACITY TECH PBC	CB'S FOR COMMUNITY	06/30/25	5,813.50
404437	ABBE BLACKER	SPRING '25 MAH JONG	06/11/25	5,800.55
404806	KINECT ENERGY, INC	HS 4/30-5/31/2025	06/30/25	5,787.91
404735	YMCA - MINNEAPOLIS	SUMMER CAMP SCHOLAR	06/18/25	5,764.00
404438	ABRAKADOODLE	ART FOR ELEMENTARY	06/11/25	5,701.50
404311	COMPAS, INC	SPOKEN WORD PERFORM	06/04/25	5,605.00
404541	LANGUAGE LINE SERVI	GEN ED TRANSLATIONS	06/11/25	5,586.62
404797	INSTITUTE FOR ENVIR	DW IMPACT TESTING	06/30/25	5,580.00
404419	TEACHERS ON CALL, A	CS- SUBSTITUTES	06/04/25	5,572.80
404419	TEACHERS ON CALL, A	HL- SUBSTITUTES	06/04/25	5,566.35
404349	INTERMEDIATE DISTRI	FY23-24 MID YEAR BI	06/04/25	5,556.60

Check No.	Vendor	Description	Date	Amount
404795	INGINA LLC	MINECRAFT/ GLAM LAB	06/30/25	5,428.00
404646	CITY OF EDINA - PUB	CV 3/1-6/3/2025	06/18/25	5,408.40
404468	BUSHIVE INC	25-26 BUSHIVE LICEN	06/11/25	5,400.00
404806	KINECT ENERGY, INC	SV 4/30-5/31/2025	06/30/25	5,392.89
404499	FRASER CHILD AND FA	MAR-APR25 PSYCHOTHE	06/11/25	5,390.00
404349	INTERMEDIATE DISTRI	HTP-GEN ED	06/04/25	5,388.12
404349	INTERMEDIATE DISTRI	HTP-GEN ED	06/04/25	5,388.12
404797	INSTITUTE FOR ENVIR	DW ADHERA INSPECTIO	06/30/25	5,380.00
404349	INTERMEDIATE DISTRI	LONG TERM FACILITIE	06/04/25	5,345.37
404349	INTERMEDIATE DISTRI	LONG TERM FACILITIE	06/04/25	5,345.37
404603	TEACHERS ON CALL, A	SV - SUBSTITUTES	06/11/25	5,256.75
404436	93 SKIP LLC	CN-MAY25 SOLAR PROD	06/11/25	5,199.80
404637	BSI MECHANICAL INC	EXHAUST MANIFOLD BO	06/18/25	5,184.29
404623	XCEL ENERGY	CV 3/25-4/23/25	06/11/25	5,108.20
404603	TEACHERS ON CALL, A	HL - SUBSTITUTES	06/11/25	5,076.15
404841	XCEL ENERGY	ND 4/23-5/22/2025	06/30/25	5,034.21
404718	ST CLOUD COUNTRY CL	GOLF BAGS	06/18/25	5,000.00
404833	SUPERSET TILE & STO	SV WALK OFF CARPET	06/30/25	4,874.04
404512	INCIDENT IQ LLC	FACILITIES ON BOARD	06/11/25	4,794.18
404309	CLASSLINK INC	25-26 CL APP TRACK	06/04/25	4,675.00
404293	ASTLEFORD INTERNATI	BRAKE CONTROLLER	06/04/25	4,592.98
404586	READING & MATH, INC	24-25 SV SITE FEE	06/11/25	4,500.00
404623	XCEL ENERGY	CC 3/25-4/23/25	06/11/25	4,493.86
404377	MAYER ARTS INC	ENCANTO MUSICAL THE	06/04/25	4,400.00
404429	VOIGT'S MOTORCOACH	5/22 KALAHARI BUS	06/04/25	4,362.76
404623	XCEL ENERGY	CS 3/25-4/23/25	06/11/25	4,283.93
404497	FIDELITY SECURITY L	EMPLOYEE WITHHOLDIN	06/11/25	4,266.16
404603	TEACHERS ON CALL, A	ND - SUBSTITUTES	06/11/25	4,153.80
404320	DASH SPORTS LLC	APR-MAY25 CHEER/BBA	06/04/25	4,111.30
404758	AIM ELECTRONICS INC	EHS SHOT CLOCKS AND	06/30/25	4,092.00
404744	GROVES ACADEMY	NON PUBLIC TRANSPOR	06/23/25	4,034.12
404392	PATCH MY PC LLC	25-26 ENTERPRISE PL	06/04/25	4,016.25
404504	GENERAL SPORTS	GHOKEY EQUIPMENT	06/11/25	4,005.00
404527	JOMSVIKINGS PROTECT	GRADUATION SECURITY	06/11/25	3,932.50
404708	PRAIRIE RESTORATION	PREP/SEED SERVICE	06/18/25	3,900.00
404433	YOU SCIENCE LLC	PLTW TEST LIC RENEW	06/04/25	3,900.00
404457	BAUER BUILT INC	TIRES	06/11/25	3,890.60
404295	BILL CARROLL PAINTI	HL DOOR/FRAMES/PAIN	06/04/25	3,850.00
404603	TEACHERS ON CALL, A	CC - SUBSTITUTES	06/11/25	3,837.75
404320	DASH SPORTS LLC	MAY25 FLAG FOOTBALL	06/04/25	3,836.70
404466	BSN SPORTS, LLC	CHAMP HATS	06/11/25	3,804.00
404568	NATIONAL INSURANCE	VOL AD&D EMPLOYEE W	06/11/25	3,801.77
404426	TOP 20 TRAINING LLC	ELC PD TRAINING SEM	06/04/25	3,800.00
404715	SCHOOL SERVICE EMPL	JUN13 SEIU DUES	06/18/25	3,793.36
404407	SCHOOL SERVICE EMPL	MAY30 SEIU DUES	06/04/25	3,763.84
404349	INTERMEDIATE DISTRI	ALC-STABILIZATION F	06/04/25	3,740.39
404349	INTERMEDIATE DISTRI	ALC-STABILIZATION F	06/04/25	3,740.39
404805	KIDQUEST LLC	GAMES CLASSES	06/30/25	3,700.90
404646	CITY OF EDINA - PUB	CC 3/7-5/28/2025	06/18/25	3,697.84
404622	WOLD ARCHITECTS & E	EPAC ROOF REINFORCI	06/11/25	3,694.10
404747	HOLY FAMILY ACADEMY	NON PUBLIC TRANSPOR	06/23/25	3,653.76
404796	INSPEC INC	CN WALL	06/30/25	3,614.40
404720	SUNBELT STAFFING LL	5/17 SCHOOL NURSE	06/18/25	3,600.00
404720	SUNBELT STAFFING LL	5/24 SCHOOL NURSE	06/18/25	3,600.00
404720	SUNBELT STAFFING LL	05/03 SCHOOL NURSE	06/18/25	3,600.00
404568	NATIONAL INSURANCE	COBRA/RETIREE	06/11/25	3,579.54
404433	YOU SCIENCE LLC	PLTW TEST LIC RENEW	06/04/25	3,550.00
404649	DASH SPORTS LLC	GOLF & SOCCER CAMPS	06/18/25	3,549.00
404719	SUMMIT FIRE PROTECT	RM 105 PIPE REPLACE	06/18/25	3,544.00
404498	FIT AND FUN PLAYSCA	PLAYSCAPE STENCIL &	06/11/25	3,526.00
404709	RADAR CONSULTING LL	JUL25 RECRUITMENT F	06/18/25	3,500.00
404475	THE COLLEGE BOARD	PSAT 10 ADMINISTRAT	06/11/25	3,464.48
404600	SQUIRES, WALDSPURGE	LEGAL SERV - MISC	06/11/25	3,457.70
404623	XCEL ENERGY	HL 3/25-4/23/25	06/11/25	3,442.76
404603	TEACHERS ON CALL, A	CV - SUBSTITUTES	06/11/25	3,430.11
404603	TEACHERS ON CALL, A	VV - SUBSTITUTES	06/11/25	3,424.95
404305	CDW GOVERNMENT	EHS COUNSEL MONITOR	06/04/25	3,422.25
404588	REGION 3AA	6/4 BOYS LACROSSE	06/11/25	3,411.00
404302	BSN SPORTS, LLC	GGOLF RAIN JACKETS	06/04/25	3,381.00
404622	WOLD ARCHITECTS & E	EHS PHASE 3 RENO AV	06/11/25	3,333.14
404647	CLAUDIA WIKMAN	APR-MAY25 DIVING LE	06/18/25	3,301.20
404722	SYDNEY BEBEAU	APR-MAY25 DIVING LE	06/18/25	3,301.20
404736	BEMIDJI STATE UNIVE	BEMIDJI STATE MATH	06/23/25	3,300.00
404616	TWIN CITIES CATERIN	COMM ED SUMMER MEAL	06/11/25	3,270.00

Check No.	Vendor	Description	Date	Amount
404623	XCEL ENERGY	ND 3/25-4/23/25	06/11/25	3,254.68
404603	TEACHERS ON CALL, A	CN - SUBSTITUTES	06/11/25	3,157.28
404459	BENCHMARK EDUCATION	PD TRAINING	06/11/25	3,100.00
404435	93 HOP LLC	BUS-MAY25 SOLAR PRO	06/11/25	3,057.76
404806	KINECT ENERGY, INC	VV 4/30-5/31/2025	06/30/25	3,027.91
404838	VIVACITY TECH PBC	CB CARTS FOR SPAN I	06/30/25	2,998.00
404588	REGION 3AA	6/2 BOYS LACROSSE	06/11/25	2,898.00
404589	RELATE COUNSELING C	CHEM HEALTH #9 OF 1	06/11/25	2,880.00
404832	SUNBELT STAFFING LL	SPED TEACHER	06/30/25	2,880.00
404636	BENEFIT EXTRAS, INC	JUN25 HRA ADMIN	06/18/25	2,860.55
404364	KATH FUEL OIL SERVI	UNLEADED	06/04/25	2,820.98
404583	PROCARE THERAPY	5/23 SPED TEACHER	06/11/25	2,812.50
404349	INTERMEDIATE DISTRI	FY22-23 LTFM FINAL	06/04/25	2,740.96
404681	KIDQUEST LLC	LEGO & MODEL MAGIC	06/18/25	2,733.50
404651	DEPARTMENT OF THE T	FORM 720 - Q2 2025	06/18/25	2,731.17
404673	IWS - INNOVATIONAL	MAY25 WATER MGMT FE	06/18/25	2,725.80
404680	KATH FUEL OIL SERVI	UNLEADED	06/18/25	2,715.33
404803	JOHNSON CONTROLS IN	REPAIR/CHILLER	06/30/25	2,705.96
404603	TEACHERS ON CALL, A	CS - SUBSTITUTES	06/11/25	2,676.75
404745	HENNEPIN COUNTY SHE	WAGE LEVY-RACHEL LY	06/23/25	2,665.58
404833	SUPERSET TILE & STO	SV CARPET WALK OFF	06/30/25	2,663.23
404827	SCHOOL SERVICE EMPL	JUN 30 SEIU DUES	06/30/25	2,641.74
404357	JOAN NIMERFROH	SPRING '25 PILATES	06/04/25	2,625.00
404650	DAVID WEBB -- HOMER	STRAT PLAN REPORT_B	06/18/25	2,500.00
404656	EDINA DANCE TEAM	EDINA DANCE CAMP	06/18/25	2,500.00
404418	TAG LINE PRODUCTION	KC STRIKE THEATER T	06/04/25	2,500.00
404652	DIAMOND VOGEL PAINT	PAINT	06/18/25	2,473.25
404757	ACCURATE HOME CARE	SCHOOL RN	06/30/25	2,423.50
404452	ARVIG	MAY25 INTERNET	06/11/25	2,407.90
404779	ELECTRONIC DESIGN C	FINAL WORK ON KUHLM	06/30/25	2,406.46
404590	RJ MECHANICAL INC	GROOVED VALVE REPL	06/11/25	2,400.00
404442	ADVANCED IMAGING SO	HIGH SCHOOL 04/25	06/11/25	2,360.52
404511	HOUSE OF NOTE	ORCHESTRA REPAIRS	06/11/25	2,356.00
404797	INSTITUTE FOR ENVIR	23-26 H & S SERVICE	06/30/25	2,326.25
404349	INTERMEDIATE DISTRI	FY22-23 ALC STAB FE	06/04/25	2,311.90
404592	ROGERS ATHLETIC COM	FOOTBALL SLED	06/11/25	2,289.00
404739	CHAPEL HILL ACADEMY	NON PUBLIC TRANSPOR	06/23/25	2,262.00
404754	PROCARE THERAPY	5/30 SPED TEACHER	06/23/25	2,250.00
404513	INESE KRIEVANS	SUNBEAMS 1/2/3	06/11/25	2,116.80
404524	JERRY'S PRINTING	CURRENT JAMS PROGRA	06/11/25	2,105.00
404684	LAURA WOLOVITCH	FUN & FUNKY JEWELRY	06/18/25	2,100.00
404806	KINECT ENERGY, INC	ECC 4/30-5/31/2025	06/30/25	2,061.59
404752	LIGHTNING PRINTING	2025 COMMENCEMENT P	06/23/25	2,051.20
404517	INSTITUTE FOR ENVIR	2023-2026 H & S MGM	06/11/25	2,013.42
404717	SITEONE LANDSCAPE S	FERTILIZER	06/18/25	2,011.76
404347	INSPEC INC	ECC PAVEMENT REHAB	06/04/25	2,000.00
404800	IXL LEARNING	IXL ADD ON GR 1	06/30/25	2,000.00
404570	NEW HAVOC DIGITAL P	GRAD VIDEOS	06/11/25	2,000.00
404789	GROTH MUSIC COMPANY	FRENCH HORN REPAIR	06/30/25	1,999.00
404642	CATALYST SOURCING S	ON DEMAND/TRANSPORT	06/18/25	1,993.55
404619	WASTE MANAGEMENT OF	EHS - JUN25 SERVICE	06/11/25	1,968.28
404733	WINGS FINANCIAL FOU	MONEY EXPLORERS	06/18/25	1,915.20
404622	WOLD ARCHITECTS & E	CN TOILET RENO	06/11/25	1,915.13
404328	ECM PUBLISHERS INC	EDINA COMMUNITY GUI	06/04/25	1,900.00
404705	OUR LADY OF GRACE	REFUND OF DEPOSITED	06/18/25	1,900.00
404774	DUNHAM ASSOCIATES I	EHS 2025 RENO	06/30/25	1,850.00
404778	EILEEN'S COLOSSAL C	CV KC COOKIES	06/30/25	1,835.00
404576	OVERDRIVE INC	EBOOKS FOR SV	06/11/25	1,782.23
404808	MACPHAIL CENTER FOR	BAND COMPOSER VISIT	06/30/25	1,770.00
404729	ULINE	OUTDOOR BENCHES	06/18/25	1,750.65
404379	METRO ELEVATOR	JUN25 ELEVATOR SERV	06/04/25	1,734.61
404386	MSEA -- MN SCHOOL E	MAY30 MSEA DUES	06/04/25	1,725.20
404317	D.A.T.E.	APR25 SESSIONS	06/04/25	1,725.00
404417	TACOS EL PRIMO	UNIFIED CELEBRATION	06/04/25	1,700.00
404771	DAVE & BUSTER'S LLC	KC 6TH GRADE TRIP	06/30/25	1,693.40
V21243	GWENDOLYN PEYTON	MEDICARE REIMB	06/11/25	1,686.00
404600	SQUIRES, WALDSPURGE	LEGAL SERV - HR	06/11/25	1,680.00
404320	DASH SPORTS LLC	APR-MAY25 T-BALL TY	06/04/25	1,673.00
404341	GRAND SLAM SPORTS	5TH GRD FIELD TRIP	06/04/25	1,666.50
404779	ELECTRONIC DESIGN C	ECC GYNM LONG TERM	06/30/25	1,612.69
404636	BENEFIT EXTRAS, INC	JUN25 HSA ADMIN	06/18/25	1,597.75
404420	THE MATH LEARNING C	BRIDGES INTERVENTIO	06/04/25	1,575.00
404553	MACKIN EDUCATIONAL	BOOKS FOR CS	06/11/25	1,568.31
404724	TECH ACADEMY	ROBOTICS BEAST	06/18/25	1,560.00

Check No.	Vendor	Description	Date	Amount
404806	KINECT ENERGY, INC	CS 4/30-5/31/2025	06/30/25	1,555.55
404806	KINECT ENERGY, INC	HL 4/30-5/31/2025	06/30/25	1,551.12
404806	KINECT ENERGY, INC	CC 4/30-5/31/2025	06/30/25	1,545.96
404767	COMPAS, INC	SAORI WEAVING	06/30/25	1,545.00
404519	JACKI BRICKMAN INC	CATALYST SUPPORT DA	06/11/25	1,545.00
404389	NORTHFIELD LINES IN	DEEP PORTAGE BUS	06/04/25	1,525.07
404419	TEACHERS ON CALL, A	ELC/ECSE- SUBSTITUT	06/04/25	1,515.75
404366	KELLE WALSTEAD	JAN-MAY25 VOICE & P	06/04/25	1,512.00
404347	INSPEC INC	CN WALLS	06/04/25	1,500.00
404586	READING & MATH, INC	24-25 HL SITE FEE	06/11/25	1,500.00
404701	THE MUSIC MART	TUBAS - DIFFERENCE	06/18/25	1,500.00
404428	UNIVERSITY LANGUAGE	THEATRE INTERPRETIN	06/04/25	1,500.00
404640	CAPSTONE	25-26 PEBBLEGO - HL	06/18/25	1,499.00
404793	HORIZON COMMERCIAL	CHEMICALS	06/30/25	1,486.72
404553	MACKIN EDUCATIONAL	BOOKS FOR VV	06/11/25	1,480.27
404501	FUN JUMPS ENTERTAIN	KC CS BOUNCE HOUSE	06/11/25	1,469.78
404748	INTERNATIONAL SCHOO	NON PUBLIC TRANSPOR	06/23/25	1,464.80
404391	OVERDRIVE INC	BOOKS FOR EHS	06/04/25	1,456.87
404588	REGION 3AA	5/29 BOYS LACROSSE	06/11/25	1,413.00
404729	ULINE	HAND TRUCKS/SHELVIN	06/18/25	1,412.85
404700	MSEA -- MN SCHOOL E	JUN13 MSEA DUES	06/18/25	1,403.31
404444	ALEXANDRA MCCANNEL	MAR-MAY25 COUNSELIN	06/11/25	1,400.00
404537	KEVIN ANDERSON	GBADMINTON: STATE	06/11/25	1,400.00
404420	THE MATH LEARNING C	BRIDGES INTERVENTIO	06/04/25	1,400.00
404457	BAUER BUILT INC	TIRES	06/11/25	1,396.92
404419	TEACHERS ON CALL, A	MAIN- SUBSTITUTES	06/04/25	1,386.75
404364	KATH FUEL OIL SERVI	OIL	06/04/25	1,385.00
404793	HORIZON COMMERCIAL	CHLORINE	06/30/25	1,374.00
404828	SECURITY CONTROL SY	EHS NEW DOOR WIRING	06/30/25	1,371.49
404465	BROTHERS FIRE & SEC	CELL DIALER INSTALL	06/11/25	1,370.09
404784	FUN ENGINEERZ LLC	JR. WRECK IT WEEK	06/30/25	1,350.00
404384	MIKKONEN MUSIC LLC	MAY25 MUSIC LESSONS	06/04/25	1,350.00
404588	REGION 3AA	5/29 GIRLS LACROSSE	06/11/25	1,350.00
404786	GILBERT MECHANICAL	AIR HANDLER INSPC/R	06/30/25	1,329.04
404824	RJ MECHANICAL INC	WATER LEAK REPAIRED	06/30/25	1,320.47
404447	ALL STRINGS ATTACHE	CELLO BOW REHAIR	06/11/25	1,320.00
404476	CRYSTAL CAVE	6/25 REMAINING PMT	06/11/25	1,301.79
404476	CRYSTAL CAVE	6/26 REMAINING PMT	06/11/25	1,301.79
404766	CITY OF APPLE VALLE	KC CC TRIP	06/30/25	1,296.00
404442	ADVANCED IMAGING SO	ECC/DO 04/25	06/11/25	1,292.43
404806	KINECT ENERGY, INC	CV 4/30-5/31/2025	06/30/25	1,288.45
404619	WASTE MANAGEMENT OF	ECC - JUN25 SERVICE	06/11/25	1,277.05
404336	GENERAL PARTS LLC	CV - THERMOSTAT/IGN	06/04/25	1,275.19
404349	INTERMEDIATE DISTRI	CAREER & TECH	06/04/25	1,242.05
404349	INTERMEDIATE DISTRI	CAREER & TECH	06/04/25	1,242.05
404619	WASTE MANAGEMENT OF	CS - JUN25 SERVICES	06/11/25	1,239.08
404831	STRATEGIC BEHAVIORA	CONTRACTED SERVICES	06/30/25	1,215.00
404287	ALLEGRA EDEN PRAIRI	THEATRE FOR ALL T-S	06/04/25	1,213.87
404675	JERRY'S PRINTING	HAPPENING PROGRAMS	06/18/25	1,210.00
404635	BAYCOM INC	WALKIES	06/18/25	1,209.50
404635	BAYCOM INC	WALKIES	06/18/25	1,209.50
404518	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/11/25	1,200.00
404579	PAUL DAVID	2024-25 EOY VIDEO	06/11/25	1,200.00
404454	AVID CENTER	AVID CERT ED - S.B.	06/11/25	1,199.00
404734	XCEL ENERGY	BUS 3/25-4/23/25	06/18/25	1,191.40
404696	MIDWEST BUS PARTS I	STOP ARM	06/18/25	1,175.00
404350	IWS - INNOVATIONAL	JAN25 WATER MGMT FE	06/04/25	1,161.92
404657	ELLA WASSERMAN	MAY25 PIANO LESSONS	06/18/25	1,144.00
404727	TRI-STATE BOBCAT IN	SEEDER RENTAL	06/18/25	1,119.25
404792	HOBART SERVICE	BAXTER OVEN REPAIR	06/30/25	1,101.24
404764	BSN SPORTS, LLC	BLAX PINNIES	06/30/25	1,100.00
404699	MN UMPIRE ASSOCIATI	LL BASEBALL UMPIRES	06/18/25	1,092.50
404505	GRAINGER	3RD FLOOR SINKS	06/11/25	1,090.76
404300	BRAUN INTERTEC CORP	EHS MECH RENO PHASE	06/04/25	1,088.00
404639	BUSINESS ESSENTIALS	8.5X11 CANARY QTY 2	06/18/25	1,087.20
404639	BUSINESS ESSENTIALS	8.5X11 GREEN QTY 20	06/18/25	1,087.20
404639	BUSINESS ESSENTIALS	8.5X11 PINK QTY 20	06/18/25	1,087.20
404396	PINNACLE PATHWAYS L	ADULT INDOOR BSKTBA	06/04/25	1,085.00
404608	TIMOTHY FAKLIS	WINTER/SPRING BBSKT	06/11/25	1,085.00
404499	FRASER CHILD AND FA	FEB-APR25 PSYCHOTHE	06/11/25	1,078.00
404492	ELIZABETH POCH	MAY25 PIANO LESSONS	06/11/25	1,065.00
404600	SQUIRES, WALDSPURGE	LEGAL SERV - SSS	06/11/25	1,061.13
404734	XCEL ENERGY	BUS 02/23-03/23/25	06/18/25	1,060.55
404420	THE MATH LEARNING C	SHIPPING/HANDLING	06/04/25	1,056.00

Check No.	Vendor	Description	Date	Amount
404663	FUN ENGINEERZ LLC	DIGGING FOR DINOS	06/18/25	1,050.00
404779	ELECTRONIC DESIGN C	ECC GYM WORK	06/30/25	1,045.37
404603	TEACHERS ON CALL, A	ELC/ECSE-SUBSTITUTE	06/11/25	1,032.00
404349	INTERMEDIATE DISTRI	ALC	06/04/25	1,024.78
404349	INTERMEDIATE DISTRI	ALC	06/04/25	1,024.78
404391	OVERDRIVE INC	BOOKS FOR SV	06/04/25	1,023.58
V21210	ERICA S GARDNER	RIGHTS FOR 2026 MUS	06/04/25	1,014.50
404572	NORTHSTAR MEDIA INC	ZEPHYRUS PRINTING	06/11/25	998.47
404806	KINECT ENERGY, INC	CN 4/30-5/31/2025	06/30/25	980.75
404669	HOGLUND BUS COMPANY	GASKETS/CLAMP	06/18/25	977.89
404506	GROTH MUSIC COMPANY	CONCERT BAND SUPPLI	06/11/25	968.00
404317	D.A.T.E.	MAY25 SESSIONS	06/04/25	956.25
404790	H&B SPECIALIZED PRO	BASKET MOTOR	06/30/25	950.00
404517	INSTITUTE FOR ENVIR	EHS RENO INSPECTION	06/11/25	946.66
404344	HOGLUND BUS COMPANY	EGR	06/04/25	931.05
404308	CITY OF EDINA - POL	PROM POLICE SUPPORT	06/04/25	920.00
404645	CITY OF EDINA - POL	GRAD SECURITY	06/18/25	920.00
404367	KINECT ENERGY, INC	JUNE 25 MONTHY MGMT	06/04/25	920.00
404567	NAC MECHANICAL & EL	MICROTECH WORK	06/11/25	918.00
404664	FUN JUMPS ENTERTAIN	INFLATABLES	06/18/25	915.65
404793	HORIZON COMMERCIAL	POOL SUPPLIES	06/30/25	907.94
404375	MATH TEACHERS PRESS	GRD 2 STUDENT BOOK	06/04/25	906.50
404798	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/30/25	900.00
404628	ALLEGRA EDEN PRAIRI	PREMIER CAHIER	06/18/25	898.00
404628	ALLEGRA EDEN PRAIRI	DEUXIEME CAHIER	06/18/25	896.00
404729	ULINE	CLEANING SUPPL/CABI	06/18/25	895.77
404575	ORKIN COMMERCIAL SE	DW - MAY25 SERVICE	06/11/25	880.00
404749	I-STATE TRUCK CENTE	FILTERS	06/23/25	877.60
404565	MTI DISTRIBUTING IN	OIL/FILTER	06/11/25	877.07
404442	ADVANCED IMAGING SO	CONCORD 04/25	06/11/25	867.52
404344	HOGLUND BUS COMPANY	EGR	06/04/25	866.34
404531	KAREN GOLDFARB	MAY25 MAHJONG	06/11/25	862.75
404460	BOLTON & MENK INC	ECC TENNIS COURTS	06/11/25	862.50
404287	ALLEGRA EDEN PRAIRI	TAKE IT WITH YOU SH	06/04/25	855.00
404612	TRI-STATE BOBCAT IN	OIL FILTERS	06/11/25	854.28
404746	HOGLUND BUS COMPANY	"SEAL KIT, TUBE"	06/23/25	844.78
404402	ROBERT DIXON	MAR-MAY25 TAI CHI	06/04/25	840.00
404628	ALLEGRA EDEN PRAIRI	DICTIONNAIRE DES MO	06/18/25	830.00
404628	ALLEGRA EDEN PRAIRI	V1 V3 MON SAC A MOT	06/18/25	828.00
404375	MATH TEACHERS PRESS	GRD 3 STUDENT BOOK	06/04/25	823.05
404635	BAYCOM INC	RADIO FOR J.DSTH.	06/18/25	823.00
404305	CDW GOVERNMENT	LENOVO L16 LAPTOP	06/04/25	814.00
404442	ADVANCED IMAGING SO	VALLEY VIEW 04/25	06/11/25	809.50
V21257	JULIE M GABRIELSON	IPHONE 16 PURCHASE	06/18/25	800.00
404284	A TOUCH OF MAGIC IN	"DON B, PRO GOOFBAL	06/04/25	796.00
404356	JESSEN PRESS INC	PARA HANDBOOKS	06/04/25	795.00
404287	ALLEGRA EDEN PRAIRI	TAKE IT WITH YOU PO	06/04/25	794.20
404442	ADVANCED IMAGING SO	COUNTRYSIDE 04/25	06/11/25	785.58
V21250	YATESH N SINGH	NATIONALS ENTRY FEE	06/11/25	778.00
404660	FRANKLINCOVEY CLIEN	LEADER IN ME LVL 2	06/18/25	775.00
404732	WESTMARK PRODUCTION	COACELLO LIVE	06/18/25	775.00
404499	FRASER CHILD AND FA	MAR-APR25 PSYCHOTHE	06/11/25	770.00
404607	TIM KUEHL	LUNCH ACCT REFUND	06/11/25	768.85
404642	CATALYST SOURCING S	ON DEMAND/FACILITIE	06/18/25	766.75
404375	MATH TEACHERS PRESS	GRD 1 STUDENT BOOK	06/04/25	764.05
404422	THREE RIVERS PARK D	CS KC SUMMER TRIPS	06/04/25	757.50
404787	GRAINGER	PLUMBING PARTS	06/30/25	755.63
404361	JULIE HAMPLE	MAY25 ASL SUPPORT	06/04/25	750.00
404430	WESTMARK PRODUCTION	CHOIR MUSIC RECORDI	06/04/25	750.00
404723	TEACHERS ON CALL, A	CV - SUBSTITUTES	06/18/25	741.75
404628	ALLEGRA EDEN PRAIRI	BOOKLET LANDSCAPE	06/18/25	733.00
404513	INESE KRIEVANS	PRIVATE LESSONS	06/11/25	722.40
404786	GILBERT MECHANICAL	TROUBLESHOOT AHU-6	06/30/25	721.00
404442	ADVANCED IMAGING SO	CREEK VALLEY 04/25	06/11/25	718.26
404655	EDUCATORS BENEFIT C	403(B) ADMIN & COMP	06/18/25	708.58
404573	OFFICE GOLF	2025 BGOLF PRACTICE	06/11/25	708.00
404797	INSTITUTE FOR ENVIR	EHS AIR QUALITY ASS	06/30/25	705.75
404442	ADVANCED IMAGING SO	SOUTH VIEW 04/25	06/11/25	703.65
404628	ALLEGRA EDEN PRAIRI	ETUDES SOCIALES	06/18/25	702.00
404794	HOUSE OF NOTE	ORCHESTRA REPAIR	06/30/25	700.00
404372	LRS PORTABLES LLC	KUHLMAN UNITS 4/4-5	06/04/25	700.00
404316	CUSTOM HOSE TECH IN	HOSES	06/04/25	694.61
404763	BRIN GLASS SERVICE	BROKEN GLASS	06/30/25	691.00
404303	BUSINESS ESSENTIALS	8.5X11 WHITE QTY 20	06/04/25	690.00

Check No.	Vendor	Description	Date	Amount
404606	THREE RIVERS PARK D	1ST GRD FIELD TRIP	06/11/25	690.00
404628	ALLEGRA EDEN PRAIRI	LA PHONETIQUE	06/18/25	680.00
404288	ALTA	BAND AWARDS	06/04/25	676.30
404760	ASTLEFORD INTERNATI	TURBO PARTS	06/30/25	674.02
404457	BAUER BUILT INC	TIRES	06/11/25	668.80
404442	ADVANCED IMAGING SO	NORMANDEALE 04/25	06/11/25	667.12
404660	FRANKLINCOVEY CLIEN	LEADER IN ME LVL K	06/18/25	658.75
404660	FRANKLINCOVEY CLIEN	CURRICULUM COMPANIO	06/18/25	658.75
404494	ESCREEN, INC.	DRIVER DOT TESTING	06/11/25	648.75
404780	FOLLETT CONTENT SOL	BOOKS FOR SV	06/30/25	647.43
404578	PATSY BUTTERWORTH C	PROFESSIONAL TRAINI	06/11/25	644.40
404779	ELECTRONIC DESIGN C	ECC GYM WORK	06/30/25	642.50
404567	NAC MECHANICAL & EL	SENSOR REPLACEMENT	06/11/25	639.67
404619	WASTE MANAGEMENT OF	CN - JUN25 SERVICES	06/11/25	628.11
404619	WASTE MANAGEMENT OF	CV - JUN25 SERVICES	06/11/25	626.03
V21252	ZHUO WANG	CHINESE LUNCH FIELD	06/11/25	623.56
404510	HOGLUND BUS COMPANY	WATER PUMPS	06/11/25	623.40
404628	ALLEGRA EDEN PRAIRI	BOOKLET LANDSCAPE	06/18/25	622.00
404442	ADVANCED IMAGING SO	CORNELIA 04/25	06/11/25	615.92
404388	THE MUSIC MART	TIMPANI HEADS	06/04/25	614.80
404491	ELIZABETH MACRUNNEL	ASHTANGA YOGA	06/11/25	612.50
404676	JESSI SOLES	NOON VINYASA YOGA	06/18/25	612.50
404619	WASTE MANAGEMENT OF	SV - JUN25 SERVICES	06/11/25	605.36
404286	ALL STATE COMMUNICA	EHS - SPEAKER ADJUS	06/04/25	600.00
404345	INFINITE HEALTH COL	STATE BADMINTON TRA	06/04/25	600.00
404518	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/11/25	600.00
404695	MICHELE BEDOE CONSU	CONTRACTED SERVICES	06/18/25	600.00
404830	SNAKE DISCOVERY LLC	"SNAKE, RATTLE & RO	06/30/25	600.00
404442	ADVANCED IMAGING SO	HIGHLANDS 04/25	06/11/25	599.67
404553	MACKIN EDUCATIONAL	BOOKS FOR CN	06/11/25	594.66
404338	GILBERT MECHANICAL	MUA ISSUES	06/04/25	592.28
404706	PIONEER MANUFACTURI	GAME DAY AEROSAL	06/18/25	591.95
404567	NAC MECHANICAL & EL	CHILLER SERVICE CAL	06/11/25	590.50
404660	FRANKLINCOVEY CLIEN	SHIPPING/HANLDING	06/18/25	586.50
404383	MIDWEST BUS PARTS I	REAR SHOCKS	06/04/25	583.68
404806	KINECT ENERGY, INC	ND 4/30-5/31/2025	06/30/25	581.48
404770	CUSTOM HOSE TECH IN	TRANSFER PUMP HOSE	06/30/25	579.88
404772	DAVEY TREE EXPERT C	CC EMERALD ASH TREA	06/30/25	573.00
404773	DRAIN PRO PLUMBING	SERVICE CALL RM 113	06/30/25	572.50
404799	IWS - INNOVATIONAL	GLYCOL	06/30/25	568.40
404628	ALLEGRA EDEN PRAIRI	CAHIER DE SCIENCES	06/18/25	566.00
404344	HOGLUND BUS COMPANY	WATER PUMP	06/04/25	564.16
404808	MACPHAIL CENTER FOR	ORCHESTRA COMPOSER	06/30/25	563.00
404628	ALLEGRA EDEN PRAIRI	MON CAHIER D'ECRITU	06/18/25	562.00
404649	DASH SPORTS LLC	SOCCER TYKES	06/18/25	560.70
404287	ALLEGRA EDEN PRAIRI	CAN'T TAKE IT WITH	06/04/25	560.00
404621	WHITE BEAR LAKE HIG	5/6 GGOLF TOURNAMEN	06/11/25	560.00
404781	FOLLETT HIGHER EDUC	BOOKS PIPELINE GRAN	06/30/25	557.83
404619	WASTE MANAGEMENT OF	CC - JUN25 SERVICES	06/11/25	552.88
404697	MINNEGLASS LLC	WINDSHIELD	06/18/25	550.00
404783	FRESHPOINT BIX PROD	CV KC SNACKS	06/30/25	546.18
V21228	LARA L WARK	INSTITUTE REGISTRAT	06/04/25	545.00
404400	RJ MECHANICAL INC	RPZ FOR IRRIGATION	06/04/25	540.00
404768	CROSTOWN MECHANICA	WALK IN COOLER WENT	06/30/25	534.14
404619	WASTE MANAGEMENT OF	VV - JUN25 SERVICES	06/11/25	532.41
404469	BUSINESS ESSENTIALS	8.5X11 BLUE QTY 3**	06/11/25	528.08
404630	ARTISTIC FLORAL	GRADUATION FLOWERS	06/18/25	527.20
404819	PRAIRIE ELECTRIC CO	BOILER SHUTDOWN REL	06/30/25	525.67
404629	AMAZON CAPITAL SERV	CONSTRUCTION PAPER	06/18/25	524.28
V21248	JOSEPH GEORGE SCHMI	TOURNAMENT REGISTRA	06/11/25	520.00
404447	ALL STRINGS ATTACHE	ORCHESTRA REPAIRS	06/11/25	516.59
404603	TEACHERS ON CALL, A	MAIN-SUBSTITUTES	06/11/25	516.00
404755	TEACHERS ON CALL, A	EHS - SUBSTITUTES	06/23/25	516.00
404289	AMAZON CAPITAL SERV	INSTRUCTIONAL SUPPL	06/04/25	512.88
404524	JERRY'S PRINTING	MAGNET TRACKING POS	06/11/25	510.00
404292	ANNE AMEN	BALLROOM DANCE	06/04/25	508.20
404839	WASTE MANAGEMENT OF	EHS DUMPSTER	06/30/25	507.20
404555	MARIA LANDER CABRER	MAY25 YOGA FOR CORE	06/11/25	504.00
404806	KINECT ENERGY, INC	TRAN. 4/30-5/31/202	06/30/25	502.62
404375	MATH TEACHERS PRESS	GRD 4 STUDENT BOOK	06/04/25	502.20
404628	ALLEGRA EDEN PRAIRI	MON ABECEDAIRE	06/18/25	501.00
404295	BILL CARROLL PAINTI	CV DOOR JAM PAINTIN	06/04/25	500.00
404496	FENWORKS INC	24-25 ESPORTS	06/11/25	500.00
404343	GROTH MUSIC COMPANY	BAND SUPPLIES	06/04/25	500.00

Check No.	Vendor	Description	Date	Amount
404731	WAYZATA RESULTS	5/2 TRACK TIMING	06/18/25	500.00
404731	WAYZATA RESULTS	5/2 TRACK TIMING	06/18/25	500.00
404423	TITAN MACHINERY - S	CYLINDER REPAIR	06/04/25	498.09
404702	NAC MECHANICAL & EL	CHILLER REPAIR	06/18/25	498.00
404612	TRI-STATE BOBCAT IN	TIRES	06/11/25	487.96
V21250	YATESH N SINGH	NATIONALS ENTRY FEE	06/11/25	484.50
404634	BAUER BUILT INC	TIRE DISPOSAL	06/18/25	482.25
404628	ALLEGRA EDEN PRAIRI	CAHIER DE LECTURE	06/18/25	478.00
404749	I-STATE TRUCK CENTE	FILTERS	06/23/25	474.30
404466	BSN SPORTS, LLC	CHAMP HATS	06/11/25	472.50
404455	BAN-KOE SYSTEMS LLC	CV CLOCKS	06/11/25	459.37
404723	TEACHERS ON CALL, A	CC - SUBSTITUTES	06/18/25	451.50
404674	JERRY'S FOODS EDINA	UNIFIED FOOD	06/18/25	451.24
404711	ROSEMOUNT HIGH SCHO	4/24 BGOLF TOURNAME	06/18/25	450.00
404398	REALLY GOOD STUFF L	LANDSCAPE DRAW JOUR	06/04/25	449.85
404668	HENRY HEIN	BEG WOOD CARVING	06/18/25	445.20
404628	ALLEGRA EDEN PRAIRI	LES NOMBRES ET LES	06/18/25	444.00
V21213	CRISTIANA P HAWTHOR	COSTUME DRY CLEANIN	06/04/25	440.38
404785	GENERAL SPORTS	BHOCKEY	06/30/25	438.00
404414	STATE SUPPLY COMPAN	EYE WASH REBUILD KI	06/04/25	436.64
404783	FRESHPOINT BIX PROD	CV KC SNACKS	06/30/25	433.44
404699	MN UMPIRE ASSOCIATI	LL SOFTBALL UMPIRES	06/18/25	430.00
404765	CENTURYLINK	SV	06/30/25	428.33
404375	MATH TEACHERS PRESS	GRD K STUDENT BOOK	06/04/25	427.35
404566	MULTILINGUAL WORD I	GEN ED TRANSLATIONS	06/11/25	423.80
404474	CINDY SCRIVER	LUNCH ACCT REFUND	06/11/25	422.75
404642	CATALYST SOURCING S	SURPLUS SERV/FACILI	06/18/25	421.71
404591	ROBERT B HILL CO	WATER SOFTENER SALT	06/11/25	419.38
404332	FACTORY MOTOR PARTS	BATTERIES	06/04/25	407.55
404783	FRESHPOINT BIX PROD	CC KC SNACKS	06/30/25	405.41
404397	PLAYER DEVELOPMENT	GYM GOLF EQUIPMENT	06/04/25	399.23
404415	SUPPORTING SUCCESS	TEACHER TOOLKIT SUB	06/04/25	399.00
404626	ACME TOOLS PLYMOUTH	SANDER/MULTI-TOOL	06/18/25	398.00
404355	JERRY'S PRINTING	SING SPRING PROGRAM	06/04/25	385.00
404335	FRESHPOINT BIX PROD	CV KC SNACKS	06/04/25	384.18
404642	CATALYST SOURCING S	ON DEMAND/DMTS	06/18/25	383.38
404642	CATALYST SOURCING S	ON DEMAND/ACTIVITIE	06/18/25	383.38
404683	KULLY SUPPLY INC	PLUMBING SUPPLIES	06/18/25	382.72
404489	EGAN COMPANY	HANDICAP DOOR REPAI	06/11/25	381.06
404375	MATH TEACHERS PRESS	SHIPPING/HANDLING	06/04/25	379.98
404375	MATH TEACHERS PRESS	GRD 5 STUDENT BOOK	06/04/25	376.65
404436	93 SKIP LLC	BUS-MAY25 SOLAR PRO	06/11/25	374.33
404632	BA SERVICES LLC	FLOAT SWITCH	06/18/25	368.50
404646	CITY OF EDINA - PUB	CV 3/10-6/3/2025	06/18/25	366.48
404619	WASTE MANAGEMENT OF	ND - JUN25 SERVICES	06/11/25	360.19
404511	HOUSE OF NOTE	ORCHESTRA REPAIRS	06/11/25	360.00
404636	BENEFIT EXTRAS, INC	JUN25 FLEX ADMIN	06/18/25	356.90
404553	MACKIN EDUCATIONAL	BOOKS FOR EHS	06/11/25	354.17
404343	GROTH MUSIC COMPANY	BAND SUPPLIES	06/04/25	354.00
404816	NEW HAVOC DIGITAL P	GRADUATION CANDID P	06/30/25	350.00
404660	FRANKLINCOVEY CLIEN	LEADER IN ME LVL 4	06/18/25	348.75
404772	DAVEY TREE EXPERT C	CS EMERALD ASH TREA	06/30/25	348.00
404815	MSEA -- MN SCHOOL E	JUN 30 MSEA DUES	06/30/25	345.87
404783	FRESHPOINT BIX PROD	CS KC SNACKS	06/30/25	345.05
404826	SCHMITT MUSIC COMPA	SUMMER INSTRUMENT R	06/30/25	340.00
404811	MENARDS - EDEN PRAI	REPAIR HARDWARE	06/30/25	333.80
404678	JUSTIN SWENSON	GHOKEY: HOLIDAY TO	06/18/25	328.00
404678	JUSTIN SWENSON	GHOKEY: HOLIDAY TO	06/18/25	328.00
404626	ACME TOOLS PLYMOUTH	VAC/MULTITOO/WRENC	06/18/25	325.90
404776	ECM PUBLISHERS INC	2025 EXTERIOR WALL	06/30/25	325.00
404807	MACKIN EDUCATIONAL	BOOKS FOR CC	06/30/25	324.28
404628	ALLEGRA EDEN PRAIRI	VERSION COURTE	06/18/25	322.00
404470	CDW GOVERNMENT	AZURE OVERAGES	06/11/25	321.48
404565	MTI DISTRIBUTING IN	BLADE PACK	06/11/25	320.34
404787	GRAINGER	PLUMBING PARTS	06/30/25	320.20
404726	TOLL GAS & WELDING	CYLINDER	06/18/25	320.11
404375	MATH TEACHERS PRESS	GRD 2 ELECTRONIC TE	06/04/25	320.00
404285	ACME TOOLS PLYMOUTH	VARIOUS TOOLS	06/04/25	314.99
404725	THE MASTER TEACHER	4 LICENSES	06/18/25	312.00
404813	MIDWEST BAND INSTRU	MOUTH PIECES	06/30/25	310.00
404659	FOUR SEASON FORAGIN	INTRO TO FORAGING	06/18/25	308.00
404765	CENTURYLINK	INTERNET VV	06/30/25	305.95
404289	AMAZON CAPITAL SERV	CLASSROOM SUPPLIES	06/04/25	301.84
404696	MIDWEST BUS PARTS I	HVAC PARTS	06/18/25	300.11

Check No.	Vendor	Description	Date	Amount
404323	DAVID WEBB -- HOMER	5/21 EXEC COACHING	06/04/25	300.00
404518	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/11/25	300.00
404798	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/30/25	300.00
404390	OCCUPATIONAL MEDICI	DRIVER DOT EXAMS	06/04/25	300.00
404331	EPS OPERATIONS LLC	WORDS I USE WHEN I	06/04/25	299.25
404592	ROGERS ATHLETIC COM	SHIPPING/HANDLING	06/11/25	296.00
404810	MASSP -MN ASSOC OF	SUMMER CONFERENCE	06/30/25	295.00
404545	LIGHTNING PRINTING	CONCERT BAND PROGRA	06/11/25	294.75
404595	SCHMITT MUSIC COMPA	RECORDERS FOR MUSIC	06/11/25	293.75
404469	BUSINESS ESSENTIALS	8.5X11 WHITE QTY 8	06/11/25	292.00
404743	FRANKLIN CENTER	NON PUBLIC TRANSPOR	06/23/25	290.18
404787	GRAINGER	SINK CARTRIDGES	06/30/25	288.12
404565	MTI DISTRIBUTING IN	BLADE PACK	06/11/25	287.67
404788	GRAYBAR ELECTRIC CO	LED LIGHT CONTROLS	06/30/25	285.20
404503	GENERAL SECURITY SE	BUS-MAY25 PATROL RE	06/11/25	280.00
404375	MATH TEACHERS PRESS	GRD 3 ELECTRONIC TE	06/04/25	280.00
404783	FRESHPOINT BIX PROD	CS KC SNACKS	06/30/25	279.90
404811	MENARDS - EDEN PRAI	HOSE/PULSATOR	06/30/25	275.31
404326	EAST RIDGE BOYS GOL	4/23 JV BGOLF ENTRY	06/04/25	275.00
404662	FRESHPOINT BIX PROD	CS KC SNACKS	06/18/25	274.25
404753	MIDWEST BUS PARTS I	FILTERS	06/23/25	272.87
404510	HOGLUND BUS COMPANY	BOLTS	06/11/25	272.38
404352	JANET UNGS - BUSINE	MAY25 COACHING SERV	06/04/25	270.00
404689	MENARDS - GOLDEN VA	MISC SUPPLIES	06/18/25	269.73
V21236	EMESE B DREW	LATIN TRIP ICE CREA	06/04/25	266.40
404765	CENTURYLINK	DO	06/30/25	260.00
404783	FRESHPOINT BIX PROD	CC KC SNACKS	06/30/25	258.37
404467	BURNSVILLE HIGH SCH	10/4 JV VBALL TOURN	06/11/25	250.00
404514	INFINITE HEALTH COL	BLAX SECTIONS	06/11/25	250.00
404642	CATALYST SOURCING S	SUPP TRACK MON SUBS	06/18/25	249.99
404287	ALLEGRA EDEN PRAIRI	MEAN GIRLS POSTERS	06/04/25	249.53
404335	FRESHPOINT BIX PROD	CS KC SNACKS	06/04/25	245.45
404372	LRS PORTABLES LLC	EHS UNITS 5/2-5/29	06/04/25	245.00
404765	CENTURYLINK	ECC	06/30/25	244.76
404765	CENTURYLINK	CC	06/30/25	244.76
404765	CENTURYLINK	INTERNET HS	06/30/25	244.76
404530	KARA BUNCHEK	LUNCH ACCT REFUND	06/11/25	242.20
404393	PATRICIA OLSON	A WALK IN THE PARK	06/04/25	240.10
404790	H&B SPECIALIZED PRO	BASKET RIM - LARGE	06/30/25	240.00
404375	MATH TEACHERS PRESS	GRD 1 ELECTRONIC TE	06/04/25	240.00
404626	ACME TOOLS PLYMOUTH	FILTER PUMP	06/18/25	238.80
404420	THE MATH LEARNING C	SHIPPING/HANDLING	06/04/25	238.00
404714	SAVOR	SAVOR FLAVORS OF IN	06/18/25	234.00
404629	AMAZON CAPITAL SERV	CLASSROOM MUSIC	06/18/25	233.36
404806	KINECT ENERGY, INC	ECC 4/30-5/31/2025	06/30/25	233.04
404343	GROTH MUSIC COMPANY	TUBA REPAIR	06/04/25	233.00
V21258	BETHANY A MOHS	SUMMER SCHOOL SNACK	06/18/25	232.12
404559	METRO ELEVATOR	ELEVATOR BATTERIES	06/11/25	230.36
404749	I-STATE TRUCK CENTE	FILTERS	06/23/25	229.02
404619	WASTE MANAGEMENT OF	BUS - JUN25 SERVICE	06/11/25	228.44
404448	ALLEGRA EDINA	BAND CERTIFICATES	06/11/25	225.72
404467	BURNSVILLE HIGH SCH	9/7 B VBALL TOURNEY	06/11/25	225.00
404371	LAKEVILLE NORTH HIG	4/28 GGOLF TOURNAME	06/04/25	225.00
404762	BAYCOM INC	WALKIE TALKIE PARTS	06/30/25	224.00
404483	DEBORAH BRUEGGEMAN	LUNCH ACCT REFUND	06/11/25	223.05
404710	RAINDROP IRRIGATION	ROTOR CONNECTION/NO	06/18/25	220.50
404667	GROTH MUSIC COMPANY	FRENCH HORN REPAIR	06/18/25	218.00
404306	CHARLES THAYER	GLAX: ROSEMOUNT	06/04/25	215.00
404783	FRESHPOINT BIX PROD	CS KC SNACKS	06/30/25	214.56
404811	MENARDS - EDEN PRAI	REPAIR HARDWARE	06/30/25	213.67
404686	LRS PORTABLES LLC	VV 5K UNIT	06/18/25	210.00
404594	SAVOR	FLAVORS OF INDIA	06/11/25	208.00
404628	ALLEGRA EDEN PRAIRI	CAHIER DE FRANCIAS	06/18/25	206.00
404628	ALLEGRA EDEN PRAIRI	LONGUE VERSION	06/18/25	205.00
404772	DAVEY TREE EXPERT C	ECC EMERALD ASH TRE	06/30/25	204.00
V21254	DANIEL T BITTMAN	GRAD BOARD DINNER	06/18/25	202.00
404467	BURNSVILLE HIGH SCH	10/12 9A VBALL TOUR	06/11/25	200.00
404467	BURNSVILLE HIGH SCH	10/12 9B VBALL TOUR	06/11/25	200.00
404314	CPI-CRISIS PREVENTI	25-26 MEMBERSHIP -	06/04/25	200.00
404518	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/11/25	200.00
404518	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/11/25	200.00
404375	MATH TEACHERS PRESS	GRD 4 ELECTRONIC TE	06/04/25	200.00
404395	PETER HABERMAN	PROF DEVL PRESENTER	06/04/25	200.00
404730	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/18/25	199.60

Check No.	Vendor	Description	Date	Amount
404836	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/30/25	198.20
404836	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/30/25	196.80
404478	CUSTOM HOSE TECH IN	FITTINGS	06/11/25	195.60
404618	UNIVERSITY LANGUAGE	SPED INTERPRETER	06/11/25	195.40
404618	UNIVERSITY LANGUAGE	SPED TRANSLATIONS	06/11/25	194.00
404730	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/18/25	194.00
404836	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/30/25	194.00
404836	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/30/25	194.00
404485	DELEGARD TOOL COMPA	HOSE REEL	06/11/25	192.70
404618	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/11/25	192.60
404618	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/11/25	189.80
404618	UNIVERSITY LANGUAGE	SPED TRANSLATIONS	06/11/25	189.80
404618	UNIVERSITY LANGUAGE	SPED TRANSLATIONS	06/11/25	189.80
404730	UNIVERSITY LANGUAGE	SPED TRANSLATIONS	06/18/25	189.80
404556	MELISSA FREELAND	LUNCH ACCT REFUND	06/11/25	189.15
404730	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/18/25	188.40
404506	GROTH MUSIC COMPANY	FRENCH HORN REPAIR	06/11/25	188.00
404730	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/18/25	187.70
404344	HOGLUND BUS COMPANY	BOLT	06/04/25	186.96
404807	MACKIN EDUCATIONAL	BOOKS FOR EHS	06/30/25	186.53
404618	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/11/25	186.30
404618	UNIVERSITY LANGUAGE	SPED TRANSLATION	06/11/25	186.30
404836	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/30/25	185.60
404638	BSN SPORTS, LLC	SOCCER NET	06/18/25	185.50
404638	BSN SPORTS, LLC	SOCCER NET	06/18/25	185.50
404666	GREATAMERICA FINANC	DO JUN25 POSTAGE MT	06/18/25	184.95
404618	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/11/25	184.90
404618	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/11/25	184.90
404730	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/18/25	184.90
404836	UNIVERSITY LANGUAGE	GEN ED TRANSLATIONS	06/30/25	184.90
404536	KERRIE HECKER	LUNCH ACCT REFUND	06/11/25	183.75
404471	CENTURYLINK	CV 05/10-06/09/25	06/11/25	183.57
404765	CENTURYLINK	CS	06/30/25	183.57
404765	CENTURYLINK	HL	06/30/25	183.57
404765	CENTURYLINK	CC	06/30/25	183.57
404483	DEBORAH BRUEGGEMAN	LUNCH ACCT REFUND	06/11/25	182.35
404836	UNIVERSITY LANGUAGE	SPED INTERPRETER	06/30/25	180.00
404836	UNIVERSITY LANGUAGE	GEN ED INTERPRETER	06/30/25	180.00
404788	GRAYBAR ELECTRIC CO	EXIT LIGHTS	06/30/25	179.49
404343	GROTH MUSIC COMPANY	BAND SUPPLIES	06/04/25	178.75
404533	KARIN VACCARO	LUNCH ACCT REFUND	06/11/25	177.40
404629	AMAZON CAPITAL SERV	GENERAL SUPPLIES	06/18/25	177.10
404770	CUSTOM HOSE TECH IN	PRESSURE WASHER HOS	06/30/25	176.11
404823	RICHFIELD MINNOCO /	EQUIPMENT FUEL	06/30/25	175.44
404514	INFINITE HEALTH COL	BVBALL SECTIONS	06/11/25	175.00
404670	INFINITE HEALTH COL	6/4 SECTION BLAX	06/18/25	175.00
404372	LRS PORTABLES LLC	CV UNIT 5/2-5/29	06/04/25	175.00
404405	SAMUEL BAILEY	TRACK: STMA	06/04/25	175.00
404405	SAMUEL BAILEY	TRACK: STMA	06/04/25	175.00
404404	RYAN ERICKSON	BLAX: WAYZATA	06/04/25	172.00
404662	FRESHPOINT BIX PROD	CN KC SNACKS	06/18/25	169.35
404558	MENARDS - EDEN PRAI	VARIOUS MAINT SUPPL	06/11/25	164.98
V21224	ELIZABETH A SANDVIC	TEAM LUNCH	06/04/25	162.31
404502	GENERAL PARTS LLC	HEATING ELEMENT	06/11/25	162.15
404291	ANDREW BALZER	BLAX: WAYZATA	06/04/25	162.00
404298	BRAD SCIBAK	BLAX: E PRAIRIE	06/04/25	162.00
404375	MATH TEACHERS PRESS	GRD 5 ELECTRONIC TE	06/04/25	160.00
404666	GREATAMERICA FINANC	SV JUN25 POSTAGE MT	06/18/25	159.95
404462	BRANDABILITY MINNES	RETIREMENT GIFT APP	06/11/25	159.73
404574	OPENTEXT INC	MAY25 FAX-2-MAIL	06/11/25	159.63
404666	GREATAMERICA FINANC	ECC JUN25 POSTAGE M	06/18/25	159.00
404506	GROTH MUSIC COMPANY	FRENCH HORN REPAIR	06/11/25	158.00
404811	MENARDS - EDEN PRAI	HOSE-SPIKES-WASHER-	06/30/25	157.83
404829	SITEONE LANDSCAPE S	FERTILIZER	06/30/25	156.79
404294	BENTON CAMPBELL	GLAX: E PRAIRIE	06/04/25	154.00
404313	CRAIG WEBER	GLAZ: MINNETONKA	06/04/25	154.00
404346	IN-JAE KIM	GLAX: ROSEMOUNT	06/04/25	154.00
404369	KRISTIN HAUGEN	GLAX: E PRAIRIE	06/04/25	154.00
404776	ECM PUBLISHERS INC	NOV 4 REG MINUTES	06/30/25	153.60
404342	GRATITUDE IN THE CL	GRATITUDE JOURNALS	06/04/25	152.90
404823	RICHFIELD MINNOCO /	EQUIPMENT FUEL	06/30/25	151.82
404601	STACY O'REILLY	LUNCH ACCT REFUND	06/11/25	150.75
404296	BJORKLUND COMPENSAT	JOB DESC RATING	06/04/25	150.00
404670	INFINITE HEALTH COL	5/27 SECTION BASEBA	06/18/25	150.00

Check No.	Vendor	Description	Date	Amount
404561	MIDWEST BAND INSTRU	TUBA REPAIR	06/11/25	150.00
404666	GREATAMERICA FINANC	EHS JUN25 POSTAGE M	06/18/25	149.95
404432	WPS - WESTERN PSYCH	PARENT CHECKLIST ON	06/04/25	146.00
V21212	SANDRA M HARLEY	BALLOONS AND CAKE	06/04/25	144.78
V21237	GARY R AASEN	INDOOR COURT TIME	06/11/25	144.00
404488	ECM PUBLISHERS INC	APR 7 REG MINUTES	06/11/25	143.75
404776	ECM PUBLISHERS INC	MAY 5 REG MINUTES	06/30/25	143.75
404343	GROTH MUSIC COMPANY	MELLOPHONE REPAIR	06/04/25	143.00
404332	FACTORY MOTOR PARTS	HYD FLUID	06/04/25	140.76
404595	SCHMITT MUSIC COMPA	EUPHONIUM REPAIR	06/11/25	139.00
404446	ALISON PENCE	LUNCH ACCT REFUND	06/11/25	138.95
404834	THE TESSMAN COMPANY	20-20-20 GENERAL	06/30/25	138.60
404515	INGCO INTERNATIONAL	SVMS ATTENDANCE TRA	06/11/25	136.50
404500	FRESHPOINT BIX PROD	CN KC SNACKS	06/11/25	133.61
V21227	KORY M SMITH	5/30 MILEAGE	06/04/25	133.56
404332	FACTORY MOTOR PARTS	OIL FILTERS/RUST TR	06/04/25	133.44
404388	THE MUSIC MART	BASS DRUM MALLETS	06/04/25	131.80
V21251	NATALIE M SPICER	APR-MAY25 MILEAGE	06/11/25	129.71
404514	INFINITE HEALTH COL	BASEBALL SECTIONS	06/11/25	125.00
V21248	JOSEPH GEORGE SCHMI	TOURNAMENT REGISTRA	06/11/25	125.00
404380	MHS -- MULTI-HEALTH	ASRS PARENT FORMS O	06/04/25	125.00
404406	SCHMITT MUSIC COMPA	CHOIR SUPPLIES	06/04/25	123.80
404639	BUSINESS ESSENTIALS	8.5X11 WHITE CS QTY	06/18/25	121.80
V21201	BEDSTON A BURRELL	APR-MAY25 MILEAGE	06/04/25	121.10
404759	AMAZON CAPITAL SERV	KEYBOARD & DRY ERAS	06/30/25	120.36
404599	SOPHIA BRAUN	SOFTBALL: SECTIONS	06/11/25	120.00
404315	CURRICULUM ASSOCIAT	EVERDAY WRITERS	06/04/25	119.20
404509	HILARY STOFFEL	LUNCH ACCT REFUND	06/11/25	118.15
404557	MENARDS - GOLDEN VA	"ANCHORS, BRACES"	06/11/25	118.08
404713	SAMARITAN TIRE COMP	MOUNT/BALANCE TIRES	06/18/25	116.00
404522	JERRY'S FOODS EDINA	DEPT MEETING FOOD	06/11/25	114.67
404619	WASTE MANAGEMENT OF	HL - JUN25 SERVICES	06/11/25	114.65
V21247	SAMUEL T PAULISON	PIPELINE GRANT TEXT	06/11/25	114.64
404558	MENARDS - EDEN PRAI	FITTINGS	06/11/25	109.94
404558	MENARDS - EDEN PRAI	FITTINGS	06/11/25	109.31
404413	SPS COMPANIES INC	CHICAGO SINK FAUCET	06/04/25	109.25
404469	BUSINESS ESSENTIALS	8.5X11 GREEN QTY 2	06/11/25	108.72
404469	BUSINESS ESSENTIALS	8.5X11 PINK QTY 2	06/11/25	108.72
404560	MICHAEL STANCHFIELD	LUNCH ACCT REFUND	06/11/25	106.90
404742	FIELDTURF USA INC	FIELDTURF	06/23/25	105.87
404301	BRENT KUPHAL	BASEBALL: STMA	06/04/25	105.00
404301	BRENT KUPHAL	BASEBALL: WAYZATA	06/04/25	105.00
404318	DANIEL KVITRUD	BASEBALL: WAYZATA	06/04/25	105.00
404318	DANIEL KVITRUD	BASEBALL: OSSEO	06/04/25	105.00
404480	DAVE DELMONICO	BASEBALL: BUFFALO	06/11/25	105.00
404321	DAVID MALLEY	BASEBALL: HOPKINS	06/04/25	105.00
404321	DAVID MALLEY	BASEBALL: MPLS SW	06/04/25	105.00
404526	JOHN PRIESTER	BASEBALL: BUFFALO	06/11/25	105.00
404360	JOSHUA SARFITY	BASEBALL: WASHBURN	06/04/25	105.00
404694	MICHAEL MADISON	BASEBALL: BUFFALO	06/18/25	105.00
404399	RICHARD LINDSEY	BASEBALL: STMA	06/04/25	105.00
404401	ROBERT BISSONETTE	BASEBALL: OSSEO	06/04/25	105.00
404403	RYAN BELLEFY	BASEBALL: HOPKINS	06/04/25	105.00
404712	RYAN CEASON	BASEBALL: MINNETONK	06/18/25	105.00
404409	SCOTT SCHULER	BASEBALL: MAPLE GRO	06/04/25	105.00
404431	WILLIAM KOZIK	BASEBALL: WASHBURN	06/04/25	105.00
404490	ELIZABETH CECCHI	LUNCH ACCT REFUND	06/11/25	104.45
404493	ERIC AND/OR ELEANOR	LUNCH ACCT REFUND	06/11/25	104.35
404387	MTI DISTRIBUTING IN	BEARING ASM	06/04/25	104.22
V21237	GARY R AASEN	INDOOR COURT TIME	06/11/25	103.68
404388	THE MUSIC MART	BAND SUPPLIES	06/04/25	103.20
V21210	ERICA S GARDNER	FLUTTERFETTI FOR RE	06/04/25	102.33
404558	MENARDS - EDEN PRAI	CLEANING SUPPLIES	06/11/25	101.86
V21220	CHERYL L PARISH	MAY25 PART B MILEAG	06/04/25	101.43
404506	GROTH MUSIC COMPANY	BAND SUPPLIES	06/11/25	101.20
404630	ARTISTIC FLORAL	GRAD FLOWERS DELIVE	06/18/25	100.00
404518	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/11/25	100.00
404518	ITSAVVY LLC	SCREEN DEDUCTIBLES	06/11/25	100.00
404381	MICHAEL BECK	TRACK: EDINA INVITE	06/04/25	100.00
404381	MICHAEL BECK	TRACK: EDINA INVITE	06/04/25	100.00
404385	MN DEPARTMENT OF PU	VV - HAZARD CHEMICA	06/04/25	100.00
V21213	CRISTIANA P HAWTHOR	COSTUME STORAGE BIN	06/04/25	99.98
404343	GROTH MUSIC COMPANY	BAND SUPPLIES	06/04/25	99.95
404615	TROPHIES PLUS,INC.	BADMINTON TROPHY DU	06/11/25	99.50

Check No.	Vendor	Description	Date	Amount
404692	METRO SALES INC	JUN25 ATHL COPIER	06/18/25	98.00
404595	SCHMITT MUSIC COMPA	FRENCH HORN REPAIR	06/11/25	98.00
404665	GRAINGER	TRANSFORMER RTU	06/18/25	97.36
404553	MACKIN EDUCATIONAL	BOOKS FOR CS	06/11/25	97.00
404440	ADAM EHRMANTRAUT	LUNCH ACCT REFUND	06/11/25	96.75
404633	BARTON PECK	SOFTBALL: MINNETONK	06/18/25	95.00
404322	DAVID POWERS	SOFTBALL: HASTINGS	06/04/25	95.00
404324	DENNIS HARRIS	SOFTBALL: HOPKINS	06/04/25	95.00
404486	DON BOWMAN	SOFTBALL: MINNETONK	06/11/25	95.00
404667	GROTH MUSIC COMPANY	XYLOPHONE REPAIR	06/18/25	95.00
404351	JAMES HOLT JR	SOFTBALL: STMA	06/04/25	95.00
404358	JOSEPH PETROSKE	BLAX: E PRAIRIE	06/04/25	95.00
404365	KATHLEEN GRAEN	SOFTBALL: CHANHASSE	06/04/25	95.00
404394	PAUL MILLER	SOFTBALL: HOPKINS	06/04/25	95.00
404394	PAUL MILLER	SOFTBALL: WAYZATA	06/04/25	95.00
404408	SCOTT SCHIMETZ	SOFTBALL: STMA	06/04/25	95.00
404421	THOMAS STEPHAN JR	SOFTBALL: HASTINGS	06/04/25	95.00
404424	TODD MILLER	SOFTBALL: WAYZATA	06/04/25	95.00
404648	CUSHMAN MOTOR COMPA	BELT	06/18/25	94.92
404304	CAROL ENGSTROM	LUNCH ACCT REFUND	06/04/25	93.95
404343	GROTH MUSIC COMPANY	BAND SUPPLIES	06/04/25	93.90
V21261	CARA RIECKENBERG	PIZZA W/PRINCIPAL	06/18/25	93.24
404297	BLAINE TURNBULL	GLAX: WHITE BEAR LA	06/04/25	93.00
404334	FRED EDSTROM	GLAX: E PRAIRIE	06/04/25	93.00
404376	MATTHEW ANDERSON	GLAX: WHITE BEAR LA	06/04/25	93.00
404382	MICHAEL PAULSON	GLAX: WHITE BEAR LA	06/04/25	93.00
404410	SCOTT SEGLEM	GLAX: ROSEMOUNT	06/04/25	93.00
404332	FACTORY MOTOR PARTS	WIRE SET	06/04/25	92.73
404631	ASTLEFORD INTERNATI	SEAL KIT	06/18/25	92.16
404690	MENARDS - EDEN PRAI	FITTINGS	06/18/25	91.23
404548	LISA O'BRIEN	LUNCH ACCT REFUND	06/11/25	91.10
404337	GENERAL SECURITY SE	CC - PATROL STANDBY	06/04/25	90.00
404337	GENERAL SECURITY SE	CN - PATROL STANDBY	06/04/25	90.00
404337	GENERAL SECURITY SE	HL - PATROL STANDBY	06/04/25	90.00
404337	GENERAL SECURITY SE	CS - PATROL STANDBY	06/04/25	90.00
404337	GENERAL SECURITY SE	CV - PATROL STANDBY	06/04/25	90.00
404337	GENERAL SECURITY SE	ECC - PATROL STANDB	06/04/25	90.00
404337	GENERAL SECURITY SE	EHS - PATROL STANDB	06/04/25	90.00
404337	GENERAL SECURITY SE	SV - PATROL STANDBY	06/04/25	90.00
404337	GENERAL SECURITY SE	VV - PATROL STANDBY	06/04/25	90.00
404337	GENERAL SECURITY SE	BUS - PATROL STANDB	06/04/25	90.00
404618	UNIVERSITY LANGUAGE	SPED TRANSLATION	06/11/25	90.00
404811	MENARDS - EDEN PRAI	HOSE AND SPRAYERS	06/30/25	89.96
404339	GOPHER / PLAY WITH	ULTIMATE RED SCOOTE	06/04/25	89.95
404339	GOPHER / PLAY WITH	ORANGE SCOOTER	06/04/25	89.95
404339	GOPHER / PLAY WITH	SCOOTER BOARDS	06/04/25	89.95
404339	GOPHER / PLAY WITH	YELLOW SCOOTER	06/04/25	89.95
404339	GOPHER / PLAY WITH	SCOOTER BOARDS	06/04/25	89.95
404339	GOPHER / PLAY WITH	SCOOTER BOARDS	06/04/25	89.95
V21251	NATALIE M SPICER	APR-MAY25 MILEAGE	06/11/25	88.20
404353	JENNIFER STOCCO	LUNCH ACCT REFUND	06/04/25	87.40
404510	HOGLUND BUS COMPANY	BOLTS	06/11/25	86.85
404631	ASTLEFORD INTERNATI	SEAL KIT	06/18/25	86.79
404411	SHRED RIGHT	EHS - SHREDDING	06/04/25	86.78
404816	NEW HAVOC DIGITAL P	LENS RENTAL	06/30/25	86.00
404729	ULINE	PLASTIC SHELF BINS	06/18/25	86.00
404704	ODP BUSINESS SOLUTI	CARD STOCK	06/18/25	85.14
404525	JESSEN PRESS INC	BUSINESS CARDS: S.H	06/11/25	85.00
V21233	ANNE C WELLS	MAY-JUN25 PART B MI	06/04/25	84.70
404508	HEALTH MILLENNIUM L	"TINY GARDEN, BIG I	06/11/25	84.00
404388	THE MUSIC MART	BAND SUPPLIES	06/04/25	84.00
404807	MACKIN EDUCATIONAL	BOOKS FOR CC	06/30/25	83.53
404776	ECM PUBLISHERS INC	NOV 19 WS MINUTES	06/30/25	83.20
404482	DEANN THYSE	LUNCH ACCT REFUND	06/11/25	82.40
404741	DELEGARD TOOL COMPA	HOSES	06/23/25	81.72
404609	T-MOBILE	ECC MAINT - MAY25	06/11/25	81.28
404776	ECM PUBLISHERS INC	MAY 20 WS MINUTES	06/30/25	81.25
404765	CENTURYLINK	DO	06/30/25	80.52
404319	DANIELLE SMITH	LUNCH ACCT REFUND	06/04/25	80.40
404445	ALEXIS MCGRORTY	TRACK: EDINA INVITE	06/11/25	80.00
404503	GENERAL SECURITY SE	CV-MAY25 PATROL RES	06/11/25	80.00
404677	JODI SCHAEFER MILLE	SYNCH SWIM: HOPKINS	06/18/25	80.00
404677	JODI SCHAEFER MILLE	SYNCH SWIM: E PRAIR	06/18/25	80.00
404375	MATH TEACHERS PRESS	GRD K ELECTRONIC TE	06/04/25	80.00

Check No.	Vendor	Description	Date	Amount
404375	MATH TEACHERS PRESS	GRD 6 ELECTRONIC TE	06/04/25	80.00
404596	SELAH ANDRUSKO	TRACK: EDINA INVITE	06/11/25	80.00
404690	MENARDS - EDEN PRAI	MAINT SUPPLIES	06/18/25	79.19
404783	FRESHPOINT BIX PROD	CC KC SNACKS	06/30/25	79.12
V21260	KARI L OPATZ-KARWOS	6/10-6/11 MILEAGE	06/18/25	78.40
404525	JESSEN PRESS INC	BUSINESS CARDS: D.P	06/11/25	77.87
404679	KAREN WILLIAMS	LUNCH ACCT REFUND	06/18/25	77.50
V21264	SAMUEL T PAULISON	GRANT TEXTBOOKS	06/23/25	77.49
404359	JOSH BENSON	BLAX: ROSEMOUNT	06/04/25	77.00
404776	ECM PUBLISHERS INC	NOV 4 WS MINUTES	06/30/25	76.80
V21232	CHARLES K WEISE	APR-MAY25 MILEAGE	06/04/25	76.58
404339	GOPHER / PLAY WITH	SHIPPING/HANDLING	06/04/25	75.54
404595	SCHMITT MUSIC COMPA	CL MOUTHPIECE REPL	06/11/25	75.50
404546	LILLIA SCHMIDTKE	TRACK: EDINA INVITE	06/11/25	75.00
404571	NOELIA USANDIVARAS	TRACK: EDINA INVITE	06/11/25	75.00
404391	OVERDRIVE INC	BOOKS FOR EHS	06/04/25	75.00
404539	KHANH CRAGLE	LUNCH ACCT REFUND	06/11/25	74.40
404333	SHRED-IT USA	VV - SHREDDING	06/04/25	74.35
404658	SHRED-IT USA	VV - APR25 SHREDDING	06/18/25	74.35
V21245	AMBER L KLAPHAKE	MAY25 MILEAGE	06/11/25	72.94
404595	SCHMITT MUSIC COMPA	REPAIR SUPPLIES	06/11/25	72.00
404595	SCHMITT MUSIC COMPA	FRENCH HORN REPAIR	06/11/25	72.00
V21258	BETHANY A MOHS	SUMMER SCHOOL SUPPL	06/18/25	71.98
404503	GENERAL SECURITY SE	ECC-MAY25 PATROL RE	06/11/25	70.00
404551	LRS PORTABLES LLC	ECC UNITS 05/02-05/	06/11/25	70.00
404703	NORAH SMITH	SOFTBALL: WAYZATA	06/18/25	70.00
404597	SHARON SPICER	SOFTBALL: SECTIONS	06/11/25	70.00
404599	SOPHIA BRAUN	SOFTBALL: SECTIONS	06/11/25	70.00
404674	JERRY'S FOODS EDINA	OFFICE FOOD	06/18/25	69.74
404558	MENARDS - EDEN PRAI	SAND FOR TRACK	06/11/25	69.60
404488	ECM PUBLISHERS INC	APR 22 WS MINUTES	06/11/25	68.75
V21246	BROOKE MOEHRLE	APR-MAY25 MILEAGE	06/11/25	67.76
404359	JOSH BENSON	BLAX: FARMINGTON	06/04/25	67.00
404595	SCHMITT MUSIC COMPA	TUBA REPAIR	06/11/25	67.00
404595	SCHMITT MUSIC COMPA	FRENCH HORN REPAIR	06/11/25	67.00
404617	TYLER DAVIS	BLAX: FARMINGTON	06/11/25	67.00
404471	CENTURYLINK	CC 05/19-06/18/25	06/11/25	66.81
404473	CHRISTA GALE	LUNCH ACCT REFUND	06/11/25	66.00
404521	JERRY'S FOODS EDINA	ORCHESTRA FLOWERS	06/11/25	65.97
404629	AMAZON CAPITAL SERV	CLASSROOM SUPPLIES	06/18/25	65.90
404806	KINECT ENERGY, INC	ND 4/30-5/31/2025	06/30/25	65.73
V21208	NICHOLAS J ELLISON	INSTR CLEAN UP LUNC	06/04/25	65.10
404427	TRI-STATE BOBCAT IN	TRIMMER LINE	06/04/25	64.89
404529	JW PEPPER & SON INC	ORCHESTRA MUSIC	06/11/25	64.20
404716	SIGNUM SIGNS AND GR	NEW SIGNS	06/18/25	64.00
404787	GRAINGER	DC SUPPLY	06/30/25	63.95
404690	MENARDS - EDEN PRAI	STEEL BUMPER	06/18/25	62.84
404488	ECM PUBLISHERS INC	APR 7 WS MINUTES	06/11/25	62.50
404776	ECM PUBLISHERS INC	MAY 5 WS MINUTES	06/30/25	62.50
404372	LRS PORTABLES LLC	CC UNIT 4/7-5/1	06/04/25	62.50
404463	BRIAN ZIEMNIAK	LUNCH ACCT REFUND	06/11/25	62.45
404811	MENARDS - EDEN PRAI	TOOLS	06/30/25	62.45
V21208	NICHOLAS J ELLISON	VINEGAR FOR INSTR C	06/04/25	62.24
404425	TOLL GAS & WELDING	ARGON GAS	06/04/25	62.18
404765	CENTURYLINK	INTERNET VV	06/30/25	61.19
404299	BRAEANNA BENSON	GLAX: ROSEMOUNT	06/04/25	61.00
404325	DREW DEVORE	GLAX: WAYZATA	06/04/25	61.00
404434	ZOE ANDERSON	GLAZ: BENILDE	06/04/25	61.00
404525	JESSEN PRESS INC	BUSINESS CARDS: L.B	06/11/25	60.00
404525	JESSEN PRESS INC	BUSINESS CARDS: HEA	06/11/25	60.00
404525	JESSEN PRESS INC	BUSINESS CARDS: S.S	06/11/25	60.00
404554	MAKENA SCHLETZ	TRACK: EDINA INVITE	06/11/25	60.00
404564	MRI SOFTWARE LLC	MAY25 BKGD CHK: MIS	06/11/25	60.00
V21246	BROOKE MOEHRLE	MAY25 MILEAGE	06/11/25	59.78
V21261	CARA RIECKENBERG	PIZZA W/PRINCIPAL	06/18/25	59.48
V21218	BETHANY A MOHS	MAY25 MILEAGE	06/04/25	58.31
404620	WEST MUSIC COMPANY	SCARVES SET OF 12	06/11/25	57.72
404776	ECM PUBLISHERS INC	NOV 19 SPEC MINUTES	06/30/25	57.60
404442	ADVANCED IMAGING SO	BUS GARAGE 04/25	06/11/25	57.58
404811	MENARDS - EDEN PRAI	WASP & HORNET KILLE	06/30/25	57.11
404500	FRESHPOINT BIX PROD	HL KC SNACKS	06/11/25	56.51
404582	PREMIUM WATERS INC	WATER FOR DMTS	06/11/25	56.49

Check No.	Vendor	Description	Date	Amount
404820	PREMIUM WATERS INC	WATER FOR DMTS	06/30/25	56.49
404312	CONSTANTINE DANCE C	WEDDING DANCE CLASS	06/04/25	56.00
404674	JERRY'S FOODS EDINA	FACS FOOD SUPPLY	06/18/25	55.76
404558	MENARDS - EDEN PRAI	ZIP TIES	06/11/25	55.29
404641	CARSON EDAM	BVBALL: MINNETONKA	06/18/25	55.00
404667	GROTH MUSIC COMPANY	BAND MUSIC	06/18/25	55.00
404667	GROTH MUSIC COMPANY	BAND MUSIC	06/18/25	55.00
404373	MACKENZIE NILSEN	BVBALL: N ST PAUL	06/04/25	55.00
404552	MACKENZIE NILSEN	BVBALL: MINNETONKA	06/11/25	55.00
404693	MICHAEL HOWARD	BVBALL: MINNETONKA	06/18/25	55.00
404577	PAOLA CONTRERAS DIA	BVBALL: MINNETONKA	06/11/25	55.00
404550	LOU ANN OAK	LUNCH ACCT REFUND	06/11/25	54.45
404644	CHRIS HANSEN	LUNCH ACCT REFUND	06/18/25	54.20
V21211	AMY J GILBERTSON-DO	EOY CONNECTIONS FOO	06/04/25	53.92
404449	ANGIE TRAILER	LUNCH ACCT REFUND	06/11/25	53.70
404585	QIAN SHI	LUNCH ACCT REFUND	06/11/25	53.65
404595	SCHMITT MUSIC COMPA	TROMBONE REPAIR	06/11/25	53.00
404525	JESSEN PRESS INC	BUSINESS CARDS: K.G	06/11/25	52.88
V21214	ANGELA K HRUBY	MAY25 MILEAGE	06/04/25	52.85
404481	DAVID FEIDER	LUNCH ACCT REFUND	06/11/25	52.65
404611	TRANSPORTATION PLUS	MAR25 HHM TRANSPORT	06/11/25	51.00
404354	JERRY'S FOODS EDINA	HORNET CENTRAL FOOD	06/04/25	50.99
404609	T-MOBILE	CN MAINT - MAY25	06/11/25	50.85
404362	JW PEPPER & SON INC	BAND SUPPLIES	06/04/25	50.00
404703	NORAH SMITH	BLAX: E PRAIRIE	06/18/25	50.00
404577	PAOLA CONTRERAS DIA	BVBALL: ROOSEVELT	06/11/25	50.00
404577	PAOLA CONTRERAS DIA	BVBALL: E PRAIRIE	06/11/25	50.00
404577	PAOLA CONTRERAS DIA	BVBALL: STMA	06/11/25	50.00
404599	SOPHIA BRAUN	BLAX: E PRAIRIE	06/11/25	50.00
404629	AMAZON CAPITAL SERV	SHIPPING/HANDLING	06/18/25	49.99
V21223	TIMOTHY J RONHOVDE	MAY25 MILEAGE	06/04/25	49.91
V21217	JESSICA C MCLENNON	APR-MAY25 MILEAGE	06/04/25	49.84
404290	ANDREA GEORGE	LUNCH ACCT REFUND	06/04/25	49.00
V21202	JENNIFER M CARTER	TRAVEL PASS CELL PH	06/04/25	48.00
404611	TRANSPORTATION PLUS	APR25 HHM TRANSPORT	06/11/25	48.00
V21207	EMILY N EDLAND	FLOWERS - GARDEN UN	06/04/25	47.94
404593	SARAH HOWARD	LUNCH ACCT REFUND	06/11/25	47.40
404547	LISA NORDLAND	LUNCH ACCT REFUND	06/11/25	47.10
V21216	AMY F MCALLISTER	LUNCH ACCT REFUND	06/04/25	47.00
V21253	CHARLES K WEISE	MUSIC PURCHASE	06/11/25	44.99
404331	EPS OPERATIONS LLC	SHIPPING/HANDLING	06/04/25	44.89
404538	KEVIN NOTH	LUNCH ACCT REFUND	06/11/25	44.00
404609	T-MOBILE	ATHLETICS - MAY25	06/11/25	42.48
404456	BARB NELSON	LUNCH ACCT REFUND	06/11/25	42.25
404543	LAURA BERGMAN	LUNCH ACCT REFUND	06/11/25	42.20
V21230	PETER VASKE	MAR-MAY25 MILEAGE	06/04/25	41.86
404528	JOSTENS INC	COMMENCEMENT SUPPLI	06/11/25	41.45
404411	SHRED RIGHT	CN - SHREDDING	06/04/25	40.12
404503	GENERAL SECURITY SE	CC-JUN25 INTR MONIT	06/11/25	40.08
404503	GENERAL SECURITY SE	CN-JUN25 INTR MONIT	06/11/25	40.08
404503	GENERAL SECURITY SE	HL-JUN25 INTR MONIT	06/11/25	40.08
404503	GENERAL SECURITY SE	CV-JUN25 INTR MONIT	06/11/25	40.08
404503	GENERAL SECURITY SE	ECC-JUN25 INTR MONI	06/11/25	40.08
404503	GENERAL SECURITY SE	EHS-JUN25 INTR MONI	06/11/25	40.08
404503	GENERAL SECURITY SE	SV-JUN25 INTR MONIT	06/11/25	40.08
404503	GENERAL SECURITY SE	VV-JUN25 INTR MONIT	06/11/25	40.08
404802	JESSEN PRESS INC	BZ CARDS - MERARI D	06/30/25	40.00
404370	KRISTINA BOHRER	BVBALL: E PRAIRIE	06/04/25	40.00
404552	MACKENZIE NILSEN	BVBALL: STMA	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	VVMS CAFE 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	CONCORD 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	CORNELIA 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	COUNTRYSIDE 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	CREEK VALLEY 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	SVMS CAFE 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	HIGH SCHOOL 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	HIGHLANDS 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	NORMANDEALE 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	SVMS 2025	06/11/25	40.00
404563	MINNESOTA DEPARTMEN	VVMS 2025	06/11/25	40.00
404814	MINNESOTA DEPARTMEN	2025 HOSPITALITY FE	06/30/25	40.00
404577	PAOLA CONTRERAS DIA	BVBALL: N ST PAUL	06/11/25	40.00
404577	PAOLA CONTRERAS DIA	BVBALL: HOPKINS	06/11/25	40.00
V21258	BETHANY A MOHS	SUMMER SCHOOL SUPPL	06/18/25	39.99

Check No.	Vendor	Description	Date	Amount
V21215	TOM Q LUU	CABINET ZIP TIES	06/04/25	39.98
V21240	DANIEL T BITTMAN	SILENT AUCTION LUNC	06/11/25	39.34
404821	PREMIUM WATERS INC	JUN25 HOT/COLD WATE	06/30/25	38.95
404558	MENARDS - EDEN PRAI	KEYLOCK HASP	06/11/25	38.84
404549	LISA STOB	LUNCH ACCT REFUND	06/11/25	38.05
404674	JERRY'S FOODS EDINA	OFFICE FOOD	06/18/25	37.97
V21259	CHANDRA A.M MORRIS	6/10 MILEAGE	06/18/25	37.80
404609	T-MOBILE	CS MAINT - MAY25	06/11/25	37.60
404609	T-MOBILE	CV MAINT - MAY25	06/11/25	37.60
404609	T-MOBILE	CC MAINT - MAY25	06/11/25	37.60
404614	TRISHA POWER	LUNCH ACCT REFUND	06/11/25	37.10
404801	JERRY'S HARDWARE	CS KC SUPPLIES	06/30/25	36.87
404609	T-MOBILE	ECSE - MAY25	06/11/25	36.82
404609	T-MOBILE	DMS - MAY25	06/11/25	36.77
404368	KIRSTEN MADDAUS	AIR FRYER VEGGIES	06/04/25	36.40
404811	MENARDS - EDEN PRAI	HOSE	06/30/25	36.26
404605	THERESA WOOD	LUNCH ACCT REFUND	06/11/25	36.20
V21221	BLAKE A PLOMBON	MAY25 MILEAGE	06/04/25	36.05
404287	ALLEGRA EDEN PRAIRI	SENIOR SHOWCASE POS	06/04/25	35.86
404503	GENERAL SECURITY SE	SV-MAY25 PATROL RES	06/11/25	35.00
V21255	SAMANTHA NICOLE BOY	6/2-6/5 MILEAGE	06/18/25	33.60
404544	LESLIE DEMUTH	LUNCH ACCT REFUND	06/11/25	33.44
404506	GROTH MUSIC COMPANY	FRENCH HORN REPAIR	06/11/25	33.00
404406	SCHMITT MUSIC COMPA	BARITONE REPAIR	06/04/25	33.00
404500	FRESHPOINT BIX PROD	CC KC SNACKS	06/11/25	32.80
404523	JERRY'S HARDWARE	OUTLETS/FASTENERS	06/11/25	32.60
404562	MIMI LAM	LUNCH ACCT REFUND	06/11/25	32.55
404723	TEACHERS ON CALL, A	CS - SUBSTITUTES	06/18/25	32.25
V21231	JESSICA B WEEKS	MAY25 MILEAGE	06/04/25	32.13
404564	MRI SOFTWARE LLC	MAY25 BKGD CHK: HOS	06/11/25	32.00
404558	MENARDS - EDEN PRAI	WATER	06/11/25	31.92
404690	MENARDS - EDEN PRAI	MAINT SUPPLIES	06/18/25	30.92
404464	BRIGHTWORKS	WINNING STRATEGIES	06/11/25	30.00
404362	JW PEPPER & SON INC	BAND SUPPLIES	06/04/25	30.00
404817	PAUL H BROOKES PUBL	SUBSCRIPTION	06/30/25	30.00
404611	TRANSPORTATION PLUS	MAY25 HHM TRANSPORT	06/11/25	30.00
V21206	KRISTENA S CRUZAN	EOY CELEBRATION CAK	06/04/25	29.99
404443	AIMEE GOURLAY	LUNCH ACCT REFUND	06/11/25	29.85
V21239	JENNA BARANOWSKI	MAR25 MILEAGE	06/11/25	29.40
404612	TRI-STATE BOBCAT IN	AIR FILTER	06/11/25	28.58
404378	MENARDS - EDEN PRAI	"DOOR STOP, SEALANT	06/04/25	27.86
404558	MENARDS - EDEN PRAI	WEDGE ANCHOR	06/11/25	27.78
404558	MENARDS - EDEN PRAI	WEDGE ANCHORS	06/11/25	27.78
V21263	CHARLES K WEISE	5/27-6/2 MILEAGE	06/18/25	27.30
404335	FRESHPOINT BIX PROD	CC KC SNACKS	06/04/25	27.25
V21242	ALEXANDER J HATTSTR	MAY25 MILEAGE	06/11/25	27.09
V21205	TAMI JO J COOK	VALLEYFAIR FT PARKI	06/04/25	27.09
404378	MENARDS - EDEN PRAI	SLUG REPELLENT	06/04/25	26.91
V21203	JESUS ROGELIO CHAVE	MAY25 MILEAGE	06/04/25	26.46
404558	MENARDS - EDEN PRAI	C BATTERIES	06/11/25	25.94
404609	T-MOBILE	KC CC - MAY25	06/11/25	25.30
404609	T-MOBILE	KC CN - MAY25	06/11/25	25.30
404609	T-MOBILE	KC CS - MAY25	06/11/25	25.30
404609	T-MOBILE	KC HL - MAY25	06/11/25	25.30
404609	T-MOBILE	KC CV - MAY25	06/11/25	25.30
404609	T-MOBILE	KC ND - MAY25	06/11/25	25.30
404385	MN DEPARTMENT OF PU	ECC - HAZARD CHEMIC	06/04/25	25.00
404385	MN DEPARTMENT OF PU	EHS - HAZARD CHEMIC	06/04/25	25.00
404385	MN DEPARTMENT OF PU	SV - HAZARD CHEMICA	06/04/25	25.00
404385	MN DEPARTMENT OF PU	TRAN - HAZARD CHEMI	06/04/25	25.00
404576	OVERDRIVE INC	EBOOKS FOR EHS	06/11/25	25.00
404450	ANNE BHARGAVA	LUNNE ACCT REFUND	06/11/25	24.35
404329	EDINA GIVE & GO	MAY30 CONTRIBUTIONS	06/04/25	24.00
404654	EDINA GIVE & GO	JUN13 CONTRIBUTIONS	06/18/25	24.00
404777	EDINA GIVE & GO	JUN30 CONTRIBUTIONS	06/30/25	24.00
V21258	BETHANY A MOHS	SUMMER SCHOOL SUPPL	06/18/25	23.99
404378	MENARDS - EDEN PRAI	SALT PELLETS	06/04/25	23.96
404761	A-Z RENTAL CENTER	PROPANE TANK FILL	06/30/25	23.31
404761	A-Z RENTAL CENTER	PROPANE TANK FILL	06/30/25	23.31
404761	A-Z RENTAL CENTER	PROPANE TANK FILL	06/30/25	23.31
404340	GRAINGER	HVAC BELT (4)	06/04/25	23.20
404721	SUPREME SCHOOL SUPP	TEACHER PLANNERS	06/18/25	23.00
404535	KATIE DALTON	LUNCH ACCT REFUND	06/11/25	22.75
404528	JOSTENS INC	COMMENCEMENT SUPPLI	06/11/25	22.45

Check No.	Vendor	Description	Date	Amount
V21219	KARI L OPATZ-KARWOS	5/27 MILEAGE	06/04/25	22.40
V21219	KARI L OPATZ-KARWOS	5/28 MILEAGE	06/04/25	22.40
V21200	MICHAEL JOSE BALVOA	MAR-MAY25 MILEAGE	06/04/25	22.40
V21241	TAMARA K FORBY	MAY25 MILEAGE	06/11/25	22.33
404609	T-MOBILE	B&G - MAY25	06/11/25	22.32
V21217	JESSICA C MCLENNON	CTE ADVISORY MTG FO	06/04/25	21.96
404523	JERRY'S HARDWARE	TSCHIDA SUPPLIES	06/11/25	21.52
404609	T-MOBILE	BUS - MAY25	06/11/25	21.37
404609	T-MOBILE	VV MAINT - MAY25	06/11/25	21.37
404609	T-MOBILE	SV MAINT - MAY25	06/11/25	21.37
V21204	HANNAH CHRISTIANSON	MAY25 MILEAGE	06/04/25	20.86
V21210	ERICA S GARDNER	SUMMER FEST PRIZES	06/04/25	20.79
404791	HAWKINS INC	CHLORINE TANK	06/30/25	20.00
404613	TRICIA HIPPS	LUNCH ACCT REFUND	06/11/25	19.40
V21234	MEGAN A WILLIAMS	MAY25 MILEAGE	06/04/25	19.18
404532	KARI BEATON	LUNCH ACCT REFUND	06/11/25	18.85
404598	SHRED RIGHT	BUS - SHREDDING	06/11/25	18.85
404835	ULINE	RETURN FREIGHT	06/30/25	18.12
404503	GENERAL SECURITY SE	CS-JUN25 INTR MONIT	06/11/25	17.95
404804	JOSTENS INC	GRAD DIPLOMAS	06/30/25	17.70
V21235	KRISTA G WINKEL	APR-MAY25 MILEAGE	06/04/25	17.64
404674	JERRY'S FOODS EDINA	FACS FOOD SUPPLY	06/18/25	17.47
V21238	ELIZABETH C ANDERSON	APR-MAY25 MILEAGE	06/11/25	17.36
V21246	BROOKE MOEHRLE	CPI TRAINING PARKIN	06/11/25	17.17
404450	ANNE BHARGAVA	LUNCH ACCT REFUND	06/11/25	15.70
404769	CULLIGAN BOTTLED WA	WATER	06/30/25	15.70
404576	OVERDRIVE INC	EBOOKS FOR EHS	06/11/25	14.99
V21210	ERICA S GARDNER	25 BOOKS & MORE FOO	06/04/25	14.90
V21222	CAYLA R ROBERTS	MAY25 MILEAGE	06/04/25	14.70
404477	CULLIGAN BOTTLED WA	JUN25 ATHL WATER	06/11/25	14.35
404315	CURRICULUM ASSOCIAT	SHIPPING/HANDLING	06/04/25	14.30
404674	JERRY'S FOODS EDINA	FACS FOOD SUPPLY	06/18/25	14.26
404580	PAUL ROBERTSON	LUNCH ACCT REFUND	06/11/25	14.25
404441	ADRIANE WILLMUTH	LUNCH ACCT REFUND	06/11/25	14.15
V21217	JESSICA C MCLENNON	APR25 MILEAGE	06/04/25	13.65
404690	MENARDS - EDEN PRAI	CONCRETE SPLASH BLO	06/18/25	12.98
404721	SUPREME SCHOOL SUPP	SHIPPING/HANDLING	06/18/25	12.72
V21204	HANNAH CHRISTIANSON	MAY25 MILEAGE	06/04/25	12.60
404582	PREMIUM WATERS INC	JUN25 COOLER RENTAL	06/11/25	12.00
404689	MENARDS - GOLDEN VA	PLUMPING PARTS	06/18/25	11.98
V21217	JESSICA C MCLENNON	CTE ADVISORY MTG FO	06/04/25	11.92
404505	GRAINGER	ROD FOR BATHROOM ST	06/11/25	11.81
404587	REBECCA NICKLAY	LUNCH ACCT REFUND	06/11/25	11.40
404479	DANA MUELLER	LUNCH ACCT REFUND	06/11/25	11.16
404626	ACME TOOLS PLYMOUTH	BRUSH ATTACHMENT	06/18/25	10.99
V21225	STEPHEN P SANGER	NUTS LAB SUPPLIES	06/04/25	10.98
404520	JEFFREY GARFIN	LUNCH ACCT REFUND	06/11/25	10.65
V21262	JOSEPH E SIDDY	6/3 MILEAGE	06/18/25	10.50
404540	KIMBERLY AUNE	LUNCH ACCT REFUND	06/11/25	10.10
V21254	DANIEL T BITTMAN	GRADUATION PARKING	06/18/25	10.00
404507	HAWKINS INC	CHLORINE TANK	06/11/25	10.00
404791	HAWKINS INC	CHLORINE TANK	06/30/25	10.00
V21249	JOSEPH E SIDDY	JUN25 MILEAGE	06/11/25	9.80
404472	CHAD VANDERTOP	LUNCH ACCT REFUND	06/11/25	9.20
404609	T-MOBILE	HL MAINT - MAY25	06/11/25	9.07
404609	T-MOBILE	EHS MAINT - MAY25	06/11/25	9.07
404522	JERRY'S FOODS EDINA	BOTTLED WATER	06/11/25	8.98
V21242	ALEXANDER J HATTSTR	6/3 MILEAGE	06/11/25	8.82
V21244	THOMAS J JOHNSTON	MAY25 MILEAGE	06/11/25	8.40
V21211	AMY J GILBERTSON-DO	EOY CONNECTIONS FOO	06/04/25	7.98
V21209	BENJAMIN J FLEMING	MAY25 MILEAGE	06/04/25	7.70
V21225	STEPHEN P SANGER	YEAST LAB SUPPLIES	06/04/25	7.49
V21229	LIBBY T TIKALSKY	MAY25 MILEAGE	06/04/25	7.14
V21224	ELIZABETH A SANDVIC	4/23 MILEAGE	06/04/25	7.07
404412	SITEONE LANDSCAPE S	VALVE BOX LID	06/04/25	7.00
404534	KATHERINE KIELY	LUNCH ACCT REFUND	06/11/25	5.92
V21229	LIBBY T TIKALSKY	5/28 MILEAGE	06/04/25	5.60
404624	XIFENG HAN	LUNCH ACCT REFUND	06/11/25	5.20
V21226	JOSEPH E SIDDY	MAY25 MILEAGE	06/04/25	4.76
404510	HOGLUND BUS COMPANY	SEAL	06/11/25	3.78
V21256	SIDNEY W FELLOWS	6/12 MILEAGE	06/18/25	3.50
404495	FATUMA ABACHEBSA	LUNCH ACCT REFUND	06/11/25	3.25
404584	PROPIO LANGUAGE SER	MAY25 GEN ED INTERP	06/11/25	1.77
V21239	JENNA BARANOWSKI	3/7 MILEAGE	06/11/25	1.61

Check No.	Vendor	Description	Date	Amount
404441	ADRIANE WILLMUTH	LUNCH ACCT REFUND	06/11/25	1.15
404293	ASTLEFORD INTERNATI	CREDIT ON ACCT	06/04/25	(93.75)
404349	INTERMEDIATE DISTRI	FY22-23 C & T LEVY	06/04/25	(276.89)
404565	MTI DISTRIBUTING IN	BLADE PACK RETURN	06/11/25	(293.31)
404504	GENERAL SPORTS	JERSEYS NOT RECEIVE	06/11/25	(324.00)
404793	HORIZON COMMERCIAL	CREDIT MEMO	06/30/25	(519.40)
404504	GENERAL SPORTS	SCRIMMAGE JERSEY RE	06/11/25	(528.00)
404510	HOGLUND BUS COMPANY	CORE RETURN	06/11/25	(703.13)
404751	LAKES COUNTRY SERVI	CTE LICENSURE CREDI	06/23/25	(3,500.00)
404310	CLAUDIA WIKMAN	APR-MAY25 DIVING LE	06/04/25	(9,432.00)
404416	SYDNEY BEBEAU	APR-MAY25 DIVING LE	06/04/25	(9,432.00)
404349	INTERMEDIATE DISTRI	FY22-23 T & L GEN E	06/04/25	(17,923.19)
404349	INTERMEDIATE DISTRI	FY22-23 CORE FEE CR	06/04/25	(24,638.47)
<b>Total Value of Checks Issued</b>				<b>\$ 4,535,233.32</b>





**Board Meeting Date:** 7/14/2025

**Title:** Electronic Fund Transfers – June 2025

**Type:** Consent

**Presenter(s):** Mert Woodard - Director, Finance & Operations

**Background:** Minn. Stat. § 471.38 requires a list of all transactions made by electronic funds transfer be submitted to the Board of Education at the next Regular Meeting after the transaction.

**Recommendation:** Authorize the electronic fund transfers as presented for the month of June 2025, in the amount of \$11,134,063.

**Desired Outcomes from the Board:** Compliance with Minn. Stat. § 471.38 Subd. 3a.

**Attachment(s):**

1. Electronic Fund Transfers – June 2025

# Electronic Transfers

FOR THE MONTH ENDED JUNE 30, 2025

From	To	Description	Date	Amount
US Bank - Checking	Delta Dental	Dental Claims	6/2/25	\$ 13,830.94
US Bank - Checking	Delta Dental	Dental Claims	6/9/25	17,411.77
US Bank - Checking	Aviben	Retirement Contributions	6/12/25	270,880.35
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	6/12/25	1,469,389.01
US Bank - Checking	Minnesota Department of Revenue	State Payroll Tax	6/12/25	273,260.08
US Bank - Checking	Minnesota Public Employers Retirement Association	Contributions	6/12/25	938,049.07
US Bank - Checking	US Bank - Payroll	District Payroll	6/12/25	3,822,679.14
US Bank - Checking	Various	Payroll Vendors	6/12/25	-
US Bank - Checking	Various	Service Fees	6/12/25	29,506.69
US Bank - Checking	West Metro Credit Union	District Payroll, Dues, Etc.	6/12/25	41,429.92
US Bank - Checking	Benefit Extras	Flex & HSA	6/15/25	79,326.46
US Bank - Checking	Delta Dental	Dental Claims	6/16/25	19,942.73
US Bank - Checking	Minnesota Department of Revenue	Sales & Use Tax	6/20/25	4,062.00
US Bank - Checking	Delta Dental	Dental Claims	6/23/25	31,283.89
US Bank - Checking	US Bank	ONE CARD	6/27/25	243,216.75
US Bank - Checking	Aviben	Retirement Contributions	6/30/25	194,621.81
US Bank - Checking	Benefit Extras	Flex & HSA	6/30/25	18,252.45
US Bank - Checking	Delta Dental	Dental Claims	6/30/25	22,758.09
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	6/30/25	819,407.42
US Bank - Checking	Minnesota Public Employers Retirement Association	Contributions	6/30/25	549,589.43
US Bank - Checking	US Bank - Payroll	District Payroll	6/30/25	2,241,086.23
US Bank - Checking	West Metro Credit Union	District Payroll, Dues, Etc.	6/30/25	34,079.24
<b>Total of Electronic Fund Transfers</b>				<b>\$ 11,134,063.47</b>

V.E. Gifts and Bequests - June 2025



**Board Meeting Date:** 7/14/2025

**Title:** Gifts and Bequests – June 2025

**Type:** Consent

**Presenter(s):** Mert Woodard – Director, Finance & Operations

**Description:** The enclosed report describes gifts and bequests made to the District during the month of June 2025.

**Recommendation:** Accept with appreciation gifts and bequests made to the District in the amount of \$249,609.04.

**Desired Outcomes from the Board:** Compliance with District Policy 709 and Minn. Stat. § 123B.02, Subd. 6.

**Attachments:**

1. Gifts & Bequests – June 2025

# Gifts & Bequests

FOR THE MONTH ENDED JUNE 30, 2025

Donated By	To	Purpose	Amount
Staff and Students	South View Middle School	General	\$ 112.00
Staff and Students	South View Middle School	General	150.00
Parents	Cornelia Elementary	General	335.00
Top Teacher Award	South View Middle School	General	1,000.00
Box Tops	South View Middle School	General	70.90
Edina Give & Go	Edina Virtual Pathways	Summer Math	2,880.00
Countryside PTO	Countryside Elementary	Safety Patrol	170.17
Edina Ed Fund	Cornelia Elementary	General	485.00
Edina Ed Fund	Countryside Elementary	Mental Health/Wellness	1,848.00
Edina Ed Fund	South View Middle School	Mental Health/Wellness	1,848.00
Edina Ed Fund	South View Middle School	Mental Health/Wellness	1,848.00
Edina Ed Fund	Countryside Elementary	Unified	300.00
Edina Ed Fund	Valley View Middle School	Unified	1,000.00
South View Families	South View Middle School	Orchestra Program	360.00
Highlands PTO	Highlands Elementary	General	172.37
Normandale PTO	Normandale Elementary	Field Trip Buses	10,867.94
Valley View PTO	Valley View Middle School	8th Grade Projects	1,300.00
Valley View PTO	Valley View Middle School	Food for Unified	92.51
Valley View PTO	Valley View Middle School	Student Planners	3,500.00
Valley View PTO	Valley View Middle School	Advisory Money Higgins	1,505.65
Valley View PTO	Valley View Middle School	Head Sets for Wark	522.45
Valley View PTO	Valley View Middle School	EOY Field day	360.56
Sieben Carey PA	Valley View Middle School	General	1,500.00
Special Olympics	Valley View Middle School	General	19,197.29
Edina Give & Go	Options	Program Assistance	5,000.00
Morgan Stanley	Highlands Elementary	Outdoor Learning Program	10,942.00
Edina Ed Fund	Normandale Elementary	Mental Health/Wellness	1,848.00
Edina Ed Fund	South View Middle School	Mental Health/Wellness	1,848.00
Valley View PTO	Valley View Middle School	Scholarships	3,859.38
Cornelia PTO	Cornelia Elementary	Playground Equipment	24,616.27
Normandale PTO	Normandale Elementary	French Intern Stipend	87,000.00
Edina Give & Go	Edina Virtual Pathways	Summer Math	1,080.00
MELSA	Bus Garage	Field Trip Buses	366.17
Blackbaud Giving Fund	Normandale Elementary	General	240.00
Run Sign up	Valley View Middle School	General	8,136.82
Brightworks Grant	Student Service	Staff Development	1,200.00
Highlands PTO	Highlands Elementary	General	1,187.99
Ancient Free & Accepted Masons of MN	Edina Public Schools	General	256.66
Parents	Edina High School	General	262.80
Institute for Cultural Exchange	Edina High School	International Travel	370.00
EHS Senior Families	Edina Ed Fund	Meal Fund Donation	4,154.63
Edina Ed Fund	Countryside Elementary	Mental Health/Wellness	1,848.00
Edina Ed Fund	Edina Public Schools	General	1,260.00
Edina Ed Fund	Edina Public Schools	General	41,986.48
Edina Give & Go	Edina Virtual Pathways	Summer Math	720.00

**Total Cash Donations \$ 249,609.04**

**Total In-Kind Donations \$ -**

**Total 2024-2025 School Year Gifts and Donations \$ 1,234,595.75**

V.F. Supplementary Special Education Transportation  
Contract Awards



**Board Meeting Date:** 7/14/2025

**Title:** Supplementary Special Education Transportation Contract Awards

**Type:** Consent

**Presenter(s):** Mert Woodard - Director, Finance & Operations

**Description:** The District last solicited requests for proposal (RFP) for supplementary special education transportation services using Type III vehicles (vans) in 2021. At that time, services were awarded to Twin City Transportation (TCT) and Metropolitan Transportation Network (MTN). This Spring, the District engaged its sourcing agent to solicit RFPs for Type III vehicle services. The District received 14 responses to its RFP and believes that responses from TCT, MTN, and Transportation Plus meet the requirements of the District. The District administration analyzed the responses in relation to the 116 Type III routes that were active as of the last week of the most recent school year. The following are costs for a typical month of school:

- Current daily cost - \$16,409.82
- Estimated cost with current vendors - \$16,963.80
- Estimated cost using only:
  - o MTN - \$18,067.00
  - o TCT - \$14,134.40
  - o Transportation Plus - \$4,839.22

To cover the expected number of routes and to provide enough additional flexibility to meet unexpected shortages, the administration recommends awarding contracts to all three of the preferred contractors. The current reimbursement rate for special education transportation expenditures is 95%. The reimbursement rate for homeless highly mobile transportation costs is 100%.

**Recommendation:** Approve the award of Type III transportation contracts to Twin City Transportation, Metropolitan Transportation Network, and Transportation Plus, and authorize the Director of Finance & Operations to execute all documents necessary to put the agreements into full effect.

**Desired Outcomes from the Board:** Compliance with Minn. Stat. § 471.345 Subd. 3 and District Policy 707.

**Attachments:**

1. Type III RFP Analysis – 2025
2. Type III Transportation RFP Response – Twin City Transportation
3. Type III Transportation RFP Response – Metropolitan Transportation Network
4. Type III Transportation RFP Response – Transportation Plus

Independent School District No. 273 - Edina Public Schools  
 Type III Transportation Services RFP Analysis  
 June 2025

Type	Contractor	Minutes	Distance	Current Distribution		RFP Rates - 2025			
				Current Rate	RFP Rate	MTN	TCT	Trans. Plus	Lake City
SPED	MTN	41.00	18.69	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 71.40	\$ 152.50
SPED	MTN	38.00	19.51	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 73.65	\$ 152.50
SPED, AIDE	MTN	13.00	2.82	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED, AIDE	MTN	13.00	5.13	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 34.11	\$ 152.50
SPED, AIDE	MTN	23.00	7.58	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 40.85	\$ 152.50
SPED, AIDE	MTN	28.00	16.2	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 64.36	\$ 152.50
W/C,AIDE	MTN	30.00	7.5	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 40.63	\$ 152.50
W/C,AIDE	MTN	16.00	6.16	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 36.94	\$ 152.50
SPED	MTN	40.00	17.72	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 68.73	\$ 152.50
SPED	MTN	32.00	18.29	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 70.30	\$ 152.50
W/C,AIDE	MTN	12.00	5.13	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 34.11	\$ 152.50
W/C,AIDE	MTN	26.00	13.21	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 56.33	\$ 152.50
HHM	MTN	14.00	9.24	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 35.41	\$ 152.50
HHM	MTN	24.00	12	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 43.00	\$ 152.50
HHM	MTN	16.00	11.04	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 40.36	\$ 152.50
HHM	MTN	22.00	12.2	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 33.55	\$ 152.50
SPED	MTN	26.00	12.82	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 45.26	\$ 152.50
SPED	MTN	14.00	6.56	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	9.00	5.91	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	8.00	6.15	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
HHM	MTN	16.00	10.88	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 39.92	\$ 152.50
HHM	MTN	20.00	11.33	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 31.16	\$ 152.50
HHM	MTN	16.00	11.1	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.53	\$ 152.50
SPED	MTN	29.00	12.45	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 34.24	\$ 152.50
SPED	MTN	26.00	12.74	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 35.04	\$ 152.50
SPED	MTN	11.00	7.52	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	11.00	7.75	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	18.00	8.09	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 42.25	\$ 152.50
SPED	MTN	21.00	7.88	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 41.67	\$ 152.50

				Current Distribution		RFP Rates - 2025			
Type	Contractor	Minutes	Distance	Current Rate	RFP Rate	MTN	TCT	Trans. Plus	Lake City
SPED, AIDE	MTN	26.00	13.35	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 56.71	\$ 152.50
SPED, AIDE	MTN	25.00	12.54	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 54.49	\$ 152.50
SPED, AIDE	MTN	40.00	15.34	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 62.19	\$ 152.50
SPED, AIDE	MTN	43.00	17.08	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 46.97	\$ 152.50
SPED	MTN	14.00	9.98	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	21.00	11.04	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.36	\$ 152.50
SPED	MTN	14.00	9.69	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	24.00	9.83	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	24.00	9.83	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	17.00	7.72	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 41.23	\$ 152.50
SPED	MTN	41.00	9.87	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 67.41	\$ 152.50
SPED	MTN	44.00	10.03	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 37.58	\$ 152.50
SPED	MTN	3.00	0.83	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	3.00	0.81	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	35.00	17.08	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 46.97	\$ 152.50
SPED	MTN	49.00	21.68	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 59.62	\$ 152.50
SPED, AIDE	MTN	18.00	12.33	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 33.91	\$ 152.50
SPED, AIDE	MTN	17.00	13.36	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 36.74	\$ 152.50
SPED, AIDE	MTN	10.00	1.65	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED, AIDE	MTN	6.00	1.94	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
Foster	MTN	35.00	22.27	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 61.24	\$ 152.50
Foster	MTN	32.00	25.46	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 70.02	\$ 152.50
Foster	MTN	50.00	28.53	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 78.46	\$ 152.50
Foster	MTN	38.00	28.43	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 78.18	\$ 152.50
SPED	MTN	20.00	2.29	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	7.00	2.1	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	10.00	3.4	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
HHM	MTN	20.00	11.43	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 31.43	\$ 152.50
HHM	MTN	20.00	11.76	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 32.34	\$ 152.50
Care and Treatment	MTN	15.00	11.54	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 31.74	\$ 152.50
SPED, AIDE	MTN	26.00	18.48	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 50.82	\$ 152.50
SPED, AIDE	MTN	25.00	16.79	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 46.17	\$ 152.50
Foster	MTN	41.00	30.3	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 83.33	\$ 152.50
Foster	MTN	91.00	28.99	\$ 152.99	\$ 155.75	\$ 155.75	\$ 200.20	\$ 79.72	\$ 152.50
Care and Treatment	MTN	15.00	6.48	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50

				Current Distribution		RFP Rates - 2025			
Type	Contractor	Minutes	Distance	Current Rate	RFP Rate	MTN	TCT	Trans. Plus	Lake City
Care and Treatment	MTN	10.00	6.79	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	MTN	24.00	8.6	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 43.65	\$ 152.50
SPED	MTN	19.00	3.27	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 38.99	\$ 152.50
Care and Treatment	MTN	7.00	4.23	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
Care and Treatment	MTN	7.00	4.39	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
HHM	MTN	62.00	29.02	\$ 152.99	\$ 155.75	\$ 155.75	\$ 136.40	\$ 89.81	\$ 152.50
HHM	MTN	20.00	8.55	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 33.51	\$ 152.50
HHM	MTN	22.00	8.7	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 33.93	\$ 152.50
HHM	MTN	13.00	9.48	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
HHM	MTN	26.00	10.92	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.03	\$ 152.50
HHM	MTN	19.00	8.41	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 33.13	\$ 152.50
HHM	MTN	24.00	15.61	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 42.93	\$ 152.50
HHM	MTN	30.00	16.11	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 44.30	\$ 152.50
HHM	MTN	14.00	8.35	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
Care and Treatment	MTN	10.00	5.99	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
Care and Treatment	MTN	9.00	5.67	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED, AIDE	MTN	16.00	7.25	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED, AIDE	MTN	28.00	9.47	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 36.04	\$ 152.50
W/C	MTN	30.00	14.73	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 40.51	\$ 152.50
W/C	MTN	40.00	13.6	\$ 152.99	\$ 155.75	\$ 155.75	\$ 121.00	\$ 37.40	\$ 152.50
SPED	TCT	17.00	4.61	\$ 111.10	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	26.00	11.04	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.36	\$ 152.50
SPED	TCT	23.00	10.56	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 39.04	\$ 152.50
SPED	TCT	19.00	15.91	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 43.75	\$ 152.50
SPED	TCT	59.00	20.84	\$ 111.09	\$ 129.80	\$ 155.75	\$ 129.80	\$ 77.31	\$ 152.50
SPED	TCT	25.00	17.34	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 47.69	\$ 152.50
SPED	TCT	38.00	12.17	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 73.47	\$ 152.50
SPED	TCT	25.00	17.34	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 47.69	\$ 152.50
SPED	TCT	20.00	7.24	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	12.00	8.56	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 33.54	\$ 152.50
SPED	TCT	14.00	3.9	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.73	\$ 152.50
SPED	TCT	8.00	2.6	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED, AIDE	TCT	9.00	3.95	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
HHM	TCT	7.00	3.69	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
HHM	TCT	25.00	13.39	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 36.82	\$ 152.50

Type	Contractor	Minutes	Distance	Current Distribution		RFP Rates - 2025			
				Current Rate	RFP Rate	MTN	TCT	Trans. Plus	Lake City
SPED	TCT	37.00	14.91	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 61.00	\$ 152.50
SPED	TCT	38.00	11.25	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 50.94	\$ 152.50
SPED	TCT	33.00	11.57	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 41.82	\$ 152.50
SPED	TCT	44.00	19.94	\$ 114.86	\$ 121.00	\$ 155.75	\$ 121.00	\$ 74.84	\$ 152.50
SPED	TCT	32.00	9.66	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 46.51	\$ 152.50
SPED	TCT	28.00	12.1	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 43.28	\$ 152.50
SPED	TCT	21.00	5.41	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 34.88	\$ 152.50
SPED	TCT	6.00	2.94	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	9.00	4.06	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	14.00	5.05	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	35.00	6.26	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	23.00	14.3	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 39.33	\$ 152.50
SPED	TCT	16.00	11.61	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 31.93	\$ 152.50
SPED	TCT	21.00	17.7	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 48.68	\$ 152.50
SPED	TCT	10.00	6.73	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	15.00	10.4	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50
SPED	TCT	11.00	6.35	\$ 111.09	\$ 121.00	\$ 155.75	\$ 121.00	\$ 30.00	\$ 152.50

**\$ 16,409.82   \$16,963.80   \$ 18,067.00   \$ 14,139.40   \$ 4,839.22   \$ 17,690.00**



## Request for Proposal/Quote:

### Supplementary Student Transportation Services

#### Opportunity Overview

Edina Public Schools (ISD #273) "DISTRICT" is requesting proposals (including pricing quotes) for Supplementary Student Transportation Services from qualified providers "CONTRACTOR" to provide student transportation services to supplement the district's internal student transportation operations – notably Special Ed trips, out of district tips and athletic/field trips.

The district would like to partner secure primary relationships with a vendor for Type C, Type A, and Type III buses – or all three if possible.

Routes required will include Special Education, Out-of-District students, as well as activity and charter routes.

Following the evaluation of proposals, the district reserves the right to negotiate with any contractor which submits a qualifying proposal pursuant to M.S.123.37 subd.1b.

The ability and experience of the contractor in working with the students with disabilities is always of paramount importance.

#### Contract Terms

The awarded contract will be for school years of 2025-2026, 2026-2027, with two (2) additional one-year district options for the 2027-2028, and 2028-2029 school years.

#### Submission Process

- Review the Terms and Conditions section to confirm eligibility
- Review all data provided within this document
  - System data and specifications
  - Process/service expectations and requirements
- Contractors are NOT required to submit quotes on ALL services requested
  - Partial quotes **WILL** be accepted and considered
- Questions can be submitted via email to [ktrites@catalystsourcing.com](mailto:ktrites@catalystsourcing.com)
- Submit your proposal via email to [ktrites@catalystsourcing.com](mailto:ktrites@catalystsourcing.com) **no later than 5/9/2025 by 10:00 AM (CENTRAL)**.
  - Required items:
    - Completed RFQ Submission worksheet (included in this packet)

#### Process Timeline

Action Item	Date
<i>Request documentation released</i>	<b>4/17/2025</b>
<i>Proposals/Quotes Due</i>	<b>5/9/2025</b>
<i>Contract Selection (no later than)</i>	<b>6/1/2025</b>

#### Evaluation Criteria

Criteria	Weight (%)
Total Service Cost	<b>40%</b>
Service capabilities (vehicle types, coverage, reporting, fleet technology)	<b>20%</b>
Reporting capabilities	<b>15%</b>
Reputation/References	<b>25%</b>

## RFP Process Terms and Conditions

1. **Invitation**
  - The invitation to RFP/RFQ, which is attached hereto, and everything contained therein is adopted by reference and made part of these specifications and conditions.
2. **Eligibility & Compliance with Federal and State Law**
  - Contract assures the district that they have complied with all applicable Federal and State laws, regulations, and rules. All projects are subject to compliance with the prevailing wage schedule issued by the Minnesota Department of Labor and Industry."
3. **Term and Options**
  - The agreement awarded will have an initial term of two (2) years with two (2) additional one-year renewal options.
4. **Specifications**
  - Specifications provided are based on recent years. Due to the nature of transportation services, the service specifications as it relates to route quantities, rider density, vehicle type requirements, and route designs can vary during contract term based on the district's present needs.
5. **Acceptance/Rejection**
  - The district reserves the right to reject any or all proposals or portions thereof, or to waive any irregularities or informalities therein.
  - The district reserves the right to refuse to consider the RFP of a supplier who is not known to be reliable, skilled, and regularly engaged in providing the service and goods for which the RFPs were invited. In addition, the district may require of any supplier's evidence satisfactory to the district, of the supplier's financial responsibility, and ability to perform the services efficiently, economically, and satisfactorily and ability to perform the services and deliver the goods required by the district efficiently, economically, and satisfactorily. The district may consider the foregoing factors in determining the lowest responsible supplier.
6. **RFP and Award Options**
  - The district reserves the right to:
    - Award this contract in part or whole to a single contractor
    - Reject any or all qualifying proposals
    - Negotiate with any contractor which submits a qualifying proposal pursuant to M.S.123.37 subd.1b.
    - Waive informalities or minor irregularities in RFP/RFQ and waive minor irregularities or discrepancies in contractor's procedure
    - Cancel a contract entered with the successful contractor at any time, upon 30 days' written notice, to the contract Contractor if the district's standards are not met
    - The district is solely responsible for rendering the decision in matters of interpretation of all terms and conditions.
    - The district, in determining the lowest responsible contractor, will consider in addition to the RFP process, the quality, suitability and adaptability of the item(s) to be purchased for the use for which it is intended.
7. **Pricing, Fees, and Surcharges**
  - Contractor must provide detailed pricing including all additional fees or surcharges that the contractor may assess during the life of the agreement
    - Any fee or surcharge not disclosed in the contractor's proposal can NOT implemented invoiced to the district without the written approval from the district.
8. **Fuel Surcharges**
  - Due to the significant fluctuation of the cost of diesel fuel, the District will consider a fuel surcharge using a sliding scale that addresses both a declining and an increasing market based on the Average on Highway Diesel Cost in the Midwest furnished by the Federal Energy Information Administration which can be viewed at [www.eia.doe.gov](http://www.eia.doe.gov), on the last Monday of each calendar month. Please include what you would invoice as a fuel surcharge in your RFP.

## RFP Process Terms and Conditions (cont'd)

### 9. Collusion and Antitrust

- By signing and submitting your proposal, you are under penalty of perjury, that the pricing contained herein has been arrived at independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other contractor of materials, supplies, equipment, or services, described in the invitation to quote, designed to limit independent quoting or competition.
  - In addition, the contractor hereby assigns the district and all claims for overcharges as to goods and materials purchased in connection with this project resulting from antitrust violations which arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota. This clause also applies to subcontractors and first-tier supplies under this contract.

## General Terms and Conditions

### 1. Contract

- A district purchase order or signed agreement constitutes a binding contract.
  - No substitutions or cancellations permitted without approval of district.
  - Failure to meet specifications in the proposal and/or agreement authorizes the district to cancel the contract or any portion of it and purchase services elsewhere and charge the full increase (if any), in the cost and handling to the defaulting contractor.
  - Initial term = 8/25/2025 – 8/24/2027
    - First renewal term = 8/25/2027 – 8/24/2028
    - Second renewal term = 8/25/2028 – 8/25/2029

### 2. Governing Law

- This quote and any ensuing contract or purchase order shall be governed by the Laws of the State of Minnesota

### 3. State Audit

- The books, records, documents, and accounting procedures of the Contractor relevant to this Agreement shall be subject to examination by the contraction department and either the legislative auditor or state auditor.

### 4. Terms of Payment

- Payments will be according to Minnesota Statute 471.425, currently providing for payment within 35 days after receipt of the merchandise or the invoice, whichever comes latest. Nothing in the supplier RFP/RFQ, contract, or invoice will override this provision.

### 5. Sales Tax

- Minnesota Clauses: Instrumentalities of the State of Minnesota are not subject to the State of Minnesota Sales Tax pursuant to Minnesota Laws of 1967, Extra Session, Chapter 32, Article XIII, Section 25, Sub 1, Para. Default

### 6. Requirements for service providers

- Contractor employees, sub-contractors, and volunteers, and all other forms of personnel who will be providing services to the district must have been subject to a state and federal criminal background check and drug/chemical screening within the last twelve months.

### 7. Insurance Requirements

- You will be required to provide proof of insurance as requested by district. Coverage levels described below should be considered MINIMUM requirements.

Coverage Description	Minimum Coverage
Worker's Compensation - State Statutory Employer's Liability	\$500,000
Bodily Injury and Liability	\$1,000,000 per individual
Property Damage Liability	\$1,000,000 per accident
Medical Payments	\$5,000 per person
Uninsured Motorist Coverage	\$10,000/\$20,000
Excess Liability Coverage	\$5,000,000
Sexual Abuse/Molestation	\$1,000,000 per occurrence

**General Terms and Conditions (cont'd)**

**8. Nondiscrimination**

- Contractor will not engage in any discriminatory employment practice

**9. Performance and Liquid Damages**

- To assure service quality, timeliness, and compliance, the district reserves the right to assess liquidated damages in the amount specified for each of the following performance deficiencies (all damages will be deducted monthly)

<b>Description</b>	<b>Liquidated Damage</b>	<b>U/M</b>
1-10 minutes late arrival within contractor control	\$50.00	per deficiency
Failure to report late running trip over 10 minutes by phone or logging system	\$50.00	per deficiency
11-19 minutes late arrival within contractor control	\$75.00	per deficiency
20 minutes late arrival within contractor control	\$150.00	per deficiency
District personnel placed on hold for more than 15 minutes when contacting customer support	\$50.00	per deficiency
Illegal use of equipment (un-inspected equipment, unlicensed driver, uninsured equipment)	\$5,000.00	per deficiency
Unattended child left in the vehicle	\$5,000.00	per deficiency
Missed route - Route not run or combined ("doubled-up) with another route	\$1,000.00	per deficiency
Unreported accident with students in vehicle	\$5,000.00	per deficiency
Staffing not at 95% of contracted levels OR monthly staffing reports not provided to school district	\$1,000.00	per month
Running out of fuel while on route	\$500.00	per deficiency
Inability to provide video within 1 business day of each request	\$500.00	per deficiency
Driver operating without the use of a seat belt	\$500.00	per deficiency
Inoperable radio on bus (Damaged prior to dispatch or turned off by driver)	\$500.00	per deficiency
Intentional operation of an overloaded bus (overload calculated by district measures above)	\$500.00	per deficiency
Unauthorized deviations from route	\$500.00	per deficiency
Unauthorized stop	\$500.00	per deficiency
Failure to provide access to GPS tracking of vehicles to district	\$500.00	per day
Unapproved use of subcontractors on route	\$500.00	per deficiency
Inoperable video recording system on the bus	\$500.00	per deficiency
Timely data exchange (routes, stops)	\$250.00	per deficiency

## Vehicle Specifications

**Specifications apply to all vehicles unless otherwise noted**

### 1. Condition, Maintenance, and Compliance

- Vehicles must meet or exceed the current "National Standards for School Buses and Operations" as adopted by the National Conference on School Transportation
- Vehicles will comply with all Federal and State of Minnesota regulations, laws, and rules for school bus operations
- District reserves the right to review maintenance and/or inspection records at any time during the agreement term
  - The contractor shall notify the Transportation Office of all scheduled inspections of vehicles by the Minnesota State Patrol. Upon inspection of vehicles, the contractor shall forward a copy of each "Driver/vehicle examination report" for any vehicle that fails inspection to the Transportation Office by the second (2) working day
    - Any vehicle failing to pass a State of Minnesota Motor Vehicle inspection shall not be used by the contractor until such time said vehicle has been repaired or replaced and re-inspected for approved service
  - Seven days prior to the first day of each school year under this contract, the contractor shall provide Edina Public Schools with the following information on all vehicles used to transport district students:
    - Make, model year and VIN number of each vehicle
    - State license number and safety inspection sticker number
    - Capacity of vehicle
    - Specialized equipment on vehicle
    - Ownership of vehicle
    - Current odometer reading
    - Vehicle maintenance history and past safety inspections shall
- All vehicles must be subject to a pre-trip review for safe operation prior to any route
- Contractor must provide an adequate number of vehicles for the exclusive use of district during the regular morning pick-up time before school and the regular afternoon drop-off time after school for dedicated routes.
  - In addition, standby vehicles and trained drivers knowledgeable of routes and location of student's homes must be available for students who are both ambulatory and use wheelchairs at any time of the day to any metro area location.
    - Contractor agrees that sufficient extra buses shall be provided and available in order to meet normal and emergency breakdowns, accommodate shuttles, field and athletic trips, mechanical failures, emergency situations and any supplementary services that may be required by district.
      - All spare/activity buses shall be equipped and maintained in the same manner as regular route buses.

### 2. Fleet Appearance/Sanitization

- Vehicles shall be kept clean and sanitized
- District requests that any Type C buses utilized for schedule daily routes feature "Edina Public Schools" on the side.

### 3. Seatbelts and Restraints

- Contractor will provide booster seats and other necessary student securement/restraint systems (safety vests and cam straps) that are needed under the terms of the Agreement and the laws pertaining to special education.
- Company shall maintain all School District-owned safety seats, booster seats, and necessary securement/restraint systems as needed. The Company will be required to inventory, clean, and maintain all School District securement systems on behalf of School District annually.
- Company shall use wheelchair securement systems (ratchet type tie-downs) as approved by School District and the driver will follow School District prescribed tie-down procedure.

## Vehicle Specifications (cont'd)

**Specifications apply to all vehicles unless otherwise noted**

### 4. Wheelchair Lift Equipment

- When required to meet School District's routing needs, contractor will provide vehicle equipped with wheelchair lift equipment that meets or exceeds rules, laws, and requirements set by:
  - ADA
  - Federal
  - State of Minnesota

### 5. GPS

- Each vehicle in the company fleet shall be equipped with a GPS system that conforms to the needs and specifications of district
- Access to GPS data and any required software tools shall be provided to district

### 6. Two-way radio

- All vehicles shall feature a two-way communication system in working condition

### 7. Audio/Video Recording Systems

- School District requires that all vehicles be equipped with digital video & audio recording systems.
- If the School District requests a copy of a video from a camera, contractor must upload it to a secure FTP site or electronic means of transferring video that the district can access or deliver the requested video before 11:00 AM the following day. Company shall ensure that the video camera systems are properly installed and operational in all buses. The Company shall ensure that each video system is a "locked system" that may be accessed only by authorized personnel (staff designated by the School District and manager and supervisor level Personnel of Company). Company is responsible, at its expense, for maintenance, repair and replacement of such video systems. Company shall inspect video systems during regularly scheduled maintenance and inspections to ensure that the system is functioning as intended, including during times of extreme weather conditions. Company will ensure that all recorded video and audio will be archived for a minimum of fifteen (15) school days.
- Video Recording systems can be provided to Company by School District

### 8. Child Check Electronic Alarm System

- All Type C or larger buses must be equipped with a child check electronic alarm system in the rear of the bus

### 9. Changes in Laws or Requirements

- If the School District or any governmental agency imposes additional equipment requirements other than those set forth in this Agreement, which are specific requirements for the operation of this Agreement or immediate installation is required for continuing operation of the Vehicles, Company and the School District shall negotiate in good faith concerning price increases applicable to such equipment installation and any associated increase in Vehicle maintenance costs.

## Contractor Personnel Specifications

### 1. Licensing and Regulatory

- All drivers must meet pertinent state and federal qualifications for transporting students and the vehicle type they will be driving.
- The district may request evidence of such qualifications at any time.

### 2. Fitness for Duty

- CONTRACTOR shall screen all personnel carefully as to ability, reliability, integrity, general fitness, compassion, and understanding for students.
  - Driver's accident record will also be considered.
- All personnel must have been subject to a complete background check prior to service and no less than once every 24-months moving forward.

## Contractor Personnel Specifications (cont'd)

### 3. Training

- It is required that all drivers employed by the successful contractor either have taken a recognized defensive driving course or be enrolled in the next available course.
- Drivers must be trained in basic first aid, cardiopulmonary resuscitation techniques and be knowledgeable of Hennepin County Child Protection Guidelines.
- Aides and drivers shall be trained in the proper use of seatbelts and car seats utilized for safe transportation.
- Staff, drivers and aides will be given Edina Schools training materials prior to driving an Edina trip

### 4. Special Education

- Drivers and Aides must be capable to assist a student requiring to be physically lifted on to or out of the vehicle.
- In-service training should be provided by the contractor relating to the needs of the students with disabilities being transported including transfer methods such as Eye-to-Eye (E2E), Hand-to-Hand (H2H), and/or independent transfer.
- Contractor will be responsible to assure assigned Aides are trained to understand student behavioral plans

### 5. Appearance and Behavior

- Personnel shall conduct themselves in a professional manner, maintaining a good physical appearance, and demonstrating both character and conduct which are exemplary for the students.
  - Should personnel fail to maintain these standards, the District shall have the right to request replacement of the driver or such additional training as is necessary to elevate the driver's performance to an acceptable standard.

***In the event of any controversy as to the efficacy of a specific route, the District will have the final decision on any modification.***

## Operating/Service Specifications

### 1. Driver Assignments

- Whenever possible, the contractor shall use the same driver for the same specific routes
  - Any changes of a permanent nature must be reported to the Supervisor of Special Education
- Substitute drivers shall be trained in advance of being needed to drive a specific route to assure students arrive at their destination on time
  - Training must include familiarity with all the contractor's routes in the district

### 2. Assignment of Aides

- Bus aides will be assigned at the request of Edina staff.

### 3. Rider Boarding

- Contractor personnel shall assist physically lifting a student in or out of the vehicle when required.
- Contractor personnel is required to properly buckle the students into the car seats and physically confirm security of each student's seat belt.

### 4. Rider Management

- Drivers shall be responsible for the maintenance of discipline on buses
- CONTRACTOR will follow district guidelines regarding disciplinary procedures
  - Serious and/or continuous disciplinary problems shall be reported to the principal of the school in which the student is enrolled.
- District may discontinue the right of service for any student for any period of time.
  - Under no circumstances shall transportation be denied to any passenger if such transportation is requested by the district
- Aides shall learn and support student behavioral plans and/or transportation modifications of specific students

### 5. Tobacco Use

- Tobacco use of any kind is strictly forbidden during the execution of district routes

### 6. Unauthorized Stops

- No personal stops or deviations in the route are permitted unless for emergency purposes

### 7. Unauthorized Riders

- Unauthorized persons shall not be allowed to ride with students who are being transported unless approved by district.
  - Unauthorized persons are defined as siblings, parents, teachers, and students of other districts

### 8. Communications

- Contractor must notify Edina Dispatch if the vehicle will be more than 10 minutes late
  - After hours contact numbers must be provided
  - Contractor must be able to use district provided software

## Operating/Service Specifications (cont'd)

### 9. Accident Reporting

- The Contractor shall submit an immediate verbal report of any accident to the District Transportation Office and the particular school the route is servicing.
- A detailed written report of any accident involving the transportation of district students under this contract shall be submitted within twenty-four (24) hours of the accident.
  - A copy of the police report shall be submitted within seventy-two (72) hours after the accident.
  - The contractor shall also submit to District Transportation Office a report on any accident involving a school vehicle, with the absence of children in transport while in the performance of this contract within 24 hours of the accident.

### 10. Customer Service

- Contractor is responsible to have a dispatcher available every school day 6:30 a.m. and more than one telephone line shall be able to be accessed by parents.
  - The Dispatcher should be knowledgeable of when all vehicles have departed from the garage.
- Contractor shall provide district phone support during operating times
  - District requests shall be handled in a timely, expedited fashion.
    - District staff calls will be returned within 15 minutes of initial call
    - District staff shall NOT be put on hold for longer than 15 minutes

***Failure on the part of the contractor to fully comply with any of the above specifications in this section will be noted by the Director of Special Education and an adjustment to the monthly billing could result.***

## Financial Specifications

### 1. Payment terms and methods

- Payments will be according to Minnesota Statute 471.425, currently providing for payment within 35 days after receipt of the merchandise or the invoice, whichever comes latest.

### 2. Billing

- Contractor is responsible to provide invoice data in the format required for district reporting – this can include:
  - The identity of the school services provided to
  - # of Days in Month that Services provided
  - Route Number
  - Route Description
  - Contract Rate and Extended
  - Date, Description, and Rationale of any non-standard charges
  - Daily Mileage

### 3. Pricing and Fees

- Pricing will be proposed on the per route or hourly basis
  - Pricing should feature a minimum and be invoiced in 10-minute increments
- All fees to be charged must be disclosed in contractor's proposal or can NOT be charged without written approval from district

### 4. Route Cancellations

- There shall be no charge by the contractor for transportation which is terminated due to school closing or other reasons

### 5. Rate Increases

- Maximum rate increases must be presented within their proposal for each year of the contract.

## Route Data [2024-25 School Year]

In respect to the privacy of the district families, we are providing summary data only.

- Each "ROUTE" represents a single direction ("leg")
- Reciprocal routes are identified by the Route name and AM/PM designation.
- Wheelchair = Route requires Wheel Chair Lift
- Para = Route requires a Paraprofessional onboard

Route	Days	Vehicle	Riders	Stops	Wheelchair	Para	Distance	Est. Start Time	Est. Finish Time
BTC#1-AM	T-TH	Type III	1	2	N	N	7.60	07:34 AM	07:45 AM
BTC#1-PM	T-TH	Type III	1	2	N	N	7.80	12:00 PM	12:11 PM
CON#1-AM	M-F	Type III	1	2	N	N	0.90	07:32 AM	07:35 AM
CON#1-PM	M-F	Type III	1	2	N	N	0.90	02:25 PM	02:28 PM
<b>CON#2-AM-ONLY</b>	M-F	Type III	1	2	N	N	30.30	06:49 AM	07:30 AM
COR#1-AM	M-F	Type III	2	3	N	N	4.10	07:25 AM	07:35 AM
COR#1-PM	M-F	Type III	2	3	N	N	4.60	02:20 PM	02:35 PM
COR#2-AM	M-F	Type III	1	2	N	N	9.40	07:20 AM	07:35 AM
COR#2-PM	M-F	Type III	1	2	N	N	9.60	02:20 PM	02:34 PM
CV#1-AM	M-F	Type III	3	5	N	N	8.10	07:12 AM	07:30 AM
CV#1-PM	M-F	Type III	3	5	N	N	7.90	02:20 PM	02:41 PM
ECSE#1-AM	M-F	Type III	3	4	N	N	7.80	08:38 AM	08:55 AM
ECSE#1-PM	M-F	Type III	6	7	N	N	9.90	03:00 PM	03:41 PM
ECSE#2-AM	M-F	Type III	4	5	N	N	8.60	08:01 AM	08:25 AM
ECSE#2-PM	M-F	Type III	3	5	N	N	8.40	03:05 PM	03:16 PM
ECSE#3-AM	M-F	Type III	1	2	N	N	3.40	09:15 AM	09:25 AM
EHS#1-AM	M-F	Type III	3	4	N	N	18.70	07:39 AM	08:20 AM
EHS#1-PM	M-F	Type III	3	4	N	N	19.60	03:10 PM	03:48 PM
EHS#2-AM	M-F	Type III	1	2	N	N	11.10	08:04 AM	08:20 AM
EHS#2-PM	M-F	Type III	1	2	N	N	12.20	03:10 PM	03:32 PM
EHS#3-AM	M-F	Type III	2	4	N	N	10.90	08:03 AM	08:20 AM
EHS#3-PM	M-F	Type III	2	4	N	N	11.50	03:10 PM	03:33 PM
EHS#4-AM	M-F	Type III	3	4	N	N	15.40	07:40 AM	08:20 AM
EHS#4-PM	M-F	Type III	3	4	N	N	17.10	03:10 PM	03:53 PM
EHS#5-AM	M-F	Type III	1	2	N	N	10.00	08:06 AM	08:20 AM
EHS#5-PM	M-F	Type III	1	2	N	N	11.10	03:22 PM	03:43 PM
EHS#6-AM	M-F	Type III	1	3	N	N	9.90	07:56 AM	08:20 AM
EHS#6-PM	M-F	Type III	1	3	N	N	9.90	03:15 PM	03:39 PM
<b>EHS#7-PM-ONLY</b>	M-F	Type III	2	3	N	N	10.10	03:15 PM	03:59 PM
EHS#8-AM	M-F	Type III	1	2	N	N	28.60	07:30 AM	08:20 AM
EHS#8-PM	M-F	Type III	2	4	N	N	32.80	03:10 PM	03:51 PM
FV#1-AM	M-F	Type III	1	2	N	N	11.90	08:06 AM	08:25 AM
FV#1-PM	M-F	Type III	1	2	N	N	11.60	03:00 PM	03:21 PM
HESV#1-AM	M-F	Type III	1	2	N	N	9.30	07:21 AM	07:35 AM
HESV#1-PM	M-F	Type III	2	4	N	N	12.00	03:58 PM	04:22 PM
HL#1-AM	M-F	Type III	1	2	N	N	11.50	07:15 AM	07:35 AM
HL#1-PM	M-F	Type III	1	2	N	N	11.80	02:25 PM	02:45 PM
MH#1-PM	M-F	Type III	1	2	N	N	11.60	02:25 PM	02:40 PM
NEC#1-AM	M-F	Type III	2	4	N	N	18.50	08:19 AM	08:45 AM
NEC#1-PM	M-F	Type III	2	4	N	N	16.80	03:25 PM	03:50 PM
PS#1-AM	M-F	Type III	4	5	N	N	17.80	07:50 AM	08:30 AM
PS#1-PM	M-F	Type III	4	5	N	N	18.30	02:30 PM	03:02 PM

### Route Data [2024-25 School Year] (cont'd)

In respect to the privacy of the district families, we are providing summary data only.

- Each "ROUTE" represents a single direction ("leg")
- Reciprocal routes are identified by the Route name and AM/PM designation.
- Wheelchair = Route requires Wheel Chair Lift
- Para = Route requires a Paraprofessional onboard

Route	Days	Vehicle	Riders	Stops	Wheelchair	Para	Distance	Est. Start Time	Est. Finish Time
SEC#1-AM	M-F	Type III	2	3	N	N	5.10	07:42 AM	07:55 AM
SEC#1-PM	M-F	Type III	3	4	N	N	6.70	02:35 PM	02:50 PM
SEC#2-AM	M-F	Type III	2	4	Y	N	5.80	07:42 AM	07:55 AM
SEC#2-AM	M-F	Type III	1	2	N	N	1.80	07:40 AM	07:55 AM
SEC#2-PM	M-F	Type III	3	5	N	N	12.80	02:30 PM	03:19 PM
SEC#2-PM	M-F	Type III	1	2	N	N	1.70	02:25 PM	02:40 PM
SEC#4-AM	M-F	Type III	2	3	N	N	7.30	07:29 AM	07:45 AM
SEC#4-PM	M-F	Type III	2	4	N	N	9.50	02:35 PM	03:03 PM
SEC#5-AM	M-F	Type III	1	6	Y	Y	14.80	09:15 AM	09:45 AM
SEC#5-PM	M-F	Type III	1	6	Y	Y	13.60	02:30 PM	03:10 PM
SV#1-AM	M-F	Type III	1	2	N	N	11.40	08:40 AM	09:00 AM
SV#1-PM	M-F	Type III	1	2	N	N	11.10	04:00 PM	04:16 PM
SV#2-AM	M-F	Type III	1	2	N	N	9.70	08:46 AM	09:00 AM
SV#3-AM	M-F	Type III	2	3	N	N	17.10	08:40 AM	09:15 AM
SV#3-PM	M-F	Type III	2	3	N	N	21.70	04:00 PM	04:49 PM
VV#1-AM	M-F	Type III	2	3	N	N	7.60	08:52 AM	09:15 AM
VV#1-PM	M-F	Type III	3	4	N	N	16.20	04:00 PM	04:28 PM
VV#2-AM	M-F	Type III	4	5	Y	N	7.50	08:55 AM	09:25 AM
VV#2-PM	M-F	Type III	4	6	Y	N	6.20	04:00 PM	04:17 PM
VV#3-AM	M-F	Type III	2	3	N	N	12.90	08:49 AM	09:15 AM
VV#3-PM	M-F	Type III	2	3	N	N	6.60	04:00 PM	04:14 PM
VV#4-AM	M-F	Type III	1	2	N	N	12.50	08:46 AM	09:15 AM
VV#4-PM	M-F	Type III	1	4	N	N	38.00	04:00 PM	05:50 PM
VV#5-AM	M-F	Type III	1	2	N	N	15.70	08:51 AM	09:15 AM
VV#5-PM	M-F	Type III	1	2	N	N	16.20	04:00 PM	04:30 PM
WEC#1-AM	M-F	Type III	1	2	N	N	6.00	11:16 AM	11:25 AM
WEC#1-PM	M-F	Type III	1	2	N	N	6.20	02:55 PM	03:11 PM
WEC#2-AM	M-F	Type III	3	4	N	N	13.40	07:54 AM	08:20 AM
WEC#2-PM	M-F	Type III	3	4	N	N	12.60	03:05 PM	03:30 PM
WEC#3-AM	M-F	Type III	1	2	N	N	12.40	08:12 AM	08:30 AM
WEC#3-PM	M-F	Type III	1	2	N	N	13.40	03:00 PM	03:17 PM



## Submission Worksheet

### Your Company Information

<b>Company Name</b>	Twin City Transportation, Inc	<b>Address</b>	1408 Northland Dr #101
<b>City</b>	Mendota Heights	<b>State</b>	Minnesota
<b>Zip</b>	55120	<b>Contact Name</b>	Jeff Jungwirth
<b>Contact Email</b>	jjungwirth@tctinc.org	<b>Contact Phone #</b>	612-366-0936
<b>Full-Service Provider (employee drivers &amp; owned vehicles) or Subcontractor?</b>	Full-service (Employees only)		

### References

	School District	Years served	Daily Routes Served	Contact Name	Direct Phone#	Contact Email
#1	Edina	10+	30	Carrie Rutz	952-848-4977	Caroline.Rutz@edinaschools.org
#2	Richfield	10+	113	Dan Kretsinger	612-798-6081	dan.kretsinger@rpsmn.org
#3	Bloomington	10+	115	Laura Eastridge	952-681-6331	leastridge@isd271.org

### Qualifications Checklist

Question	Your Response [Y/N]
Are you eligible to provide Student Transportation Services to public school districts in the State of Minnesota?	Y
Have you reviewed and agree to all Terms and Conditions stated in this agreement?	Y with exceptions listed
Has any district or charter school terminated a contract with your organization BEFORE end of maximum term in past five years?	N

<p>If <b>YES</b>, please share the circumstances for which your contract was terminated.</p>	
--	--

**Your Fleet**

Description	Total Quantity	Average Age of Vehicle [YEARS OLD]	Oldest Vehicle in Service [YEARS OLD]
Type III Vehicle	190	3 ( 35 2025's 42 2024's )	8
Type III Vehicle w/ wheelchair lift	10	All 2022's	3
Specialty Care Vehicle	9	3 2024's 6 2019's	6
Type A Bus	0	0	0
Type A Bus w/ wheelchair lift	0	0	0
Drivers w/CDL	0		
Total Drivers (All)	181		
Paraprofessional (Bus Aide)	45		

**Questions and Points-of-Interest**

Question/POI	Your Response
What are your dispatch hours?	6 am – 6 pm M-F
What is your vehicle/route to dispatch ratio? [X:X]	We currently have 4 dispatchers
Please share how much time you require to add a scheduled route after request is submitted. [DAYS]	Usually, 2 days
Please share how quickly a scheduled route can be cancelled and when route charges will be terminated.	Immediately/same day
Please describe how students, district staff, and families can identify your vehicles (branding, signage, consistent color/model, etc.)	All vehicles have our trademark TCT Logo permanently on both sides and rear of vehicle (no magnetic signs). Each vehicle also has a unit number posted on both sides. 95% of our vehicles are white with our blue logo. (Covid limited our availability of white vehicles for a while)

**Questions and Points-of-Interest (cont'd)**

Question/POI	Your Response
<p>Please describe how you communicate with your drivers during routes.</p>	<p>All drivers have a tablet with two-way communication abilities. The tablet also ties into our proprietary dispatch/scheduling/billing software. Short messages can also be sent through our Zubie gps/camera system if necessary.</p>
<p>Please describe if/how the district can communicate with your drivers?</p>	<p>Districts call into our dispatch center for any communication that needs to be relayed to a driver.</p>
<p>Please describe how route delays are communicated to district.</p>	<p>Route delays are relayed from our dispatch center to the district. Dispatchers are continually monitoring our "live" gps software to validate drivers are where they are supposed to be.</p>

## Questions and Points-of-Interest (cont'd)

Question/POI	Your Response
Please describe how and when 'no loads' are communicated to the district.	Each day at 10am our software sends a detailed report of no-loads to every district we serve.
What GPS System is utilized in your fleet?	Zubie
Can the district access this application to track routes assigned to you?	No. The district can call our dispatch center at any time and receive a vehicle trip map for any route in question. Because our vehicles are used for many different districts and so many changes that occur with routes/drivers/vans we are unable to provide a direct access to the gps due to HIPPA and other regulations.

Questions and Points-of-Interest (cont'd)

Question/POI	Your Response
<p>What is the camera system/configuration in your Type III vehicles?</p>	<p>Zubie</p>
<p>What is the camera system/configuration in your Type A vehicles?</p>	<p>N/A</p>
<p>How long does your organization store video footage files?</p>	<p>Varies, depending on the usage of the vehicle approximately 14 days</p>
<p>How quickly would you be able to send the district requested video footage?</p>	<p>Same day</p>

### Proposed Pricing for Peak Time

Pricing applies to all routes starting **between the hours of 06:30-09:30 OR 14:00-16:30 during school year.**

For any vehicles or services, you will NOT be quoting, simply type "No quote" near that vehicle or service type.

Vehicle Type	Proposed Price for Live Time (\$)	U/M billing increments	Proposed Minimum per Route Segment*
Type III Vehicle (7-8 passenger)	See attachment		
Type III Vehicle w/ wheelchair lift	See attachment		
Type III Vehicle (10 passenger)	See attachment		
Type A Bus	No Quote		
Type A Bus w/ wheelchair lift	No Quote		
Type C Bus	No Quote		
Aide	See attachment		

\*Segment defined as one tier (to OR from) of route

### Proposed Pricing for NON-Peak Time

Pricing applies to all routes starting **runs starting during the NON-peak times described above (field trips, etc.) during school year and ALL summer routes.**

For any vehicles or services, you will NOT be quoting, simply type "No quote" near that vehicle or service type.

Vehicle Type	Proposed Price for Live Time (\$)	U/M billing increments	Proposed Minimum per Route Segment*
Type III Vehicle (7-8 passenger)	See attachment		
Type III Vehicle w/ wheelchair lift	See attachment		
Type III Vehicle (10 passenger)	See attachment		
Type A Bus	No Quote		
Type A Bus w/ wheelchair lift	No Quote		
Type C Bus	No Quote		
Aide	See attachment		

\*Segment defined as one tier (to OR from) of route

### Proposed Pricing – Other Fees

Please share any other fees the district may be assessed during the life of the agreement. Any fee NOT disclosed in this section below can NOT be charged to the district without written approval from the district administration.

You may use the additional **open "Fee Type"** spaces below to propose any other potential additional fees.

Fee Type	Fee (\$ or %)	Unit of Measure
Administrative/Management Fee	See attachment	
Specialty Care Vehicle Fee	See attachment	
Child Seat Fee	See attachment	
Fuel Surcharge	See attachment	

### Maximum Annual Rate Increases

Vehicle Type	Proposed Rate Increase
	Year 2 (%) See attachment
	Year 3 (%) See attachment
	Year 4 (%) See attachment

## **Twin City Transportation Benefit Adds:**

In addition to meeting all requirements in the RFP Twin City Transportation also provides these additional benefits that separate us from the other transportation providers.

First and foremost ***is an open-door policy***. We not only invite our district partners in to visit us, we insist on it.

Company History – TCT has been providing specialized transportation for over 35 years.

**Technology** - custom student management software, GPS, cameras, route request ticket management software

**Training** – STS courses, Type III, annual back to school

**Staffing** – employee based – No sub-contractors

**Insurance coverages** – higher limits, sexual molestation coverage

**Fleet** – size, geographic locations, age

**State of the art Technology** – built for transparency and cost savings

***Custom student data/ management software.*** This proprietary software allows Twin City Transportation to manage each route daily down to the individual students. No Load reports are generated daily and emailed automatically to the district. This allows the district to cancel afternoon routes, which saves money. It also provides a track record of each student's rides, which allows the district to make changes when necessary to save costs and improve efficiencies. The software automatically separates the cost associated for each student's use of transportation services or any cost associated for an aide. This allows the district to see what each student's transportation costs are. *The software creates reports filtered by Mars and Finance codes to make State and Federal reporting easier, allowing office staff more time to focus on other matters.*

**GPS** units on ALL vehicles, which shows current locations and an unlimited history of the vehicles path and speed. Also shows vehicle maintenance status.

Two way (dual camera) **cameras** are provided. These cameras record both video and audio. One camera is also an infrared camera allowing it to record the inside of the vehicle in darkness.

## Training

No Type III bus companies match our training. TCT provides an additional 20 hours of specialized training in first aid, abuse prevention, passenger assistance, and defensive driving. Twin City Transportation has *4 certified MN DOT Trainers on staff.*

Our back to school training is 12+ hours and includes speakers from the State Patrol, school districts, disability awareness groups, fire departments, and more. We invite, and encourage, our districts to speak at our training events allowing them to directly talk to the drivers they will be dealing with during the school year.

## Staffing

Twin City Transportation is employee based. **No sub-contractors.** This allows full control to be held by the company. All background checks and MVRs are performed by Twin City Transportation.

Twin City Transportation use an outside agency to *monitor driver MVR's daily.* Any change in a drivers MVR is reported almost instantaneous. The state requirement requires that it is only checked once annually.

*4 certified reasonable suspicion personnel on staff.*

### Other staff

4 dispatchers	Monitor and assist drivers
3 Fleet supervisors	Monitor vehicle statuses and maintenance
1 Safety Manager	Monitor Driver safety/Training
2 HR	Hiring etc....
2 Payroll	Payroll

## Insurance coverages

Twin City Transportation currently exceeds the mandatory coverage limits with a 5,000,000 policy.

TCT also carries:

**Sexual molestation coverage - \$1,000,000**      hard to get

## Fleet Information

All TCT vehicles are inspected by the MN State Patrol.

We currently have over 190 vehicles allowing for high saturation.

All 190 vehicles are less than 8 years old and 40% of fleet is less than 2 years old.

**100 vehicles are 7 passengers + driver** allowing for more students to ride and therefore less routes saving valuable dollars.

**10 vehicles are wheelchair accessible.**

Twin City Transportation has **9 specialized care vehicles** that are custom built for students that require a controlled space for their transport. These minivans are built with polycarbonate glass for safety and tinted windows that allows the vehicle not to look any different than a regular minivan. This helps eliminate the negative appearance of a student riding in and showing up to school in a modified squad car with bars on the windows.

Twin City Transportation also has 2 vans that have been modified to control UV light for students that require extra UV protection.

Spread over the 11-county metro area allowing for expansive coverage. Allows for district ride sharing between districts going to the same programs. Route costs are then shared saving all districts involved.

## Schedule 1

### Standard Rates:

\$2.08 per minute live time

55 minute minimum (\$114.40) per route AM/MID/PM

Bus Aide - \$39 per hour – 2 hour minimum

Routes start at first student/or aide scheduled on route and end at destination

3% management fee (routing, dispatch, billing, reports)

3% employee wellness fee

### Specialty vehicle additional charges:

Large van - \$10 (8 passenger 7 or more + driver)

Lift equipped vehicle - \$40

SCV – (Specialty Care Vehicle) \$279 per route AM/MID/PM

Annual Rate Increase:   3  % or CPI whichever is greater

**SCHOOL CLOSINGS OR CHANGES IN SCHEDULE.** Whenever school is canceled for: a) health and safety concerns; b) inclement weather or impassibility of roads; or c) force majeure, including but not limited to, civil disturbance, fire, riot, war, terrorism, unless otherwise set forth in Schedule 1, District shall pay Twin City ninety four and 33/100<sup>th</sup> percent (94.33%) of the amount that would be owing to Twin City based upon the greater of the actual schedule trips had school not been cancelled for each day school so canceled, or the actual scheduled trips prior to the cancellation event for such transportation (“Adjusted Net Amount”). District shall use its best efforts to notify Twin City by 5:00 a.m. on such day of a cancellation.

Should school be delayed, or an early dismissal occurs, District shall pay Twin City its daily rate for each such day school is so delayed or dismissed. District shall use its best efforts to notify Twin City no later than two (2) hours before the delay or early dismissal.

Should distance learning be implemented prior to the beginning of the start of the school year, District shall pay Twin City ninety four and 33/100<sup>th</sup> percent (94.33%) of the amount that would be owing to Twin City based upon the previous school years Jan1st through May 30<sup>th</sup> daily average. As in-person learning returns District shall pay the difference between provided services and previous school years Jan1st through May 30<sup>th</sup> daily average.

Should distance learning be implemented by the District or the State of Minnesota, Twin City shall provide any and all reasonable transportation services that District requests in District’s efforts to facilitate distance learning or to facilitate services which may include, but are not limited to, delivering meals, delivering student learning materials, picking up student materials, providing emergency transportation, and providing transportation for children and employees related to childcare. During any distance learning period, District shall pay Twin City at least the Adjusted Net Amount.

Twin City will continue to pay it’s employees during these school closings or changes in schedule.

04/24/2025



## Request for Proposal/Quote:

### Supplementary Student Transportation Services

#### Opportunity Overview

Edina Public Schools (ISD #273) "DISTRICT" is requesting proposals (including pricing quotes) for Supplementary Student Transportation Services from qualified providers "CONTRACTOR" to provide student transportation services to supplement the district's internal student transportation operations – notably Special Ed trips, out of district trips and athletic/field trips.

The district would like to partner secure primary relationships with a vendor for Type C, Type A, and Type III buses – or all three if possible.

Routes required will include Special Education, Out-of-District students, as well as activity and charter routes.

Following the evaluation of proposals, the district reserves the right to negotiate with any contractor which submits a qualifying proposal pursuant to M.S.123.37 subd.1b.

The ability and experience of the contractor in working with the students with disabilities is always of paramount importance.

#### Contract Terms

The awarded contract will be for school years of 2025-2026, 2026-2027, with two (2) additional one-year district options for the 2027-2028, and 2028-2029 school years.

#### Submission Process

- Review the Terms and Conditions section to confirm eligibility
- Review all data provided within this document
  - System data and specifications
  - Process/service expectations and requirements
- Contractors are NOT required to submit quotes on ALL services requested
  - Partial quotes **WILL** be accepted and considered
- Questions can be submitted via email to [ktrites@catalystsourcing.com](mailto:ktrites@catalystsourcing.com)
- Submit your proposal via email to [ktrites@catalystsourcing.com](mailto:ktrites@catalystsourcing.com) **no later than 5/9/2025 by 10:00 AM (CENTRAL)**.
  - Required items:
    - Completed RFQ Submission worksheet (included in this packet)

#### Process Timeline

Action Item	Date
<i>Request documentation released</i>	<b>4/17/2025</b>
<i>Proposals/Quotes Due</i>	<b>5/9/2025</b>
<i>Contract Selection (no later than)</i>	<b>6/1/2025</b>

#### Evaluation Criteria

Criteria	Weight (%)
Total Service Cost	<b>40%</b>
Service capabilities (vehicle types, coverage, reporting, fleet technology)	<b>20%</b>
Reporting capabilities	<b>15%</b>
Reputation/References	<b>25%</b>

## RFP Process Terms and Conditions

1. **Invitation**
  - The invitation to RFP/RFQ, which is attached hereto, and everything contained therein is adopted by reference and made part of these specifications and conditions.
2. **Eligibility & Compliance with Federal and State Law**
  - Contract assures the district that they have complied with all applicable Federal and State laws, regulations, and rules. All projects are subject to compliance with the prevailing wage schedule issued by the Minnesota Department of Labor and Industry."
3. **Term and Options**
  - The agreement awarded will have an initial term of two (2) years with two (2) additional one-year renewal options.
4. **Specifications**
  - Specifications provided are based on recent years. Due to the nature of transportation services, the service specifications as it relates to route quantities, rider density, vehicle type requirements, and route designs can vary during contract term based on the district's present needs.
5. **Acceptance/Rejection**
  - The district reserves the right to reject any or all proposals or portions thereof, or to waive any irregularities or informalities therein.
  - The district reserves the right to refuse to consider the RFP of a supplier who is not known to be reliable, skilled, and regularly engaged in providing the service and goods for which the RFPs were invited. In addition, the district may require of any supplier's evidence satisfactory to the district, of the supplier's financial responsibility, and ability to perform the services efficiently, economically, and satisfactorily and ability to perform the services and deliver the goods required by the district efficiently, economically, and satisfactorily. The district may consider the foregoing factors in determining the lowest responsible supplier.
6. **RFP and Award Options**
  - The district reserves the right to:
    - Award this contract in part or whole to a single contractor
    - Reject any or all qualifying proposals
    - Negotiate with any contractor which submits a qualifying proposal pursuant to M.S.123.37 subd.1b.
    - Waive informalities or minor irregularities in RFP/RFQ and waive minor irregularities or discrepancies in contractor's procedure
    - Cancel a contract entered with the successful contractor at any time, upon 30 days' written notice, to the contract Contractor if the district's standards are not met
    - The district is solely responsible for rendering the decision in matters of interpretation of all terms and conditions.
    - The district, in determining the lowest responsible contractor, will consider in addition to the RFP process, the quality, suitability and adaptability of the item(s) to be purchased for the use for which it is intended.
7. **Pricing, Fees, and Surcharges**
  - Contractor must provide detailed pricing including all additional fees or surcharges that the contractor may assess during the life of the agreement
    - Any fee or surcharge not disclosed in the contractor's proposal can NOT implemented invoiced to the district without the written approval from the district.
8. **Fuel Surcharges**
  - Due to the significant fluctuation of the cost of diesel fuel, the District will consider a fuel surcharge using a sliding scale that addresses both a declining and an increasing market based on the Average on Highway Diesel Cost in the Midwest furnished by the Federal Energy Information Administration which can be viewed at [www.eia.doe.gov](http://www.eia.doe.gov), on the last Monday of each calendar month. Please include what you would invoice as a fuel surcharge in your RFP.

## RFP Process Terms and Conditions (cont'd)

### 9. Collusion and Antitrust

- By signing and submitting your proposal, you are under penalty of perjury, that the pricing contained herein has been arrived at independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other contractor of materials, supplies, equipment, or services, described in the invitation to quote, designed to limit independent quoting or competition.
  - In addition, the contractor hereby assigns the district and all claims for overcharges as to goods and materials purchased in connection with this project resulting from antitrust violations which arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota. This clause also applies to subcontractors and first-tier supplies under this contract.

## General Terms and Conditions

### 1. Contract

- A district purchase order or signed agreement constitutes a binding contract.
  - No substitutions or cancellations permitted without approval of district.
  - Failure to meet specifications in the proposal and/or agreement authorizes the district to cancel the contract or any portion of it and purchase services elsewhere and charge the full increase (if any), in the cost and handling to the defaulting contractor.
  - Initial term = 8/25/2025 – 8/24/2027
    - First renewal term = 8/25/2027 – 8/24/2028
    - Second renewal term = 8/25/2028 – 8/25/2029

### 2. Governing Law

- This quote and any ensuing contract or purchase order shall be governed by the Laws of the State of Minnesota

### 3. State Audit

- The books, records, documents, and accounting procedures of the Contractor relevant to this Agreement shall be subject to examination by the contraction department and either the legislative auditor or state auditor.

### 4. Terms of Payment

- Payments will be according to Minnesota Statute 471.425, currently providing for payment within 35 days after receipt of the merchandise or the invoice, whichever comes latest. Nothing in the supplier RFP/RFQ, contract, or invoice will override this provision.

### 5. Sales Tax

- Minnesota Clauses: Instrumentalities of the State of Minnesota are not subject to the State of Minnesota Sales Tax pursuant to Minnesota Laws of 1967, Extra Session, Chapter 32, Article XIII, Section 25, Sub 1, Para. Default

### 6. Requirements for service providers

- Contractor employees, sub-contractors, and volunteers, and all other forms of personnel who will be providing services to the district must have been subject to a state and federal criminal background check and drug/chemical screening within the last twelve months.

### 7. Insurance Requirements

- You will be required to provide proof of insurance as requested by district. Coverage levels described below should be considered MINIMUM requirements.

Coverage Description	Minimum Coverage
Worker's Compensation - State Statutory Employer's Liability	\$500,000
Bodily Injury and Liability	\$1,000,000 per individual
Property Damage Liability	\$1,000,000 per accident
Medical Payments	\$5,000 per person
Uninsured Motorist Coverage	\$10,000/\$20,000
Excess Liability Coverage	\$5,000,000
Sexual Abuse/Molestation	\$1,000,000 per occurrence

**General Terms and Conditions (cont'd)**

**8. Nondiscrimination**

- Contractor will not engage in any discriminatory employment practice

**9. Performance and Liquid Damages**

- To assure service quality, timeliness, and compliance, the district reserves the right to assess liquidated damages in the amount specified for each of the following performance deficiencies (all damages will be deducted monthly)

<b>Description</b>	<b>Liquidated Damage</b>	<b>U/M</b>
1-10 minutes late arrival within contractor control	\$50.00	per deficiency
Failure to report late running trip over 10 minutes by phone or logging system	\$50.00	per deficiency
11-19 minutes late arrival within contractor control	\$75.00	per deficiency
20 minutes late arrival within contractor control	\$150.00	per deficiency
District personnel placed on hold for more than 15 minutes when contacting customer support	\$50.00	per deficiency
Illegal use of equipment (un-inspected equipment, unlicensed driver, uninsured equipment)	\$5,000.00	per deficiency
Unattended child left in the vehicle	\$5,000.00	per deficiency
Missed route - Route not run or combined ("doubled-up) with another route	\$1,000.00	per deficiency
Unreported accident with students in vehicle	\$5,000.00	per deficiency
Staffing not at 95% of contracted levels OR monthly staffing reports not provided to school district	\$1,000.00	per month
Running out of fuel while on route	\$500.00	per deficiency
Inability to provide video within 1 business day of each request	\$500.00	per deficiency
Driver operating without the use of a seat belt	\$500.00	per deficiency
Inoperable radio on bus (Damaged prior to dispatch or turned off by driver)	\$500.00	per deficiency
Intentional operation of an overloaded bus (overload calculated by district measures above)	\$500.00	per deficiency
Unauthorized deviations from route	\$500.00	per deficiency
Unauthorized stop	\$500.00	per deficiency
Failure to provide access to GPS tracking of vehicles to district	\$500.00	per day
Unapproved use of subcontractors on route	\$500.00	per deficiency
Inoperable video recording system on the bus	\$500.00	per deficiency
Timely data exchange (routes, stops)	\$250.00	per deficiency

## Vehicle Specifications

*Specifications apply to all vehicles unless otherwise noted*

### 1. Condition, Maintenance, and Compliance

- Vehicles must meet or exceed the current "National Standards for School Buses and Operations" as adopted by the National Conference on School Transportation
- Vehicles will comply with all Federal and State of Minnesota regulations, laws, and rules for school bus operations
- District reserves the right to review maintenance and/or inspection records at any time during the agreement term
  - The contractor shall notify the Transportation Office of all scheduled inspections of vehicles by the Minnesota State Patrol. Upon inspection of vehicles, the contractor shall forward a copy of each "Driver/vehicle examination report" for any vehicle that fails inspection to the Transportation Office by the second (2) working day
    - Any vehicle failing to pass a State of Minnesota Motor Vehicle inspection shall not be used by the contractor until such time said vehicle has been repaired or replaced and re-inspected for approved service
  - Seven days prior to the first day of each school year under this contract, the contractor shall provide Edina Public Schools with the following information on all vehicles used to transport district students:
    - Make, model year and VIN number of each vehicle
    - State license number and safety inspection sticker number
    - Capacity of vehicle
    - Specialized equipment on vehicle
    - Ownership of vehicle
    - Current odometer reading
    - Vehicle maintenance history and past safety inspections shall
- All vehicles must be subject to a pre-trip review for safe operation prior to any route
- Contractor must provide an adequate number of vehicles for the exclusive use of district during the regular morning pick-up time before school and the regular afternoon drop-off time after school for dedicated routes.
  - In addition, standby vehicles and trained drivers knowledgeable of routes and location of student's homes must be available for students who are both ambulatory and use wheelchairs at any time of the day to any metro area location.
    - Contractor agrees that sufficient extra buses shall be provided and available in order to meet normal and emergency breakdowns, accommodate shuttles, field and athletic trips, mechanical failures, emergency situations and any supplementary services that may be required by district.
      - All spare/activity buses shall be equipped and maintained in the same manner as regular route buses.

### 2. Fleet Appearance/Sanitization

- Vehicles shall be kept clean and sanitized
- District requests that any Type C buses utilized for schedule daily routes feature "Edina Public Schools" on the side.

### 3. Seatbelts and Restraints

- Contractor will provide booster seats and other necessary student securement/restraint systems (safety vests and cam straps) that are needed under the terms of the Agreement and the laws pertaining to special education.
- Company shall maintain all School District-owned safety seats, booster seats, and necessary securement/restraint systems as needed. The Company will be required to inventory, clean, and maintain all School District securement systems on behalf of School District annually.
- Company shall use wheelchair securement systems (ratchet type tie-downs) as approved by School District and the driver will follow School District prescribed tie-down procedure.

## Vehicle Specifications (cont'd)

**Specifications apply to all vehicles unless otherwise noted**

### 4. Wheelchair Lift Equipment

- When required to meet School District's routing needs, contractor will provide vehicle equipped with wheelchair lift equipment that meets or exceeds rules, laws, and requirements set by:
  - ADA
  - Federal
  - State of Minnesota

### 5. GPS

- Each vehicle in the company fleet shall be equipped with a GPS system that conforms to the needs and specifications of district
- Access to GPS data and any required software tools shall be provided to district

### 6. Two-way radio

- All vehicles shall feature a two-way communication system in working condition

### 7. Audio/Video Recording Systems

- School District requires that all vehicles be equipped with digital video & audio recording systems.
- If the School District requests a copy of a video from a camera, contractor must upload it to a secure FTP site or electronic means of transferring video that the district can access or deliver the requested video before 11:00 AM the following day. Company shall ensure that the video camera systems are properly installed and operational in all buses. The Company shall ensure that each video system is a "locked system" that may be accessed only by authorized personnel (staff designated by the School District and manager and supervisor level Personnel of Company). Company is responsible, at its expense, for maintenance, repair and replacement of such video systems. Company shall inspect video systems during regularly scheduled maintenance and inspections to ensure that the system is functioning as intended, including during times of extreme weather conditions. Company will ensure that all recorded video and audio will be archived for a minimum of fifteen (15) school days.
- Video Recording systems can be provided to Company by School District

### 8. Child Check Electronic Alarm System

- All Type C or larger buses must be equipped with a child check electronic alarm system in the rear of the bus

### 9. Changes in Laws or Requirements

- If the School District or any governmental agency imposes additional equipment requirements other than those set forth in this Agreement, which are specific requirements for the operation of this Agreement or immediate installation is required for continuing operation of the Vehicles, Company and the School District shall negotiate in good faith concerning price increases applicable to such equipment installation and any associated increase in Vehicle maintenance costs.

## Contractor Personnel Specifications

### 1. Licensing and Regulatory

- All drivers must meet pertinent state and federal qualifications for transporting students and the vehicle type they will be driving.
- The district may request evidence of such qualifications at any time.

### 2. Fitness for Duty

- CONTRACTOR shall screen all personnel carefully as to ability, reliability, integrity, general fitness, compassion, and understanding for students.
  - Driver's accident record will also be considered.
- All personnel must have been subject to a complete background check prior to service and no less than once every 24-months moving forward.

## Contractor Personnel Specifications (cont'd)

### 3. Training

- It is required that all drivers employed by the successful contractor either have taken a recognized defensive driving course or be enrolled in the next available course.
- Drivers must be trained in basic first aid, cardiopulmonary resuscitation techniques and be knowledgeable of Hennepin County Child Protection Guidelines.
- Aides and drivers shall be trained in the proper use of seatbelts and car seats utilized for safe transportation.
- Staff, drivers and aides will be given Edina Schools training materials prior to driving an Edina trip

### 4. Special Education

- Drivers and Aides must be capable to assist a student requiring to be physically lifted on to or out of the vehicle.
- In-service training should be provided by the contractor relating to the needs of the students with disabilities being transported including transfer methods such as Eye-to-Eye (E2E), Hand-to-Hand (H2H), and/or independent transfer.
- Contractor will be responsible to assure assigned Aides are trained to understand student behavioral plans

### 5. Appearance and Behavior

- Personnel shall conduct themselves in a professional manner, maintaining a good physical appearance, and demonstrating both character and conduct which are exemplary for the students.
  - Should personnel fail to maintain these standards, the District shall have the right to request replacement of the driver or such additional training as is necessary to elevate the driver's performance to an acceptable standard.

***In the event of any controversy as to the efficacy of a specific route, the District will have the final decision on any modification.***

## Operating/Service Specifications

### 1. Driver Assignments

- Whenever possible, the contractor shall use the same driver for the same specific routes
  - Any changes of a permanent nature must be reported to the Supervisor of Special Education
- Substitute drivers shall be trained in advance of being needed to drive a specific route to assure students arrive at their destination on time
  - Training must include familiarity with all the contractor's routes in the district

### 2. Assignment of Aides

- Bus aides will be assigned at the request of Edina staff.

### 3. Rider Boarding

- Contractor personnel shall assist physically lifting a student in or out of the vehicle when required.
- Contractor personnel is required to properly buckle the students into the car seats and physically confirm security of each student's seat belt.

### 4. Rider Management

- Drivers shall be responsible for the maintenance of discipline on buses
- CONTRACTOR will follow district guidelines regarding disciplinary procedures
  - Serious and/or continuous disciplinary problems shall be reported to the principal of the school in which the student is enrolled.
- District may discontinue the right of service for any student for any period of time.
  - Under no circumstances shall transportation be denied to any passenger if such transportation is requested by the district
- Aides shall learn and support student behavioral plans and/or transportation modifications of specific students

### 5. Tobacco Use

- Tobacco use of any kind is strictly forbidden during the execution of district routes

### 6. Unauthorized Stops

- No personal stops or deviations in the route are permitted unless for emergency purposes

### 7. Unauthorized Riders

- Unauthorized persons shall not be allowed to ride with students who are being transported unless approved by district.
  - Unauthorized persons are defined as siblings, parents, teachers, and students of other districts

### 8. Communications

- Contractor must notify Edina Dispatch if the vehicle will be more than 10 minutes late
  - After hours contact numbers must be provided
  - Contractor must be able to use district provided software

## Operating/Service Specifications (cont'd)

### 9. Accident Reporting

- The Contractor shall submit an immediate verbal report of any accident to the District Transportation Office and the particular school the route is servicing.
- A detailed written report of any accident involving the transportation of district students under this contract shall be submitted within twenty-four (24) hours of the accident.
  - A copy of the police report shall be submitted within seventy-two (72) hours after the accident.
  - The contractor shall also submit to District Transportation Office a report on any accident involving a school vehicle, with the absence of children in transport while in the performance of this contract within 24 hours of the accident.

### 10. Customer Service

- Contractor is responsible to have a dispatcher available every school day 6:30 a.m. and more than one telephone line shall be able to be accessed by parents.
  - The Dispatcher should be knowledgeable of when all vehicles have departed from the garage.
- Contractor shall provide district phone support during operating times
  - District requests shall be handled in a timely, expedited fashion.
    - District staff calls will be returned within 15 minutes of initial call
    - District staff shall NOT be put on hold for longer than 15 minutes

***Failure on the part of the contractor to fully comply with any of the above specifications in this section will be noted by the Director of Special Education and an adjustment to the monthly billing could result.***

## Financial Specifications

### 1. Payment terms and methods

- Payments will be according to Minnesota Statute 471.425, currently providing for payment within 35 days after receipt of the merchandise or the invoice, whichever comes latest.

### 2. Billing

- Contractor is responsible to provide invoice data in the format required for district reporting – this can include:
  - The identity of the school services provided to
  - # of Days in Month that Services provided
  - Route Number
  - Route Description
  - Contract Rate and Extended
  - Date, Description, and Rationale of any non-standard charges
  - Daily Mileage

### 3. Pricing and Fees

- Pricing will be proposed on the per route or hourly basis
  - Pricing should feature a minimum and be invoiced in 10-minute increments
- All fees to be charged must be disclosed in contractor's proposal or can NOT be charged without written approval from district

### 4. Route Cancellations

- There shall be no charge by the contractor for transportation which is terminated due to school closing or other reasons

### 5. Rate Increases

- Maximum rate increases must be presented within their proposal for each year of the contract.

## Route Data [2024-25 School Year]

In respect to the privacy of the district families, we are providing summary data only.

- Each "ROUTE" represents a single direction ("leg")
- Reciprocal routes are identified by the Route name and AM/PM designation.
- Wheelchair = Route requires Wheel Chair Lift
- Para = Route requires a Paraprofessional onboard

Route	Days	Vehicle	Riders	Stops	Wheelchair	Para	Distance	Est. Start Time	Est. Finish Time
BTC#1-AM	T-TH	Type III	1	2	N	N	7.60	07:34 AM	07:45 AM
BTC#1-PM	T-TH	Type III	1	2	N	N	7.80	12:00 PM	12:11 PM
CON#1-AM	M-F	Type III	1	2	N	N	0.90	07:32 AM	07:35 AM
CON#1-PM	M-F	Type III	1	2	N	N	0.90	02:25 PM	02:28 PM
<b>CON#2-AM-ONLY</b>	M-F	Type III	1	2	N	N	30.30	06:49 AM	07:30 AM
COR#1-AM	M-F	Type III	2	3	N	N	4.10	07:25 AM	07:35 AM
COR#1-PM	M-F	Type III	2	3	N	N	4.60	02:20 PM	02:35 PM
COR#2-AM	M-F	Type III	1	2	N	N	9.40	07:20 AM	07:35 AM
COR#2-PM	M-F	Type III	1	2	N	N	9.60	02:20 PM	02:34 PM
CV#1-AM	M-F	Type III	3	5	N	N	8.10	07:12 AM	07:30 AM
CV#1-PM	M-F	Type III	3	5	N	N	7.90	02:20 PM	02:41 PM
ECSE#1-AM	M-F	Type III	3	4	N	N	7.80	08:38 AM	08:55 AM
ECSE#1-PM	M-F	Type III	6	7	N	N	9.90	03:00 PM	03:41 PM
ECSE#2-AM	M-F	Type III	4	5	N	N	8.60	08:01 AM	08:25 AM
ECSE#2-PM	M-F	Type III	3	5	N	N	8.40	03:05 PM	03:16 PM
ECSE#3-AM	M-F	Type III	1	2	N	N	3.40	09:15 AM	09:25 AM
EHS#1-AM	M-F	Type III	3	4	N	N	18.70	07:39 AM	08:20 AM
EHS#1-PM	M-F	Type III	3	4	N	N	19.60	03:10 PM	03:48 PM
EHS#2-AM	M-F	Type III	1	2	N	N	11.10	08:04 AM	08:20 AM
EHS#2-PM	M-F	Type III	1	2	N	N	12.20	03:10 PM	03:32 PM
EHS#3-AM	M-F	Type III	2	4	N	N	10.90	08:03 AM	08:20 AM
EHS#3-PM	M-F	Type III	2	4	N	N	11.50	03:10 PM	03:33 PM
EHS#4-AM	M-F	Type III	3	4	N	N	15.40	07:40 AM	08:20 AM
EHS#4-PM	M-F	Type III	3	4	N	N	17.10	03:10 PM	03:53 PM
EHS#5-AM	M-F	Type III	1	2	N	N	10.00	08:06 AM	08:20 AM
EHS#5-PM	M-F	Type III	1	2	N	N	11.10	03:22 PM	03:43 PM
EHS#6-AM	M-F	Type III	1	3	N	N	9.90	07:56 AM	08:20 AM
EHS#6-PM	M-F	Type III	1	3	N	N	9.90	03:15 PM	03:39 PM
<b>EHS#7-PM-ONLY</b>	M-F	Type III	2	3	N	N	10.10	03:15 PM	03:59 PM
EHS#8-AM	M-F	Type III	1	2	N	N	28.60	07:30 AM	08:20 AM
EHS#8-PM	M-F	Type III	2	4	N	N	32.80	03:10 PM	03:51 PM
FV#1-AM	M-F	Type III	1	2	N	N	11.90	08:06 AM	08:25 AM
FV#1-PM	M-F	Type III	1	2	N	N	11.60	03:00 PM	03:21 PM
HESV#1-AM	M-F	Type III	1	2	N	N	9.30	07:21 AM	07:35 AM
HESV#1-PM	M-F	Type III	2	4	N	N	12.00	03:58 PM	04:22 PM
HL#1-AM	M-F	Type III	1	2	N	N	11.50	07:15 AM	07:35 AM
HL#1-PM	M-F	Type III	1	2	N	N	11.80	02:25 PM	02:45 PM
MH#1-PM	M-F	Type III	1	2	N	N	11.60	02:25 PM	02:40 PM
NEC#1-AM	M-F	Type III	2	4	N	N	18.50	08:19 AM	08:45 AM
NEC#1-PM	M-F	Type III	2	4	N	N	16.80	03:25 PM	03:50 PM
PS#1-AM	M-F	Type III	4	5	N	N	17.80	07:50 AM	08:30 AM
PS#1-PM	M-F	Type III	4	5	N	N	18.30	02:30 PM	03:02 PM

### Route Data [2024-25 School Year] (cont'd)

In respect to the privacy of the district families, we are providing summary data only.

- Each "ROUTE" represents a single direction ("leg")
- Reciprocal routes are identified by the Route name and AM/PM designation.
- Wheelchair = Route requires Wheel Chair Lift
- Para = Route requires a Paraprofessional onboard

Route	Days	Vehicle	Riders	Stops	Wheelchair	Para	Distance	Est. Start Time	Est. Finish Time
SEC#1-AM	M-F	Type III	2	3	N	N	5.10	07:42 AM	07:55 AM
SEC#1-PM	M-F	Type III	3	4	N	N	6.70	02:35 PM	02:50 PM
SEC#2-AM	M-F	Type III	2	4	Y	N	5.80	07:42 AM	07:55 AM
SEC#2-AM	M-F	Type III	1	2	N	N	1.80	07:40 AM	07:55 AM
SEC#2-PM	M-F	Type III	3	5	N	N	12.80	02:30 PM	03:19 PM
SEC#2-PM	M-F	Type III	1	2	N	N	1.70	02:25 PM	02:40 PM
SEC#4-AM	M-F	Type III	2	3	N	N	7.30	07:29 AM	07:45 AM
SEC#4-PM	M-F	Type III	2	4	N	N	9.50	02:35 PM	03:03 PM
SEC#5-AM	M-F	Type III	1	6	Y	Y	14.80	09:15 AM	09:45 AM
SEC#5-PM	M-F	Type III	1	6	Y	Y	13.60	02:30 PM	03:10 PM
SV#1-AM	M-F	Type III	1	2	N	N	11.40	08:40 AM	09:00 AM
SV#1-PM	M-F	Type III	1	2	N	N	11.10	04:00 PM	04:16 PM
SV#2-AM	M-F	Type III	1	2	N	N	9.70	08:46 AM	09:00 AM
SV#3-AM	M-F	Type III	2	3	N	N	17.10	08:40 AM	09:15 AM
SV#3-PM	M-F	Type III	2	3	N	N	21.70	04:00 PM	04:49 PM
VV#1-AM	M-F	Type III	2	3	N	N	7.60	08:52 AM	09:15 AM
VV#1-PM	M-F	Type III	3	4	N	N	16.20	04:00 PM	04:28 PM
VV#2-AM	M-F	Type III	4	5	Y	N	7.50	08:55 AM	09:25 AM
VV#2-PM	M-F	Type III	4	6	Y	N	6.20	04:00 PM	04:17 PM
VV#3-AM	M-F	Type III	2	3	N	N	12.90	08:49 AM	09:15 AM
VV#3-PM	M-F	Type III	2	3	N	N	6.60	04:00 PM	04:14 PM
VV#4-AM	M-F	Type III	1	2	N	N	12.50	08:46 AM	09:15 AM
VV#4-PM	M-F	Type III	1	4	N	N	38.00	04:00 PM	05:50 PM
VV#5-AM	M-F	Type III	1	2	N	N	15.70	08:51 AM	09:15 AM
VV#5-PM	M-F	Type III	1	2	N	N	16.20	04:00 PM	04:30 PM
WEC#1-AM	M-F	Type III	1	2	N	N	6.00	11:16 AM	11:25 AM
WEC#1-PM	M-F	Type III	1	2	N	N	6.20	02:55 PM	03:11 PM
WEC#2-AM	M-F	Type III	3	4	N	N	13.40	07:54 AM	08:20 AM
WEC#2-PM	M-F	Type III	3	4	N	N	12.60	03:05 PM	03:30 PM
WEC#3-AM	M-F	Type III	1	2	N	N	12.40	08:12 AM	08:30 AM
WEC#3-PM	M-F	Type III	1	2	N	N	13.40	03:00 PM	03:17 PM

## Submission Worksheet

### Your Company Information

<b>Company Name</b>	Metropolitan Transportation Network, Inc.	<b>Address</b>	8260 Hickory St NE
<b>City</b>	Fridley	<b>State</b>	MN
<b>Zip</b>	55432	<b>Contact Name</b>	Tashitaa Tufaa
<b>Contact Email</b>	<a href="mailto:ttufaa@metrotn.com">ttufaa@metrotn.com</a>	<b>Contact Phone #</b>	763-571-1541
<b>Full-Service Provider (employee drivers &amp; owned vehicles) or Subcontractor?</b>		Full Service	

### References

	School District	Years served	Daily Routes Served	Contact Name	Direct Phone#	Contact Email
#1	Minneapolis Public Schools	14	160	Jenna Dargis	612-668-2300	<a href="mailto:Jenna.Dardis@mpls.k12.mn.us">Jenna.Dardis@mpls.k12.mn.us</a>
#2	Mounds View Public Schools	3	73	Matt Beschomer	651-621-6027	<a href="mailto:transportation@moundviewschools.org">transportation@moundviewschools.org</a>
#3	Eagle Ridge	11	21	Karen Connor	952-746-7765	<a href="mailto:kconner@eagleridgeacademy.org">kconner@eagleridgeacademy.org</a>

### Qualifications Checklist

Question	Your Response [Y/N]
Are you eligible to provide Student Transportation Services to public school districts in the State of Minnesota?	Y
Have you reviewed and agree to all Terms and Conditions stated in this agreement?	Y
Has any district or charter school terminated a contract with your organization BEFORE end of maximum term in past five years?	Y
If <b>YES</b> , please share the circumstances for which your contract was terminated.	Stillwater School District

### Your Fleet

Description	Total Quantity	Average Age of Vehicle [YEARS OLD]	Oldest Vehicle in Service [YEARS OLD]
Type III Vehicle	216	4.5	2018
Type III Vehicle w/ wheelchair lift	6	5	2018
Specialty Care Vehicle	N/A	N/A	N/A
Type A Bus	61	5.6	2016
Type A Bus w/ wheelchair lift	21	2.7	2017
Drivers w/CDL	277		
Total Drivers (All)	453		
Paraprofessional (Bus Aide)	51		

### Questions and Points-of-Interest

Question/POI	Your Response
What are your dispatch hours?	5:00 AM to 6:00 PM, Monday - Friday
What is your vehicle/route to dispatch ratio? [X:X]	12 Dispatchers – 38 vehicles per dispatcher
Please share how much time you require to add a scheduled route after request is submitted. [DAYS]	1 – 3 business days
Please share how quickly a scheduled route can be cancelled and when route charges will be terminated.	1 – 3 business days
Please describe how students, district staff, and families can identify your vehicles (branding, signage, consistent color/model, etc.)	All vehicles are clearly marked with MTN logo's, unit numbers and window displayed route numbers, for ease of identification.

**Questions and Points-of-Interest (cont'd)**

Question/POI	Your Response
<p>Please describe how you communicate with your drivers during routes.</p>	<p style="text-align: center;">Driver Communication During Routes:</p> <p>MTN utilizes two-way radio communication as the primary method of real-time communication between dispatchers and drivers during routes. This system ensures immediate access for urgent updates, routing changes, or emergency support.</p> <p>As a backup communication method, cell phones are used when the vehicle is safely stopped and parked, in accordance with state and federal laws prohibiting handheld device use while operating a commercial vehicle.</p> <p>In addition, all vehicles are equipped with GPS tracking systems, allowing dispatchers to monitor vehicle locations and proactively address delays, detours, or issues without requiring radio contact. This layered approach to communication enhances safety, accountability, and operational efficiency.</p>
<p>Please describe if/how the district can communicate with your drivers?</p>	<p style="text-align: center;">District-to-Driver Communication:</p> <p>Edina Public Schools will be assigned to a dedicated dispatch group at MTN, ensuring streamlined and prompt communication between the district, MTN dispatchers, and our drivers. This group will serve as the primary point of contact for route coordination, schedule updates, and student-related concerns.</p> <p>Our dispatchers maintain direct communication with drivers via two-way radio, allowing the district to quickly relay information or instructions as needed. For time-sensitive issues, district staff can contact the assigned dispatch team directly by phone or email, and the team will immediately coordinate with the appropriate driver.</p> <p>This structure ensures efficient, real-time communication while maintaining compliance with safety regulations that prohibit direct communication with drivers while vehicles are in motion.</p>
<p>Please describe how route delays are communicated to district.</p>	<p style="text-align: center;">Communication of Route Delays:</p> <p>MTN communicates route delays to the District via telephone, email, or both, based on the District's preferred method of communication. Our dispatch team is trained to provide timely updates regarding delays due to traffic, weather, mechanical issues, or other unforeseen circumstances.</p> <p>We work closely with Edina Public Schools to ensure all delay notifications are clear, prompt, and consistent, allowing school staff to take any necessary action or inform families as needed.</p> <p>In addition, GPS tracking data is used to monitor vehicle locations in real time, allowing us to verify delays and provide accurate estimated arrival times. This ensures that all communication is prompt, reliable, and supports effective coordination between MTN and district staff.</p>

**Questions and Points-of-Interest (cont'd)**

Question/POI	Your Response
<p>Please describe how and when 'no loads' are communicated to the district.</p>	<p>Communication of "No Loads" / "Dead Stops":            MTN will follow Edina Public Schools' policies and procedures regarding the reporting of "No Loads" or "Dead Stops." Typically, if a student has not ridden for five to ten consecutive school days, drivers are instructed to notify dispatch or their terminal manager.</p> <p>Once verified, MTN will communicate the "No Load" status to the District via email or phone, depending on the District's preferred method of contact. We ensure timely updates so the District can review and determine if the stop should remain active or be temporarily removed from the route.</p>
<p>What GPS System is utilized in your fleet?</p>	<p>GPS System Utilized:            MTN currently utilizes the Linxup GPS system across our fleet. Linxup provides real-time data transfer via the internet, allowing our dispatch and management teams to monitor vehicle location, speed, and route activity with accuracy and efficiency. This system supports proactive communication, enhances safety, and ensures operational transparency for both MTN and our school district partners.</p>
<p>Can the district access this application to track routes assigned to you?</p>	<p>District Access to GPS Application:            Yes, portal access can be provided to Edina Public Schools, allowing designated district staff to view fleet vehicles in real time through our Linxup GPS system. This access enhances transparency and enables the District to monitor routes, track vehicle locations, and support effective coordination during daily operations or in the event of delays.</p>

**Questions and Points-of-Interest (cont'd)**

Question/POI	Your Response
<p>What is the camera system/configuration in your Type III vehicles?</p>	<p>Camera System/Configuration in Type III Vehicles:            Our Type III vehicles are equipped with Linxup windshield-mounted camera units that provide both forward-facing and interior-facing video, along with audio recording capabilities. This configuration enhances safety, supports incident review, and ensures accountability for both drivers and passengers.</p>
<p>What is the camera system/configuration in your Type A vehicles?</p>	<p>Camera System/Configuration in Type A Vehicles:            Our Type A vehicles are equipped with a Pro-Vision camera system, which includes three interior cameras strategically placed to capture activity throughout the vehicle, as well as a stop-arm camera system to monitor and record external traffic violations. This setup enhances student safety, supports driver accountability, and provides valuable footage for incident review and compliance.</p>
<p>How long does your organization store video footage files?</p>	<p>Video Footage Retention:            MTN stores video footage files for approximately 30 days. This retention period allows adequate time to review and respond to incidents, complaints, or safety concerns.</p>
<p>How quickly would you be able to send the district requested video footage?</p>	<p>Turnaround Time for Requested Video Footage:            MTN is typically able to provide requested video footage to the District on the same day the request is received or by the next business day, depending on the timing and complexity of the request. We prioritize video requests related to safety, behavior, or incident reviews to ensure timely support and resolution.</p>

### Proposed Pricing for Peak Time

Pricing applies to all routes starting **between the hours of 06:30-09:30 OR 14:00-16:30 during school year.**

For any vehicles or services, you will NOT be quoting, simply type "No quote" near that vehicle or service type.

Vehicle Type	Proposed Price for Live Time (\$)	U/M billing increments	Proposed Minimum per Route Segment*
Type III Vehicle (7-8 passenger)	\$311.51	AM/PM Route	\$311.51
Type III Vehicle w/ wheelchair lift	\$399.00	AM/PM Route	\$399.00
Type III Vehicle (10 passenger)	\$399.00	AM/PM Route	\$399.00
Type A Bus	\$499.00	AM/PM Route	\$499.00
Type A Bus w/ wheelchair lift	\$499.00	AM/PM Route	\$499.00
Type C Bus	\$499.00	AM/PM Route	\$499.00
Aide	\$48.00 per hour	15-minute increments	\$48.00 per hour

\*Segment defined as one tier (to OR from) of route

### Proposed Pricing for NON-Peak Time

Pricing applies to all routes starting **runs starting during the NON-peak times described above (field trips, etc.) during school year and ALL summer routes.**

For any vehicles or services, you will NOT be quoting, simply type "No quote" near that vehicle or service type.

Vehicle Type	Proposed Price for Live Time (\$)	U/M billing increments	Proposed Minimum per Route Segment*
Type III Vehicle (7-8 passenger)	\$102.00 / hour (minimum 2 hours)	15-minute increments	2 hours
Type III Vehicle w/ wheelchair lift	\$137.00 / hour (minimum 2 hours)	15-minute increments	2 hours
Type III Vehicle (10 passenger)	\$102.00 / hour (minimum 2 hour)	15-minute increments	2 hours
Type A Bus	\$137.00 / hour (minimum 2 hour)	15-minute increments	2 hours
Type A Bus w/ wheelchair lift	\$137.00 / hour (minimum 2 hour)	15-minute increments	2 hours
Type C Bus	\$137.00 / hour (minimum 2 hours)	15-minute increments	2 hours
Aide	\$48.00 per hour	15-minute increments	2 hours

\*Segment defined as one tier (to OR from) of route

### Proposed Pricing – Other Fees

Please share any other fees the district may be assessed during the life of the agreement. Any fee NOT disclosed in this section below can NOT be charged to the district without written approval from the district administration.

You may use the additional **open "Fee Type"** spaces below to propose any other potential additional fees.

Fee Type	Fee (\$ or %)	Unit of Measure
Administrative/Management Fee	N/A	
Specialty Care Vehicle Fee	N/A	
Child Seat Fee	N/A	
Fuel Surcharge	N/A	

### Maximum Annual Rate Increases

Vehicle Type	Proposed Rate Increase
Year 2 (%)	4%
Year 3 (%)	4%
Year 4 (%)	4%

## Submission Worksheet

### Your Company Information

<b>Company Name</b>	Transportation Plus, Inc.	<b>Address</b>	5010 Hillsboro Ave N
<b>City</b>	New Hope	<b>State</b>	Minnesota
<b>Zip</b>	55428	<b>Contact Name</b>	Tom Anderson
<b>Contact Email</b>	<a href="mailto:tanderson@tplusride.com">tanderson@tplusride.com</a>	<b>Contact Phone #</b>	763-592-6410
<b>Full-Service Provider (employee drivers &amp; owned vehicles) or Subcontractor?</b>	All drivers are subcontractors. 60% of vehicles are Company owned.		

### References

	School District	Years served	Daily Routes Served	Contact Name	Direct Phone#	Contact Email
#1	Minneapolis Public Schools	15	100	Carlos Virgen-Ceja	763-328-4770	<a href="mailto:Carlos.virgen-ceja@mpls.k12.mn.us">Carlos.virgen-ceja@mpls.k12.mn.us</a>
#2	Osseo Area Schools	10	350	Troy Schreifels	763-391-7248	<a href="mailto:schreifelst@district279.org">schreifelst@district279.org</a>
#3	MN Internship Center	5	50	Amirah Bakri	612-806-1720	<a href="mailto:bakri@mninc.org">bakri@mninc.org</a>

### Qualifications Checklist

Question	Your Response [Y/N]
Are you eligible to provide Student Transportation Services to public school districts in the State of Minnesota?	Yes
Have you reviewed and agree to all Terms and Conditions stated in this agreement?	No. See note about <b>Insurance Requirements.</b>
Has any district or charter school terminated a contract with your organization BEFORE end of maximum term in past five years?	Yes
If <b>YES</b> , please share the circumstances for which your contract was terminated.	<p>We opted out of our contract with Anoka-Hennepin District #11 because of the <b>Insurance Requirements.</b></p> <p>For <b>Excess Liability Coverage</b> we have a fleetwide policy of \$2M for a total of <b>\$3M</b>. Anoka-Hennepin required <b>\$4M</b> total and the cost we were paying to obtain that additional coverage for that particular contract exceeded the value of what we were billing the district, so it was cost prohibitive to continue the relationship at the order volumes we were getting at the time.</p> <p>FYI - Our Type III vehicles generally carry only 1-4 students, so obtaining Total Coverage above what we currently have is hard to obtain and very expensive. Accordingly, we will remove our bid for this RQF if an allowance cannot be made regarding <b>insurance requirements.</b></p>

## Your Fleet

Description	Total Quantity	Average Age of Vehicle [YEARS OLD]	Oldest Vehicle in Service [YEARS OLD]
Type III Vehicle	232	8 Years Old	2010
Type III Vehicle w/ wheelchair lift	8	10 years Old	2012
Specialty Care Vehicle	-	-	-
Type A Bus	-	-	-
Type A Bus w/ wheelchair lift	-	-	-
Drivers w/CDL	0		
Total Drivers (All)	177 Type III Certified		
Paraprofessional (Bus Aide)	5 (will add more if necessary)		

## Questions and Points-of-Interest

Question/POI	Your Response
What are your dispatch hours?	School Team Hours: M-F 6:00 AM to 6:00PM; Dispatch hours are 24/7/365.
What is your vehicle/route to dispatch ratio? [X:X]	To handle our order volume, we require a very efficient and sophisticated dispatch platform. Rides dispatch automatically to the assigned driver OR to the closest available vehicle matching the order conditions 10-30 minutes ahead of the pickup time. We have 1-3 Dispatchers on duty that handle "exceptions" that come up.
Please share how much time you require to add a scheduled route after request is submitted. [DAYS]	We use a routing program that runs at 9 AM for the next school day's trips, but we can manually enter a ride(or route) at any time for pickup as soon as now.
Please share how quickly a scheduled route can be cancelled and when route charges will be terminated.	Any trip cancelled 1-hour in advance of the pickup time will not be charged. Trips cancelled within 1-hour of pickup time will be billed at full price. Also, if a route has multiple students, and one student cancels, trip amounts do not get adjusted for the cancellation – they will be billed at full price.
Please describe how students, district staff, and families can identify your vehicles (branding, signage, consistent color/model, etc.)	All vehicles have "Transportation Plus" across the door panel on each side of the vehicle and a vehicle number on the front fenders and rear of the vehicle.  Additionally, if the cell number of the passenger is provided, the rider will get a text once the driver accepts a dispatched order, showing the vehicle number and a tracking link. (Texts and calls come from our dispatch system with a number of 612-888-888. Drivers do not see or have access to any student phone number.)

**Questions and Points-of-Interest (cont'd)**

Question/POI	Your Response
<p>Please describe how you communicate with your drivers during routes.</p>	<p>All drivers have a company distributed tablet that communicates order information to the driver. If necessary, we can communicate with the driver through the tablet, but most often we will call the driver via cell phone if we need to talk to them about an order.</p>
<p>Please describe if/how the district can communicate with your drivers?</p>	<p>All communication should go through our School Team to be communicated with a driver or drivers.</p>
<p>Please describe how route delays are communicated to district.</p>	<p>With the volume of routes we provide each day, we do not have the ability to proactively communicate delays to the district. That being said, unless there is a weather delay, there generally are not many delays. We do have an online portal where rides can be tracked. Our school team can track/report the status of any particular ride as well.</p>

**Questions and Points-of-Interest (cont'd)**

Question/POI	Your Response
<p>Please describe how and when 'no loads' are communicated to the district.</p>	<p>Drivers communicate to our Dispatcher any student who no loads and Dispatchers mark orders accordingly. Each day at noon, our automated no-load report runs and is emailed to any member of your team that needs a copy of the report. Each No Load Report notes the child's name, pickup and drop addresses, job numbers for the GO and RETURN ride, and the number of consecutive and total no loads for the student.</p> <p>Each morning at 4:45 AM another report is emailed that summarizes the order status and timeliness of the previous day's rides for each student.</p>
<p>What GPS System is utilized in your fleet?</p>	<p>All orders go through our dispatch system (MTI). MTI includes turn-by-turn directions for the driver and provides real-time GPS coordinates of the vehicle's location. Every action about an order is time-stamped and vehicle GPS coordinates and speed are recorded every 30-seconds</p>
<p>Can the district access this application to track routes assigned to you?</p>	<p>Yes, through our online portal (eRide). eRide is a 3rd party plug-in application to our dispatch system that allows users to enter orders directly into MTI and also allows users easily monitor ride statuses and real time location of vehicles.</p>

**Questions and Points-of-Interest (cont'd)**

Question/POI	Your Response
<p>What is the camera system/configuration in your Type III vehicles?</p>	<p>Samsara Dual Facing AI Dash HD Camera (Front-Facing and Driver-Facing cameras.) Reference Appendix B for more information regarding our cameras.</p>
<p>What is the camera system/configuration in your Type A vehicles?</p>	<p>Not Applicable.</p>
<p>How long does your organization store video footage files?</p>	<p>Stores video with sound for 2-3 days. Stores video for about 20-days.</p>
<p>How quickly would you be able to send the district requested video footage?</p>	<p>We can generally provide video within an hour of a request.</p>

### Proposed Pricing for Peak Time

Pricing applies to all routes starting **between the hours of 06:30-09:30 OR 14:00-16:30 during school year.**

For any vehicles or services, you will NOT be quoting, simply type "No quote" near that vehicle or service type.

Vehicle Type	Proposed Price for Live Time (\$)	U/M billing increments	Proposed Minimum per Route Segment*
Type III Vehicle (7-8 passenger)	\$2.75/mile + \$10/ <b>Additional Stop</b> *	Not Applicable	\$30
Type III Vehicle w/ wheelchair lift	\$2.75/mile + \$10/ <b>Additional Stop</b> * (Max Psgr = 2)	Not Applicable	\$50
Type III Vehicle (10 passenger)	No quote		
Type A Bus	No quote		
Type A Bus w/ wheelchair lift	No quote		
Type C Bus	No quote		
Aide	\$50	Not Applicable	\$80

**\*Additional Stop = any stop beyond 1<sup>st</sup> pickup and 1<sup>st</sup> drop  
Multiple pickups or drops at same location count as 1 stop**

**\*Segment defined as one tier (to OR from) of route**

### Proposed Pricing for NON-Peak Time

Pricing applies to all routes starting **runs starting during the NON-peak times described above (field trips, etc.) during school year and ALL summer routes.**

For any vehicles or services, you will NOT be quoting, simply type "No quote" near that vehicle or service type.

Vehicle Type	Proposed Price for Live Time (\$)	U/M billing increments	Proposed Minimum per Route Segment*
Type III Vehicle (7-8 passenger)	\$2.75/mile + \$10/ <b>Additional Stop</b>	Not Applicable	\$30
Type III Vehicle w/ wheelchair lift	\$2.75/mile + \$10/ <b>Additional Stop</b> (Max Psgr = 2)	Not Applicable	\$50
Type III Vehicle (10 passenger)	No quote		
Type A Bus	No quote		
Type A Bus w/ wheelchair lift	No quote		
Type C Bus	No quote		
Aide	\$50	Not Applicable	\$80

**\*Additional Stop = any stop beyond 1<sup>st</sup> pickup and 1<sup>st</sup> drop  
Multiple pickups or drops at same location count as 1 stop**

**\*Segment defined as one tier (to OR from) of route**

### Proposed Pricing – Other Fees

Please share any other fees the district may be assessed during the life of the agreement. Any fee NOT disclosed in this section below can NOT be charged to the district without written approval from the district administration.

You may use the additional **open "Fee Type"** spaces below to propose any other potential additional fees.

Fee Type	Fee (\$ or %)	Unit of Measure
Administrative/Management Fee	\$0	Not Applicable
Specialty Care Vehicle Fee	\$0	Not Applicable
Child Seat Fee	\$0	Not Applicable
Fuel Surcharge	\$0	Not Applicable

### Maximum Annual Rate Increases

Vehicle Type	Proposed Rate Increase
	Year 2 (%) \$\$.05 increase on per mile rate
	Year 3 (%) \$\$.05 increase on per mile rate
	Year 4 (%) \$\$.05 increase on per mile rate



Price Estimates based on 2024-25 School Year Data (Assuming each stop is a different address)

Route	Days	Vehicle	Riders	Stops	Wheelchair	Para	Distance	Est. Start Time	Est. Finish Time	Mileage Fee	Stop Fee	Para Fee	Year 1 Daily Total	Routes per Week	Weekly Cost
BTC#1-AM	T-TH	Type III	1	2	N	N	7.6	7:34 AM	7:45 AM	30.00	0.00	0.00	30.00	3	90.00
BTC#1-PM	T-TH	Type III	1	2	N	N	7.8	12:00 PM	12:11 PM	30.00	0.00	0.00	30.00	3	90.00
CON#1-AM	M-F	Type III	1	2	N	N	0.9	7:32 AM	7:35 AM	30.00	0.00	0.00	30.00	5	150.00
CON#1-PM	M-F	Type III	1	2	N	N	0.9	2:25 PM	2:28 PM	30.00	0.00	0.00	30.00	5	150.00
CON#2-AM-ONLY	M-F	Type III	1	2	N	N	30.3	6:49 AM	7:30 AM	85.25	0.00	0.00	85.25	5	426.25
COR#1-AM	M-F	Type III	2	3	N	N	4.1	7:25 AM	7:35 AM	30.00	10.00	0.00	40.00	5	200.00
COR#1-PM	M-F	Type III	2	3	N	N	4.6	2:20 PM	2:35 PM	30.00	10.00	0.00	40.00	5	200.00
COR#2-AM	M-F	Type III	1	2	N	N	9.4	7:20 AM	7:35 AM	30.00	0.00	0.00	30.00	5	150.00
COR#2-PM	M-F	Type III	1	2	N	N	9.6	2:20 PM	2:34 PM	30.00	0.00	0.00	30.00	5	150.00
CV#1-AM	M-F	Type III	3	5	N	N	8.1	7:12 AM	7:30 AM	30.00	30.00	0.00	60.00	5	300.00
CV#1-PM	M-F	Type III	3	5	N	N	7.9	2:20 PM	2:41 PM	30.00	30.00	0.00	60.00	5	300.00
ECSE#1-AM	M-F	Type III	3	4	N	N	7.8	8:38 AM	8:55 AM	30.00	20.00	0.00	50.00	5	250.00
ECSE#1-PM	M-F	Type III	6	7	N	N	9.9	3:00 PM	3:41 PM	30.00	50.00	0.00	80.00	5	400.00
ECSE#2-AM	M-F	Type III	4	5	N	N	8.6	8:01 AM	8:25 AM	30.00	30.00	0.00	60.00	5	300.00
ECSE#2-PM	M-F	Type III	3	5	N	N	8.4	3:05 PM	3:16 PM	30.00	30.00	0.00	60.00	5	300.00
ECSE#3-AM	M-F	Type III	1	2	N	N	3.4	9:15 AM	9:25 AM	30.00	0.00	0.00	30.00	5	150.00
EHS#1-AM	M-F	Type III	3	4	N	N	18.7	7:39 AM	8:20 AM	52.25	20.00	0.00	72.25	5	361.25
EHS#1-PM	M-F	Type III	3	4	N	N	19.6	3:10 PM	3:48 PM	55.00	20.00	0.00	75.00	5	375.00
EHS#2-AM	M-F	Type III	1	2	N	N	11.1	8:04 AM	8:20 AM	33.00	0.00	0.00	33.00	5	165.00
EHS#2-PM	M-F	Type III	1	2	N	N	12.2	3:10 PM	3:32 PM	35.75	0.00	0.00	35.75	5	178.75
EHS#3-AM	M-F	Type III	2	4	N	N	10.9	8:03 AM	8:20 AM	30.25	20.00	0.00	50.25	5	251.25
EHS#3-PM	M-F	Type III	2	4	N	N	11.5	3:10 PM	3:33 PM	33.00	20.00	0.00	53.00	5	265.00
EHS#4-AM	M-F	Type III	3	4	N	N	15.4	7:40 AM	8:20 AM	44.00	20.00	0.00	64.00	5	320.00
EHS#4-PM	M-F	Type III	3	4	N	N	17.1	3:10 PM	3:53 PM	49.50	20.00	0.00	69.50	5	347.50
EHS#5-AM	M-F	Type III	1	2	N	N	10	8:06 AM	8:20 AM	30.00	0.00	0.00	30.00	5	150.00
EHS#5-PM	M-F	Type III	1	2	N	N	11.1	3:22 PM	3:43 PM	33.00	0.00	0.00	33.00	5	165.00
EHS#6-AM	M-F	Type III	1	3	N	N	9.9	7:56 AM	8:20 AM	30.00	10.00	0.00	40.00	5	200.00
EHS#6-PM	M-F	Type III	1	3	N	N	9.9	3:15 PM	3:39 PM	30.00	10.00	0.00	40.00	5	200.00
EHS#7-PM-ONLY	M-F	Type III	2	3	N	N	10.1	3:15 PM	3:59 PM	30.25	10.00	0.00	40.25	5	201.25
EHS#8-AM	M-F	Type III	1	2	N	N	28.6	7:30 AM	8:20 AM	79.75	0.00	0.00	79.75	5	398.75

EHS#8-PM	M-F	Type III	2	4	N	N	32.8	3:10 PM	3:51 PM	90.75	20.00	0.00	110.75	5	553.75
FV#1-AM	M-F	Type III	1	2	N	N	11.9	8:06 AM	8:25 AM	33.00	0.00	0.00	33.00	5	165.00
FV#1-PM	M-F	Type III	1	2	N	N	11.6	3:00 PM	3:21 PM	33.00	0.00	0.00	33.00	5	165.00
HESV#1-AM	M-F	Type III	1	2	N	N	9.3	7:21 AM	7:35 AM	30.00	0.00	0.00	30.00	5	150.00
HESV#1-PM	M-F	Type III	2	4	N	N	12	3:58 PM	4:22 PM	33.00	20.00	0.00	53.00	5	265.00
HL#1-AM	M-F	Type III	1	2	N	N	11.5	7:15 AM	7:35 AM	33.00	0.00	0.00	33.00	5	165.00
HL#1-PM	M-F	Type III	1	2	N	N	11.8	2:25 PM	2:45 PM	33.00	0.00	0.00	33.00	5	165.00
MH#1-PM	M-F	Type III	1	2	N	N	11.6	2:25 PM	2:40 PM	33.00	0.00	0.00	33.00	5	165.00
NEC#1-AM	M-F	Type III	2	4	N	N	18.5	8:19 AM	8:45 AM	52.25	20.00	0.00	72.25	5	361.25
NEC#1-PM	M-F	Type III	2	4	N	N	16.8	3:25 PM	3:50 PM	46.75	20.00	0.00	66.75	5	333.75
PS#1-AM	M-F	Type III	4	5	N	N	17.8	7:50 AM	8:30 AM	49.50	30.00	0.00	79.50	5	397.50
PS#1-PM	M-F	Type III	4	5	N	N	18.3	2:30 PM	3:02 PM	52.25	30.00	0.00	82.25	5	411.25
SEC#1-AM	M-F	Type III	2	3	N	N	5.1	7:42 AM	7:55 AM	30.00	10.00	0.00	40.00	5	200.00
SEC#1-PM	M-F	Type III	3	4	N	N	6.7	2:35 PM	2:50 PM	30.00	20.00	0.00	50.00	5	250.00
SEC#2-AM	M-F	Type III	2	4	Y	N	5.8	7:42 AM	7:55 AM	50.00	20.00	0.00	70.00	5	350.00
SEC#2-AM	M-F	Type III	1	2	N	N	1.8	7:40 AM	7:55 AM	30.00	0.00	0.00	30.00	5	150.00
SEC#2-PM	M-F	Type III	3	5	N	N	12.8	2:30 PM	3:19 PM	35.75	30.00	0.00	65.75	5	328.75
SEC#2-PM	M-F	Type III	1	2	N	N	1.7	2:25 PM	2:40 PM	30.00	0.00	0.00	30.00	5	150.00
SEC#4-AM	M-F	Type III	2	3	N	N	7.3	7:29 AM	7:45 AM	30.00	10.00	0.00	40.00	5	200.00
SEC#4-PM	M-F	Type III	2	4	N	N	9.5	2:35 PM	3:03 PM	30.00	20.00	0.00	50.00	5	250.00
SEC#5-AM	M-F	Type III	1	6	Y	Y	14.8	9:15 AM	9:45 AM	50.00	40.00	50.00	140.00	5	700.00
SEC#5-PM	M-F	Type III	1	6	Y	Y	13.6	2:30 PM	3:10 PM	50.00	40.00	50.00	140.00	5	700.00
SV#1-AM	M-F	Type III	1	2	N	N	11.4	8:40 AM	9:00 AM	33.00	0.00	0.00	33.00	5	165.00
SV#1-PM	M-F	Type III	1	2	N	N	11.1	4:00 PM	4:16 PM	33.00	0.00	0.00	33.00	5	165.00
SV#2-AM	M-F	Type III	1	2	N	N	9.7	8:46 AM	9:00 AM	30.00	0.00	0.00	30.00	5	150.00
SV#3-AM	M-F	Type III	2	3	N	N	17.1	8:40 AM	9:15 AM	49.50	10.00	0.00	59.50	5	297.50
SV#3-PM	M-F	Type III	2	3	N	N	21.7	4:00 PM	4:49 PM	60.50	10.00	0.00	70.50	5	352.50
VV#1-AM	M-F	Type III	2	3	N	N	7.6	8:52 AM	9:15 AM	30.00	10.00	0.00	40.00	5	200.00
VV#1-PM	M-F	Type III	3	4	N	N	16.2	4:00 PM	4:28 PM	46.75	20.00	0.00	66.75	5	333.75
VV#2-AM	M-F	Type III	4	5	Y	N	7.5	8:55 AM	9:25 AM	0.00	0.00	0.00	0.00	5	0.00
VV#2-PM	M-F	Type III	4	6	Y	N	6.2	4:00 PM	4:17 PM	0.00	0.00	0.00	0.00	5	0.00
VV#3-AM	M-F	Type III	2	3	N	N	12.9	8:49 AM	9:15 AM	35.75	10.00	0.00	45.75	5	228.75
VV#3-PM	M-F	Type III	2	3	N	N	6.6	4:00 PM	4:14 PM	30.00	10.00	0.00	40.00	5	200.00
VV#4-AM	M-F	Type III	1	2	N	N	12.5	8:46 AM	9:15 AM	35.75	0.00	0.00	35.75	5	178.75

VV#4-PM	M-F	Type III	1	4	N	N	38	4:00 PM	5:50 PM	104.50	20.00	0.00	124.50	5	622.50
VV#5-AM	M-F	Type III	1	2	N	N	15.7	8:51 AM	9:15 AM	44.00	0.00	0.00	44.00	5	220.00
VV#5-PM	M-F	Type III	1	2	N	N	16.2	4:00 PM	4:30 PM	46.75	0.00	0.00	46.75	5	233.75
WEC#1-AM	M-F	Type III	1	2	N	N	6	11:16 AM	11:25 AM	30.00	0.00	0.00	30.00	5	150.00
WEC#1-PM	M-F	Type III	1	2	N	N	6.2	2:55 PM	3:11 PM	30.00	0.00	0.00	30.00	5	150.00
WEC#2-AM	M-F	Type III	3	4	N	N	13.4	7:54 AM	8:20 AM	38.50	20.00	0.00	58.50	5	292.50
WEC#2-PM	M-F	Type III	3	4	N	N	12.6	3:05 PM	3:30 PM	35.75	20.00	0.00	55.75	5	278.75
WEC#3-AM	M-F	Type III	1	2	N	N	12.4	8:12 AM	8:30 AM	35.75	0.00	0.00	35.75	5	178.75
WEC#3-PM	M-F	Type III	1	2	N	N	13.4	3:00 PM	3:17 PM	38.50	0.00	0.00	38.50	5	192.50



## **Transportation Plus, Inc**

**5010 Hillsboro Ave N  
New, MN 55428  
612-888-8888**

## Additional Information

## Student Transportation RFP

*Edina Schools (2025)*

## Company Summary

Fleets operating under Transportation Plus, Inc. include Airport Taxi, iHail and T-Plus. All vehicles are marked with Transportation Plus stickers and logos and all entities operate as a single provider of Taxi, Medical Transport, Paratransit, Micro Transit and Student Transportation Services in the Twin Cities Metro Area.

We service the 7-county Metro area and our technology platform allows customers to book and access rides via phone, text, email, online, and via our app 24/7/365. We have over 450 vehicles (325 minivans, 100 sedans and over 35 wheelchair accessible vehicles) and are twice the size of our next closest competitor. All of our vehicles are insured under a commercial fleet policy and our call center is 24/7/365.

We provide Non-Emergency Medical Transportation (NEMT) for all the major health plans including UCare, Medica, BlueCross, Hennepin Health, and HealthPartners and have been the sole contracted provider for Metro Mobility's POD, PSD and PDO programs since 2004. We have over 1,800 corporate accounts, including nearly every major corporation in Twin Cities.

We provide over 20,000 rides per week. We have order mass to support the fleet and the fleet to support the order mass. As a company, we billed over \$20 million in contracted sales in 2024.

## Type III School Bus Experience

We have been doing school transportation for over 30 years and currently provide Type III Transportation to over 10 school districts. For the 2023-2024 school year we provided 90,000 Type III (School Bus) rides equating to over 130,000 pickups/drops.

We have a School Team that is dedicated solely to Type III orders/accounts. A school team member is available M-F from 6 AM to 6 PM by calling 612-888-8080 or by email ([schools@tplusride.com](mailto:schools@tplusride.com)). Outside of these hours, calls forward to our general call center.

One-off or urgent ride requests can be entered online by the School/District, while rides with reoccurring nature get communicated to our School Team for routing. We use a 3<sup>rd</sup> party platform that optimizes routes on a daily basis. We have the ability to assign drivers to specific routes and/or to add or remove kids to a trip.

We provide daily No Load Reports each day around noon and timeliness summaries of the previous day's rides each morning.

Currently we have 232 Active Type III Vehicles

- Minivan (7-Passenger) – 126
- SUV (5-Passenger) – 39
- Sedan (5-Passenger) – 59
- Wheelchair (2-Passenger) – 8

# Key Personnel

## **Steve Pint – President/CEO**

Steve became part of the Transportation Plus ownership group in 1996. Under his management, the fleet has grown over 5-times the size and business levels have increased from 200,000 trips a year to 1.4 million (pre-pandemic peak). Steve has been heavily involved in transforming Transportation Plus from a taxi service only to a full-service transportation provider that is recognized industry wide as a leader in technology and contracted transportation.

## **Michelle Reinke – Vice President/Chief Financial Officer**

Michelle started with Transportation Plus as a customer service representative when she was in her teens. She has been with the company now for over 30 years and has been involved in managing all aspects of the company. She has been instrumental in promoting a driver-oriented environment allowing our independent contractor drivers to flourish and succeed.

## **Tom Anderson – Contract/Accounts Manager**

Tom has been with Transportation Plus since 2007 and manages our sales, marketing, accounts and contracted transportation. Tom has developed strong relationships with every one of our accounts and contracts which includes major corporations, managed care organizations, healthcare systems, government agencies, school districts and small businesses. Tom has been a key player in furthering the development of our technology platform and deploying it across all business types.

## **Robin Gray – School Team Manager**

Robin has been with Transportation Plus since 2019. Her background is primarily logistics. She manages all of the rides/routes and drivers to ensure students arrive to school or home safely and expediently. Her team sets up routes and assigns them to available drivers. She is also responsible for the Type III driver training and monitors compliance of the drivers that are on the school team.

## **Isabelle (Izzy) Bjork – School Coordinator/Driver Services**

Izzy has been with Transportation Plus since 2018 and has had many roles during her tenure with our organization. She assists the School Team Manager (Robin) in all of her duties.

## **Jenn Sievers – STS Manager**

Jenn has been with Transportation Plus since 2009 and has many roles with our organization. Her chief responsibility currently is managing our driver contracts and STS licensing requirements.

## **Andrea Williams – Driver Services Manager**

Andrea has been with Transportation Plus for over 3 years. She is our driver liaison. All questions/issues a driver may have go through Andrea and she is also responsible with follow-up on driver complaints and procedural issues.

## **Blake Dooner – Service Manager**

Blake has been with Transportation Plus since 1998 and oversees all vehicle services and the employees which includes 480 vehicles, a service writer, 3 mechanics, and an equipment installer. He manages all third-party inspections for the fleet which includes MNDOT and the Commercial Vehicle division of the State Patrol. He is also certified by the City of Minneapolis to perform taxi and TNC vehicle inspections at our facility in New Hope.

# Type III School Bus - Drivers

Reference Appendix D for a list of our current Type III School Bus Driver roster. Drivers are added and removed from the roster on a weekly basis. We will provide an updated driver roster upon request.

The State's Type III Driver training/requirements/certification is separate than that of State's STS Driver training/requirements/certification, but many of the requirements overlap. Because of the high volume of NEMT work we do, we require **all drivers to be STS certified**.

Drivers that provide Type III service are STS Certified and Type III certified. Below are the requirements of the Type III driver certification. (Where the certification overlaps with STS certification is noted in **red**).

## Type III Driver Training

(Annual) 8 hours of training covering following topics:

- Cellular Telephone Use/Text Messaging
- DWI/DUI Driver Disqualifications
- Driver Disqualifications for Moving Violations
- Understanding Student Behavior/Disabilities
- Student Conduct & Misbehavior
- Safely Load & Unload Students
- How to Handle Emergency Situations
- Safely Operate a Type III School Bus
- Understand the Rules of the Road and Minnesota traffic laws

## Type III Driver Requirements

- Type III Vehicle behind the wheel evaluation
- Type III driver evaluation certificate
- Annual Drug Test – 50% of the fleet has a random draw on a quarterly basis
- Annual Criminal Background check - **See STS Background Check**
  - If driver's not been in Minnesota for 5 years, a national background check is required
- Bi-annual inspection of driver's motor vehicle record - **See STS Diver Requirements**
- Valid Minnesota Drivers' License - **See STS Diver Requirements**
- DOT Physical - **See STS DOT Physical**
- School Medical Kit
  - A kit is assigned to each Type III driver
  - Each kit contains the following:
    - First Aid Kit
    - Spill Kit
    - Fire Extinguisher
    - Seatbelt Cutter

## STS Driver Requirements

All prospective drivers have their motor vehicle record pulled prior to contracting with Transportation Plus. Our organization does not contract with any individual/driver who:

- Does not process a current Minnesota Driver's License
- Is under the age of 18.
- Has more than two moving violations on Motor Vehicle Record for past 5 years
- Has any Alcohol Convictions (DUI/DWI) or implied consent markers in past 10 years
- Has any markers in their NETStudy.2.0 background check (see *Background Check* below)

Once contracted, each driver's motor vehicle record is continuously monitored using a third-party vendor who pulls from the States database on a daily basis. Should a new item be added to their motor vehicle record a notification is sent to Transportation Plus's Management Team for review and any action should it be deemed necessary.

## STS Background Check

All drivers have a MN Department of Human Services NETStudy.2.0 background check which includes a review of criminal history information maintained by the Minnesota Bureau of Criminal Apprehension, records of substantiated maltreatment of a child or vulnerable adult, and other applicable records. Additionally, fingerprints of the background study subject are obtained to conduct a Federal Bureau of Investigation (FBI) record check

All MNDHS employment-type background studies also include:

- Records of substantiated maltreatment of vulnerable adults and minors from investigations completed by:
  - Minnesota county adult and child protection units.
  - The Minnesota Department of Human Services, Licensing Division.
  - The Minnesota Department of Health (MDH), Office of Health Facilities Complaints.
- Automated updates of Minnesota maltreatment data from the above sources.
- Automated notices from the Minnesota Court Information System (MNCIS).
- Registry checks completed by the entity submitting the background study. The registries are: The Minnesota Nurse Aide Registry (negative actions), the federal List of Excluded Individuals and Entities (LEIE), and the Minnesota list of excluded individuals.
- Automated updates of the provider registries.

## STS DOT Physical

As part of the STS certification process, all our drivers have a valid medical examiner's certificate (DOT card) which is good for two years. The bi-annual physical exam includes vision, hearing and blood pressure requirements, as well as an exam to detect health issues that could affect driving ability.

## STS Driver Training

STS training is done online. Content was developed by an STS certified instructor and has been approved by MNDOT. All drivers in our organization go through upfront and/or receive ongoing NEMT/STS (Special Transportation Services) training that includes:

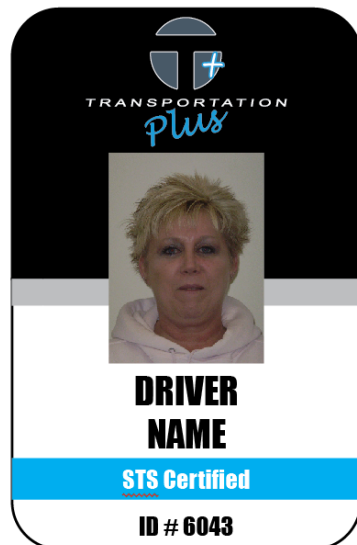
- First Aid – 4 hours training every 3 years
- Abuse Prevention - 4 hours training every 3 years
- Passenger Assistance - 8 hours training every 3 years
- Defensive Driving – 4 hours training every 3 years
- Wheelchair drivers only – Securement Training

## Zero Tolerance

Transportation Plus, Inc has Zero Tolerance Policy. Any driver considered to be under the suspicion of alcohol or controlled substances is subject to taking a drug test before being allowed to transport any passenger and only allowed back once a negative result is confirmed between the testing facility and the third-party vendor who manages our drug program. Should a driver be accused of being under the influence, we shall temporarily suspend the driver until completes and passes a drug/alcohol test. Refusal to take a test is considered the same as a failed test and the driver will be terminated

## Driver Behavior & Dress Code

All drivers performing services shall always conduct themselves professionally. Drivers will not be uniformed, but will wear a lanyard at all times that notes their name, picture, Driver ID and certification status. (See same ID card below.)



# Type III School Bus - Vehicles

Reference Appendix E for a list our current list of Type III vehicles. Vehicles are added/removed from the list monthly. We will provide an updated list upon request.

## Transportation Plus, Inc DOT Number

01501286

## DOT STS Inspections

MNDOT comes to our facility 8-10 times a year for inspections. All our vehicles go through the STS inspection at some point during the year. Vehicles are given a pass or fail (in-service or out-of-service) designation. Vehicles that pass are stickered with STS certification. For vehicles that fail (which there are very, very few) our Service Manager is given the opportunity to make the repair(s) or can choose to remove the vehicle from the inspection list. Most repairs are minor and the vehicles is run through the inspection the same day.

Each vehicle that passes inspection receives a sticker like the one below (driver's side front window).



Figure 3. Exterior View

Vehicles that fail, but are not repaired on site receive a sticker like the one below and cannot perform any Type III service.

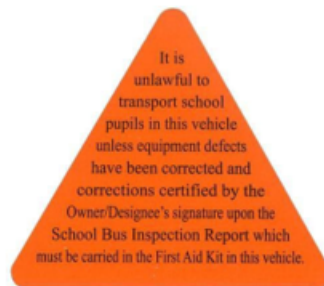


Figure 2 Exterior View

Upon request, we can provide a report for any wheelchair vehicle, as all our vehicles go through the STS inspection, but we will not provide a report of every vehicle.

## Vehicle Maintenance

### **Vehicle Files**

Each vehicle in our fleet has a digital folder (file) of every action related to the vehicle including, but not limited to the pre-delivery inspection, (maintenance) work orders/receipts, repairs made by our shop or any other, and STS/Type III inspection results. This information accessible on a per vehicle basis.

### **Pre-delivery Inspection**

Prior to being used for public transportation, each vehicle undergoes an extensive pre-delivery inspection and applicable repairs as deemed necessary. Inspection emphasis includes, but is not limited to, belts and hoses, fluids, brakes, tires, lights, heating and cooling equipment, restraints, suspension, and vehicle appearance.

### **Daily Pre-Trip Inspections**

Each day, upon logging in to our dispatch system, drivers are prompted by their tablet (dispatch device) to perform a general visual inspection of their fluids, lights & turn signals, tires, wipers, and mirrors and must answer a series of questions regarding their visual condition.

### **Scheduled Maintenance**

All vehicles are serviced every 3,500miles. Service includes an oil change and a 30-point inspection of, but not limited to, the driver controls, interior and exterior lights, tire conditions, fluid levels, and restraints.

### **Annual Vehicle Inspections**

Each vehicle receives a thorough annual inspection. Our shop used the same inspection report the City of Minneapolis uses. Points of emphasis for this inspection include:

- Belts, Hoses & Lubricants
- Pollution Control & Fuel System
- Engine Analysis
- Drive Train
- Exhaust System
- Steering
- Braking System
- Suspension/Frame

### **Vehicle Repair**

If a defect or problem is ever detected in any of the above inspections, a work order will be created for pertinent repair(s). In most cases, work will be performed by the Transportation Plus Inc. shop. All necessary repairs noted on the work order must be completed before that vehicle is allowed to take another order. Should work be done by another repair shop, corresponding proof of payment for services rendered must be submitted to our Shop Manager.

# Type III School Bus - Additional Information

## Dispatch System (GPS)

All orders go through our dispatch system (MTI) and pricing is “pushed” to the driver. Routed orders are assigned to drivers and OnDemand requests are dispatched to the closest vehicle to the pickup address 10-30 minutes ahead of the pickup time. MTI includes turn-by-turn directions for the driver and provides real-time GPS coordinates of the vehicle’s location. Every action about an order is time-stamped and vehicle GPS coordinates and speed are recorded every 30-seconds.

## Cameras

Reference Appendix A for the spec sheet for the camera.

All vehicles are equipped with a Suamsura Dual Facing AI Dash Camera. Harsh Events and Driver “panic” recordings are saved indefinitely. The most recent 60-hours of drive time are retained and can be saved indefinitely upon request within that time period.

Upon request we will can share video via email.

## Communication Tools

### **No Load Report**

Reference Appendix B for a sample No Load Report.

Each school day @ 12:15 PM we email a No Load report that identifies each student that we were scheduled transport, but did not pickup. We will automatically cancel that student’s PM ride unless alerted by the district to keep the PM ride for that student.

The report will indicate the number of consecutive no loads for the student as well as the total number of no loads for the student for the current school year.

### **Timeliness & Order Summary**

Reference Appendix C for a sample Timeliness & Order Summary Report.

Each morning around 6:00 AM, a report is emailed detailing the overall timeliness for the previous day’s rides and lists the order status for each student from the previous day’s transports.

### **eRide (online booking and vehicle tracking)**

eRide is a 3rd party plug-in application to our dispatch system and is web based. It allows users to enter orders directly into our dispatch system or even import orders in batch/bulk mode. The site also allows users easily monitor ride statuses.

### **Track my Ride ([www.tplusride.com](http://www.tplusride.com))**

Our website has a tab parents can use to track the ride status. They simply go [www.tplusride.com](http://www.tplusride.com) and click on the My Ride Status tab and then plug in the phone number associate with their child’s ride. The

tracking is tied into eRide which communicates with dispatch system (MTI) to provide real time order updates.

### Text alerts

#### Reminder Texts

Each night our texting platform will send out reminders to the phone number on the order of the next day's appointment pickup time(s). Recipients of this message will have the opportunity to cancel their ride if it is no longer needed. Recipients can opt out of this alert by texting the word "STOP" or reactivate the alerts by sending the word "SEND".

T-Plus Ride #12345678 ordered via VA Hospital will arrive 5/15/2025 @ 1:00 PM. PU @ 3315 Adair Ave N, New Hope. If ride is no longer needed, text CANCEL. Text STOP to unsubscribe.

#### Text-on-accept

Once a driver accepts an order, the phone number on the order will receive a text noting the vehicle number along with a tracking URL they can tap to track the vehicle's location.

T0412 has been dispatched and will arrive soon. Go to <http://taxi-track.mti.com1QL556> to track your ride. If ride is no longer needed, text CANCEL.

#### Call-on-approach

When a vehicle gets within 200-yards of the pickup address, the phone number on the order will receive an automated phone call alerting them that the vehicle will be arriving shortly.

#### Customer Experience Rating

For each completed ride, the passenger receives a *text-on-complete* where the passenger can "Rate their driver" by clicking the hyperlink within the text. (see below)

Text on Complete

Thank you for using T-Plus! Go to: <http://taxi-track.mti.com/11qLb6uscf> to rate your driver. Please do not reply to this message.

Rate Your Driver Hyperlink

Please rate your driver.

★★★★☆

To help improve our service, can you please specify the main reason for a low rating.

Driver Hygiene	Did not Follow Instructions	Rude Driver
Car Quality	Late Arrival	Over Charged

Submit

## Emergency and Incident Response

Drivers all have a company issued tablet and a (personal) cell phone. Drivers and Dispatchers can communicate through prompted messages through the tablet or via cell phone.

Based on the urgency of a situation, Dispatchers will communicate issues to the Management and/or School Team via email, text or phone call.

We have different response protocols depending on the type of emergency/incident.

### **Trip Issues**

Drivers have a hotline they can call with any issue, but we encourage them to send canned messages through our dispatch system as we can reply to the canned message more efficiently than we can process a phone call. Our driver hotline rings directly into our Dispatch Center and is answered in the order in which it was received.

### **Customer Issue**

If there is an emergency in the vehicles due to health or behavior, drivers will contact dispatch directly to report the issue

### **Accident Protocol**

- Driver shall obtain pertinent information
  - Injuries? If so, who and what
  - Where & when the accident happened
    - Time
    - Location (cross streets & city)
  - Description of the event
- Driver shall contact Dispatch via driver hotline
- Dispatcher Responsibilities
  - Contact Police/911 to report scene.
  - Connect driver to Transportation Plus Risk Manager
  - Determine if vehicle is safe. If it is deemed unsafe, follow *Mechanical Breakdown Protocol*
- Risk Manager Responsibilities
  - If there is an injury, contact Account's key contact (if applicable)
  - Inform the driver of the need to be drug tested
    - Drug and Alcohol Testing Sites:
      - Northworks Occupational Health  
4048 Broadway Ave  
Robbinsdale, MN 55422  
(763) 398-8888
      - Airport Medical Clinic  
7550 34<sup>th</sup> Ave S  
Minneapolis, MN 55450  
(612) 727-1167

- Alert driver that an accident report needs to be completed with Risk Manager within 24-hours of the accident.

**Dispatch System Disruption**

It's extremely rare, but should our dispatch system fail, Dispatcher shall voice-dispatch all orders and then manually enter pertinent order information at a later time.

**Mechanical Breakdown Protocol**

- Driver shall contact dispatch via Driver hotline
- Dispatch will coordinate immediate pick-up of customer with the closest available vehicle to the broken-down vehicle.
- Generally, another vehicle will arrive within 10-20 minutes.
- Dispatch will arrange a tow of the disabled vehicle.

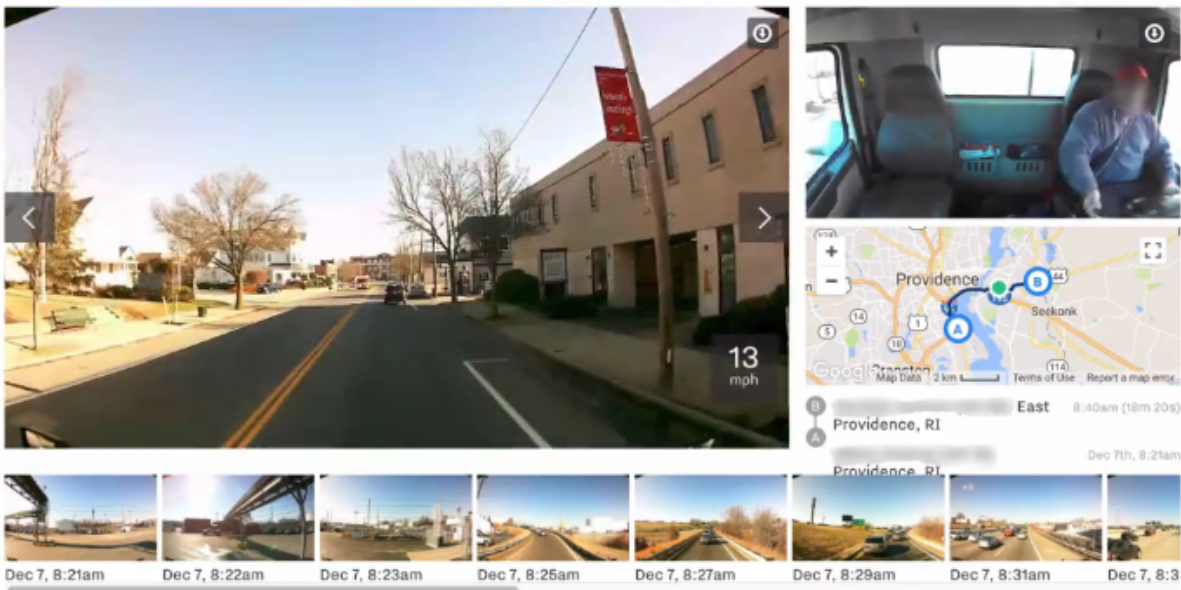
# Appendix A

## Samsara Dual-facing AI Dash Camera



Dec 07, 8:35am - Harsh Event

[View Incident Report](#)



### Video Capture

#### Front-Facing Camera

- 1080p (Full HD) video
- 121° field of view for full view of road
- HDR to optimize bright and low light conditions

#### Driver-Facing Camera (Promotes Safety)

- 720p (HD) video
- 177° field of view for full view of road
- Infrared LED for unlit nighttime in-vehicle video

### *GPS Tracking*

Tracks route, location, speed and direction of vehicle and saves historical data of trips

### *Built-in Audio Speaker*

Voice Coaching - Speaker provides voice-based feedback alerts during unsafe driving

Audio Capture – provides context for incidents/disputes

### *Recordings*

Harsh Events – Harsh braking, acceleration, turning and crashes are automatically detected by building in accelerometer. Camera auto-uploads footage from 5-seconds before to 5-seconds after each harsh driving event.

Periodic Images – Still images captured every 2-minutes while vehicle is in-motion. Adds visual context to GPS tracking

Panic Button – allows drivers to automatically sends alerts and upload footage during potential emergencies by pushing panic button

### *Transfer Data and Logging*

Automatic Uploads to Cloud – past 60-hours of driving time available

# Appendix B

## Daily No Load Report

											No Loads	
GO Ride	RETURN Ride	Student Name	Result	Pickup time	Pickup address	Drop Place	Drop address	Route	Driver	Consecutive	Total	
23574728	23574491	FIRST LAST	No Load	6:30 AM	7780 Flying Cloud Dr	Osseo High School	317 2nd Ave Nw	246538	3368	2	22	
23574727	23574433	FIRST LAST	Cancel	6:38 AM	86 Big Circle Dr	Park Center Senior High	7300 Brooklyn Blvd	246570	4512	1	96	
23574719	23574471	FIRST LAST	No Load	6:40 AM	3832 3rd Street Northeast	Maple Grove High School	9800 Fernbrook Ln N	246572	4656	1	43	
23574708	23574485	FIRST LAST	No Load	6:46 AM	1811 Emerson Ave N	Osseo High School	317 2nd Ave Nw	246672	6442	2	47	
23574708	23574485	FIRST LAST	No Load	6:46 AM	1811 Emerson Ave N	Osseo High School	317 2nd Ave Nw	246672	6442	2	47	
23574709	23574445	FIRST LAST	Cancel	6:46 AM	5325 Orleans Ln N	Park Center Senior High	7300 Brooklyn Blvd	246559	6447	1	29	
23574710	23574428	FIRST LAST	No Load	6:46 AM	1017 North Humboldt Avenue	Park Center Senior High	7300 Brooklyn Blvd	246564	4977	1	19	
23574704	23574235	FIRST LAST	No Load	6:48 AM	3207 Girard Ave N	Park Center Senior High	7300 Brooklyn Blvd	246540	5141	1	32	
23574704	23574488	FIRST LAST	Cancel	6:48 AM	2941 France Ave N	Park Center Senior High	7300 Brooklyn Blvd	246540	5141	1	42	
23574705	23574235	FIRST LAST	No Load	6:48 AM	1846 Central Ave Ne	Park Center Senior High	7300 Brooklyn Blvd	246552	6395	1	25	
23574707	23574443	FIRST LAST	Cancel	6:48 AM	10719 Monroe Dr Ne	Osseo High School	317 2nd Ave Nw	246598	3681	1	27	
23574697	23574477	FIRST LAST	Cancel	6:53 AM	7018 North Irving Avenue	Osseo High School	317 2nd Ave Nw	246634	4512	1	2	
23574698	23574474	FIRST LAST	No Load	6:53 AM	10020 Dogwood Street	Park Center Senior High	7300 Brooklyn Blvd	251869	6168	1	1	
23574696	23574460	FIRST LAST	No Load	6:55 AM	11505 Pineridge Way North	Osseo High School	317 2nd Ave Nw	246524	5132	2	17	
23574691	23574439	FIRST LAST	No Load	6:58 AM	4318 Girard Ave N	Osseo High School	317 2nd Ave Nw	246546	4988	2	12	
23574666	23574369	FIRST LAST	No Load	7:20 AM	139 Arlington Ave E	North View Middle School	5869 69th Ave N	246536	4480	2	45	
23574668	23574408	FIRST LAST	No Load	7:20 AM	5240 W Broadway Ave	Maple Grove Middle School	7000 Hemlock Ln N	251868	5222	1	23	
23574649	23574392	FIRST LAST	Cancel	7:33 AM	6908 68th Ave N	Osseo Middle School	10223 93rd Ave N	246533	6058	1	2	
23574653	23574371	FIRST LAST	No Load	7:33 AM	7011 Northland Cir N	Maple Grove Middle School	7000 Hemlock Ln N	246585	4988	1	22	
23574639	23574255	FIRST LAST	Cancel	7:36 AM	6421 83rd Ct N	Headway Emotional Health	1001 Hwy 7	246549	6317	1	22	
23574622	23574372	FIRST LAST	No Load	7:42 AM	7521 Jersey Ave N	Maple Grove Middle School	7000 Hemlock Ln N	246593	4512	2	5	
23579363	23574369	FIRST LAST	No Load	7:45 AM	5240 Drew Ave N	North View Middle School	5869 69th Ave N	246558	4977	1	2	
23574602	23574354	FIRST LAST	No Load	7:50 AM	4020 Nawadaha Blvd	Ann Bremer Education Center	6601 Xylon Ave N	245224	6464	3	14	
23574573	23574300	FIRST LAST	No Load	8:10 AM	2380 Ariel Street	North Education Center	5530 Zealand Ave N	245221	5547	1	55	
23574574	23574301	FIRST LAST	No Load	8:10 AM	1505 Jackson St	North Education Center	5530 Zealand Ave N	245222	6237	>3	28	
23574576	23574496	FIRST LAST	No Load	8:10 AM	1501 Amy Lane	Ann Bremer Education Center	6601 Xylon Ave N	245223	6476	1	15	
23574571	23574291	FIRST LAST	No Load	8:13 AM	6909 68th Ave N	Osseo Area Learning Center	7300 Boone Ave N	246600	6293	1	2	
23574507	23574253	FIRST LAST	No Load	9:03 AM	7521 Jersey Ave N	Oak View Elementary School	6710 E Fish Lake Rd	246581	4977	1	3	
23574669	23574409	FIRST LAST	Cancel	7:20 AM	1821 Mechanic Ave	Maple Grove Middle School	7000 Hemlock Ln N	246666		1	15	
23574624	23574383	FIRST LAST	Late Cancel	7:40 AM	1350 Nicollet Mall	Maple Grove Middle School	7000 Hemlock Ln N	246565	4525	1	41	
23574608	23574388	FIRST LAST	Cancel	7:47 AM	7611 36th Ave N	North View Middle School	5869 69th Ave N	246562		1	15	
23574603	23574378	FIRST LAST	Cancel	7:50 AM	12400 Gettysburg Ave N	Osseo Transitions	324 6th Ave Ne	246553		1	6	
23574591	23574422	FIRST LAST	Cancel	8:02 AM	8273 Zane Ct N	Fairview Clinic	2960 Winnetka Ave N	245213		1	18	
23574581	23574313	FIRST LAST	Late Cancel	8:10 AM	1619 Maryland Ave E	Osseo Area Learning Center	7300 Boone Ave N	246527	6124	1	101	

# Appendix C

## Daily Timeliness & Order Summary Report

250507 - Timeliness Summary											
AM Summary				PM Summary							
AM Summary	AM Timeliness (Per Route)	%	Running %	PM Summary	PM Timeliness (Per Route)	%	Running %				
<b>3</b> Student Ride Requests	3 On-time	100.0%	100.0%	<b>3</b> Student Ride Requests	2 On-time	100.0%	100.0%				
2 Students Transported	0 5-15 Minutes	0.0%	100.0%	2 Students Transported	0 5-15 Minutes	0.0%	100.0%				
1 Student No Loaded	0 15-30 Minutes	0.0%	100.0%	0 Students No Loaded	0 15-30 Minutes	0.0%	100.0%				
0 Students Cancelled	0 30-45 Minutes	0.0%	100.0%	1 Student Cancelled	0 30-45 Minutes	0.0%	100.0%				
<b>3</b> Routes	0 45-60 Minutes	0.0%	100.0%	<b>3</b> Routes	0 45-60 Minutes	0.0%	100.0%				
0 ASAP Routes	0 over 60 Minutes	0.0%	100.0%	0 ASAP Routes	0 over 60 Minutes	0.0%	100.0%				
0 Not Applicable				(1) Not Applicable							
<b>3</b>	<b>3</b>			<b>2</b>	<b>2</b>						

Account	Job #	AM/PI Date	Requested Pickup Time	Student	Summary	Driver	Arrival vs. Requested	Group Route	Pickup	Dropoff	Arrival/No Load/Cancel
S00482	23574661	AM 05/07/25	7:30 AM	First LastName	Completed	4454	A: On-time	1400 246695	6257 University Ave Ne	Wayzata High School	7:27 AM
S00482	23574327	PM 05/07/25	3:20 PM	First LastName	Completed	5141	A: On-time	1400 246696	Wayzata High School	6257 University Ave Ne	3:03 PM
S00482	23573589	AM 05/07/25	8:35 AM	First LastName	Completed	3565	A: On-time	1400	6301 Quinwood Ln N	Wayzata Central Middle Sc	8:12 AM
S00482	23573590	PM 05/07/25	4:15 PM	First LastName	Completed	6254	A: On-time	1400	Wayzata Central Middle Sc	6301 Quinwood Ln N	4:17 PM
S00482	23574683	AM 05/07/25	7:05 AM	First LastName	No Load	5002	A: On-time	1400 245197	540 Broadway Street	Wayzata High School	6:58 AM
S00482	23574282	PM 05/07/25	3:25 PM	First LastName	Cancel	NA	I: Not Applicable	1400 245198	Wayzata High School	540 Broadway Street	10:10 AM

## Appendix D

### Transportation Plus – Type III Certified Drivers

Count	ID	Full Name	Driver License #
1	2429	OKELLO TEKABE	M393180084015
2	2598	HASSAN AHMED	F856023891719
3	2800	LIBAN WARSAME	Y655228007616
4	2893	TUKRI BAAD	G597021700621
5	2948	BASHIR FARAH	T260260602008
6	3026	CLINT HILL	F426001472212
7	3368	FAYSAL SAHAL	D704059105911
8	3425	MOHAMUD ABDULAAHI	Q257100571714
9	3429	CONSTANT TENOU	E725052282914
10	3498	MOHAMED HABIYE	R018131913009
11	3542	SEMIE MERHA	A391051193413
12	3565	TEWELDE MISGINA	V622283189010
13	3566	SAMSON TEFERA	J450147486709
14	3631	TSEHAYE REDAE	C443096614711
15	3681	KENNETH ABAM	T920284569711
16	3723	KAHSAY GEBREAMLAK	X584208171217
17	3821	HUSSEIN OSMAN	Y515261768811
18	3874	PAAPA PAINTSIL	M513115045409
19	3922	YOHANNES TEKIE	X644295273614
20	3934	ABDELFATTAH EZZAID	D374070694314
21	3980	KEN SOWERS	Q907126651116
22	4088	JOHN AKERELE	M053107467908
23	4144	ABYE GEBREKIRO	X474220214315
24	4145	MOHAMED MOHAMED	C683009936417
25	4164	ZERU FANTA	W983238308020
26	4190	SAID NUR	R528117217015
27	4333	ABDI HILOWE	Q107119614908
28	4370	MISHU ABEJE	B192080978912
29	4389	JAMAL HASSAN	G927051358918
30	4406	SHIMI HAILEMARIAM	S899185205926
31	4424	RENATO CARLEVARINO	B852070485815
32	4431	HASSAN MOHAMED	Y785282323920
33	4454	DADDEE KONNEH	H148030627013
34	4460	BONA BEKERE	Q107175334108
35	4464	ABINET MOLTOTE	C573059101915
36	4480	ALWAN ALIYE	H818033963517
37	4493	HAILESLASSIE KASSA	Q677155302820
38	4506	FAHDI OMAR	M263161458511

Count	ID	Full Name	Driver License #
39	4512	MUHAMMED DENTON	L522146527809
40	4525	ROBA ALIYE	R928150593319
41	4587	MUME AHMED	E035099941808
42	4641	ABDI BERKADLE	S949164500722
43	4653	UMAR DIBBA	N524105924211
44	4654	ALAGIE JASSEH	D524043862011
45	4656	HARUNA TOURAY	Y665255816117
46	4711	ASHEBIR GELASSA	X444292815712
47	4714	TAKELE FEYISSA	X414243404009
48	4743	ABDUSELAM MUSSA	D874048730919
49	4759	UMER YUSSUF	H778059336822
50	4816	YUSUPHA JASSY	C193074127913
51	4845	AHMED ABUBEKER	L552100290512
52	4848	ALEMSEGED BERHE	N734180592614
53	4926	ABDULKADIR BAATI	M403185786207
54	4954	MUHAMMED JOBE	A451038858010
55	4961	ESKENDER ADEM	L822100702212
56	4971	ABDUSEMED BUSHUSHO	P616154932813
57	4977	ZEYNUDIN RASHID	R028185368310
58	4979	ARAB OMISAYE	M333134060509
59	4988	MUTAHAR AHMED	N934118703616
60	4998	JAMAL BUTTA	K531134946709
61	4999	ABDO ALIYE	R938110120120
62	5002	ALEMU GEBA	E135038344109
63	5020	YASIN YUSUF	P476106890117
64	5023	MOHAMED SHAFAT	H068088190314
65	5043	MOHAMED ABDULLAHI	R148192766713
66	5045	MOHAMMED UMER	J660114893812
67	5068	FAMARA JARJU	H098047071117
68	5092	GEMECHIS NEGWO	A561043216012
69	5132	MEAZ HAMZA	B292001890113
70	5141	SURAFEL LEGESSE	N944140648617
71	5188	MOHAMED SHONE	K011160093202
72	5213	ABDULMANAN HEBO	X004271899404
73	5222	ALIE CEESAY	Q527181998414
74	5236	ELIYAS ALI	E855022528218
75	5241	SULTAN ERESA	N924161372715
76	5251	MAMMADAMIR FATOO	C093053828612
77	5267	ABDULKARIM BUTTA	M333114718209
78	5279	NASIRADIN GEDALA	R748111833119
79	5293	FAYSAL OLAD	G977057459023
80	5304	SEMIR BESHER	J440198342308

Count	ID	Full Name	Driver License #
81	5326	ABDUSALAM ABDULLAHI	J780166470815
82	5328	ABDI OLAD	B482000549714
83	5345	SABSIB ABADURA	G117068515909
84	5353	MESAY NADEW	S739103155919
85	5358	MUSTAFA GENEMO	X014210493705
86	5359	JACKELINE EGUIA WELCH	F916099677016
87	5387	BUOB PUR	M723184955912
88	5389	SANUSIE BARRIE	H878073253923
89	5409	ZERUK AMIN	G987051933924
90	5417	JAFAR ALIYE	K821198872811
91	5438	GAMACHU CHIKAKI	R418119225713
92	5446	BIRMAJII TASHITE	B642054192112
93	5498	GAROMA CHAFFE	S429154105915
94	5525	WESENAYEHU KEBEDE	D194062699214
95	5535	MOHAMED TILMO	E655064506516
96	5538	HASSAN AYUB	B952091744916
97	5545	AHMED ADEM	J960193832915
98	5547	MOHAMED YOUSOUF	R398133772520
99	5559	BAHAR MOHAMMED	G087009613215
100	5560	ABDELLA TUFA	Y385229661416
101	5561	ALI AMAN	A000026971300
102	5562	HUSSEN MOHAMED	Y000021331900
103	5579	ABDURAHAMAN HASHIM	W973206362819
104	5583	KOFI BUSIA	S059128165014
105	6022	EUGENE ODURO	Z186221479815
106	6039	GATLUAK MALEK	G067033371813
107	6050	HIKO KEBETO	W743221377414
108	6058	IFAA BAKUTO	D784072187519
109	6073	LENCHO GUYE	Q247128476313
110	6079	FAYISO WAKE	B752015940014
111	6085	SHAMSUDIN OMAR	R828189146618
112	6086	BADRU MUSA	N284117820714
113	6103	ABDURAHIM MUSA	Z236218650911
114	6124	MAGARSA CHAFFE	L112136512504
115	6148	KALIFA ALIY	X114265964906
116	6166	JABRI ADAM	D894033407621
117	6168	MOTI ITICHA	C423058551309
118	6183	ENGDA KIRTO	C000059483100
119	6188	TESFAYE TEKESTE	H348036224615
120	6191	ISMAEL KENTER	P000022200000
121	6211	MURAD ABRAHIM	S599100509023
122	6214	ABDIKADIR TUFA	Z086234839914

Count	ID	Full Name	Driver License #
123	6217	MOHAMED SHERIFF	P506160482011
124	6218	YUSUF ALI	K331153921107
125	6223	AHMED USMAN	S299185767620
126	6224	MAME TESSO	D000076379900
127	6237	KUMA KABETO	G837077952318
128	6251	SIRAJ ABDELLA	Y000075428900
129	6254	ESKANDER HAJALI	X054255632009
130	6259	RIYAD MAHAMMAD	S759188307721
131	6263	HENRY KERONGO	W453215291612
132	6270	JAMAL KEBETO	G957091158721
133	6274	ABDELLA MOHAMMED	Q027182896009
134	6275	AFANDI YUSUF	N224170691608
135	6285	EYOB GEBREZGABIHER	Y000068674300
136	6286	SUMAIA ROERS	Q367164450316
137	6293	Jemal Khelil	P616169464313
138	6317	HUSSEIN DUBE	F176096041914
139	6320	BASHI HASAN	Y045297207909
140	6326	CLEMENT MESI	Z056209056311
141	6348	SAMUEL TEKLEAB	B952062548316
142	6349	ABDIAZIZ ELMI	L922156182713
143	6356	Mohamud Warsame	Y000053021100
144	6367	Omot Ochan	X434254718311
145	6368	NADEW MEKURIA	A481050597613
146	6373	PRINCE ZAYZAY	W853260817116
147	6375	Abdu Abdalla	H000005876500
148	6378	NURA ALI	B012087875603
149	6385	Ibrahim Jalloh	G977049567223
150	6395	Ahmed Absuge	S399153006221
151	6400	Mouktar Bouh	Q237199360512
152	6405	Abdisa Wako	M453194917212
153	6414	KUMA NAGAYO	E935000729917
154	6420	ABDIWELI KULMIYE	M453134800512
155	6423	MANDRELL WILLIAMS	N000054430900
156	6425	Enoch Yarlatee	Z526253889813
157	6442	KIYAR SIRAJ	G707019341114
158	6445	OBSA ALI	D000131841800
159	6450	MUSSE MOHAMED	P000013911700
160	6455	KORANE MOHAMUD	E435068449312
161	6464	Kerealem Mulat	H018082714709
162	6469	Yadata Borana	H888093689324
163	6476	MAJDY ISSA	F926012401217
164	6480	MOHAMED IBRAHIM	H318099350712

<b>Count</b>	<b>ID</b>	<b>Full Name</b>	<b>Driver License #</b>
165	6481	Fousseyni Guindo	G117069003609
166	6490	MAMADI OMER	Q897165633624
167	6497	ABDULKADIR ABDI	B000088908900
168	6501	PHILLIP THOMPSON	S059126459814
169	6502	PETER DIGOLO	Q307131740810
170	6506	BONSU OSEI	L352118116010
171	6511	MICHAEL MILLER	N504105163109
172	6521	ISMAIL BADHASO	E435041756012
173	6525	ASAD TAKAR	Q767179158120
174	6614	YOSEF ANTENEH	P686162638520
175	6615	NUR MOHAMED	K231125705306
176	6618	KHALID HADDAOUI	L162144280209
177	6619	ELIAS YUSUF	N984109402321

## Appendix E

### Transportation Plus – Type III Vehicles

Unit ID	Year	Make	Model	Description	VIN#	License
T0319	2013	Chrysler	Town & Country	Minivan	2C4RC1CG4DR598330	MLX436
T0455	2019	Honda	CRV	SUV	2HKRW6H37KH217221	KYE213
T0553	2015	Chrysler	200	Sedan	1C3CCCCB6FN643794	KYW601
T0448	2016	Chrysler	Town & Country	Minivan	2C4RC1BG3GR231120	LGV229
T0354	2017	Dodge	Grand Caravan	Minivan	2C4RDGCG7HR818629	LJK907
T0128	2013	Kia	Soul	Sedan	KNDJT2A68D7485298	KCN046
T0514	2015	Kia	Sedona	Minivan	KNDMB5C18F6025425	ROBABK1
T0451	2015	Chevrolet	Equinox	SUV	2GNALAEK4F1169941	HHZ110
T0486	2014	Dodge	Grand Caravan	Minivan	2C4RDGCG9ER304745	HBR843
T0537	2017	Toyota	Sienna	Minivan	5TDZZ3DC7HS771390	KRZ182
T0483	2016	Nissan	Versa	Sedan	3N1CN7AP1GL846088	LGY847
T0361	2016	Chrysler	Town & Country	Minivan	2C4RC1BG2GR159276	KVN926
T0503	2011	Toyota	Sienna	Minivan	5TDJK3DC1BS028670	849XAU
T0499	2021	Toyota	Sienna	Minivan	5TDKRKEC5MS044706	KXF997
T0554	2018	Toyota	Camry	Sedan	4T1B11HK1JU080500	AUL313
T0479	2013	Chrysler	Town & Country	Minivan	2C4RC1CG6DR781762	HDV390
T0577	2014	Toyota	Sienna	Minivan	5TDKK3DC2ES500237	147XHA
T0474	2016	Toyota	Sienna	Minivan	5TDKK3DC3GS707772	ETB723
T0557	2014	Toyota	Sienna	Minivan	5TDJK3DC8ES084125	CJS819
T0525	2017	Dodge	Grand Caravan	Minivan	2C4RDGEG7HR555362	KPR197
T0356	2013	Toyota	RAV4	SUV	JTMN1RFV3MD074716	FYX191
T0330	2015	Nissan	Sentra	Sedan	1N4AL3AP1FC422736	EVG233
T0570	2015	Toyota	Sienna	Minivan	5TDYK3DC1FS671153	GMG025
T0472	2018	Toyota	RAV4	SUV	JTMBFREV1JD257002	KEL396
T0335	2021	Toyota	Highlander	SUV	5TDBZRBH3MS116155	JML362
T0535	2016	Ford	Taurus	Sedan	1FAHP2J83GG129985	DJR608
T0595	2018	Toyota	Sienna	Minivan	5TDYZ3DC6JS963398	BYU952
T0404	2016	Toyota	Sienna	Minivan	5TDXK3DC6GS764909	LLL203
T0471	2015	Toyota	Sienna	Minivan	5TDKK3DC2FS622694	BHZ814
T0599	2018	Honda	Odyssey	Minivan	5FNRL6H27KB085561	KGL130
T0551	2018	Dodge	Grand Caravan	Minivan	2C4RDGEG4JR205886	KUY551
T0355	2018	Honda	CRV	SUV	2HKRW6H34JH231480	CLV140
T0541	2016	Toyota	Camry	Sedan	4T1BF1FK9GU153559	NXC189
T0287	2011	Dodge	Grand Caravan	Minivan	2D4RN4DG1BR732592	AUJ456
T0481	2021	Toyota	Corolla	Sedan	JTDP4MCE1MJ057485	FGR881
T0571	2016	Toyota	Sienna	Minivan	5TDKK3DC6GS719737	859XYN
A3494	2013	Chrysler	Town & Country	Minivan	2C4RC1CG8DR662630	MRS535
T0347	2013	Honda	Odyssey	Minivan	5FNRL5H97DB074909	LBL385

Unit ID	Year	Make	Model	Description	VIN#	License
T0266	2016	Chrysler	Town & Country	Minivan	2C4RC1BGXGR212726	JNH077
T0388	2013	Dodge	Grand Caravan	Minivan	2C4RDGCGXDR576543	GFD718
T0360	2016	Honda	CRV	SUV	2HKRM4H7XGH72344	651VRN
T0588	2018	Toyota	Camry	Sedan	4T1B11HK5JU569269	GJU661
T0353	2015	Dodge	Grand Caravan	Minivan	2C4RDGBG9FR667002	HHU067
T0547	2016	Chrysler	Town & Country	Minivan	2C4RC1BG7GR148130	HKD791
T0564	2021	Toyota	Sienna	Minivan	5TDKRKEC1MS029507	KUT532
T0222	2012	Chrysler	Town & Country	Minivan	2C4RC1BG8CR286303	MPG471
T0385	2017	Toyota	Camry	Sedan	4T1BF1FK8HU304392	KMZ411
T0131	2014	Kia	Soul	Sedan	KNDJN2A24E7056779	LAN017
T0205	2012	Toyota	Scion XB	Sedan	JTLZE4FE8CJ010068	FZE222
T0516	2013	Dodge	Grand Caravan	Minivan	2C4RDGCG3DR655794	FPJ546
T0539	2016	Toyota	Camry	Sedan	4T1BF1FK8GU581509	GFF364
T0502	2016	Ford	Taurus	Sedan	1FAHP2D93GG137069	GYA478
T0393	2015	Toyota	Sienna	Minivan	5TDYK3DC4FS633822	KRG374
T0518	2019	Toyota	RAV4	SUV	JTMF1RFV7KD045155	KDP527
T0314	2016	Ford	Taurus	Sedan	1FAHP2MK6GG114582	FTM234
T0338	2015	Toyota	Sienna	Minivan	5TDYK3DC9FS623898	CAV531
T0250	2016	Dodge	Grand Caravan	Minivan	2C4RDGCG8GR278478	KPP518
T0580	2015	Chevrolet	Malibu	Sedan	1G11C5SLXFF319615	FZM866
T0507	2017	Toyota	RAV4	SUV	2T3RFREV9HW552263	JNP500
T0575	2017	Toyota	Sienna	Minivan	5TDYZ3DC4HS836188	640XNV
T0310	2016	Ford	Escape	SUV	1FMCU9G97GUC67001	KHX948
T0467	2014	Chrysler	Town & Country	Minivan	2C4RC1HG0ER132422	GXE320
T0533	2015	Toyota	Sienna	Minivan	5TDZK3DC0FS683136	HWB658
T0136	2015	Kia	Soul	Sedan	KNDJN2A2XF7166981	NDE672
T0464	2018	Toyota	RAV4	SUV	JTMDFREV2JJ221359	LGY445
T0416	2017	Hyundai	Santa Fe	SUV	5NMZU3LBXHH046165	ETF186
T0538	2018	Dodge	Journey	SUV	3C4PDCAB0JT340337	CDS369
T0408	2015	Dodge	Grand Caravan	Minivan	2C4RDGCG5FR567140	HWL541
T0185	2014	Kia	Soul	Sedan	KNDJP3A56E7724320	HDN274
T0381	2013	Toyota	Sienna	Minivan	5TDYK3DC1DS283739	DXN684
T0586	2016	Dodge	Grand Caravan	Minivan	2C4RDGCG0GR204990	KAW511
T0313	2012	Nissan	Rogue	SUV	JN8AS5MV1CW704053	EKB702
T0515	2014	Honda	CRV	SUV	2HKRM4H37EH602955	AGM613
T0344	2017	Dodge	Grand Caravan	Minivan	2C4RDGCG1HR858785	KRV210
T0508	2023	Honda	Odyssey	Minivan	5FNRL6H66PB070852	KXD606
T0419	2019	Toyota	Sienna	Minivan	5TDDZ3DC7KS226856	HXH432
T0501	2017	Nissan	Rogue	SUV	5N1AT2MV2HC791330	PGX196
T0423	2015	Hyundai	Sonata	Sedan	5NPE24AF4FH207184	LBP282
T0151	2014	Dodge	Grand Caravan	Minivan	2C4RDGBG1ER302005	HFA419

Unit ID	Year	Make	Model	Description	VIN#	License
T0436	2013	Honda	Accord	Sedan	1HGCR2F32DA143131	HHZ877
T0252	2016	Chrysler	Town & Country	Minivan	2C4RC1BG8GR254442	JNH097
T0562	2015	Dodge	Grand Caravan	Minivan	2C4RDGBG1ER462143	9PH777
T0560	2015	Toyota	Sienna	Minivan	5TDYK3DC5FS595730	BNT508
T0364	2015	Chrysler	Town & Country	Minivan	2C4RC1BG4FR617799	ESV081
T0363	2017	Toyota	Sienna	Minivan	5TDKZ3DC5HS789534	CKM728
T0428	2015	Toyota	Sienna	Minivan	5TDKK3DC6FS605347	KNT203
T0513	2018	Dodge	Grand Caravan	Minivan	2C4RDGEGXJR344713	LKB843
T0210	2014	Chrysler	Town & Country	Minivan	2C4RC1BG5ER160841	KPR355
T0542	2015	Dodge	Grand Caravan	Minivan	2C4RDGCG1ER453053	JLS414
T0592	2013	Toyota	Sienna	Minivan	5TDYK3DC9DS311173	CPH962
T0382	2022	Toyota	Prius	Sedan	JTDKAMFU7N3187928	KGX757
T0305	2018	Chevrolet	Equinox	SUV	2GNAXSEV4JJ6173603	JLN612
T0574	2012	Toyota	Sienna	Minivan	5TDJK3DC8CS048058	KAS932
T0236	2015	Chrysler	Town & Country	Minivan	2C4RC1BG6FR571103	KCN604
T0333	2019	Toyota	Sienna	Minivan	5TDYZ3DC2KS994889	DCZ569
T0488	2013	Toyota	Avalon	Sedan	4T1BK1EBXDU066164	HXH574
T0417	2017	Dodge	Grand Caravan	Minivan	2C4RDGBG4HR568963	KAV827
T0543	2020	Honda	Odyssey	Minivan	5TDYZ3DC9LS033398	KVC043
T0263	2012	Dodge	Grand Caravan	Minivan	2C4RDGBG2CR220491	CJN541
T0415	2015	Toyota	Sienna	Minivan	5TDYK3DC9FS531917	846PKP
T0376	2014	Nissan	Altima	Sedan	1N4AL3APXEC149083	JTW281
T0565	2021	Toyota	Sienna	Minivan	5TDKRKEC8MS014891	9RL055
T0442	2022	Toyota	Sienna	Minivan	5TDKRKEC7NS122694	LFD913
T0359	2014	Honda	Odyssey	Minivan	5FNRL5H68EB053638	KSP864
T0585	2016	Chrysler	Town & Country	Minivan	2C4RC1BG9GR193490	JGM204
T0441	2016	Nissan	Sentra	Sedan	3N1AB7AP8GY319023	BWA302
T0462	2019	Dodge	Grand Caravan	Minivan	2C4RDGEG7KR752474	KRX051
T0346	2013	Honda	Odyssey	Minivan	5FNRL5H95DB051810	KJL820
T0405	2014	Dodge	Grand Caravan	Minivan	2C4RDGBG4ER374803	255NPC
T0497	2015	Honda	Odyssey	Minivan	5FNRL5H69FB117252	JCA801
T0375	2017	Toyota	Sienna	Minivan	5TDYZ3DC5HS867644	AKH965
T0148	2013	Kia	Soul	Sedan	KNDJT2A67D7764838	KCP401
A5446	2015	Dodge	Grand Caravan	Minivan	2C4JRGAG8FR585083	GTG151
T0326	2012	Mazda	6	Sedan	1YVHZ8BH3C5M02462	HRJ778
T0113	2018	Kia	Soul	Sedan	KNDJN2A25J7607232	JNH357
T0465	2016	Toyota	Sienna	Sedan	5TDYK3DC4GS727801	JCV108
T0183	2018	Kia	Soul	Sedan	KNDJN2A28J7544322	JNH359
T0400	2018	Honda	CRV	SUV	7FARW2H91JE056962	5BY880
T0432	2013	Toyota	Highlander	SUV	5TDBK3EH3DS241394	AJE321
T0394	2021	Toyota	Sienna	Minivan	5TDKRKEC9MS036169	HVC389
T0531	2014	Toyota	Sienna	Minivan	5TDKK3DC4ES433883	HBF699

Unit ID	Year	Make	Model	Description	VIN#	License
T0144	2013	Kia	Soul	Sedan	KNDJT2A58D7577521	DRH805
T0323	2015	Kia	Soul	Sedan	KNDJN2A25F7815537	LAM641
T0100	2013	Toyota	Scion XB	Sedan	JTLZE4FE7DJ033083	EEV244
T0391	2015	Honda	CRV	SUV	5J6RM4H53FL067745	PGY898
T0191	2013	Kia	Soul	Sedan	KNDJT2A51D7506967	JNH098
T0217	2014	Dodge	Grand Caravan	Minivan	2C4RDGBG9ER411148	FZG252
T0350	2023	Toyota	Sienna	Minivan	5TDYRKEC5PS137904	JTJ324
T0521	2015	Toyota	Sienna	Minivan	5TDYK3DC9FS595357	NPN617
T0559	2015	Dodge	Grand Caravan	Minivan	2C4RDGCG2FR540719	KAS345
T0242	2016	Dodge	Grand Caravan	Minivan	2C4RDGCG3GR380433	KCN624
T0549	2022	Honda	Civic	Minivan	2HGFE2F2XNH508500	GWL175
T3725	2013	Dodge	Grand Caravan	WC Ramp	2C4RDGBG6DR782220	EEU811
T0433	2013	Lexus	ES300H	Sedan	JTHBW1GG9D2021583	KSA107
A3439	2017	Dodge	Grand Caravan	Minivan	2C4RDGEG7HR599460	BFM810
T0316	2013	Dodge	Grand Caravan	Minivan	2C4RDGBG2DR634162	LTE009
T0129	2015	Toyota	Scion XB	Sedan	JTLZE4FE9FJ075192	0636BA
T0198	2013	Toyota	Scion XB	Sedan	JTLZE4FE2DJ045934	LWU691
T0341	2012	Dodge	Grand Caravan	Minivan	2C4RDGCG8CR139087	EHY690
T0234	2014	Dodge	Grand Caravan	Minivan	2C4RDGCG9ER423329	KCN045
T0132	2015	Kia	Soul	Sedan	KNDJN2A25F7789585	KCN047
T0366	2018	Dodge	Grand Caravan	Minivan	2C4RDGBG7JR221942	KDP421
T0434	2018	Chevrolet	Equinox	SUV	2GNAXSEVXJ6282941	EGP062
T0566	2015	Toyota	Camry	Sedan	4T4BF1FK8FR453971	AUC546
T0421	2016	Chrysler	Town & Country	Minivan	2C4RC1BG6GR290906	KUS154
T0306	2021	Chrysler	Voyager	Minivan	2C4RC1DG2MR520739	KJE735
T0411	2015	Toyota	Sienna	Minivan	5TDKK3DC3FS630948	KZA743
T0573	2014	Honda	Odyssey	Minivan	5FNRL5H68EB040565	NWR015
T0523	2015	Chrysler	Town & Country	Minivan	2C4RC1BG7FR552348	ESL669
T3708	2017	Dodge	Grand Caravan	WC Ramp	2C4RDGBG9HR776529	LAL772
T0569	2014	Honda	Odyssey	Minivan	5FNRL5H6XEB072854	NAD266
T0320	2015	Dodge	Grand Caravan	Minivan	2C4RDGBG0FR593856	NAK654
T0260	2017	Dodge	Grand Caravan	Minivan	2C4RDGEG5HR566599	KPP626
T0504	2016	Kia	Sportage	SUV	KNDPB3AC5G7805030	GFA876
T0519	2015	Toyota	RAV4	SUV	2T3RFREVF300082	JTT286
T0214	2014	Dodge	Grand Caravan	Minivan	2C4RDGBG6ER379159	JNJ233
T0311	2014	Honda	Accord	Sedan	1HGCR2F35EA018450	HHN545
T0397	2018	Honda	HRV	SUV	3CZRU5H54JM718927	KCB632
T0477	2017	Chevrolet	Equinox	SUV	2GNFLFEK5H6247894	ESC021
T0340	2017	Dodge	Grand Caravan	Minivan	2C4RDGEGXHR561673	KRA867
T0454	2015	Toyota	Sienna	Minivan	5TDYK3DC3FS529869	KPL567
A5022	2017	Dodge	Grand Caravan	Minivan	2C4RDGBG9HR562558	LAX807

Unit ID	Year	Make	Model	Description	VIN#	License
T0458	2016	Honda	Odyssey	Minivan	5FNRL5H68GB053464	JKC295
T0348	2020	Acura	MDX	SUV	5J8YD7H52LL001459	LFA740
T0149	2018	Kia	Soul	Sedan	KNDJN2A27J7607894	BJD812
T0351	2014	Subaru	Legacy	Sedan	4S3BMBC62E3036254	HCF526
T0325	2012	Ford	Fusion	Sedan	3FAHP0HA7CR400613	ERP254
T0491	2021	Honda	Odyssey	Minivan	5FNRL6H59MB031448	JNM278
T0309	2019	Toyota	Camry	Sedan	4T1B11HKXKU765080	HEM125
T0568	2011	Toyota	Sienna	Minivan	5TDYK3DC2BS077150	835XVX
T0345	2023	Toyota	RAV4	SUV	2T3A1RFV8PC336320	KLK066
T0396	2022	Toyota	Sienna	Minivan	5TDYRKEC3NS101187	KGH791
T0307	2015	Ford	Taurus	Sedan	1FAHP2J81FG142264	KGM125
T0444	2015	Hyundai	Sonata	Sedan	5NPE24AF4FH122611	BAZ087
T0262	2013	Dodge	Grand Caravan	Minivan	2C4RDGCG4DR678050	EEV292
T0215	2016	Dodge	Grand Caravan	Minivan	2C4RDGCG6GR328603	KPR354
T0239	2016	Chrysler	Town & Country	Minivan	2C4RC1BG1GR293888	CYF252
T0440	2014	Chrysler	Town & Country	Minivan	2C4RC1BG8ER444741	JEU663
T0511	2019	Dodge	Grand Caravan	Minivan	2C4RDGBG5KR607874	JFX868
T0218	2015	Dodge	Grand Caravan	Minivan	2C4RDGBG2FR724592	NSJ624
T0332	2017	Nissan	Sentra	Sedan	3N1AB7AP4HL645884	KAW509
T0485	2015	Honda	Odyssey	Minivan	5FNRL5H66FB125910	JPM891
T0546	2015	Mitsubishi	Outlander	SUV	4A4AR3AU8FE048721	BCS797
T0505	2017	Nissan	Altima	Sedan	1N4AL3AP2HC255063	LTV563
T0552	2016	Chrysler	Town & Country	Minivan	2C4RC1BG5GR260909	CDR478
T0500	2017	Nissan	Rogue	SUV	5N1AT2MV8HC821933	LWV131
T0302	2014	Chevrolet	Captiva	SUV	3GNAL4EK6ES663089	LDW669
T0489	2017	Nissan	Altima	Sedan	1N4AL3AP9HC113020	DKE039
T0550	2023	Toyota	Sienna	Minivan	5TDYRKEC2PS165191	LYR183
T0446	2019	Toyota	Sienna	Minivan	5TDYZ3DCXKS990511	FPS092
T0510	2018	Toyota	RAV4	SUV	JTMBFREV6JJ219430	LHA347
T0115	2016	Kia	Soul	Sedan	KNDJP3A55G7821415	LWV160
T0374	2024	Mitsubishi	Outlander	SUV	JA4J4VA8XRZ028112	LUV031
T0386	2019	Dodge	Grand Caravan	Minivan	2C4RDGEG2KR571489	LWD693
T0572	2017	Kia	Soul	Sedan	KNDJN2A2XH7477037	LYZ870
T0468	2023	Honda	CRV	SUV	2HKRS6H54PH811933	KRD120
T0447	2015	Chrysler	Town & Country	Minivan	2C4RC1BGXFR571721	PFZ086
T0301	2023	Toyota	RAV 4	SUV	2T3F1RFV3PC337641	LCG604
T0495	2016	Acura	MDX	SUV	5FRYD4H63GB036640	GCB040
T0478	2019	Nissan	Murano	SUV	5N1AZ2MS2KN159573	EBL245
T0337	2012	Mazda	5	Sedan	JM1CW2BL7C0124916	JDG637
T0430	2017	Toyota	Sienna	Minivan	5TDDZ3DC4HS160646	LYM614
T0422	2012	VW	Routan	Minivan	2C4RVABG6CR390511	KNN574
T0365	2016	Chrysler	Town & Country	Minivan	2C4RC1CG2GR111517	2960809

Unit ID	Year	Make	Model	Description	VIN#	License
T0398	2013	Chrysler	200	Sedan	1C3CCBBB5DN515877	074LUK
T0426	2014	Toyota	Prius	Sedan	JTDKN3DU1E0379543	789UKZ
T0463	2017	Toyota	Camry	Sedan	4T1BF1FK7HU717520	KLD108
T3729	2013	Dodge	Grand Caravan	WC Ramp	2C4RDGBG0DR804454	EEU807
T0133	2012	Kia	Soul	Sedan	KNDJT2A58C7428802	EEU813
T3728	2013	Dodge	Grand Caravan	WC Ramp	2C4RDGBG2DR773904	EEU806
T0120	2017	Dodge	Grand Caravan	Minivan	2C4RDGBG1HR601837	EEU805
T3710	2015	Dodge	Grand Caravan	WC Ramp	2C4RDGCG1FR549007	BRV591
T0264	2012	Toyota	Scion XB	Sedan	JTLZE4FE8CJ020244	FZF087
T0221	2015	Dodge	Grand Caravan	Minivan	2C4RDGBG9FR684009	DRU558
T0160	2012	Dodge	Grand Caravan	Minivan	2C4RDGBG4CR156132	064XNJ
T0104	2015	Dodge	Grand Caravan	Minivan	2C4RDGBG8FR684020	JDL321
T0203	2010	Kia	Soul	Sedan	KNDJT2A28A7075884	CNN495
T0437	2014	Toyota	Sienna	Minivan	5TDYK3DC7ES504679	BSD377
T0558	2017	Toyota	Camry	Sedan	4T1BF1FK3HU809420	EHD160
T3717	2014	Dodge	Grand Caravan	WC Ramp	2C4RDGCG2ER120845	DRU567
T0390	2015	Toyota	Sienna	Minivan	5TDYK3DC1FS671198	CZW633
T3713	2012	Dodge	Grand Caravan	WC Ramp	2C4RDGBG6CR419804	DFB780
T0520	2012	Dodge	Grand Caravan	Minivan	2C4RDGBG7CR194244	MGZ474
T0583	2015	Honda	Odyssey	Minivan	5FNRL5H46FB010738	344RAR
T0383	2014	Ford	Edge	SUV	2FMDK4GCXEBA15318	DHY213
T0561	2014	Dodge	Grand Caravan	Minivan	2C4RDGBG2ER340813	AWX202
T0490	2012	Chevrolet	Equinox	SUV	2GNALBEK6C1130060	MVY677
A5540	2014	Chrysler	Town & Country	Minivan	2C4RC1BG1ER224390	EDT846
T0117	2015	Toyota	Scion XB	Sedan	JTLZE4FEXFJ075346	0335BA
T3707	2013	Dodge	Grand Caravan	WC Ramp	2C4RDGBG2DR651947	ERE200

V.G. 2025 Board Roles, Committees, Liaisons &  
Representatives



**Board Meeting Date:** 7/14/2025

**Title:** Board Liaison, Committee and Leadership Roles

**Type:** Consent

**Presenter(s):** Chair Karen Gabler, Edina School Board

**Description:** Approval of board liaisons, committee and leadership roles

**Background Information:** Each summer, the board re-assigns, updates and votes on liaison, committee and leadership roles for school, district, and state-level organizations. These assignments were discussed with the full board at the board's June retreat. The board's goal when assigning these roles is to balance institutional knowledge while diversifying leadership opportunities, board member interest and work load.

Any shift in assignment is indicated by a highlighted row.

**Recommendation:** The board approves recommendations for board liaison roles for the 2025-2026 school year.

**Desired Outcomes from the Board:** See recommendation.

**Attachment(s):** 2025-26 Board Roles, Cmtes, Liaisons & Reps.xlsx

<b>ROLES</b>	<b>Term Renewed</b>	<b>FUNCTION</b>	<b>Effective Jan 2025</b>
<b>Chair</b>	<b>January</b>	Presides @ all board mtgs; countersigns allowable RFPs; district rep in all actions; performs all duties chair usually performs	Gabler
<b>Vice Chair</b>	<b>January</b>	Performs duties of chair in event of their temporary absence	Allenburg
<b>Treasurer</b>	<b>January</b>	Deposits funds in official depository; makes all reports called for by board; performs all duties treasurer usually performs	Huwe
<b>Asst. Treasurer</b>	<b>January</b>	Assists treasurer	Birdman
<b>Clerk</b>	<b>January</b>	Keeps record of all mtgs	Barry
<b>Asst. Clerk</b>	<b>January</b>	Assists clerk	Arom
<b>Asst. Clerk</b>	<b>January</b>	Assists clerk	Mann
<b>COMMITTEES</b>	<b>Term Renewed</b>		<b>Effective Jan 2025</b>
<b>Finance/Facilities</b>	<b>January</b>	Asterisk indicates chair.	Huwe* Birdman Gabler
<b>Governance</b>	<b>January</b>	Asterisk indicates chair.	Gabler* Arom Allenburg
<b>Policy</b>	<b>January</b>	Asterisk indicates chair.	Allenburg* Mann Huwe
<b>T&amp;L</b>	<b>January</b>	Asterisk indicates chair.	Barry* Birdman Mann
<b>LAC</b>	<b>June</b>	Asterisk indicates chair.	Arom* Birdman
<b>COMMITTEES</b>	<b>Term Renewed</b>		<b>Effective Jan 2025</b>
<b>District 287</b>	<b>January</b>	N/A	Birdman
<b>Negotiations</b>	<b>Negotiation Years</b>	Board representatives at EME contract negotiations	Birdman Mann

	Term Renewed	Function	Role Definition	Effective Jan/June 2025
<b>ASSOCIATIONS</b>				
AMSD	JUNE	AMSD advocates for metropolitan school districts and advances legislation supporting student achievement. The Bd of Directors, comprised of the superintendent & 1 school board member from each of the 44 member school districts, governs the association. Board representative also serves on LAC.	One board member attends AMSD meetings monthly and ongoing representation.	Dan Arom
MSBA	JUNE	Supports, promotes, enhances the work of public school boards and public education. Bd of Directors is comprised of 1 rep from each MSBA District. 6 divisions - Admin/Governance; Bd Devel/Training; Gov't Relations; Mgmt Svcs; Policy Svcs; PR/Communications.	One board member attends MSBA meetings (online coffee and conversation) monthly.	Michael Birdman
<b>GROUPS</b>				
Ed Fund/Edina Give and Go	JUNE	Independent non-profit organization dedicated to continued EPS academic excellence. Secures private, supplemental funding to support valuable education experiences & innovative projects. Funds raised augment school system revenues provided by taxes, state aid, and other parent and student led fundraising efforts.	One board member attends Ed Fund and Give & Go meetings (twice yearly), ongoing representation as needed.	Michael Birdman
Talent Development Advisory Cmte	JUNE	Incls Talent Development Coord, teaching specialists, a principal rep, two volunteer parent reps from each school. Provides network for communication, support, and accountability.	One-time introductory meeting; available as resource on-call.	Cheryl Barry
Cultural Liaison Representative	JUNE	This liaison will work with our Director of Equity to identify opportunities for board members to seek voice and information from underrepresented groups. Liaison will seek to inform board of these opportunities.	One board member assigned.	Jen Huwe
SEAC - Special Services Advisory Cmte and Wellness Committee	JUNE	State required; promotes understanding of district-wide issues relating to education/welfare of EPS students. Incls reps of each school parent organization, ELC, Community Ed, & Ed Fund. SEAC meets monthly.	One board member attends SEAC meetings, monthly, and ongoing representation / Wellness Committee	Karen Gabler Cheryl Barry
Meet and Confer	JAN	Policies and other matters related to employment other than terms and conditions of employment as defined by the Minnesota Public Employee Labor Relations Act. Meet and Confer meets a minimum of three times a year and as needed for additional issues.	Board chair and Vice Chair	Karen Gabler Erica Allenburg
Community Ed Services Advisory	JUNE	Provides input, direction & insight to Community Education, meets quarterly	One board member assigned	Jen Huwe
WBWF	JUNE		Board representation is not required- removed as of July 2025	
City Council	JUNE	A committee dedicated to facilitating the partnership with the City of Edina. Two board members will be assigned to this committee, along with the Superintendent. Goal is for meetings to be quarterly or as needed when issues arise.	2 board members assigned	Erica Allenburg Elliot Mann
Go Green Advisory Committee	JAN	The committee promotes sustainable environmental and energy conservation initiatives by providing information and support for schools and programs in the district. Meetings are montly for one hour.	One board member, who is a member of the finance and facilities committee, will attend one meeting per year; available as a resource on-call.	Jen Huwe
<b>SCHOOL SITES</b>				
ELC/ECSE	JUNE	Attend PTO or site council meetings only to share information about the board and collect information about site. It is recommended that the board members assigned to this does not have students at this site.	One-time introductory meeting; available as resource on-call.	Cheryl Barry
Elementary Site Liaison 1: Concord, Countryside	JUNE	Attend PTO or site council meetings only to share information about the board and collect information about site. Board members attend every third month; site to receive monthly written board summary. It is recommended that the board members assigned to this do not have students at any of these sites.	One-time introductory meeting; available as resource on-call.	Elliot Mann
Elementary Site Liaison 2: Normandale, Creek Valley	JUNE	Attend PTO or site council meetings only to share information about the board and collect information about site. Board members attend every third month; site to receive monthly written board summary. It is recommended that the board members assigned to this do not have students at any of these sites.	One-time introductory meeting; available as resource on-call.	Erica Allenburg
Elementary Site Liaison 3: Cornelia, Highlands	JUNE	Attend PTO or site council meetings only to share information about the board and collect information about site. Board members attend every third month; site to receive monthly written board summary. It is recommended that the board members assigned to this do not have students at any of these sites.	One-time introductory meeting; available as resource on-call.	Karen Gabler
Middle School Liaison	JUNE	Attend PTO or site council meetings only to share information about the board and collect information about site. It is recommended that the board members assigned to this do not have students at any of these sites.	One-time introductory meeting; available as resource on-call.	Michael Birdman
EHS	JUNE	Attend PTO or site council meetings only to share information about the board and collect information about site. It is recommended that the board members assigned to this does not have students at this site.	One-time introductory meeting; available as resource on-call.	Dan Arom

\*\*\*ISD 287 has been removed from this chart because it is more than a liaison role, it is a paid full board position that needs to be renewed annually in January.

\* 2023 BrightWorks rep is Karen Gabler, 3 year term

*Board Calendar  
for PLC  
Attendance  
2025-2026. 9:  
30AM-12:00PM*

Dates are subject to  
change based on PLC  
leadership/district  
leadership planning  
happening in July.

<b>September</b>	Karen Gabler	9/9
		10/14
<b>October</b>	Elliot Mann	
		11/11
<b>November</b>	Jen Huwe	
<b>December</b>	Erica Allenburg	12/9
		1/13
<b>January</b>	Dan Arom	
		2/10
<b>February</b>	Cheryl Barry	
<b>March</b>	Michael Birdman	3/10
		4/14
<b>April</b>	Karen Gabler	
		5/12
<b>May</b>	Elliot Mann	

V.H. Minnesota State High School League (MSHSL)  
Membership



**Board Meeting Date:** July 14, 2025

**Title:** Minnesota State High School League (MSHSL) Membership Resolution

**Type:** Consent

**Presenter(s):** Troy Stein, Edina High School Assistant Principal/Activities Director

**Description:** The MSHSL and Edina High School believe and support these three main goals:

- Providing safe, respectful and inclusive environments
- Recruiting and retaining coaches, officials and school administrators
- Maintaining our focus on educational-based activities and sports

**Recommendation:** Edina Public Schools supports the initiative to be an active partner with the MSHSL.

**Desired Outcome(s) from the Board:** Review the linked information below, and support this active partnership.

**Attachments:** [MSHSL School Board Representative Resources](#)

V.I. 2025-2026 Minnesota School Boards Association  
(MSBA) Membership



**Board Meeting Date:** 7/14/2025

**Title:** Membership in the Minnesota School Boards Association (MSBA), 2025-2026

**Type:** Consent

**Description:** Edina's dues are based on 8649.13 "Average Daily Membership of Students Served" (ADM) for the fiscal year ending June 30, 2024, as provided by the Minnesota Department of Education. Last year's dues (2024-2025) were \$14,383.00, based on 8,462.72 ADM.

**Recommendation:** Renew MSBA membership for the 2025–2026 school year, with dues and services in the amount of \$14,638.00.

**Desired Outcomes from the Board:** Renew MSBA membership.

V.J. 2025-2026 Association of Metropolitan School  
Districts (AMSD) Membership



**Board Meeting Date:** 7/14/2025

**Title:** 2025-2026 Membership in the Association of Metropolitan School Districts (AMSD)

**Type:** Consent

**Description:** Dues are comprised of a fixed fee and a variable fee, based on resident student enrollment. Dues for 2024-2025 were \$10,125.00. This year's total represents a \$51 increase.

AMSD is the only education organization with the mission of advocating for the unique needs and challenges facing metropolitan school districts. It continues to be the voice for metropolitan school districts and plays a major role in shaping state education policy and building support for public education among policymakers and the general public.

The School Board of Edina Public Schools has been a member of AMSD since its beginning more than forty years ago.

**Recommendation:** Renew membership in the Association of Metropolitan School Districts (AMSD) for the school year 2025-2026 with dues totaling \$10,176.00.

**Desired Outcome(s) from the Board:** Renewal of AMSD dues.

V.K. Elementary Literacy Adoption Update: Benchmark  
Advance 2026 Edition



**Board Meeting:** July 14, 2025

**Title:** Elementary Literacy Adoption Update: Benchmark Advance 2026 Edition

**Type:** Consent

**Presenter(s):** Jody De St. Hubert, Director of Teaching and Learning; and Bethany Van Osdel, Assistant Director of Teaching and Learning

**Background:** On March 3rd, the Board reviewed and approved the elementary literacy adoption recommendation of Benchmark Advance totaling \$547,287.32.

At the time of this approval, the most current version available from the vendor was the 2022 edition. However, within the last two months, the vendor released the updated 2026 edition.

Recognizing the importance of providing students and educators with the most current and relevant instructional resources, collaboration with the vendor occurred to secure the 2026 edition for an additional cost. The new cost totals \$575,591.88. This is an additional \$28,304.56 above the original approved cost.

The attached quote has two parts:

- The first part is the cost to update the 2022 edition of Benchmark Advance resources used this year in early implementation. The cost to update 2022 materials to the 2026 edition for early implementers is \$10,264.8.
- The second part is the cost to purchase the 2026 Benchmark materials for all other staff for the first time. This cost is \$565,327.08.
- The total of the two parts is \$575,591.88 which is \$28,304.56 more than the first approved cost of \$547,287.32.

In addition to collaborating with the vendor on securing the 2026 edition, Teaching and Learning leadership has been:

- Reviewing the new edition to ensure an understanding of differences.
- Planning for communication and professional development to support the limited, yet important changes instructionally aligned with best practices.
- Understanding and supporting the impact on the different instructional models in Edina (French Immersion, Spanish Dual Language, and Continuous Progress).

It is important to note that the March 3rd, 2025 Board Report articulated that Benchmark Advance has a Spanish resource, Adelante, to serve Edina Spanish Dual Language programming at Countryside Elementary. Spanish Dual Language 2nd grade teachers were early implementers of the most recent 2023 edition of Adelante during the 2024-25 school year. There is not a plan for the vendor to update the 2023 edition at this time. It has, however, been confirmed that the 2023 Adelante edition will align with the 2026 Benchmark Advance edition and we will be providing our Spanish Dual Language students with the most current and relevant resources that still include:

- Congruence and cohesiveness of parallel content and grade level topics provide ample variety and variance for a broad range of texts in both English and Spanish.
- Small Group Texts in English and Spanish provide content knowledge support for Science and Social Science at student's level of reading in L1 and L2 across the reading continuum.
- English and Spanish Language Development differentiated support is embedded in each lesson and are aligned in tandem with English and Spanish Language Arts Literacy and Language Instruction.

**Recommendation:** Review and approve the increase in cost of \$28,304.56 to purchase the 2026 edition of Benchmark Advance.

**Desired Outcomes For The Board:** Review and approve the increase in cost of \$28,304.56 to purchase the 2026 edition of Benchmark Advance.

**Attachments:**

[March 3rd Board Report](#): Elementary Literacy Curriculum Adoption Recommendation: Benchmark Advance - Action

[2026 Copyright Benchmark Quote](#)

[FAQ Regarding 2026 Benchmark Copyright](#)

V.L. Student Support Services Agreement(s)

V.L.1. Fraser



DEFINING EXCELLENCE

**Board Meeting Date:** July 14, 2025

**Title:** Contract for Independent School District 273 for Service Agreement with Fraser

**Type:** Consent

**Presenter(s):** Jody Remsing

**Description:** The purpose of this Agreement is to create an agreement between ISD 273 and Fraser in a Contract for Services.

**Recommendation:** Approve the attached Contract for Service Agreement with Fraser

**Desired Outcome(s) from the Board:** Approve the attached contract with Fraser

**Attachments:** Contract for Services with Fraser

**AGREEMENT FOR SITE-BASED MENTAL HEALTH CLINICS IN  
SCHOOL BUILDINGS**

This Agreement for the location of a site-based mental health clinic in school buildings ("Agreement") is made and entered into August 1<sup>st</sup>, 2025 by and between Independent School District No. 273, Edina Public Schools ("District") and Fraser ("Provider"). The District and the Provider are collectively referred to herein as the "Parties," and individually as a "Party."

WHEREAS, the District owns and operates Edina High School, Valley View Middle School, South View Middle School, Countryside Elementary School, Creek Valley Elementary School, Highlands Elementary School, Cornelia Elementary School, Concord Elementary School, Normandale Elementary School and Early Childhood Special Education ("Schools");

WHEREAS, Provider offers certain mental health therapy and treatment services to children, including children residing in and attending schools located within the District;

WHEREAS, Provider wishes to operate a site-based mental health clinic for children between the ages of Birth to 21 years of age;

WHEREAS, Provider wishes to operate the Program at the School; and

WHEREAS, the District desires to make space in the School available to Provider in order to facilitate Provider's access to children attending the Program.

NOW, THEREFORE, IN CONSIDERATION OF the foregoing, the mutual promises and covenants contained in this Agreement, including the relinquishment of certain legal rights, and other good and valuable consideration, the sufficiency and receipt are hereby acknowledged, the Parties agree as follows:

**I. ACCESS TO DISTRICT PROPERTY AND RESPONSIBILITIES OF THE DISTRICT**

- A. Facility Use.** The District shall designate one or more rooms in the School for use by the Provider in operating the Program ("Program Site"). Except as expressly provided herein, the number and location of the rooms of the Program Site shall be solely a matter of District discretion.
- B. Hours of Access.** The Program Site will be accessible by the Provider and its employees, agents, and representatives during the normal business hours of the School. In the event that the Provider or any of its employees, agents, or representatives requires access to the Program Site when the School is not open, the Provider may contact the building Principal or Site Coordinator to make arrangements to allow the Provider to access the Program Site.
- C. Furnishing Provided by the District.** The District shall furnish each room of the Program Site with a desk, one or more chairs, and a table. In addition, the District

will make available the use of a copy and fax machine as well as a dedicated phone for Provider's use. The Program Site shall be private and limited external noise for the purpose of therapy services and provided with electricity and access to the Internet, lighted, and climate controlled in the same manner as the other rooms of the School.

**D. Furnishing Provided by the Provider.** Other than the items described in Paragraph III(C) of this Agreement, the Provider shall be responsible for furnishing the Program Site with all pieces of furniture, supplies, and/or other equipment, including computer equipment, that it deems necessary or desirable.

**G. Payment for Services Provided.** Within thirty (30) calendar days after receiving the required invoice for consultative and therapeutic services, the District will pay Provider at the rate of 154 dollars (\$154 .00) per hour for each hour of service under this Contract, including any time spent attending Individualized Education Plan (IEP) meetings at the request of the District. District agrees to pay for one (1) hour of consultative time for each of the ten (10) school sites each week (total of 10 hours per week) during weeks the school is open from August 2025 through May 2026, not to exceed 36 weeks total. In addition, District will pay for up to 12 hours of therapeutic services for each identified "Under Insured" or "Uninsured" student who has prior authorization from the District.

The total cost of these services to the District shall not exceed \$154.00 per hour for each hour of service under this Contract.

The District will submit Contract costs for special education services to the Minnesota Department of Education for reimbursement in accordance with the Department's special education procedures. Local District funds will be used to co-fund the services as necessary.

## II. PROVIDER'S OBLIGATIONS

**A. Access to Mental Health Services.** The Provider acknowledges and agrees that Edina District students, who are in need of mental health services offered as part of the Program are able to participate in the Program or receive other mental health services from Provider.

**1. Consultation Services.** One hour of consultative services shall be provided weekly, during the school year, by the Provider to each school site. The purpose of these services is to work with building problem solving teams in an effort to improve student outcomes, consult on student programming and identify students in need of mental health services.

**2. Services to Under Insured and Uninsured Students.** Students identified by the District as "Under Insured" or "Uninsured" will have access to mental health services by the Provider at the District's expense. The prior authorization of these services is required. A formal process of identification and prior

authorization will be developed by the District. Prior authorization will allow for up to twelve (12) therapeutic sessions. Additional sessions may be requested by the Provider. No unauthorized services will be reimbursed with the sole exception that the services were required due to an unforeseen emergency or crisis.

- B. Criminal Background Check.** Consistent with Minnesota Statute 245C, the Provider must conduct a criminal background check on every individual who has access to the Program Site. The background check must be completed before the individual has access to the Program Site. Copies of the criminal background check must be made available to the District upon request.
- C. Insurance.** At its own expense, the Provider shall maintain general liability insurance for its operations throughout the term of this Agreement. Such insurance shall be in amounts not less than the limits set forth in Minnesota Statutes, section 466.04, as amended. The District shall be named as an additional insured on Provider's policy of liability insurance. Within ten (10) business days after receiving a fully executed copy of this Agreement, the Provider shall provide the District with proof of such insurance.

### III. LIABILITY

- A. Indemnification.** The Provider hereby agrees to defend and indemnify the District, its board members, employees, agents, and representatives against any and all claims, demands, actions, administrative proceedings, causes of action, and liability, of any nature arising out of or relating to this Agreement. This indemnification specifically includes, but is not limited to, any action arising out of any allegation of the following: failure to comply with any federal or state law; or any form of inappropriate conduct by the Provider. Upon timely written notice from the District, the Provider shall defend the District in any such action or proceeding within the purview of this Paragraph brought against the District, its employees, officers, directors, attorneys, and agents.
- B. Limitation on Indemnification.** Nothing in this Agreement shall be construed to require the Provider to indemnify, defend, save or hold harmless the District, its employees, officers, directors, and agents against any claims, demands, suits, costs, judgments or other forms of liability, actual or claimed, including attorneys' fees, for any injury resulting from the intentional or negligent misconduct of the District, its employees, officers, directors, or agents.
- C. Restriction on Settlement.** Notwithstanding any other provision in this Agreement, the Provider shall not settle or compromise any claim against the District without a signed agreement approved by the District.

- D. Effect of Termination.** The Parties agree and acknowledge that the Provider's duty to defend and indemnify the District survives the termination and/or expiration of this Agreement.

#### **IV. DATA PRIVACY**

- A. Governing Law.** The Parties understand and agree that all documents, surveillance tapes, and other recorded information created, received, and/or maintained by the District are "government-data" within the meaning of the Minnesota Government Data Practices Act ("MGDPA") and that student records are also governed by the Family Educational Rights and Privacy Act ("FERPA"). The Parties further understand and agree that the MGDPA and FERPA limit the District's ability to release such data or records. Nothing in this Agreement shall be construed to provide the Provider or any of its employees, agents, independent contractors, volunteers, or other representatives with access to any data, document, surveillance tape, or other recorded information beyond that which is provided by the MGDPA and/or FERPA.
- B. District Access to Student Records.** If any District student is enrolled in the Program or otherwise receives services from the Provider as part of the student's educational program, the Provider agrees that, as part of its intake process, it will offer the student's parent or guardian the opportunity to sign a written and legally sufficient authorization to allow the District and the Provider to consult regularly on the student's progress and treatment in order to improve educational outcomes and therapeutic programming.

#### **V. DURATION AND TERMINATION**

- A. Expiration.** This Agreement expires at 11:59 p.m. on July 31, 2026. This Agreement shall not automatically renew or continue. The Parties may only renew or continue this Agreement in writing, signed by both Parties.
- B. Termination With or Without Cause.** This Agreement may be terminated, with or without cause, by either Party upon thirty (30) days' notice in writing to the other Party.
- C. Termination for Cause.** The District may terminate this Agreement, for cause, if the Provider fails to perform any obligation required by this Agreement, including, but not limited to, administering appropriate background checks on any employee or volunteer accessing the Program Site, as required by this Agreement.
- D. Effect of Expiration or Termination.** Except as expressly provided in this Agreement, all obligations, rights, duties, and entitlements created by this Agreement terminate and are extinguished, without need of any further action by either Party, upon the effective date of termination or expiration of this Agreement.

#### **VI. EQUAL EMPLOYMENT OPPORTUNITY, NONDISCRIMINATION AND CIVIL RIGHTS**

The Provider agrees to provide equal opportunity to all employees and applicants for employment in accordance with applicable EEO/AA laws, directives and regulations of Federal, State and local governing bodies or agencies thereof, specifically Minnesota Statutes Chapter 363A.

No persons shall, on the grounds of race, color, religion, age, sex, disability, marital status, sexual preference, HIV status, public assistance status, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any

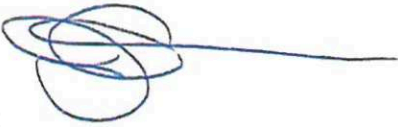
program, service, or activity under the provisions of any or all applicable Federal and State laws, including the Civil Rights Act of 1964.

## VII. MISCELLANEOUS

- A. **Choice of Law and Severability.** This Agreement shall be governed by the laws of the State of Minnesota, without regard to its conflicts of laws provisions. If a court of competent jurisdiction determines that any part of this Agreement is void or voidable, violates any law, or is otherwise unenforceable, the remaining portions of this Agreement will remain in full force and effect, unless the remaining portions would not serve the original purpose of this Agreement.
- B. **Joint Drafting.** This Agreement must be construed to have been drafted equally by the Parties.
- C. **Responsibility for Costs.** With the exception of the costs assumed by the Parties pursuant to this Agreement, each Party shall be responsible for its own costs, expenses, and any attorneys' fees associated with this Agreement and any related matters, including enforcement of this Agreement.
- D. **Enforcement.** Failure to insist on compliance with any term, covenant, or condition contained in this Agreement shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power contained in this Agreement at any time be deemed a waiver or relinquishment of any right or power at any other time.
- E. **Voluntary Agreement.** All Parties have voluntarily signed this Agreement. No Party has been threatened, coerced, intimidated, or otherwise forced to sign this agreement by any other Party, any officer, employee, School Board member, agent, representative, or attorney of any other Party, or any other person or entity acting on behalf of any other Party. **Relationship of the Parties.** The Provider does not operate any site-based mental health facilities on behalf of the District. Nothing in this Agreement shall be construed to create any partnership, joint venture, or employment relationship between the Provider, and/or its employees, officers, directors, and/or agents, and the District and/or its employees, officers, directors, and/or agents. The Parties understand and agree that this Agreement does not create any rights or obligations beyond those expressly contained herein.
- F. **Complete Agreement.** This Agreement, along with the Business Associate Agreement, constitutes the entire agreement between the Parties relating to the matters addressed in this document. This Agreement supersedes any and all prior agreements between the Parties. No Party has relied upon any statements, promises or representations other than those contained in this Agreement. No changes to this Agreement shall be considered valid unless they are in writing and signed by both Parties.

By signing below, each Party specifically acknowledges that it has read this Agreement, that it has had an opportunity to review this Agreement with legal counsel, that it understands this Agreement, and that it agrees to be legally bound by all terms of this Agreement.

Fraser  
2400 W. 64th Street  
Minneapolis, MN 55423

By:   
\_\_\_\_\_

Name:  
James Olson \_\_\_\_\_

Title:  
CFO/EVP \_\_\_\_\_

Date:  
06/18/2025 \_\_\_\_\_

Independent School District  
Edina Public Schools  
5701 Normandale Road  
Edina, MN 55424

By:   
\_\_\_\_\_

Name: MATT WEOPARED \_\_\_\_\_

Title: DIRECTOR, FINANCE & OPERATIONS \_\_\_\_\_

Date: 6/27/2025 \_\_\_\_\_

## VI. Discussion

VI.A. State of the District Update

**Speaker (s) :** Dr.  
Daniel Bittman,  
Interim  
Superintendent



**Board Meeting Date:** 7/14/2025

**Title:** State of the District Update

**Type:** Discussion

**Presenter(s):** Dr. Daniel Bittman, Superintendent

**Description:** This presentation will provide a comprehensive update on the state of Edina Public Schools, highlighting key accomplishments from the past year and outlining strategic priorities for the 2025–2026 school year. The report includes academic performance, literacy growth, equity initiatives, recognitions, and staff achievements. It also introduces the superintendent’s annual goals and how they align with the district’s 2020–2030 Strategic Plan.

**Recommendation:** Accept the report as an informational update on district progress and priorities.

**Desired Outcome(s) from the Board:** Board members will deepen their understanding of current district performance and strategic direction, and provide insights, questions, or suggestions to inform ongoing leadership work and district planning.

**Attachments:** Report



## State of the District – Edina Public Schools

Presented by Superintendent Daniel Bittman  
July 14, 2025

Highlights

### 1. Academic Excellence & Student Growth

#### Advanced Placement Results

	2024	2025
Total Number of AP Students	1,147	1,266
Number of exams	2,391	2,518
AP students with scores 3+	1,039	1,189
% of total AP students with 3+	90.58%	93.92%

Note: We are awaiting the latest test scores and will provide an update when we receive them.

#### World Language Bilingual seals

The following students earned the Multilingual Certificate or Seal this year:

- Benedetto, Luca (French & Spanish)
- Cervantes, Jahdiel (French & Spanish)
- Claire, Chen (Chinese & Spanish)
- Contreras, Paola (French & Spanish)
- Deshpande, Sonia (German & Spanish)
- Ibarra Garcia, Crystal (ASL & Spanish)
- Nooleen, Sienna (French & Spanish)
- Pacheco, Pedro (French & Spanish)
- Rozycki, Matilda (ASL & Spanish)
- Shelest, Kateryna (Ukrainian & Spanish)
- Xue, Jiarui (Chinese & Spanish)

Based on these results, we have continued our track record of 40% or more of the senior class being awarded a Certificate or a Seal by the end of their high school career, thanks to their skills in a second language.

Certificates & Seals earned by high school students this year:

- Bilingual Certificate - 97 students
- Bilingual Gold Seal - 102 students
- Bilingual Platinum Seal - 73 students

Top Tier Rankings:

- Continued top-tier rankings from U.S. News, Niche, and other national sources.

## **2. Early Literacy Success**

- One hundred percent (100%) of PreK–3 educators completed structured literacy training in advance of the 2025 READ Act requirement.
- Evidence of improved foundational literacy across early grades.

## **3. Inclusion & Equity Leadership**

- District-wide Elementary Commitment: In 2024–25, every elementary school formally became part of the Unified Champion School network, reinforcing our district-wide culture of inclusion starting in the early grades.
- Ongoing Edina Unified Engagement: Student-powered Unified sports and wellness activities continued this year—building on momentum from last year’s exceptional \$119,873 fundraiser and driving further awareness and inclusion. The amount raised is more than any of the small or medium MN corporation teams, more than any MN school district, college or university, and any MN restaurant or police department team. Only two groups raised more than the district collectively, Delta Airlines and Ian Lenard’s Fox 9 team.

## **4. District & School Recognition**

Top Rankings from Niche (2025)

- Edina Public School District ranked #4 in Best School Districts in Minnesota, with an overall A+ rating, #5 for the "Best Teachers," and #10 for the "Best Places to Teach."
- Edina High School was ranked #2 in Best College Prep Public High Schools in Minnesota, #4 for overall public high schools, and #9 for high school teachers in the state.

### Best Communities for Music Education

Edina Public Schools has been named one of the Best Communities for Music Education by The NAMM Foundation. This national recognition honors our outstanding music programs.

### Sustained AAA Credit Rating from Moody's

- Once again, Edina Public Schools maintained a Moody's Aaa credit rating for 2024–2025—one of only three districts in Minnesota and roughly 100 nationwide—confirming our strong fiscal stewardship.
- ASBO award winner for financial transparency and fiscal stewardship.
- National recognitions received in both academic and financial performance.

### ICCCAR Core Values Recognition

- Across multiple schools, students were honored during ICCCAR ceremonies, celebrating those who exemplify our core values of Integrity, Compassion, Courage, Commitment, Appreciation, and Respect.

### Staff & Leadership Excellence

- In February 2025, two outstanding Normandale Elementary teachers—Bianca Suglia and Katharine Thomas—were nominated for the 2025 Minnesota Teacher of the Year, selected from a pool of 142 statewide candidates.

### Awards Recognition (Spring 2025)

Sixteen juniors from Edina High School were honored with college-sponsored Book Awards, celebrating their academic achievement and dedication to learning. Below you will find the names of the students and the specific colleges and universities that honored them.

- Andreas Engle, Tulane University
- Augustus Carpenter, Saint Michael's College
- Ava Leddick, St. Lawrence University
- Claire Boylan, University of Rochester, George Eastman Young Leaders
- Elizabeth Teskey, Yale University
- Juliet Heffelbower, University of Rochester, Bausch & Lomb
- Karissa Cheng, Dartmouth College
- Luke Norman, Sons of the American Revolution, Bronze Good Citizenship Medal
- Lydia Franssen, Columbia University
- Lynn-Clara Tun, Bowdoin College
- Pranika Kumar, Johns Hopkins University
- Rishika Anasuri, Smith College

- Samuel Sheridan, University of Rochester, Xerox
- Veda Laabs, Harvard University
- William Thurk, Rensselaer Polytechnic Institute
- Ziena Al-Ramahi, University of Rochester, Frederick Douglass & Susan B. Anthony

### DECA International Career Development Conference

Three students from Edina High School received top honors at the DECA International Career Development Conference.

- Luke Wachowiak and Mayank Jain placed in the top five out of 200 competitors in the Innovation Plan event.
- Sam Krause earned a top ten test score medal in the Human Resource Management event.

### Edina High School robotics team

In spring 2025, the Edina High School robotics team, “The Green Machine” (Team 1816) became the first-ever Minnesota winners of the top honor at the FIRST Robotics Competition Championship—the prestigious Chairman’s Award, which recognizes the team that best represents the mission of FIRST and serves as a model for others nationwide.

### United States Senate Youth Program (February 2025)

- Pranika Kumar, an Edina High School student, was selected to participate in the prestigious U.S. Senate Youth Program, a highly competitive national honor that recognizes outstanding leadership.

### Other 2024-2025 Recognitions

- The district acknowledged 29 retiring staff members, celebrating a collective 693 years of service—demonstrating the depth of dedication and experience within our school community.
- In May 2024, three AVID students—Muna Mohamud-Karie, Yusuf Mahamud, and Samiya Yusuf—received the 2024 Wallin Scholarship, including mentorship and a total of \$16,000 in financial support.

## Strategic Plan Alignment Overview (2020–2030)

<b>Strategic Priority</b>	<b>In Action (Examples)</b>
A. <u>Academic Excellence</u>	AP results, literacy training, instructional goals
B. <u>Equity &amp; Inclusion</u>	Unified programming, bilingual seals, staffing diversity, Culturally Proficient training
C. <u>SEL &amp; Wellness</u>	SEL strategies, tech wellness, mental health
D. <u>Leadership Development</u>	Student internships, staff and administrative growth, superintendent transition planning
E. <u>Community Partnerships</u>	Family engagement, multilingual outreach, shared leadership

### Closing Thoughts:

In just a few short months, I have had the privilege of witnessing the passion, pride, and pursuit of excellence that define Edina Public Schools. While this update only begins to capture the many accomplishments across our district, it clearly reflects the depth and breadth of our collective success and commitments.

Together, we are well-positioned to build on these strengths and chart a bold path forward—grounded in our community’s shared values and guided by the ambitious vision of our Strategic Plan.

With deep gratitude and a strong sense of purpose, I look forward to the year ahead—working in partnership with each of you as we listen, lead, and learn together.

VI.B. Policy Review (113, 414, 415, 533, 806)

**Speaker (s):** Policy  
Committee



**Board Meeting Date:** 7/14/2025

**Title:** Policy Review

**Type:** Discussion

**Presenter(s):** Board Policy Committee

**Description:** The following policies have been reviewed with an eye toward clarity, District practice, and alignment with State and Federal statutes.

- Policy 113 Data Requests
- Policy 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- Policy 415 Mandated Reporting of Maltreatment of Vulnerable Adults
- Policy 533 Student Wellness – Food, Nutrition and Physical Activity
- Policy 806 Emergency Management

**Recommendation:** Review the suggested modifications for Policies 113, 414, 415, 533, 806.

**Desired Outcome(s) from the Board:** Review suggested modifications and bring any questions you may have.

**Attachments:**

1. Policy 113 Data Requests
2. Policy 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
3. Policy 415 Mandated Reporting of Maltreatment of Vulnerable Adults
4. Policy 533 Student Wellness – Food, Nutrition and Physical Activity
5. Policy 806 Emergency Management

## School District

### Data Requests

#### I. Purpose

The school district recognizes its responsibility to disseminate public data as defined by state statute.

#### II. General Statement of Policy

The school district will ensure there is a clear process in place for requesting public data that complies with and follows the Minnesota Government Data Practices Act.

#### III. Definitions

For purposes of this policy, the definitions included in this section apply.

- A. “Confidential Data on Individuals” means ~~D~~data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.
- B. “Data on Individuals” means ~~A~~all government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and that data are not accessed by the name or other identifying data of any individual.
- C. “Government Data” means ~~A~~all data collected, created, received, maintained, or disseminated by a government entity in its various forms (e.g., paper, email, DVDs, photographs, etc.).
- D. ~~Individual~~ “Individual” means a natural person. In the case of a minor or an incapacitated person, “individual” includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority will withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the responsibility authority determines that withholding the data would be in the best interest of the minor.
- E. “Inspection” means ~~T~~the visual inspection of paper and similar types of

government data. It does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public's own equipment.

- F. "Nonpublic Data" means ~~D~~data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.
  - G. "Not Public Data" means ~~A~~any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.
  - H. "Private Data" ~~D~~data is available to the subject of the data and to district employees who need it to conduct the business of the district.
  - I. "Private Data on Individuals" means ~~D~~data made by the statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.
  - J. "Protected Nonpublic Data" means ~~D~~data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.
  - K. "Public Data" means ~~A~~all government data collected, created, received, maintained, or disseminated by the district, unless classified by statute, or temporary classification pursuant to state or federal law, as nonpublic or protected nonpublic, or with respect to data on individuals, as private or confidential.
  - L. "Public Data Not on Individuals" means ~~D~~data accessible to the public pursuant to Minnesota Statutes section 13.03
  - M. "Public Data on Individuals" means ~~D~~data accessible to the public in accordance with the provisions of Minnesota Statutes section 13.03.
  - N. "Summary Data" ~~S~~statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable.
- ~~IV:~~ O. Responsible Authority
- ~~A:~~ 1. The superintendent or designee will serve as the authority responsible for data requests.

- B- 2. The responsible authority will establish procedures to ensure that requests for government data are received and compiled in an appropriate and prompt manner.
- G- 3. The responsible authority may designate one or more designees.

V. Responding to a Request for Data

- A. All requests for public data must be made in writing and directed to the responsible authority or designee.
- B. Upon receiving a data request, the school district will acknowledge it and provide a tentative timeline for fulfillment.
- C. Prior to fulfilling a request, the district may contact the requester for the following reasons:
  - 1. to ask for clarification or additional information to help fulfill the request;
  - 2. to indicate that the request may involve a charge or require prepayment; or
  - 3. to discuss scheduling partial or rolling productions of data.
- D. The district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.
- E. Upon request to a responsible authority or designee, a person will be permitted to inspect and/or copy public data at reasonable times and places, and, upon request, will be informed of the data's meaning.
  - 1. ~~If arrangements are made for the requester to inspect the data and the requester does not appear at the time and place established for inspection, and the data is not picked up within 10 business days after the requester is notified of its availability, the district will conclude that the data is no longer wanted and will consider the request closed.~~
  - 1. If the responsible authority has notified the requesting person that responsive data or copies are available for inspection or collection, and the requesting person does not inspect the data or collect the copies within five business days of the notification, the responsible authority may suspend any further response to the request until the requesting person inspects the data that has been made available, or collects and pays for the copies that have been produced.

2. If the person requests access for the purpose of inspection, the responsible authority may not assess a charge or require the requesting person to pay a fee to inspect the data.
- F. In order to complete a request, the district will do one of the following:
1. If the district does not have the data, the requester will be notified in writing as soon as reasonably possible.
  2. If the district has the data but the data are not public, the requester will be notified as soon as reasonably possible and be given written notice of the specific statutory section, temporary classification, or specific provision of federal law on which the decision to withhold or release the data was made.
  3. If the district has the data, and the data are public, the district will respond to the request appropriately and promptly, with a reasonable amount of time by doing one of the following:
    - a. arrange a date, time, and place to inspect data, for free, if the request is to look at the data, or
    - b. provide copies of the data as soon as reasonably possible. Electronic copies such as email, portable document format (PDF), or other electronic formats will be provided in response to the request. If the data is not in an electronic format (such as printed format), the data will be scanned and emailed to the requester or copied and made available to be picked up or mailed to the requester.
- G. The Government Data Practices Act does not require the creation or collection of new data in response to a data request, or to provide data in a specific form or arrangement if not kept in that form or arrangement.
- H. The responsible authority will respond within a reasonable time of the receipt of a request to prepare summary data and inform the requester of the following as appropriate:
1. the estimated costs of preparing the summary data, if any; and
  2. a written statement describing the reasons why the responsible authority has determined that the requester's access would compromise private or confidential data.
- I. The Government Data Practices Act does not require the district to answer questions that are not requests for data.

## VI. Request for Summary Data

- A. A request for the preparation of summary data will be made in writing directed to the responsible authority.
- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requester of the following:
  - 1. The estimated cost of preparing the summary data, if any; and
  - 2. The summary data requested; or
  - 3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or
  - 4. A written statement describing the reasons why the responsible authority has determined that the requester's access would compromise the private or confidential data.
- C. The school district may require the requester to pre-pay all of a portion of the cost of creating the summary data before the district begins to prepare the summary data.

#### VII. Data by an Individual Data Subject

- A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals will be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.
- B. Private or confidential data on an individual will not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection.
- C. Upon request to the responsible authority or designee, an individual will be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private, or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals will be shown the data without any charge and, if desired, will be informed of the content and meaning of that data.
- D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.
- E. The responsible authority or designee will provide copies of the private or

public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

- F. The responsible authority or designee will comply immediately, if possible, with any request made pursuant to this Section VII, or within ten days of the date of the request, excluding Saturdays, Sundays, and legal holidays, if immediate compliance is not possible.
- G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual must notify in writing the responsible authority describing the nature of the disagreement. The responsible authority will within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute will be disclosed only if the individual's statement of disagreement is included with the disclosed data.
- H. The determination of the responsible authority may be appealed pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the commissioner will, before issuing the order and notice of a contested case hearing required by the Minnesota Administrative Procedures Act, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the commissioner may refer the matter to mediation. Following these efforts, the commissioner will dismiss the appeal or issue the order and notice of hearing.
- I. Data on individuals that have been successfully challenged by an individual ~~must~~ will be completed, corrected, or destroyed by the district without regard to the requirements of Minnesota Statutes section 138.17.
- J. After completing, correcting, or destroying successfully challenged data, the district may retain a copy of the commissioner of administration's order issued under the Minnesota Administrative Procedures Act or, if no order was issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

#### VIII. Requests for Data by an Individual Subject of the Data

- A. All requests for data must include proof that the individual is the data subject or the data subject's parent or guardian.
- B. Policy 515 (Protection and Privacy of Student Records) addresses requests of students or their parents for educational records and data.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. Ch. 14 (Minnesota Administrative Procedures Act)

Minn. Stat. § 138.17 (Government Records; Administration)

5 U.S.C. § 552 (Freedom of Information Act (FOIA))

Cross References:

Policy 208 (Development, Adoption, and Implementation of Policies)

Policy 406 (Public and Private Personnel Data)

Policy 515 (Protection and Privacy of Student Records)

Policy

adopted: 02/26/18

revised: 08/17/23

revised: 08/05/24

revised:   /  /25

INDEPENDENT SCHOOL DISTRICT NO. 273

Edina, Minnesota

## Appendix I to Policy 113

### Costs Associated with Public Data Requests

- I. If a person requests copies or electronic transmittal of the data to the person, the responsible authority may require the requesting person to pay the actual costs of searching for and retrieving government data, including the cost of employee time, and for making, certifying, and electronically transmitting the copies of the data or the data, but may not charge for separating public from not public data.
- II. However, if 100 or fewer pages of black and white, letter or legal-size paper copies are requested, actual costs will not be used, and instead, the responsible authority may charge no more than 25 cents for each page copied.
- III. For requests totaling more than 100 pages, the responsible authority may charge the “actual costs” for producing the data, plus a per-page-cost for each paper copy produced.
  - A. “Actual costs“ for producing public data of more than 100 pages are computed by applying DHS staff hourly pay rates to the time required for:
    1. Searching for and retrieving data, (if the requester is not the data subject)
    2. Making, certifying, sorting, and electronically transmitting or mailing the data, including the cost of employee time.
    3. There is no charge for redaction.

Appendix  
reviewed: 08/17/23  
revised: 08/05/24  
rev\_\_\_\_: \_\_/\_\_/25

## Personnel

### Mandated Reporting of Child Neglect or Physical or Sexual Abuse

#### I. Purpose

This policy is to make clear the statutory requirements of school **district** personnel to report suspected child neglect or physical or sexual abuse.

#### II. General Statement of Policy

- A. The policy of the school district is to fully comply with Minnesota Statutes chapter 260E requiring school **district** personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school **district** personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school **district** personnel knows, or has reason to believe, a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.

#### III. Definitions

For purposes of this policy, the definitions included in this section apply.

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence or event that:
  - 1. is not likely to occur and could not have been prevented by exercise of due care; and
  - 2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of the event.
- B. “Child” means one under age 18 and, for purposes of Minnesota Statutes chapter 260C (Juvenile Safety and Placement) and Minnesota Statutes chapter 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care pursuant to Minnesota Statutes chapter 260C.451 (Foster Care Benefits Past Age 18).
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.

- D. “Mandated reporter” means any school district personnel who knows or has reason to believe a child is being maltreated or has been maltreated within the preceding three years.
- E. “Mental injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.
- F. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health care, medical, or other care required for the child’s physical or mental health when reasonably able to do so;
  2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
  3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors as the child’s age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for the child’s own basic needs or safety, or the basic needs or safety of another child in their care;
  4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide their child with sympathomimetic medications;
  5. prenatal exposure to a controlled substance as defined in state law used by a pregnant person for a non-medical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the pregnant person at delivery or the child’s birth, medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance, or the presence of a fetal alcohol spectrum disorder;
  6. medical neglect as defined by Minnesota Statutes section 260C.007, subdivision 6, clause (5);
  7. chronic and severe use of alcohol or a controlled substance by a person responsible for the care of the child that adversely affects the child’s basic needs and safety; or

8. emotional harm from a pattern of behavior that contributes to impaired emotional functioning of the child, which may be demonstrated by a substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

Neglect does not occur solely because the child's parent, guardian, or other person responsible for the child's care in good faith selects and depends upon spiritual means or prayer for treatment or care of disease or remedial care of the child in lieu of medical care.

- G. "Non-maltreatment mistake" occurs when: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minnesota Rules part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar non-maltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minnesota Rules chapter 9503.
- H. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school district employee or agent, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- I. "Physical abuse" means any physical injury, mental injury (under subdivision 13), or threatened injury (under subdivision 23), inflicted by a person responsible for the child's care on a child other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries, or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minnesota Statutes section 125A.0942 or 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian that does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or other school district employee as allowed by Minnesota Statutes section 121A.582.

Actions that are not reasonable and moderate include, but are not limited to, any of the following: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a

child with a closed fist; (3) shaking a child under age three; (4) striking or other actions that result in any non-accidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minnesota Statutes section 609.02, subdivision 6; (7) striking a child under age one on the face or head; (8) striking a child who is at least age one but under age four on the face or head, which results in an injury; (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances that were not prescribed for the child by a practitioner, in order to control or punish the child, or other substances that substantially affect the child's behavior, motor coordination, or judgment, or that result in sickness or internal injury, or that subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (10) unreasonable physical confinement or restraint not permitted under Minnesota Statutes section 609.379, including, but not limited to, tying, caging, or chaining; or (11) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minnesota Statutes section 121A.58.

- J. "Report" means any communication received by the local welfare agency, police department, county sheriff, or agency responsible for child protection pursuant to this section that describes maltreatment of a child and contains sufficient content to identify the child and any person believed to be responsible for the maltreatment, if known.
- K. "School ~~school~~ district personnel" means professional employee or professional's delegate of the ~~school~~ district who provides health, educational, social, psychological, law enforcement, or child care services.
- L. "Sexual abuse" means the subjection of a child by a person responsible for the child's care, by a person who has a significant relationship to the child (as defined in Minnesota Statutes section 609.341, subdivision 15), or by a person in a current or recent position of authority (as defined in Minnesota Statutes section 609.341, subdivision 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration, sexual contact, solicitation of children to engage in sexual conduct, and communication of sexually explicit materials to children. Sexual abuse also includes any act involving a minor that constitutes a violation of Minnesota statutes prohibiting prostitution or use of a minor in a sexual performance. Sexual abuse includes all reports of known or suspected child sex trafficking involving a child who is identified as a victim of sex trafficking. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation that requires registration under Minnesota Statutes section 243.166, ~~Subd.~~ [subdivision 1b\(a\)](#) or (b).
- M. "Threatened injury" means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child's care who has (1) subjected the child to, or failed to

protect a child from, an overt act or condition that constitutes egregious harm under Minnesota Statutes, section 260E.03, subdivision 5, or a similar law of another jurisdiction; (2) been found to be palpably unfit under Minnesota Statutes, section 260C.301, subdivision 1, paragraph (b), clause 3, or a similar law of another jurisdiction; (3) committed an act that resulted in an involuntary termination of parental rights under Minnesota Statutes, section 260C.301, or a similar law of another jurisdiction; or (4) committed an act that resulted in the involuntary transfer of permanent legal and physical custody of a child to a relative or parent under Minnesota Statutes, section 260C.515, subdivision 4, or a similar law of another jurisdiction.

#### IV. Reporting Procedures

- A. A mandated reporter will immediately report the information to the local welfare agency, agency responsible for assessing or investigating the report, police department, county sheriff, tribal social services agency, or tribal police department. The reporter will include their name and address in the report.
- B. An oral report will be made immediately by telephone or otherwise. The oral report will be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assessing or investigating the report. Any report will be of sufficient content to identify the child, any person believed to be responsible for the maltreatment of the child if the person is known, the nature and extent of the maltreatment, and the name and address of the reporter.

To make a maltreatment report to Hennepin County Child Protection Services, call (612) 348-3552.

The Minnesota Department of Education's Student Maltreatment Program assesses and investigates reports of alleged physical abuse, neglect, or sexual abuse of students that occurs in Minnesota public schools and charter schools. This includes allegations of maltreatment involving students 18 to 21 years of age, including students receiving special education services, up to and until graduation and the issuance of a secondary diploma.

To make a maltreatment report to the Minnesota Department of Education's Student Maltreatment Program, complete the Confidential Student Maltreatment Reporting Form (attached as Appendix I) and email it to [mde.student-maltreatment@state.mn.us](mailto:mde.student-maltreatment@state.mn.us) or fax it to (651) 797-1601. You may also call their 24-hour reporting line at: (651) 582-8546.

- C. Regardless of whether a report is made, as soon as practicable after a school the district receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school district will inform the parent, legal guardian, or custodian of the child that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct

that may constitute maltreatment.

- D. A mandated reporter who knows or has reason to know of the deprivation of custodial or parental rights or the kidnapping of a child will report the information to the local police department or the county sheriff.
- E. With the exception of a health care professional or a social service professional who is providing a person with prenatal care or other health care services, a mandated reporter will immediately report to the local welfare agency if the mandated reporter knows or has reason to believe that a person is pregnant and has used a controlled substance for a non-medical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.
- G. An employer of a mandated reporter will not retaliate against the person for reporting in good faith maltreatment against a child with respect to whom a report is made, because of the report.
- H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy will be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, plus costs and reasonable attorney fees. Knowingly or recklessly making a false report also may result in discipline.

#### V. Investigation

- A. The responsibility for assessing or investigating reports of suspected maltreatment rests with the appropriate state, county, or local agency or agencies. The agency responsible for assessing or investigating reports of maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged offender, and any other person with knowledge of the maltreatment for the purpose of gathering facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of the alleged offender or parent, legal guardian, or school official. The investigating agency, not the ~~school~~ district, is responsible for either notifying or withholding notification of the interview to the parent, guardian, or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.
- B. When the investigating agency determines that an interview should take place on

~~school~~ district property, written notification of intent to interview the child on ~~school~~ district property must be received by school officials prior to the interview. The notification will include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on ~~school~~ district property.

- C. Except where the alleged offender is believed to be a school official or employee, the time, place, and manner of the interview on ~~school~~ district premises will be within the discretion of school officials, but the local welfare or law enforcement agency will have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials will be reasonable, and the interview will be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school district employees when an interview is conducted on ~~school~~ district premises.
- D. Where the alleged offender is believed to be a school official or employee, the ~~school~~ district will conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the district will provide all requested data that are relevant to a report of maltreatment and are in the possession of a ~~school~~ district facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The district will provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code section 1232g.

#### VI. Maintenance of School District Records Concerning Abuse or Potential Abuse

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school district property, written notification of the agency's intent to interview on ~~school~~ district property must be received by school officials prior to the interview. The notification will include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification will be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview that was received by the ~~school~~ district as described above in Paragraph A., will be destroyed by the ~~school~~ district only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

## VII. Physical or Sexual Abuse as Sexual Harassment or Violence

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, the duties relating to the reporting and investigation of such harassment or violence may be applicable.

## VIII. Dissemination of Policy and Training

- A. This policy will appear in school [district](#) personnel handbooks.
- B. The ~~school~~ district will develop a method of discussing this policy with [all school](#) personnel.

### Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.58 (Corporal Punishment; [Prone Restraint; and Certain Physical Holds](#))  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)  
Minn. Stat. § 243.166, subds. 1b(a) [and](#) (b) (Registration of Predatory Offenders - [Registration Required](#))  
Minn. Stat. § 245.825 (~~Use of Aversive or~~ [and](#) Deprivation Procedures; Licensed Facilities and Services)  
Minn. Stat. § 260C.007, subd. 6, ~~C~~ clause (5) ([Definitions - Child in Need of Protection or Services](#))  
[Minn. Stat. § 260C.301 \(Termination of Parental Rights\)](#)  
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)  
[Minn. Stat. § 260C.515 \(Permanency Disposition Orders\)](#)  
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)  
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)  
Minn. Stat. § 609.02, subd. 6 (Definitions – Dangerous Weapon)  
Minn. Stat. § 609.341, subd. 10 (Definitions – Current or Recent Position of Authority)  
Minn. Stat. § 609.341, subd. 15 (Definitions – Significant Relationship)  
Minn. Stat. § 609.379, subd. 1 (Permitted Actions; - Reasonable Force)  
[Minn Rules Part 9503 \(Child Care Center Licensing\)](#)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

### Cross References:

Policy 104 (Complaints – Students, Employees, Parents, Other Persons)  
Policy 208 (Development, Adoption, and Implementation of Policies)  
Policy 211 (Criminal or Civil Action Against [the](#) School District, [a](#) School Board Member, Employee or Student)  
Policy 403 (Discipline of School District Employees)  
Policy 406 (Public and Private Personnel Data)  
Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)  
Policy 515 (Protection and Privacy of Student Records)  
[Policy 519 \(Interviews of Students by Outside Agencies\)](#)

Policy  
adopted: 10/20/08  
revised: 09/26/11  
revised: 07/15/13  
revised: 07/18/16  
revised: 08/14/17  
reviewed: 08/13/18  
reviewed: 08/12/19  
revised: \*02/08/21  
re-adopted: \*\*08/17/23  
revised: 08/05/24  
revised: [\\_\\_/\\_\\_/25](#)

INDEPENDENT SCHOOL DISTRICT NO. 273  
Edina, MN

\* Policy 414 and Policy 415 were combined into a single policy. Policy 414 was sunsetted as a separate policy.

\*\*Policy 415 was divided. Policy 414 was re-adopted as a separate policy.



## Confidential Student Maltreatment Reporting Form

Date submitted: \_\_\_\_\_ SMP File # \_\_\_\_\_ (MDE staff use only)

### REPORTER (Reporter is confidential under Minnesota Statutes, section 260E.)

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Mandated Reporter: Yes No

### SCHOOL INFORMATION (Current Enrollment Location of Alleged Victim)

ISD#: \_\_\_\_\_ School District: \_\_\_\_\_ School/ Program Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Principal/Director: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Transportation Company Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### ALLEGED VICTIM

Name: \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_ Zip: \_\_\_\_\_

Gender: \_\_\_\_\_ DOB: \_\_\_\_\_ Grade: \_\_\_\_\_

Race/Ethnicity: \_\_\_\_\_ Receives Special Education Services: Yes No

Primary Disability Category: \_\_\_\_\_

Alleged Victim is over the age of 18: Yes No

*(If over 18, please provide the following contact information)*

Alleged Victim Phone: \_\_\_\_\_ Alleged Victim Email: \_\_\_\_\_

Alleged Victim has a legal guardian: Yes No

Parent/Guardian 1: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parent/Guardian 2: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**ALLEGED OFFENDER**

Name: \_\_\_\_\_ Position: \_\_\_\_\_ DOB: \_\_\_\_\_

Gender: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Race/Ethnicity: \_\_\_\_\_ Phone: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

Licensed: Yes No

If licensed, name of licensing board(s): \_\_\_\_\_ License/Folder # \_\_\_\_\_

**INCIDENT**

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Setting (i.e., Bus, Classroom): \_\_\_\_\_

Location and Address (if different than enrolled school): \_\_\_\_\_

Witness \_\_\_\_\_ Phone: \_\_\_\_\_

Witness \_\_\_\_\_ Phone: \_\_\_\_\_

Police Notified: Yes No Police Department: \_\_\_\_\_

Police Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Case #: \_\_\_\_\_

**ALLEGED MALTREATMENT**

Physical Abuse \_\_\_\_\_ Sexual Abuse \_\_\_\_\_ Neglect \_\_\_\_\_ Unknown \_\_\_\_\_

Injury: Yes No

**DESCRIPTION OF INCIDENT AND INJURY (~~PLEASE ATTACH ADDITIONAL DOCUMENTATION, IF NEEDED~~ please attach additional documentation, if needed)**

Email: [mde.student-maltreatment@state.mn.us](mailto:mde.student-maltreatment@state.mn.us)

~~(8/24)~~ November, 2020

## Personnel

### Mandated Reporting of Maltreatment of Vulnerable Adults

#### I. Purpose

This policy is to make clear the statutory requirements of school [district](#) personnel to report suspected maltreatment of vulnerable adults.

#### II. General Statement of Policy

- A. The policy of the school district is to comply fully with Minnesota Statutes section 626.557 requiring school [district](#) personnel to report suspected maltreatment of vulnerable adults.
- B. A violation of this policy occurs when any school [district](#) personnel fails to report suspected maltreatment of vulnerable adults when the school [district](#) personnel has reason to believe that a vulnerable adult is being or has been maltreated, or has knowledge that a vulnerable adult has sustained a physical injury, which is not reasonably explained.

#### III. Definitions

For purposes of this policy, the definitions included in this section apply.

##### A. "Abuse" means:

1. An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (a) assault in the first through fifth degrees as defined in Minnesota Statutes sections 609.221 to 609.224; (b) the use of drugs to injure or facilitate crime as defined in Minnesota Statutes section 609.235; (c) the solicitation, inducement, and promotion of prostitution as defined in Minnesota Statutes section 609.322; and (d) criminal sexual conduct in the first through fifth degrees as defined in Minnesota Statutes sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction.
2. Conduct which is not an accident or therapeutic conduct as defined in Minnesota Statutes section 626.5572, which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (a) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (b) use of repeated or malicious oral, written, or gestured language toward a

vulnerable adult or the treatment of a vulnerable adult, which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (c) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (d) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under Minnesota Statutes section 245.825.

3. Any sexual contact or penetration as defined in Minnesota Statutes section 609.341 between a facility staff person, or a person providing services in the facility and a resident, patient, or client of that facility.
  4. The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult's will to perform services for the advantage of another.
- B. "Accident" means a sudden, unforeseen, and unexpected occurrence or event which:
1. is not likely to occur and which could not have been prevented by exercise of due care; and
  2. if occurring while a vulnerable adult is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence or event.
- C. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.
- D. "Common entry point" means the entity responsible for receiving reports of alleged or suspected maltreatment of a vulnerable adult and designated by the Commissioner of the Minnesota Department of Human Services as the Minnesota Adult Abuse Reporting Center (MAARC).
- E. "Financial Exploitation" means a breach of a fiduciary duty by an actor's unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor's failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult's funds or property through undue influence, harassment, duress, deception, or fraud; and the use of force, coercion, or enticement to cause a

vulnerable adult to perform services against the vulnerable adult's will for the profit or advantage of another.

- F. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.
- G. "Mandated reporter" means any school district personnel who knows or has reason to believe a vulnerable adult is or has been maltreated.
- H. "Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult.
- I. "Neglect" means:
  - 1. ~~†~~The failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult's physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct- , or
  - ~~J. — Neglect also means †~~ 2. The absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult's health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult.

Neglect does not include actions specifically excluded by Minnesota Statutes section 626.5572, Subd. 17.

- ~~K~~J. "School **district** personnel" means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.
- ~~L~~K. "Vulnerable adult" means any person 18 years of age or older who regardless of residence or whether any type of service is received, possesses a physical or mental infirmity or other physical, mental, or emotional dysfunction that impairs the individual's ability to adequately provide the individual's own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment.

#### IV. Reporting Procedures

- A. A mandated reporter will immediately report suspected maltreatment of a vulnerable adult to the Minnesota Adult Abuse Reporting Center (MAARC) by

calling 1-844-880-1574. The MAARC is available twenty-four hours per day and seven days per week. If reporting an emergency that requires immediate assistance from law enforcement, the fire department, or an ambulance, 911 should be called first.

- B. Whenever a mandated reporter knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information will be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.
- C. The report will, to the extent possible, identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose *not public data*, as defined under Minnesota Statutes section 13.02, to the extent necessary to comply with the above reporting requirements.
- D. School [district](#) personnel mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline up to and including termination of employment. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.
- E. Retaliation against any school [district](#) personnel who makes a good faith report under Minnesota law and this policy, or against any vulnerable adult who is named in a report is prohibited.
- F. Any school [district](#) personnel who intentionally makes a false report under the provisions of applicable Minnesota law or this policy will be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline up to and including termination of employment.

#### V. Investigation

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the state and/or county for receiving reports. When the alleged offender is believed to be a school district personnel, the school district will conduct its own investigation independent of the designated entity.

#### VI. Dissemination of Policy and Training

- A. [This policy will appear in school district personnel handbooks.](#)

- B. The school district will discuss this policy with district personnel when appropriate.

Legal References:

Minn. Stat. § 13.02 (Minnesota Government Data Practices Act - [Defining Not Public Data](#))

Minn. Stat. Ch. 245A (Human Services Licensing)

Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)

Minn. Stat. §§ 609.221-609.224 (Assault)

Minn. Stat. § 609.232 (Crimes Against Vulnerable Adults; Definitions)

Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)

Minn. Stat. § 609.322 (Solicitation, Inducement, Promotion of Prostitution; Sex Trafficking)

Minn. Stat. § 609.341 (Definitions)

Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)

Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)

Minn. Stat. § 626.5572 (Definitions)

*In re Kleven*, 736 N.W.2d 707 (Minn. App. 2007)

Cross References:

Policy 104 (Complaints – Students, Employees, Parents, Other Persons)

Policy 208 (Development, Adoption, and Implementation of Policies)

Policy 211 (Criminal or Civil Action Against [the](#) School District, [a](#) School Board Member, Employee or Student)

Policy 403 (Discipline of School District Employees)

Policy 406 (Public and Private Personnel Data)

Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

Policy 515 (Protection and Privacy of Student Records)

INDEPENDENT SCHOOL DISTRICT NO. 273  
Edina, MN

Policy

adopted: 10/20/08

revised: 09/26/11

revised: 07/15/13

revised: 07/18/16

revised: 08/14/17

reviewed: 08/13/18

reviewed: 08/12/19

revised: \*02/08/21

revised: 08/08/22

revised: \*\*08/17/23

revised: 08/05/24

revised: [\\_\\_/\\_\\_/25](#)

\*Policy 414 and Policy 415 were combined into a single policy. Policy 414 was sunsetted as a

separate policy.

\*\*Policy 415 was divided. Policy 414 was re-adopted as a separate policy.

## Students

### Student Wellness—Food, Nutrition and Physical Activity

#### I. Purpose

This policy supports a school environment that promotes student wellness, encourages physical activity, prevents and reduces childhood obesity, and assures that school meals and other food and beverages sold and otherwise made available to students on the school campus district property during the school day are consistent with applicable minimum local, state, and federal standards.

#### II. General Statement of Policy

- A. The school district recognizes that nutrition promotion and education, and physical activities that promote student wellness, are components of the educational process, and that good health fosters student attendance and learning.
- B. The school environment should promote students' health, well-being, and ability to learn by encouraging healthy eating and physical activity.
- C. The district encourages the involvement of students, parents and guardians, representatives of the school food authority, teachers, food service employees, school district health professionals, the school board, school district administrators, and the general public in the development, implementation, and periodic review and update of the district's wellness policy.
- D. Students need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- E. Students will have opportunities, support, and encouragement to be physically active on a regular basis.
- ~~F. Qualified food service employees, in partnership with the district, will:~~
  - ~~1. provide healthy food choices within the United States Department of Agriculture ("USDA") guidelines and compliance with all applicable federal, state, and local laws, rules, and regulations;~~
  - ~~2. offer fresh, high quality, minimally processed foods;~~
  - ~~3. promote whole foods, natural fibers, and other natural nutrients;~~
  - ~~4. minimize saturated fats and added sugars;~~

- ~~5. teach lifelong healthy eating habits that reinforce the belief of moderate consumption in all food groups;~~
- ~~6. provide access to and information about a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students;~~
- ~~7. consider the religious, ethnic, and cultural diversity of the student body in meal planning; and~~
- ~~8. provide a healthy dining experience with clean, safe, and pleasant settings and adequate time for students to eat.~~

### III. Wellness Goals [Guidelines](#)

#### A. Nutrition Promotion and Education

1. The school district will encourage and support healthy eating and hydration by students and engage in nutrition promotion that is:
  - a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;
  - b. part of health education classes as well as classroom instruction, when appropriate; and
  - c. enjoyable, developmentally appropriate, and culturally relevant.
2. The district will encourage all students to make age appropriate healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte (snack) lines and vending machines.
3. ~~Rewards and incentives.~~ The ~~D~~district will provide teachers and other relevant ~~school-~~district staff a list of alternative ways to reward children. Foods and beverages ~~will not be used~~ [should be avoided](#) as a reward (unless this practice is allowed by a student's individual education plan or behavior intervention plan), or withheld as punishment.

#### B. Food Service Program and Personnel

1. The district will designate an appropriate person to be responsible for the district's food service program, whose duties will include:
  - a. [designing menus that provide healthy food options within the United States Department of Agriculture's \("USDA"\) guidelines and compliance with all applicable local, state, and federal rules and regulations;](#)

- b. offer fresh, high-quality, minimally processed foods;
  - c. promote whole foods, natural fibers, and other natural nutrients;
  - d. minimize saturated fats and added sugars;
  - e. teach lifelong healthy eating habits that reinforce belief of moderate consumption in all food groups;
  - f. provide access to and information about a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students;
  - g. consider the religious, ethnic, and cultural diversity of the student body in meal planning; and
  - h. provide a healthy dining experience with clean, safe, and pleasant settings and adequate time for students to eat.
2. As part of the district's responsibility to operate a food service program, the district will facilitate continued professional development for food service personnel in the district.

### C. Competitive Foods and Beverages

1. All foods and beverages sold on district grounds to students, outside of reimbursable meals, are considered "competitive foods." Competitive foods include items sold a la carte in the cafeteria and from vending machines.
2. All competitive foods will meet the USDA Smart Snack nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.
3. Before and Aftercare (child care) programs will comply with the district's nutrition standards unless they are reimbursable under USDA school meals program, in which case they will comply with all applicable USDA standards.
4. Marketing of the district's food service program will be consistent with nutrition education and health promotion.
5. The district will restrict food and beverages marketing to the promotion of those foods and beverages that meet the Smart Snacks nutrition standards during the school day, as per federal guidelines.

## BD. Physical Activity

Students need opportunities for physical activity and to embrace regular physical activity as a personal behavior. The district **will** provides opportunities to be active to reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities.

## GE. Communications with Parents and Guardians

1. The district will provide information about its food service programs, physical and nutrition education, and other district-sponsored physical activity opportunities.
2. The district encourages parents **and guardians** to pack healthy lunches and snacks.
3. The district will provide to staff and parents **and guardians** a list of suggested foods and beverages that meet **the USDA Smart Snacks in School (Smart Snacks)** nutrition standards for lunches, snacks, celebrations, fundraising, etc.

## ~~D. School Food Service Program/Personnel~~

- ~~1. The school district will designate an appropriate person to be responsible for the school district's food service program, whose duties will include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA guidelines.~~
- ~~2. As part of the district's responsibility to operate a food service program, the district will provide continuing professional development for all food service personnel in schools.~~

## ~~E. Competitive Foods and Beverages~~

- ~~1. All foods and beverages sold on school grounds to students, outside of reimbursable meals, are considered "competitive foods." Competitive foods include items sold a la carte in the cafeteria and from vending machines.~~
- ~~2. All competitive foods will meet the USDA Smart Snacks in School (Smart Snacks) nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.~~
- ~~3. Before and Aftercare (child care) programs must also comply with the school district's nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards.~~

## F. ~~Food and Beverage Marketing in Schools~~

- ~~1. School Food Service program marketing will be consistent with nutrition education and health promotion.~~
- ~~2. Schools will restrict food and beverages marketing to the promotion of those foods and beverages that meet the Smart Snacks nutrition standards during the school day, as per Federal Guidelines.~~

## IV. ~~Wellness~~ Leadership and Community Involvement, Policy Implementation, and Monitoring

- ~~This student wellness~~ policy and associated practices will be implemented throughout the ~~Edina Public Schools~~ school district and monitored by the ~~Student Wellness~~ ~~a~~ ~~C~~ ~~an oversight committee consisting of administrators, parents/guardians, students, and other interested parties~~. The direction of the ~~oversight~~ committee will come from the ~~S~~superintendent or designee, who will serve as chair(s) of the committee.
- ~~The Student Wellness~~ ~~C~~ ~~oversight~~ committee will meet at least twice each year, convened by the chair(s), to participate in the development, implementation, and periodic review and update of the wellness ~~this~~ policy. ~~The Committee will may~~ be comprised of district administration, the food services manager, dietician, health services coordinator, physical education and mental health education staff, site administration, and at least three parent representatives, one from each level (elementary, middle and high school). All meetings will be open to the public.
- ~~School District~~ food service staff will ensure compliance within the school's ~~district's~~ food service areas, and will report concerns to the ~~Student Wellness oversight~~ ~~C~~committee or chair(s), as appropriate.
- ~~E~~~~D~~. The ~~oversight committee~~ chair(s) will ensure compliance with the ~~this~~ ~~student wellness~~ policy and provide an annual report of policy compliance to the school board.

## V. ~~Policy Implementation, and Monitoring~~; Recordkeeping

### A. ~~Annual Reporting~~

~~The committee chair(s) will annually inform the public about the content and implementation of the wellness policy and make the policy and any updates to the policy available to the public.~~

The district will retain records to document compliance with the requirements of this policy. The records to be retained include, but are not limited to, documentation demonstrating compliance with community involvement

requirements, including requirements to make the local district wellness policy and triennial assessments available to the public.

#### B. Triennial Assessment

- ~~1. At least once every three years, the district will evaluate compliance with the wellness policy to assess policy implementation and create a report that includes the following information:
  - ~~a. the extent to which the district's wellness policy compares to model local wellness policies; and~~
  - ~~b. a description of the progress made in attaining the goals of the district's wellness policy.~~~~
- ~~2. The chair(s) will be responsible for conducting the triennial assessment.~~
- ~~3. The triennial assessment report will be posted on the district's website or otherwise made available to the public.~~

#### D. Recordkeeping

~~The school district will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:~~

- ~~1. The school district's written wellness policy.~~
- ~~2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public.~~
- ~~3. Documentation of the triennial assessment of the local school wellness policy for each school under the district's jurisdiction efforts to review and update the wellness policy.~~

#### Legal References:

Minn. Stat. § 121A.215 (Local School District Wellness Policies; [Website](#))

7 U.S.C. § 5341 (Establishment of Dietary Guidelines)

42 U.S.C. § 1751 *et seq.* (Healthy, and Hunger-Free Kids Act of 2010)

42 U.S.C. § 1758b (Local School Wellness Policy)

42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)

7 C.F.R. § 210.10 (School Lunch Program Regulations [Meal Requirements for Lunches and Requirements for Afterschool Snacks](#))

7 C.F.R. § 220.8 (School Breakfast Program Regulations [Meal Requirements for Breakfasts](#))

Policy

adopted: 04/14/08

amended: 08/15/11

amended: 03/12/12

revised: 03/17/14

revised: 04/09/18

reviewed: 08/10/20

revised: \_\_/\_\_/25

INDEPENDENT SCHOOL DISTRICT NO. 273  
Edina, Minnesota

## **~~Edina Public Schools' Food and Nutrition Wellness Standards~~**

~~Students' lifelong eating habits are influenced by the types of food and beverages available to them at school. The school district nutrition program promotes health through menus that feature a variety of appealing and nutritious offerings prepared at each school. The nutrition program is guided by the district wellness policy as developed by a collaborative community process.~~

~~In recognition of the above statements, the district will adhere to the following standards:~~

### **~~1. Provide healthy food choices within USDA guidelines.~~**

- ~~a. Menu planning will focus on providing a variety of fruits, vegetables, legumes, whole grains, lean proteins, and fat free foods.~~
- ~~b. Weekly average calories will meet the age specific USDA guidelines.~~
- ~~c. Saturated fat content will be less than or equal to 10% of total calories per week.~~
- ~~d. Trans fat content will be zero, unless naturally occurring in products.~~
- ~~e. Sodium content will meet the USDA weekly average requirement by grade group.~~
- ~~f. Free water will be available in the cafeteria at breakfast and lunch.~~

### **~~2. Offer fresh, high quality, and minimally processed food.~~**

- ~~a. Fast food branded menu options will not be offered in any grade levels.~~
- ~~b. Products will be prepared fresh for each lunch service as possible.~~
- ~~c. Fresh and locally sustainable foods will be offered, when possible.~~
- ~~d. Only Skim, 1%, and lactose free white milk and skim chocolate milk will only be offered.~~
- ~~e. Meats and poultry will not contain textured vegetable protein as filler, or be treated with ammonium hydroxide.~~
- ~~f. The purchases of meats certified to be from animals not treated with antibiotics and growth hormones will continue to increase.~~
- ~~g. The use of products containing artificial colors, additives, and preservatives will be minimized.~~

### **~~3. Promote the use of whole grains, natural fibers, vegetables, fruits, and nutrient rich foods.~~**

- ~~a. Grains will be at least 50% whole grain.~~
- ~~b. Whole grains (e.g., brown rice, couscous, wild rice) will be offered at least once per week and in their natural state.~~
- ~~c. Legumes will be offered a minimum of once per week.~~
- ~~d. At least four fruit options (minimum one fresh fruit) and three vegetable options (minimum two fresh vegetables) will be offered daily.~~

### **~~4. Minimize the amount of saturated fats and added sugars.~~**

- ~~a. Products that contain high fructose corn syrup will be eliminated.~~
- ~~b. Artificial sweeteners will not be used or offered.~~
- ~~c. Healthy olive oil blend will be used as a fat source in food preparation.~~

- ~~5. Teach lifelong healthy eating habits that reinforce the belief of moderate consumption in all food groups:~~
- ~~a. A variety of entrées and appropriate side items will be available for students to choose a complete meal following the MyPlate model as recommended by the 2010 USDA Dietary Guidelines for Americans.~~
  - ~~b. Food services employees and teachers will receive the training they need to promote healthy eating with MyPlate.~~
  - ~~c. MyPlate educational materials will be displayed in the cafeteria to promote healthy eating.~~
  - ~~d. The MyPlate icon visual will be included on combo meal program documents.~~
- ~~6. Provide information about a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students:~~
- ~~a. Information about the nutritional content and ingredients of meals will be communicated to students, families, and district employees.~~
  - ~~b. Special diet and food allergy information will be coordinated through the school nurses and needed accommodation provided by the food services program.~~
  - ~~c. Training will be provided for employees annually.~~
  - ~~d. Free and reduced meal program options will be communicated to families.~~
  - ~~e. The district's food service will not prepare or serve products containing nuts.~~
- ~~7. Consider the religious, ethnic, and cultural diversity of the student body in meal planning:~~
- ~~a. Menus will reflect a wide variety of diverse items.~~

Appendix

Established: 03/17/14

revised: \_\_\_/\_\_\_/25

**[Delete Entire Appendix]**

**APPENDIX ~~Appendix II~~ to Policy 533**

**EDINA PUBLIC SCHOOLS NUTRITION PROVISIONS**

The following chart provides the regulations and additional provisions that guide the district's food services program. The "Additional Provisions" are aspirational statements to strive towards.

Food Group	Serving Size	HHFKA Regulations	Additional Provisions
Breads	NSLP	All grains must be whole grain rich (51% or more whole grain)	No highly processed, bleached, enriched or refined grain products Minimal hydrogenated fat 5 grams or less fat per serving
Rice, pasta and grain products	NSLP	All grains must be whole grain rich (51% or more whole grain)	No highly processed, bleached, enriched or refined grain products Pasta and rice: 100% whole grain No fat or salt added in preparation
Cereal and breakfast bars	NSLP	50% or more whole grains by weight or whole grain as first ingredient 10% of Daily Value of a nutrient < 35% calories from fat per serving < 35% of sugar weight per item	No high fructose corn syrup No artificial colors or ingredients No bleached flour No artificial sweeteners 1.5 grams or less saturated fat per serving
Fruits	NSLP	Frozen/dried: no added sugar	Fresh: locally, sustainably grown when available Canned: packed in 100% juice
Vegetables	NSLP	Weekly requirement of dark green, orange/red, legumes/beans, starchy	Fresh, locally, sustainably grown when available No added saturated fat
Cheese	NSLP		Natural or pasteurized processed No additives, preservatives, artificial ingredients or coloring No added hormones No cheese food or spread
Yogurt	8 oz. or less	< 35% of sugar weight per item	Made with live cultures, lowfat, BGH free Sugar is not the first ingredient No artificial colors, ingredients, additives or preservatives No artificial sugar or high fructose corn syrup
Meat and meat alternatives	NSLP		Locally sourced, sustainably raised Whole muscle poultry No highly processed products, 2% or less additives or nitrites
Ice cream, frozen yogurt or fruit bar	NSLP	< 35% of sugar weight per item < 35% calories from fat per serving	Milk product is first ingredient in ice cream Fruit juice is first ingredient in fruit bar No artificial colors, ingredients, sweeteners or high fructose corn syrup
Cookies and baked goods	1.3 oz. fresh baked cookie, NSLP for other products	< 35% of sugar weight per item < 35% calories from fat per serving 50% or more whole grain by weight or whole grain as first ingredient	Elementary: Cookie special occasion only Middle: fresh cookies M-W-F High School: fresh cookies daily No artificial sweeteners or high fructose corn syrup No artificial colors, ingredients or preservatives 1.5 grams saturated fat or less per serving
Snack mix, crackers, chips popcorn (middle and high schools only)	NSLP	< 200 mg sodium per serving < 200 cal/serving, incl. condiments < 35% calories from fat per serving 50% or more whole grain by weight or whole grain as first ingredient	No artificial sweeteners, preservatives or additives No highly processed, bleached, enriched or refined grain products
Milk	8 oz. elementary 8 -12 oz. secondary	1% or skim white milk Chocolate skim	No artificial sugar BHT and BGH free
Water	No size limit	Free tap water offered at meals	No added sugar or artificial sugar
Fruit/Veg. juice beverages	4 oz. elementary 4-12 oz. secondary	100% fruit/vegetable juice	No artificial colors, ingredients or preservatives
Coffee/tea (high school only)	10 oz.		Organic plain/flavored Limit two creams/sugar packets
Calories, Daily	Based on 5 day week average	Elementary B = 350-500 Middle B = 400-550 High School B = 450-600 Elementary L = 550-650 Middle L = 600-700 High School L = 750-850	
Saturated Fat	Weekly average	10% or less of total calories	
Trans Fat	All foods	No added trans fats, < 5 grams/serving	
Sodium	Weekly average	Elementary B < 540; L < 1230 Middle B < 600; L < 1360 High School B < 640; L < 1420	B < 485; L < 935 B < 535; L < 1035 B < 570; L < 1080
A la carte entrée items	Serving	< 350 calories < 35% cal of fat < 480 mg sodium < 35% sugar	

Key: NSLP = National School Lunch Program; HHFKA = Healthy, and Hunger Free Kids Act; B = Breakfast; L = Lunch  
All policy statements regarding the elimination of ingredients are subject to flexibility based on availability.  
(= /25)

## Buildings and Sites

### Emergency Management

#### I. Purpose

This policy serves as a guide for the school district, building administrators, employees, families, and students regarding preparation, training, and real-time implementation of the emergency management system for the district. Each school building maintains emergency management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation.

#### II. General Statement of Policy

The school district's emergency management policy has been created in consultation with our public safety partners and is consistent with the Minnesota School Safety Center. It is designed so that each building administrator maintains consistency with regard to district plans. Emergency plans will be tailored to meet a building's specific needs and student population.

The building principal will annually review, update, meet with the BERT and report the completion of the meeting to the ~~superintendent's office and the~~ emergency management and school safety office. A copy of this policy and building-specific plan will be kept onsite. Building-specific crisis management plans will include general crisis procedures, as well as building- and student-specific procedures.

#### III. Definitions

For purposes of this policy, the definitions included in this section apply.

- A. "Building Emergency Response Team" ("BERT") means the group of people organized and prepared in each building pursuant to section IV of this policy to handle emergency functions on the site-level.
- B. "District Emergency Response Team" ("DERT") means the district-level group organized and prepared pursuant to section IV of this policy to handle emergency functions on the district-level.
- C. "Incident Commander" means the person on site responsible for managing the operations and emergency response, as well as communicating with

district-level personnel. The Incident Commander is the building principal or department administrator. In the event of the principal's or department administrator's absence or incapacity, their designee (in order of designation under section IV of this policy) will serve as Incident Commander.

- D. "Incident Command System" means the planned emergency response checklist protocol established pursuant to section IV. A. of this policy.
- E. "~~Safe Conditions~~ Standard Response Protocols" means the responses described in section ~~IV.D~~ V.D. of this policy which will be employed, as appropriate, by the Incident Commander to maximize safety in the event of an emergency situation.
- F. "Unified Command Structure" means a command model consisting of the police and fire emergency response personnel, the site's Incident Commander, and DERT. Each party plays a unified role in the continuing response to an emergency situation.

#### IV. General Emergency Procedures

The school's emergency procedures include general emergency plans for securing the building, ~~classroom evacuation, building evacuation, campus evacuation,~~ [evacuating the building](#), sheltering, [lockdown](#), and reunification. The plans will be communicated to the BERT, as well as shared with the superintendent's office and the ~~emergency management and safety coordinator~~ [emergency management and school safety office](#). These plans should be representative of crisis situations, which may occur during the school day or at school-sponsored events and functions. Emergency plans should also take into account communicating with and supporting building substitutes, visitors, and volunteers.

#### V. Emergency Management Elements

The principal or department administrator will serve as incident commander. The principal or department administrator will designate at least two other individuals (1st alternate and 2nd alternate) who will serve as the incident commander to enact the emergency response plan in the event that the principal or administrator is unavailable.

All buildings will have a BERT. This team should be composed of several members who do not have direct responsibility for supervision of students. Licensed teaching staff can make up some subset of the BERT but should not be the only members. The building administrator or a designee will serve as lead of this team. Annually, buildings will review and train their members. A copy of this

BERT team list will be shared with the superintendent's office and the emergency management and safety ~~coordinator~~ office.

The DERT will be established at the district level. This team will consist of all cabinet members. Additional members will include the director of buildings & grounds, the building & grounds manager, the director of district media and technology services (DMTS), [district nurse and health services supervisor](#), and the supervisor of transportation services. In the event of a crisis, the DERT may enlist additional staff members for support.

- A. In the event of an emergency, the principal or designee will follow the emergency response plan using the Incident Command System. During an emergency situation or drill, an incident command checklist is utilized. This checklist requires the following actions: placing the school or building in a ~~Safe Condition~~ [Standard Response Protocol](#), calling 911, and the Incident Commander assuming radio command. This will be completed immediately, or as soon as reasonably possible in an emergency situation. The action of taking command includes radio communication advising the district office of the emergency.
- B. The Incident Commander will, in addition to the above actions, make and communicate operational activities to the BERT. If applicable, the Incident Commander will prepare to meet with police and fire personnel to form a Unified Command Structure.
- C. The school's emergency procedures will be kept on file with the superintendent's office and the emergency management and [school safety coordinator](#) office and be readily available in the school buildings to address all hazards, including the following emergencies:
  - Active Shooter (not Active Shooter Simulations)
  - Assault
  - Bomb Threat
  - Chemical or Biological Threat
  - Cybersecurity Incident
  - Demonstration
  - Fight/Disturbance
  - Fire
  - Hazardous Materials
  - Hostage
  - Intruder
  - Medical Emergency
  - Mechanical Malfunction (i.e., boiler, HVAC, etc.)
  - Power Outage
  - Severe Weather: Tornado/Severe Thunderstorm/Flooding
  - Suicide
  - Weapons

- Other (as determined to be necessary by the building administration or the district emergency management and school safety office)

D. In addition, the school's emergency response plan will address the following ~~Safe Conditions~~ Standard Response Protocols and procedures:

1. ~~Safe Conditions~~ Standard Response Protocols:

1. ~~a.~~ **Hold.** Hold in your room or area. Clear hallways. Typically used during a medical scenario.
2. ~~b.~~ **Secure.** Get inside. Lock outside doors. Business inside continues as usual. Used when there is a threat to safety outside, such as a neighborhood police situation.
3. ~~c.~~ **Lockdown.** Doors locked and lights turned off. Students and staff position themselves out of the sight of an intruder. ~~Often used for an active shooter situation.~~
4. ~~d.~~ **Evacuate.** Leave the building and move to a specified location. Typically used for a fire.
5. ~~e.~~ **Shelter.** Take shelter in a designated location. This occurs most often for severe weather such as a tornado.

2. Additional Procedures:

- ~~a.~~ **Reunification.** In the event that staff/students are unable to stay in or return to the building. One or more reunification sites will be identified by the district and reviewed annually.
- ~~b.~~ **Media Procedures.** Media relations and outgoing information will flow through the director of marketing and communications.
- ~~c.~~ **Post-crisis procedures with DERT.** Following an incident, the involved BERT and DERT will debrief with our safety partners. This should occur as close to the incident time as reasonably possible.

E. Each school/building will have copies of the following available to public safety members and others needing the information. This information is confidential and not available to the general public. Multiple copies should be made and placed in several locations.

1. Facility Diagrams
2. Reunification Location(s)
3. Emergency Contacts

## VI. Training and Preparation for Emergencies

- A. Building administrators will ensure all staff are trained annually in all emergency plans, ~~Safe Conditions~~ **Standard Response Protocols**, and procedures. This training should be conducted by September 15 of each year. Additionally, building administrators will ensure all new staff (hired after the initial training) are trained in all emergency plans, ~~Safe Conditions~~ **Standard Response Protocols**, and procedures. Where possible, this should be completed immediately upon a new hire's start date.
  
- B. The building principal is responsible for conducting at a minimum, eleven state mandated drills. Each member of the school's BERT will have training in the Incident Command System response and participate in all drills. Each year, at least one drill will be an enhanced drill and our public safety partners should be invited to observe and comment on these drills. A drill ~~record~~ **log** sheet will be filled out and submitted to the superintendent's office and the emergency management and safety ~~coordinator~~ **office** annually. A record of drills conducted will be maintained by the building principal or designee.
  
- C. Each school site will have at least two employees - a health services assistant (HSA) and licensed school nurse (LSN) - certified in cardiopulmonary resuscitation (CPR). In a medical emergency situation, the district health services supervisor will establish a care team to respond to the situation. The team training and medical emergency procedures will be coordinated by the district health services supervisor.

## VII. ~~Violence Prevention~~

- ~~1. The district will 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 will be evidence based and may be delivered in person, virtually, or digitally. Training will, 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, potentially harmful activity.~~

- ~~3. The district will ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multi-hazard 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.~~~~

## VIII. Communications

Each communication plan will include dual methods of dissemination. For example, to notify of a school closure due to emergency, the district will send out a mass notification to families via email and include the information on a pop-up on the district website.

District administration will implement and monitor the following communication procedures:

- A.** Uniform warning system that notifies staff and students of a crisis situation. Examples include: PA system, email, strobes, phone notification.
- B.** Notification procedures for staff, families, and students when there is a school closure due to an emergency.
- C.** Notification to school families, community, staff, and media in response to a crisis or incident in the school community, as appropriate.
- D.** Notification to student victims of criminal offenses at or on school property of their option to transfer schools consistent with federal law.

### 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.037 (School Safety Drills)
- Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
- Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)

Minn. Stat. § 326B.02, subd. 6 (Powers: [State Fire Code Rulemaking Authority](#))  
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)  
Minn. Stat. § 609.605, subd. 4 [and subd. 4a](#) (Trespasses: [Trespasses on School Property; Trespass on a School Bus](#))  
Minn. Rules Part 7511 (Fire Code)  
20 U.S.C. § 1681 et seq. (Title IX [of the Education Amendments of 1972](#))  
20 U.S.C. § 6301 et seq. (Every Student Succeeds Act)  
20 U.S.C. § 7912 (Unsafe School Choice Option)  
42 U.S.C. § 5121 et seq. (Stafford Act)  
[Minnesota School Safety Center - Resources \(mn.gov\)](#) -  
(<https://dps.mn.gov/divisions/hsem/mn-school-safety-center/Pages/resources.aspx> )

Cross References:

Policy 208 (Development, Adoption, and Implementation of Policies)  
Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)  
Policy 413 (Harassment and Violence Prohibition, Students and Employees)  
Policy 501 (School Weapons Policy)  
Policy 506 (Student Conduct and Discipline)  
Policy 532 (Use of Crisis Teams and Peace Officers and Crisis Teams to Remove Students with [Individualized Education Programs \(IEPs\)](#) from School Grounds)  
Policy 903 (Visitors to School District Buildings and Property)

Resources:

[Comprehensive School Safety Guide - Minnesota School Safety Center - Resources - https://dps.mn.gov/divisions/hsem/programs/mn-school-safety-center/school-safety-resources](#)

[I Love U Guys Foundation, Standard Response Protocol - https://iloveguys.org/The-Standard-Response-Protocol.html](#) (012325)

[Safe and Sound Schools - https://safeandsoundschools.org/](#) (012325)

Policy  
adopted: 06/21/10  
revised: 12/12/16  
reviewed: 07/13/20  
revised: 08/08/22  
revised: 08/17/23  
revised: 08/05/24

INDEPENDENT SCHOOL DISTRICT NO. 273  
Edina, Minnesota

VII. **Action**

VII.A. Operating Referendum Renewal

**Speaker (s) :** Mert Woodard, Director of Finance and Operations



**Board Meeting Date:** 7/14/2025

**Title:** Operating Referendum Renewal - FY 2029-2038

**Type:** Action

**Presenter(s):** Mert Woodard – Director, Finance & Operations

**Description:** In 2023, the State amended its Referendum Revenue statute, allowing school boards to renew existing operating referendums without voter approval. Edina's current referendum authority was approved by voters on November 7, 2017, for taxes payable from 2018 through 2027. In 2020, voters approved \$2,075.07 per pupil, with annual inflationary increases through 2027. For taxes payable in 2025, Edina's *certified* per pupil authority is \$2,260.63, generating \$21,447,478.46—about 13.62% of the District's FY2026 General Fund revenue. The projected per pupil amount for 2027 is \$2,375.57.

To renew an operating referendum via board action, the following conditions must be met:

1. The per pupil amount of the proposed renewed operating referendum authority must be the same as the expiring referendum authority;
2. The term of the renewed referendum cannot be longer than the initial term approved by the voters;
3. The school board must adopt a formal resolution renewing the expiring levy after a public meeting is held allowing public comment on the proposed renewal;
4. The expiring referendum authority cannot have been previously renewed.

The District's window to renew the existing referendum authority begins July 1, 2025 and ends June 15, 2027.

**Recommendation:** Adopt a resolution authorizing the District to renew its existing operating referendum for ten years, beginning with taxes payable in 2028, at the same per pupil amount approved by voters in 2017, adjusted annually for inflation.

**Desired Outcomes from the Board:** Approval of the administration's recommendation in compliance with Minn. Stat. § 126C.17 Subd. 9b.

**Attachments:**

1. Slide Deck – Operating Referendum Renewal
2. Resolution – Operating Referendum Renewal
3. Ballot Proof – 2017 Election



## **Operating Referendum Discussion – Board Renewal of Expiring Authority**

Edina Public Schools, ISD No. 273

Regular Meeting

June 9, 2025

---

# Operating Referendum

---

November election ballot question, stated per pupil

Allows districts to generate additional general education revenue

Revenue can be a combination of local property tax levies & state aid (Edina Public Schools doesn't qualify for aid)

Annual levy, maximum length of 10 years  
Can be renewed by School Board one time

Taxes spread on Referendum Market Value  
(most property types pay same taxes per dollar of property value)

Revenue may be used for any operating or capital expenses  
(e.g. staff salaries & benefits, utilities, supplies, technology)

# Referendum Allowances

## Operating Referendum and Capital Project Levy Revenue

Election Year	Taxes Payable	Fiscal Year	Voter Approved		Board Renewal*		Tax Rate
			Operating Referendum	Renewal Years for Expiring Authorities	First Date	Deadline	Capital Project Levy
2023	2024	2025	2,204.03				5.932%
2024	2025	2026	2,288.42				5.932%
2025	2026	2027	2,360.90				5.932%
2026	2027	2028	2,407.73	**	July 1, 2025	June 15, 2027	5.932%
2027	2028	2029	0.00	***			5.932%
2028	2029	2030	0.00				5.932%
2029	2030	2031	0.00				5.932%
2030	2031	2032	0.00				5.932%
2031	2032	2033	0.00	^^			0.000%
2032	2033	2034	0.00				0.000%
2033	2034	2035	0.00				0.000%
2034	2035	2036	0.00				0.000%

### Estimated Revenue for Fiscal Year 2026

Operating Referendum \$ 21,447,478  
 Capital Project Levy \$ 9,184,594

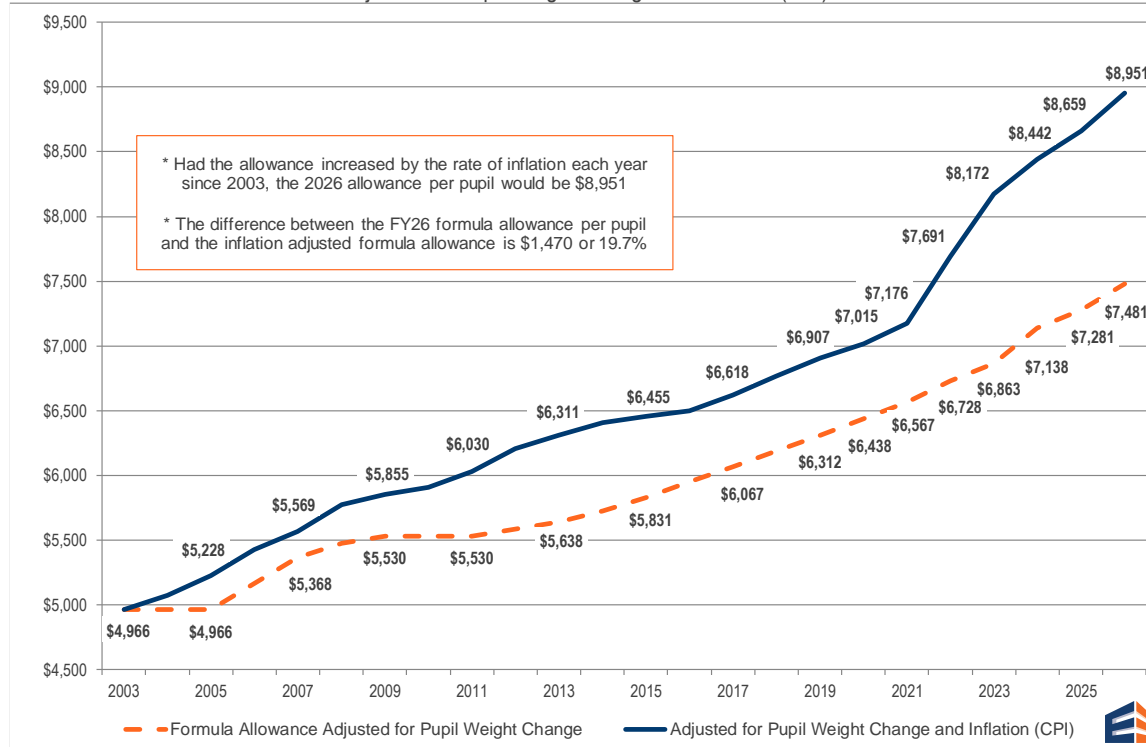
Estimated FY 2026 CPL Revenue Per Pupil: \$ 968.08

### Notes:

- \* Minnesota Statutes, Section 126C.17 allows school boards to renew an existing operating referendum one-time for the same term and same amount
- \*\* First year voters can renew expiring voter approved operating referendum authority
- \*\*\* Last year voters can renew expiring voter approved operating referendum authority
- ^^ Last year to renew expiring capital project levy

# General Education Formula Allowance

General Education Formula Allowance, 2003-2026  
Adjusted for Pupil Weight Change and Inflation (CPI)



Source: MDE December 2024 CPI Inflation Estimates and Minnesota Laws 2023

# Reliance on Referendums

---

- Other funding sources also have not kept pace with inflation or costs of providing services
- Only options for districts to bridge funding gap are to cut budgets or request operating referendum and/or capital project levy revenue authority from voters; most districts have done both

# School Board Renewal of Operating Referendum

---

- Renew authority up to the same authority and length
  - ✓ Timeframe for Board renewal is July 1, 2025 through June 15, 2027
  - ✓ Original authority was approved for a 10 year term
- Must allow for public comment (can be at same meeting)
- Board approves a resolution and submits to MDE and Hennepin County

# School Board Renewal Information

Expiration	Timeframe to Renew	# Authorities	# Board Renewed	# Ask Voters	In Progress
FY24	5/25/23-6/15/23	13	13	0	0
FY25	5/25/23-6/15/24	16	15	1*	0
FY26	7/1/23-6/15/25	46	44	0	2
FY 27	7/1/24-6/15/26	20	10	0	10

\*District requested longer term and an inflationary factor that was not included in the original authority.

EXTRACT OF MINUTES OF MEETING  
OF THE SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 273  
(EDINA PUBLIC SCHOOLS)  
HENNEPIN COUNTY, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 273 (Edina Public Schools), Hennepin County, Minnesota, was duly held in the School District on July 14, 2025, commencing at 7:00 o'clock p.m.

The following members were present:

and the following were absent:

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

**RESOLUTION AUTHORIZING THE RENEWAL OF AN EXPIRING  
REFERENDUM REVENUE AUTHORIZATION**

BE IT RESOLVED by the School Board (the "Board") of Independent School District No. 273 (Edina Public Schools), Hennepin County, Minnesota (the "District"), as follows:

1. Background. It is hereby determined that:

(a) Minnesota Statutes, Section 126C.17, subdivision 9b ("Subdivision 9b"), states that a school board may renew an expiring referendum revenue authorization without an election by adopting a written resolution authorizing the renewal, provided that the expiring referendum has not been previously renewed under Subdivision 9b, the term of the renewed referendum is no longer than the initial term approved by the voters, the expiring referendum is within the last two fiscal years of the term of the referendum, and the per pupil amount of the renewed referendum is the same as the amount expiring referendum, or for an expiring referendum that was adjusted annually by the rate of inflation, the same as the per-pupil amount of the expiring referendum, adjusted annually for inflation in the same manner as if the expiring referendum had continued.

(b) At a duly called and regularly held special election on November 7, 2017, District voters approved a referendum revenue authorization for a term of 10 years, commencing with taxes payable in 2018. The additional revenue from the referendum revenue authorization has been used to finance school operations. The referendum revenue authorization is scheduled to expire after taxes payable in 2027 (the "Expiring Referendum").

(c) On July 14, 2025, the Board convened a regular meeting for the purpose of discussing the proposed renewal of the Expiring Referendum in accordance Subdivision 9b and allowing public testimony on the proposed renewal.

(d) The Expiring Referendum has not been previously renewed under Subdivision 9b.

2. Authorization of Renewal. The Board hereby determines and declares that it is necessary and expedient for the District to renew the Expiring Referendum in the same per pupil amount as is current in the Expiring Referendum. The additional revenue from the renewed referendum revenue authorization will be used to finance school operations. The renewed referendum revenue authorization will be applicable for 10 years beginning with taxes payable 2028, unless otherwise revoked or reduced as provided by law.

3. Notice of Renewed Referendum Revenue Authorization. The Clerk is hereby authorized and directed to submit a copy of this resolution to the Commissioner of Education and the county auditor of each county in which the District is located in whole or in part as soon as practicable, but not later than September 1 of the calendar year in which resolution is adopted.

4. Effective Date. Pursuant to Subdivision 9b, this resolution becomes effective 60 days after its adoption.

The motion for the adoption of the foregoing resolution was duly seconded by Member

\_\_\_\_\_. The vote of the Board members is recorded as follows:

The following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA     )  
  )  
COUNTY OF HENNEPIN    ) ss.  
  )  
INDEPENDENT SCHOOL     )  
DISTRICT NO. 273         )

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 273 (Edina Public Schools), Hennepin County, Minnesota (the “District”), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the School Board of the District held on July 14, 2025, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the authorization of the renewal of an expiring referendum.

WITNESS My hand as Clerk this 14<sup>th</sup> day of July 2025.

---

Cheryl Barry  
Clerk, School Board

# Official Ballot

Judge \_\_\_\_\_ Judge \_\_\_\_\_

## General Election Ballot Independent School District No. 273 (Edina Public Schools) November 7, 2017

### Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: ●

#### School District Offices

**School Board Member**  
Independent School District No. 273  
(Edina Public Schools)  
Vote for Up to Four

- Erica Allenburg
- Matt Loucks
- Gabe Aderhold
- Owen Michaelson
- Lisa O'Brien
- Chad Bell
- Ellen Jones
- David Goldstein
- Heidi Hilliker
- Faisal Deri
- Chris Tuescher
- Matthew Fox

write-in, if any

write-in, if any

write-in, if any

write-in, if any

#### School District Questions

To vote for a question, fill in the oval next to the word "Yes" on that question. To vote against a question, fill in the oval next to the word "No" on that question.

##### School District Question 1

##### Approval of School District Referendum Revenue Authorizations

The board of Independent School District No. 273 (Edina Public Schools) has proposed to increase its general education revenue by the following amounts for taxes payable in the years specified:

- \$1,857.46 per pupil for taxes payable in 2018 with an inflationary increase in that amount for taxes payable in 2019; and
- \$2,075.07 per pupil for taxes payable in 2020, with an inflationary increase in that amount for taxes payable in 2021 through 2027.

A portion of these proposed referendum revenue authorizations would renew the school district's prior authorization of \$1,412.46 per pupil each year which is scheduled to expire after taxes payable in 2017.

The school district's actual referendum revenue authorization for any year shall not exceed the statutory maximum for that year. The proposed new referendum revenue authorizations, as adjusted, would be applicable for a total of ten years unless revoked or reduced as provided by law.

Shall the increase in the revenue proposed by the board of Independent School District No. 273 for each year be approved?

- Yes
- No

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE.**

ISD 273 EDINA P-08  
SOUTH VIEW MIDDLE SCHOOL  
3070

VII.B. Long-Term Facilities Maintenance Plan -  
Fiscal Years 2027-2036

**Speaker (s)**: Mert  
Woodard, Director of  
Finance and  
Operations



**Board Meeting Date:** 7/14/2025

**Title:** Long-Term Facilities Maintenance Plan – Fiscal Years 2027-2036

**Type:** Action

**Presenter(s):** Mert Woodard – Director, Finance & Operations

**Description:** The Long-Term Facilities Maintenance (LTFM) program requires the School Board to adopt and submit a ten-year facilities plan and a signed assurance of project eligibility each year. District staff, its municipal advisors, and construction partners have reviewed the plan, which remains largely unchanged from last year. For taxes payable in 2026, the administration recommends levying an estimated \$18,842,493 between pay-as-you-go revenue and bonded debt, down from \$21,008,625 in 2025. The administration has structured projects and debt payments to maintain as neutral a tax rate as possible for taxpayers of the District. The District retains the right to levy less than the approved amount before certifying the levy to the Department of Education and County Auditor.

A list of projects that will take place during the summers of 2025, 2026, and 2027 were reviewed by the Finance & Facilities Committee and at the May 20, 2025 Board work session. They include, but are not limited to: Edina High School mechanical system replacement, Edina Community Center tennis court rehabilitation, Valley View Middle School LED lighting, Cornelia Elementary restroom renovation, Cornelia Elementary exterior brick rehabilitation, Edina High School roof replacement (areas B and C), Creek Valley Elementary gym floor replacement, Highlands Elementary parking lot reconfiguration and rehabilitation, Edina Community Center locker room renovation, South View Middle School mechanical system replacement, Valley View Middle School elevator replacement, Edina Performing Arts Center lighting and sound panel replacement, Cornelia Elementary parking lot reconfiguration and rehabilitation, and Normandale playground surface replacement.

**Recommendation:** Approve the District administration's recommended ten-year Long-Term Facilities Maintenance plan and execute the related resolution.

**Desired Outcomes from the Board:** Compliance with Minn. Stat. § 123B .595 Subd. 4.

**Attachments:**

1. LTFM Ten-Year Revenue Plan – FY 2027-2036
2. LTFM Ten-Year Expenditure Plan – FY 2027-2036
3. Estimated Tax Rates for Capital Levies & Debt Service – 2025-2045
4. Resolution – Long-Term Facilities Maintenance Ten-Year Plan FY 2027-2036



FY 27 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 6/10/2025											
<b>273 &lt;= Type in School District Number</b>															
<b>EDINA PUBLIC SCHOOL DISTRICT</b>															
				Change only											
				if requiring levy	Payable 2025										
<i>Calculations for Ten Year Projection</i>				Pay 26	LLC Certification	Current Estimate									
		LLC #		FY 2025	FY 2026	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035
27	Old formula alt facilities pay as you go revenue (1B) > \$500,000 (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2027)	413		-	-	-	-	-	-	-	-	-	-	-	-
27a	LTFM ">100K per site" bonds	765		-	-	-	-	-	-	-	-	-	-	-	-
27b	LTFM "other" bonds for 1A hold harmless	767		5,887,014	7,782,443	8,582,648	10,101,998	9,775,710	8,300,408	4,788,315	6,002,220	4,814,985	4,523,768		
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / formula allowance))	416		-	-	-	-	-	-	-	-	-	-	-	-
29	Total old formula revenue = (21)+(24)+(25)+(26)+(26b)+(27)+(27a)+(27b)+(28)	417		20,530,101	20,540,100	18,698,756	17,623,172	17,802,299	17,222,241	18,822,520	14,427,530	14,611,929	13,444,758	13,193,198	
30	<b>Total LTFM Revenue for Individual District Projects = Greater of (20d) or [(29) + (20c)]</b>	<b>418</b>		20,530,101	20,540,100	18,698,756	17,623,172	17,802,299	17,222,241	18,822,520	14,427,530	14,611,929	13,444,758	13,193,198	
31	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System. Stated as positive number	419		-	-	-	-	-	-	-	-	-	-	-	-
32	<b>District LTFM Revenue (30) - (31)</b>	<b>420</b>		20,530,101	20,540,100	18,698,756	17,623,172	17,802,299	17,222,241	18,822,520	14,427,530	14,611,929	13,444,758	13,193,198	
33	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)	421		82,068	82,068	143,737	143,737	143,737	143,737	143,737	143,737	143,737	143,737	143,737	143,737
34	<b>Grand Total LTFM Revenue (32) + (33)</b>	<b>422</b>		20,612,169	20,622,168	18,842,493	17,766,909	17,946,036	17,365,978	18,966,257	14,571,267	14,755,666	13,588,495	13,336,935	
<b>Aid and Levy Shares of Total Revenue</b>															
35	For ANTC & APU, three year prior date			2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
36	Three year prior Ag Modified ANTC	35		165,101,809	165,101,809	168,628,764	175,373,915	182,388,871	189,684,426	197,271,803	205,162,675	213,369,182	221,903,949	230,780,107	
37	Three year prior Adjusted PU (New Weights)	54		9,392.51	9,392.48	9,352.10	9,459.19	9,491.32	9,553.92	9,553.92	9,553.92	9,553.92	9,553.92	9,553.92	
38	ANTC / APU = (36) / (37)	424		17,578.03	17,578.08	18,031.12	18,540.06	19,216.38	19,854.09	20,648.26	21,474.19	22,333.15	23,226.48	24,155.54	
39	State average ANTC / APU with ag value adjustment	425		13,579.10	13,579.10	13,765.66	14,420.42	15,209.99	15,818.00	16,451.00	17,109.00	17,793.00	18,505.00	19,245.00	
40	Equalizing Factor = 123% of (39)	426		16,702.29	16,702.29	17,275.90	18,313.93	19,316.69	20,088.86	20,892.77	21,728.43	22,597.11	23,501.35	24,441.15	
41	Local (levy) share of Equalized Revenue (lesser of 1 or (38) / (40))	427		100.00%	100.00%	100.00%	100.00%	99.48%	98.83%	98.83%	98.83%	98.83%	98.83%	98.83%	
42	State (aid) share of Equalized Revenue (1 - (41))	428		0.00%	0.00%	0.00%	0.00%	0.52%	1.17%	1.17%	1.17%	1.17%	1.17%	1.17%	
43	Equalized Revenue (lesser of (34) or (6) * (8))	423		3,605,208	3,606,703	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	
44	Initial LTFM State Aid (42) * (43)	429		-	-	-	-	18,853	42,428	42,488	42,480	42,408	42,462	42,425	
45	Old formula Grandfathered Alternative Facilities Aid	431		-	-	-	-	-	-	-	-	-	-	-	
46	Total LTFM State Aid (Greater of (44) or (45))	432		-	-	-	-	18,853	42,428	42,488	42,480	42,408	42,462	42,425	
47	Total LTFM Levy (34) - (46) (including coop/intermediate)	435		20,612,169	20,622,168	18,842,493	17,766,909	17,927,184	17,323,550	18,923,769	14,528,787	14,713,258	13,546,033	13,294,510	
<b>Debt Service Portion of Revenue (non-grandfather districts *)</b>															
49	Subtotal Debt Service Revenue from above = (12) - (13) + (17) + (20a) + (24)	763+764+765+766			4,737,573	261,030	261,030	261,030	261,030	1,279,530	1,286,355	1,300,793	1,311,818	1,319,430	
50	Existing LTFM bonds excluding bonds on line 17 (principal + interest)*1.05 from "FM Other Bonds" tab	767			5,887,014	7,782,443	8,582,648	10,101,998	9,775,710	8,300,408	4,788,315	6,002,220	4,814,985	4,523,768	
50b	New LTFM bonds excluding bonds on line 17 (principal + interest)*1.05				-	-	-	-	-	-	-	-	-	-	
51	Total Debt Service Revenue = (49) + (50) + (50b)	768			10,624,586	8,043,473	8,843,678	10,363,028	10,036,740	9,579,938	6,074,670	7,303,013	6,126,803	5,843,198	
52	Equalized debt Service Revenue (lesser of (43) or (51))	436			3,606,703	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	
53	Debt Service Aid = (52) * (42)	438			-	-	-	18,853	42,428	42,488	42,480	42,408	42,462	42,425	
54	Equalized Debt Service Levy = (52) - (53)	439			3,606,703	3,630,490	3,630,490	3,611,637	3,588,062	3,588,002	3,588,010	3,588,082	3,588,028	3,588,066	
55	Unequalized Debt Service Revenue and Levy = (Greater of zero or (51) - (50))	440			7,017,883	4,412,982	5,213,187	6,732,537	6,406,250	5,949,447	2,444,180	3,672,522	2,496,312	2,212,707	
<b>General Fund Portion of Revenue (non-grandfather districts *)</b>															
57	Total General Fund Revenue = (34) - (51) (includes coop levy, if any in line 33)	441			9,997,582	10,799,020	8,923,232	7,583,009	7,329,238	9,386,320	8,496,597	7,452,654	7,461,692	7,493,737	
58	General Fund Equalized Revenue = (43) - (52)	442			-	-	-	-	-	-	-	-	-	-	
59	Total General Fund Aid = (46) - (53)	443			-	-	-	-	-	-	-	-	-	-	
60	General Fund Equalized Levy = (58) * (41)	444			-	-	-	-	-	-	-	-	-	-	
61	General Fund Unequalized levy = (57) - (58)	445			9,997,582	10,799,020	8,923,232	7,583,009	7,329,238	9,386,320	8,496,597	7,452,654	7,461,692	7,493,737	
62	Total General Fund Levy = (60) + (61)	446			9,997,582	10,799,020	8,923,232	7,583,009	7,329,238	9,386,320	8,496,597	7,452,654	7,461,692	7,493,737	
<b>Debt Service Portion of Revenue (grandfather districts *)</b>															
<b>* MPLS, Anoka, Bloomington, Robbinsdale, Rochester, St. Paul, Duluth</b>															
51	Total Debt Service Revenue = (49) + (50) + (50b)	768	763+764+765+766		10,624,586	8,043,473	8,843,678	10,363,028	10,036,740	9,579,938	6,074,670	7,303,013	6,126,803	5,843,198	

FY 27 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 6/10/2025										
<b>273</b>	<b>&lt;= Type in School District Number</b>													
	<b>EDINA PUBLIC SCHOOL DISTRICT</b>		Change only											
			if requiring levy	Payable 2025										
<i>Calculations for Ten Year Projection</i>		<b>Pay 26</b>	adjustments	LLC Certification	Current Estimate									
		<b>LLC #</b>	<b>FY 2025</b>	<b>FY 2026</b>	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035
52	Equalized debt Service Revenue (lesser of (43) or (51))	436			3,606,703	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490	3,630,490
53	Debt Service Aid = (52) * (42)	438			-	-	-	18,853	42,428	42,488	42,480	42,408	42,462	42,425
54	Equalized Debt Service Levy = (52) - (53)	439			3,606,703	3,630,490	3,630,490	3,611,637	3,588,062	3,588,002	3,588,010	3,588,082	3,588,028	3,588,066
55	Unequalized Debt Service Revenue and Levy = (Greater of zero or (51) - (50))	440			7,017,883	4,412,982	5,213,187	6,732,537	6,406,250	5,949,447	2,444,180	3,672,522	2,496,312	2,212,707
56	<b>General Fund Portion of Revenue (grandfather districts *)</b>													
57	Total General Fund Revenue = (34) - (51) <i>(includes coop levy, if any in line 33)</i>	441			9,997,582	10,799,020	8,923,232	7,583,009	7,329,238	9,386,320	8,496,597	7,452,654	7,461,692	7,493,737
58	General Fund Equalized Revenue = (43) - (52)	442			-	-	-	-	-	-	-	-	-	-
59	Total General Fund Aid = (46) - (53)	443			-	-	-	-	-	-	-	-	-	-
60	General Fund Equalized Levy = (58) * (41)	444			-	-	-	-	-	-	-	-	-	-
61	General Fund Unequalized levy = (57) - (58)	445			9,997,582	10,799,020	8,923,232	7,583,009	7,329,238	9,386,320	8,496,597	7,452,654	7,461,692	7,493,737
62	Total General Fund Levy = (60) + (61)	446			9,997,582	10,799,020	8,923,232	7,583,009	7,329,238	9,386,320	8,496,597	7,452,654	7,461,692	7,493,737

**Instructions:** Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2024, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

<b>District Info. (REQUIRED) Enter Information</b>	<b>District Info. (REQUIRED) Enter Information</b>	
District Name: <b>Edina Public Schools</b>	Date: <b>7/2/2025</b>	
District Number: <b>273</b>	Email: <a href="mailto:mert.woodard@edinaschools.org">mert.woodard@edinaschools.org</a>	
District Contact Name: <b>Mert Woodard</b>		
Contact Phone #: <b>952-848-4916</b>		

Expenditure Categories		Fiscal Year (FY) Ending June 30										
		2025 (base year)	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
<b>Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.</b>												
<b>Finance Code</b>	<b>Category (1)</b>											
347	Physical Hazards	-	44,337.17	45,667.28	47,837.30	48,448.42	49,901.87	51,398.93	59,905.90	-	6,677.00	-
349	Other Hazardous Materials	-	40,536.33	41,752.42	43,004.99	44,295.14	45,623.99	46,992.71	48,402.49	49,854.57	50,024.00	-
352	Environmental Health and Safety Management	286,908.00	210,641.22	216,960.46	223,469.28	230,173.35	237,078.55	244,190.91	251,516.64	259,062.14	258,624.00	350,000.00
358	Asbestos Removal and Encapsulation	-	-	7,924.00	64,943.00	-	-	-	-	-	-	-
363	Fire Safety	-	-	39,056.00	77,899.00	16,355.00	52,897.00	-	2,744.00	-	2,630.00	-
366	Indoor Air Quality	-	-	-	-	-	-	-	-	-	-	-
	<b>Total Health and Safety Capital Projects - Category (1)</b>	286,908.00	295,514.72	351,360.16	456,353.57	339,271.91	385,501.42	342,582.55	362,569.03	308,916.70	317,955.00	350,000.00
<b>Health and Safety Projects Costing \$100,000 or more per Project/Site/Year - Additional Revenue</b>												
<b>Finance Code</b>	<b>Category (2)</b>											
358	Asbestos Removal and Encapsulation	-	-	-	-	-	-	-	-	-	-	-
363	Fire Safety	-	-	-	-	-	-	-	-	-	-	-
366	Indoor Air Quality	-	-	-	-	-	-	-	-	-	-	-
	<b>Total Health and Safety Capital Projects \$100,000 or More - Category (2)</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151</b>												
<b>Finance Code</b>	<b>Category 3 (a)</b>											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	-	-	-	-	-	-	-	-	-	-	-
	<b>Total Remodeling for Approved Voluntary Pre-K Projects - Category 3(a)</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Remodeling for Gender-Neutral Single-User Restrooms</b>												
<b>Finance/Course Codes</b>	<b>Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025</b>											
<b>Finance Code 384 and Course Code 684 MUST USE BOTH</b>	Remodeling for gender-neutral single user restroom per site.	-	-	-	-	-	-	-	-	-	-	-
	<b>Total Remodeling for Gender-Neutral Single User Projects - Category 3(b)</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Accessibility</b>												
<b>Finance Code</b>	<b>Category (4)</b>											
367	Accessibility	-	708,750.00	664,463.00	837,650.00	1,002,063.00	125,076.00	361,826.00	389,373.00	28,367.00	-	5,864.00
	<b>Total Accessibility Projects - Category (4)</b>	-	708,750.00	664,463.00	837,650.00	1,002,063.00	125,076.00	361,826.00	389,373.00	28,367.00	-	5,864.00
<b>Deferred Capital Expenditures and Maintenance Projects</b>												
<b>Finance Code</b>	<b>Category (5)</b>											
368	Building Envelope	536,904.00	525,000.00	365,053.00	744,975.00	1,852,972.00	64,325.00	1,206,086.00	67,207.00	1,385,114.00	-	-
369	Building Hardware and Equipment	57,500.00	2,035,454.00	2,451,335.00	1,041,800.00	315,059.00	746,510.00	229,133.00	208,075.00	-	9,890.00	41,537.00
370	Electrical	856,000.00	2,204,430.00	586,530.00	1,416,933.00	466,754.00	259,596.00	824,159.00	101,311.00	-	-	-
379	Interior Surfaces	2,068,995.00	2,407,971.00	7,370,532.00	3,390,601.00	632,962.00	1,185,563.00	3,160,377.00	2,571,634.00	354,589.00	1,206,938.00	138,456.00
380	Mechanical Systems	2,254,356.00	2,043,359.00	1,069,945.00	367,500.00	6,342,938.00	2,717,865.00	1,829,242.00	4,980,212.00	6,788,693.00	6,698,794.00	5,334,010.00
381	Plumbing	1,653,445.00	776,370.00	528,704.00	404,127.00	164,336.00	381,225.00	529,231.00	176,450.00	-	-	-
382	Professional Services and Salary	550,000.00	538,545.00	165,375.00	173,644.00	182,326.00	191,442.00	201,014.00	211,065.00	221,618.00	232,699.00	244,334.00
383	Roof Systems (normally below \$100,000 unless the school chooses not to receive additional revenue for \$100K or more roofing project/site/year - pending 2025 Legislation)	2,468,200.00	1,135,045.00	37,333.00	1,962,382.00	380,631.00	1,715,151.00	1,721,133.00	140,710.00	147,746.00	155,133.00	162,889.00
384	Site Projects	2,554,600.00	125,076.00	479,653.00	1,598,449.00	659,959.00	4,613,247.00	937,799.00	1,144,254.00	73,873.00	696,546.00	3,072,910.00
	<b>Total Deferred Capital Expenditures and Maintenance Projects - Category (5)</b>	13,000,000.00	11,791,250.00	13,054,460.00	11,100,491.00	10,997,937.00	11,874,924.00	10,638,174.00	9,600,918.00	8,971,633.00	9,000,000.00	8,994,136.00
<b>Deferred Capital Expenditures for Roofing Projects - Additional Revenue for \$100,000 or more project/site/year</b>												
<b>Finance Code</b>	<b>Category (6)</b>											
383	Roofing Systems -pending 2025 Legislation and if passed effective FY 2027	-	-	-	-	-	-	-	-	-	-	-
	<b>Total Deferred Capital Expense and Maintenance - Category (6)</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Total Annual 10-Year Plan Expenditures</b>		13,286,908.00	12,795,514.72	14,070,283.16	12,394,494.57	12,339,271.91	12,385,501.42	11,342,582.55	10,352,860.03	9,308,916.70	9,317,955.00	9,350,000.00

Fund Balance Section		FY 25 and 26 Revenue Projection Model										
		Revenue		FY 27 Revenue Projection Model Ten-Year Spreadsheet								
<b>Fund 01</b>												
	Beginning Fund Balance 01-467-XX	-	(642,904.00)	(490,512.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)
	LTFM Fiscal Year Revenue - Levy	11,974,428.00	9,997,582.00	10,799,020.00	8,923,231.57	7,583,008.91	7,329,238.42	9,386,319.55	8,496,597.03	7,452,653.70	7,461,692.00	7,493,737.00
	LTFM Fiscal Year Revenue - AID if Applicable	-	-	-	-	-	-	-	-	-	-	-
	LTFM Fiscal Year Revenue Other	(642,904.00)	152,392.00	281,850.00	-	-	-	-	-	-	-	-
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	-	-	-	-	-	-	-	-	-	-	-
<b>LEVY Page 10, Line 421</b>	<b>LTFM Deduction for applicable Cooperative/Intermediate Member District Levy</b>	67,520.00	82,068.00	143,737.00	143,737.00	143,737.00	143,737.00	143,737.00	143,737.00	143,737.00	143,737.00	143,737.00
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	-	-	-	-	-	-	-	-	-	-	-
	LTFM Transfer OUT if applicable - Special Legislation	-	-	-	-	-	-	-	-	-	-	-
	LTFM Estimated Fiscal Year Expenditures	11,906,908.00	9,915,514.72	10,655,283.00	8,779,494.57	7,439,271.91	7,185,501.42	9,242,582.55	8,352,860.03	7,308,916.70	7,317,955.00	7,350,000.00
	<b>Ending Fiscal Year Fund Balance 01-467-XX</b>	(642,904.00)	(490,512.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)	(208,662.72)
<b>Fund 06</b>												
	Beginning Fund Balance 06-467-XX	2,347,798.00	7,605,786.00	4,725,786.00	9,825,785.84	6,210,785.84	8,610,785.84	3,410,785.84	5,310,785.84	3,310,785.84	5,310,785.84	3,310,785.84
	LTFM Fiscal Year Bonded Revenue	6,637,988.00	-	8,515,000.00	-	7,300,000.00	-	4,000,000.00	-	4,000,000.00	-	-
	LTFM Fiscal Year Revenue Other	-	-	-	-	-	-	-	-	-	-	-
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	-	-	-	-	-	-	-	-	-	-	-
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	-	-	-	-	-	-	-	-	-	-	-
	Other Transfers	-	-	-	-	-	-	-	-	-	-	-
	LTFM Estimated Fiscal Year Expenditures	1,380,000.00	2,800,000.00	3,415,000.16	3,615,000.00	4,900,000.00	5,200,000.00	2,100,000.00	2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00
	<b>Ending Fiscal Year Fund Balance 06-467-XX</b>	7,605,786.00	4,725,786.00	9,825,785.84	6,210,785.84	8,610,785.84	3,410,785.84	5,310,785.84	3,310,785.84	5,310,785.84	3,310,785.84	1,310,785.84

End of worksheet

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

**Edina Public Schools, ISD 273**  
Preliminary Financing Plan for Future Projects

**5 FM Bond Issues (\$4M - \$9M) and Abatement (\$3M)**  
**Wrapped Around Existing Debt**  
**LTFM Project Costs:**  
**\$9 million to \$13 million Annual Projects thru FY 2035**

July 2, 2025

Future Bond Issues

Type of Bond	Amount	Dated	Interest Rate
Facilities Maintenance	\$8,775,000	11/01/26	4.00%
Abatement Bond	\$3,000,000	11/01/26	4.00%
Facilities Maintenance	\$7,520,000	11/01/28	4.00%
Facilities Maintenance	\$4,275,000	11/01/30	4.00%
Facilities Maintenance	\$4,275,000	11/01/32	4.50%
Facilities Maintenance	\$4,275,000	11/01/34	4.50%
Facilities Maintenance	\$0	11/01/36	4.50%

Levy Pay Year	Fiscal Year	Est. Tax Capacity Value <sup>1</sup>		Debt Service Levies - Existing Bonds <sup>2</sup>				Other Levies		Potential Abatement Bonds				Facilities Maintenance Funding				Combined Totals					
		Year	(\$000s)	% Chg	Building Bonds	Alt. Fac. / FM Bonds <sup>5</sup>	Est. Debt Excess <sup>3</sup>	Net Levy	Tax Rate	Lease Levy <sup>4</sup>	Capital Project Levy <sup>5</sup>	Principal	Interest	Excess***	Equal. Aid	Net Levy	General Fund Revenue	Principal	Interest	Add. Debt Excess <sup>3</sup>	Debt Levy	Total Levy	Tax Rate
2022	2023	121,472	4.9%	13,494,671	2,483,789	(995,220)	14,983,240	12.33	327,677	6,977,669	-	-	-	-	-	9,580,545	-	-	-	-	-	31,869,131	26.24
2023	2024	139,099	14.5%	12,768,998	2,348,654	(929,733)	14,187,919	10.20	1,688,280	7,431,835	-	-	-	-	-	10,946,893	-	-	-	-	-	34,254,927	24.63
2024	2025	150,599	8.3%	7,001,610	8,138,039	(726,921)	14,412,728	9.57	1,688,057	8,476,346	-	-	-	-	-	11,974,428	-	-	-	-	-	36,551,559	24.27
2025	2026	154,753	2.8%	6,997,054	11,011,043	(664,479)	17,343,618	11.21	1,687,402	9,184,594	-	-	-	-	-	9,997,582	-	-	-	-	-	38,213,196	24.69
<b>2026</b>	<b>2027</b>	<b>158,777</b>	<b>2.6%</b>	<b>11,091,098</b>	<b>8,043,473</b>	<b>(863,066)</b>	<b>18,271,505</b>	<b>11.51</b>	<b>1,691,027</b>	<b>9,470,865</b>	-	-	-	-	-	<b>10,799,020</b>	-	-	-	-	-	<b>40,232,417</b>	<b>25.34</b>
2027	2028	160,364	1.0%	11,108,685	8,843,678	(861,056)	19,091,307	11.90	1,687,315	9,717,107	220,000	150,000	-	-	388,500	8,923,232	720,000	438,750	-	1,216,688	-	41,024,149	25.58
2028	2029	160,364	0.0%	11,107,898	10,363,028	(897,856)	20,573,070	12.83	1,546,502	9,814,278	260,000	111,200	-	-	389,760	7,583,009	735,000	322,200	-	1,110,060	-	41,016,679	25.58
2029	2030	160,364	0.0%	11,351,235	10,036,740	(966,192)	20,421,783	12.73	1,548,752	9,814,278	275,000	100,800	-	-	394,590	7,329,238	770,000	668,800	-	1,510,740	-	41,019,382	25.58
2030	2031	160,364	0.0%	10,066,403	9,579,938	(962,459)	18,683,882	11.65	1,356,600	9,814,278	285,000	89,800	(17,757)	-	375,783	9,386,320	-	562,800	(67,983)	522,957	-	40,139,821	25.03
2031	2032	160,364	0.0%	12,828,165	6,074,670	(884,085)	18,018,750	11.24	1,354,350	9,814,278	295,000	78,400	(16,910)	-	375,160	8,496,597	555,000	776,550	(23,533)	1,374,594	-	39,433,729	24.59
2032	2033	160,364	0.0%	11,338,110	7,303,013	(850,628)	17,790,495	11.09	1,354,850	9,814,278	305,000	66,600	(16,882)	-	373,298	7,452,654	1,120,000	711,600	(61,857)	1,861,323	-	38,646,899	24.10
2033	2034	160,364	0.0%	11,196,203	6,126,803	(838,851)	16,484,155	10.28	1,357,850	9,814,278	320,000	54,400	(16,798)	-	376,322	7,461,692	1,120,000	907,269	(83,760)	2,044,873	-	37,539,170	23.41
2034	2035	160,364	0.0%	11,219,880	5,843,198	(779,535)	16,283,543	10.15	1,358,100	9,814,278	335,000	41,600	(16,934)	-	378,496	7,493,737	1,240,000	814,375	(92,019)	2,065,074	-	37,393,228	23.32
2035	2036	160,364	0.0%	9,584,295	4,570,020	(767,839)	13,386,476	8.35	1,355,600	9,814,278	345,000	28,200	(17,032)	-	374,828	7,768,197	1,275,000	1,005,244	(92,928)	2,301,328	-	35,000,707	21.83
2036	2037	160,364	0.0%	9,518,618	1,250,340	(636,944)	10,132,014	6.32	1,357,400	9,814,278	360,000	14,400	(16,867)	-	376,253	8,056,931	1,240,000	906,150	(103,560)	2,149,898	-	31,886,774	19.88
2037	2038	160,364	0.0%	-	-	-	-	-	1,357,200	9,814,278	-	-	-	-	-	10,354,327	2,185,000	856,550	(96,745)	3,096,882	-	24,622,687	15.35
2038	2039	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	3,315,000	769,150	(139,360)	4,148,998	-	24,623,920	15.35
2039	2040	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	3,490,000	636,550	(186,705)	4,146,173	-	24,621,095	15.35
2040	2041	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	3,630,000	496,950	(186,578)	4,146,720	-	24,621,642	15.35
2041	2042	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	3,780,000	347,625	(186,602)	4,147,404	-	24,622,327	15.35
2042	2043	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	3,945,000	177,525	(186,633)	4,142,018	-	24,616,941	15.35
2043	2044	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2044	2045	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2045	2046	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2046	2047	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2047	2048	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2048	2049	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2049	2050	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2050	2051	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2051	2052	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2052	2053	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2053	2054	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2054	2055	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2055	2056	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
2056	2057	160,364	0.0%	-	-	-	-	-	-	9,814,278	-	-	-	-	-	10,660,644	-	-	-	-	-	20,474,923	12.77
<b>Totals</b>				<b>160,672,922</b>	<b>102,016,426</b>	<b>(12,624,863)</b>	<b>250,064,485</b>		<b>22,716,962</b>	<b>335,872,487</b>	<b>3,000,000</b>	<b>735,400</b>	<b>(119,181)</b>	<b>-</b>	<b>3,802,989</b>	<b>346,156,645</b>	<b>29,120,000</b>	<b>10,398,088</b>	<b>(1,508,263)</b>	<b>39,985,729</b>	<b>998,599,296</b>		

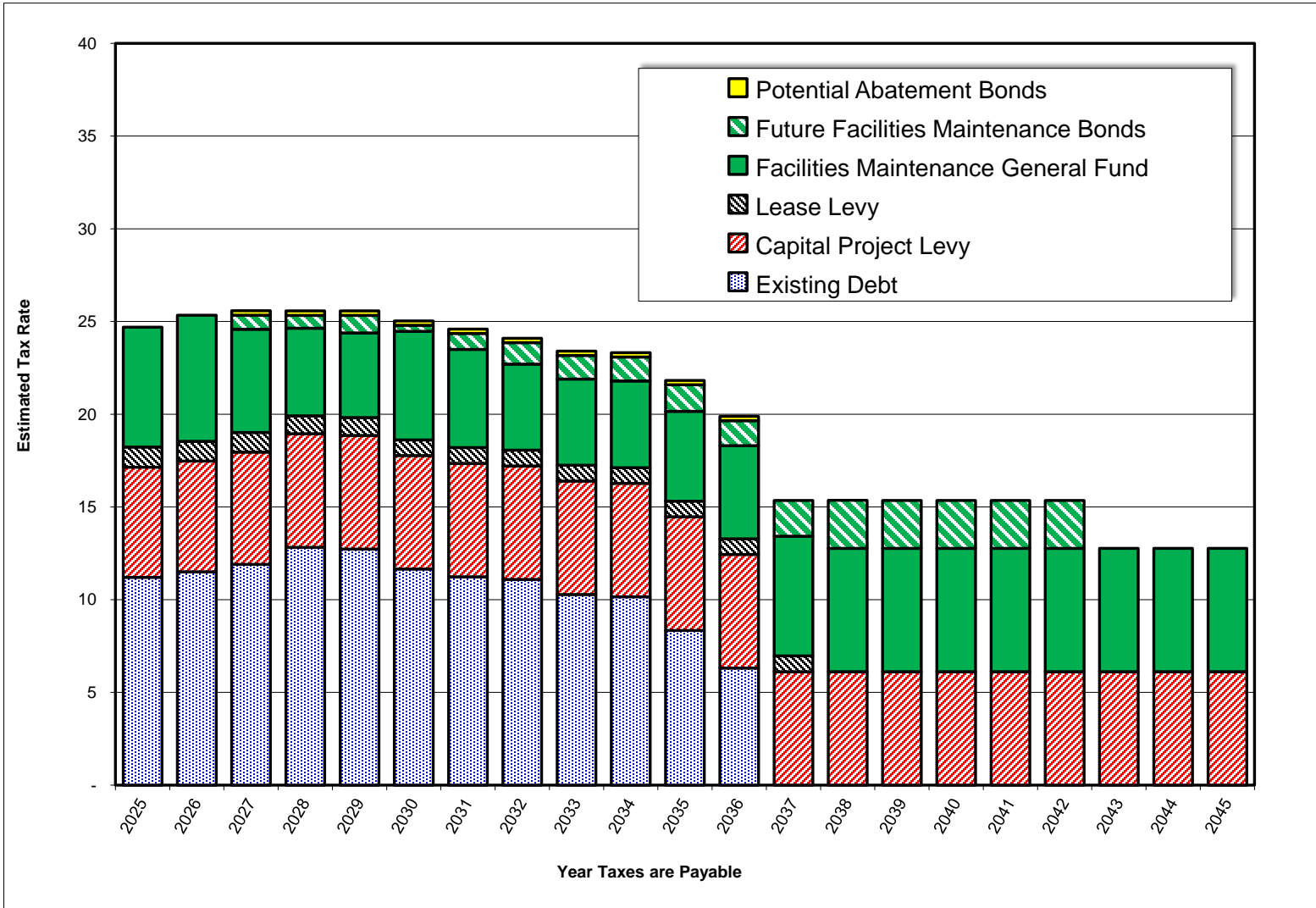
1 Tax capacity values are actual through taxes payable in 2025 and for taxes payable in 2026 is based on preliminary data from Hennepin County. Estimated percentage changes for later years are shown above.  
 2 Initial debt service levies are set at 105 percent of the principal and interest payments during the next fiscal year.  
 3 Debt excess adjustments for taxes payable through 2025 are actual amounts and for taxes payable in 2026 is based on the audited debt service fund balance as of June 30, 2024. Estimates for future years are based on 4.5% of the prior year's total debt service levy.  
 4 Lease levy amounts are for the District's capital leases only.  
 5 Assumes that the existing capital project levy would be renewed at the same tax rate prior to expiring.

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Edina Public Schools, ISD 273  
 Estimated Tax Rates for Capital and Debt Service Levies

5 FM Bond Issues (\$4M - \$9M) and Abatement (\$3M)  
 Wrapped Around Existing Debt  
 LTFM Project Costs:  
 \$9 million to \$13 million Annual Projects thru FY 2035

Date Prepared: July 2, 2025



**INDEPENDENT SCHOOL DISTRICT NO. 273**  
**Edina Public Schools**  
**Edina, Minnesota**

**BOARD OF EDUCATION**  
**Regular Meeting – July 14, 2025**

**RESOLUTION ADOPTING THE FISCAL YEAR 2026 TEN-YEAR PLAN  
FOR THE LONG-TERM FACILITIES MAINTENANCE REVENUE PROGRAM**

BE IT RESOLVED by the School Board of Independent School District No. 273, Edina, State of Minnesota, as follows:

WHEREAS, to qualify for long-term facilities maintenance revenue, Minnesota statutes, section 123B.595, subdivision 4, states that a school district or intermediate district must annually adopt and approve a ten-year long-term facilities maintenance plan by July 31 for commissioner approval, and

WHEREAS, the District has developed a ten-year long-term facilities maintenance plan consistent with this law.

THEREFORE, BE IT RESOLVED, that the School Board of Independent School District No. 273 approves and adopts the ten-year long-term facilities maintenance plan for fiscal year 2027 as recommended by the District administration.

STATE OF MINNESOTA  
COUNTY OF HENNEPIN

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 273, Edina, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Independent School District No. 273, 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 the ten-year long-term facilities maintenance plan for fiscal year 2026.

WITNESS MY HAND officially as such Clerk this 14th day of July 2025

---

Cheryl Barry  
Clerk, School Board

VII.C. 2025-2026 School Board Goals

**Speaker (s) :**  
Governance Committee



**Board Meeting Date:** 7/14/2025

**Title:** 2025-2026 School Board Goals

**Type:** Action

**Presenter(s):** Governance

**Description:** The 2025-2026 school board goals were developed based on board identification of priorities at the June 1st-2nd board retreat. These goals were additionally discussed at the June 9th board meeting.

This work supports best practice in school board operations as well as the Edina Public Schools Strategic Plan, specifically Strategy D: Developing Leaders Throughout the District.

**Recommendation:** Approve the 2025-2026 School Board Goals.

**Desired Outcomes from the Board:** Approve the 2025-2026 School Board Goals.

**Attachment(s):** [2025-2026 Board Goals](#)



## **2025-2026 School Board Goals**

**Goal 1: Hire and onboard a new superintendent in the 2025–2026 school year.**

**Key Actions:**

- Select and contract with a qualified search firm.
- Design and implement a transparent and inclusive superintendent search process that reflects community and staff voice.
- Plan and execute a strong onboarding process for the new superintendent in collaboration with the Leadership Team.

**Key Indicators of Success:**

- Successful hiring of a superintendent aligned with district values and vision.
- Smooth onboarding with clear goals, timelines, and support structures.
- Positive stakeholder feedback on the transparency and inclusivity of the hiring process.

**Goal 2: Strengthen district stability and sustainability while making measurable progress toward strategic plan goals and student success indicators.**

**Key Actions:**

- Limit introduction of new initiatives to preserve focus and capacity.
- Prioritize and align current district strategic plan initiatives based on impact and feasibility.

- Promote and provide authentic, engaging learning experiences that meet the needs of future-ready learners and enhance the district's appeal to families.

### **Key Indicators of Success:**

- Demonstrable growth across student performance indicators, disaggregated by student group, as defined in the district's data metrics plan.
  - Ongoing evaluation of academic and social-emotional support systems based on identified student needs and outcome data.
- 

## **Goal 3: Maintain a balanced budget and fiscal integrity while upholding district quality and strategic priorities.**

### **Key Actions:**

- Practice transparent fiscal stewardship through inclusive processes, shared accountability, and alignment with board policies.
- Collaborate with district leadership—including the Superintendent and Executive Team—to explore a system to identify potential budget reductions while preserving core educational quality.
- Analyze enrollment trends and redefine resident enrollment capture rates.
- Review and, as appropriate, approve the renewal of existing local funding and assess potential new funding mechanisms.

### **Key Indicators of Success:**

- Balanced annual operating budget aligned with board policy.
  - Clear, shared understanding and timeline of levy renewals and necessary board actions.
  - Maintenance of AAA bond rating and fund balance within board policy guidelines.
  - Successful collective bargaining agreements that support fiscal health and educational priorities (e.g. fiscally responsible agreements that support recruitment, retention, and student outcomes).
-

## **Goal 4: Enhance School Board governance effectiveness through continuous development and evaluation.**

### **Key Actions:**

- Engage in board development opportunities focused on governance, equity, and strategic oversight.
- Hold a minimum of two board retreats annually to strengthen board effectiveness, review goals, and reflect on governance practices.
- Refine and implement a Superintendent goal-setting and evaluation process aligned with board priorities.
- Conduct a board self-evaluation in the 2025–2026 school year to assess strengths, challenges, and areas for improvement.

### **Key Indicators of Success:**

- Board governance receives positive ratings in annual stakeholder surveys (e.g. stakeholder groups: staff, families, administrators).
  - Completion of the board's self-evaluation with identified follow-up actions.
-

VII.D. 2025-2026 Superintendent Goals

**Speaker (s):** Dr.  
Daniel Bittman,  
Interim  
Superintendent



**Board Meeting Date:** 7/14/2025

**Title:** 2025-2026 Superintendent Goals

**Type:** Action

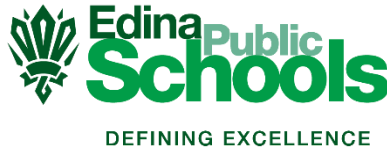
**Presenter(s):** Dr. Daniel Bittman, Interim Superintendent

**Description:** The 2025-2026 superintendent goals were created based on Superintendent and Board discussion identified upon hiring and discussed at the June Board retreat.

**Recommendation:** Approve the 2025-2026 Superintendent Goals.

**Desired Outcomes from the Board:** Approve the 2025-2026 Superintendent Goals.

**Attachment(s):** [2025-2026 Superintendent Goals](#)



## 2025-2026 Superintendent Goals

### **Goal 1: Build Trust and Establish Leadership Credibility**

MSBA/MASA Standards: Standard 1: Governance Team

Strategic Plan Priorities: (E) Engage Parents, Schools, and Communities

Evidence of Performance:

- Conduct one-on-one meetings with all School Board members, executive leaders, and key stakeholders by May 21, 2025.
- Complete at least 10 school visits and 5 community engagement sessions by June 2025.
- Present initial findings and recommendations to the School Board during a scheduled work session or Board Retreat.

Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)
Establishes proactive, meaningful relationships with all key stakeholders; feedback confirms strong leadership presence.	Develops consistent communication and initial relationships with key stakeholders.	Limited stakeholder outreach or inconsistent presence.	Fails to establish relationships or engage meaningfully with stakeholders.

Artifact/Metric: Meeting logs, stakeholder feedback, board presentation deck

### **Goal 2: Drive Strategic Alignment and Instructional Excellence Across Key Programs**

MSBA/MASA Standards: Standard 6: Teaching and Learning

Strategic Plan Priorities: (A) Advance Academic Excellence, Growth & Readiness; (B) Ensure an Equitable and Inclusive School Culture; (D) Develop Leadership throughout the District

Evidence of Performance:

- Achieve 80%+ participation in the Summer Leadership Retreat focused on the EPS Strategic Plan and Portrait of a Graduate.
- Ensure 90%+ of staff report being prepared for the school year through a Back-to-School Readiness survey.

- Complete an assessment (i.e. S.W.A.T. Analysis) of the following programs and/or systems by December 2025:
  - Early Learning Center (ELC)
  - Elementary Talent Development
  - High School Programming (i.e. Pathways and Career Readiness)
  - Safety and Security
  - Spanish Dual Language
  - Transition Program for Students with Disabilities
- Present a mid-year performance report to the School Board in December 2025 including student achievement data and instructional progress.

Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)
Ensures strategic plan is implemented with fidelity; program evaluations are comprehensive and result in actionable improvement steps.	Provides regular oversight of instructional programs and aligns strategic goals with measurable outcomes.	Basic program oversight exists but lacks clear connection to strategic goals or measurable impact.	Fails to evaluate or align instructional programs with district goals.

Artifact/Metric: Retreat attendance records, staff survey results, evaluation reports, mid-year board presentation

### Goal 3: Enhance Communication and Community Engagement

MSBA/MASA Standards: Standard 3: Communication & Community Relations

Strategic Plan Priorities: (E) Engage Parents, Schools and Communities

Evidence of Performance:

- Issue a weekly written update to the School Board and leadership team beginning April 2025.
- Publish monthly district-wide communications to staff and families during the 2025-2026 school year.
- Gather and share feedback from students, families, staff, and/or community members with the School Board at least three times by April 2026.
- Conduct or participate in 3 multilingual outreach events to ensure equitable access.

Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)
----------------------	---------------	----------------	-----------------

Establishes a comprehensive communication plan ensuring two-way engagement with all stakeholders; equitable outreach is prioritized.	Maintains regular communication with stakeholders and incorporates feedback mechanisms.	Inconsistent communication efforts; limited stakeholder feedback integration.	Fails to communicate effectively or engage the broader school community.
--	---	---	--

Artifact/Metric: Weekly updates, district newsletters, advisory council meeting notes, event documentation

**Goal 4: Ensure a Seamless Leadership Transition**

MSBA/MASA Standards: Standard 5: Human Resources; Standard 1: Governance Team

Strategic Plan Priorities: (D) Develop Leadership throughout the District

Evidence of Performance:

- Present a comprehensive Final Report and recommendations to the School Board by June 2026.
- Deliver a Superintendent Transition Playbook to district leadership outlining systems, processes, and insights.
- Launch a district-wide recognition campaign celebrating the contributions of staff, students, families, and community partners.

Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)
Develops a comprehensive transition strategy ensuring leadership continuity and celebration of stakeholder contributions.	Creates and implements basic strategies to support leadership transition and stakeholder recognition.	Transition planning is minimal and lacks broader engagement or clear deliverables.	Fails to plan for leadership transition; minimal or no stakeholder engagement or recognition.

Artifact/Metric: Final report to the board, transition playbook, communications and event documentation for recognition campaign

VII.E. Policy Review - Rapid (208)

**Speaker (s):** Policy  
Committee



**Board Meeting Date:** 7/14/2025

**Title:** Policy Review - Rapid

**Type:** Action

**Presenter(s):** Board Policy Committee

**Description:** The following policies have been reviewed with an eye toward clarity, District practice, and alignment with State and Federal statutes. There are minimal to no changes.

- Policy 208 Development, Adoption, and Implementation of Policies

**Recommendation:** Approve the suggested modifications for Policy 208.

**Desired Outcome(s) from the Board:** Approve suggested modifications.

**Attachments:**

1. Policy 208 Development, Adoption, and Implementation of Policies

## **School Board**

### **Development, Adoption, and Implementation of Policies**

#### **I. Purpose**

This policy emphasizes the importance of the policymaking role of the school board and provides the framework for regular review.

#### **II. General Statement of Policy**

Formal guidelines are necessary to ensure that the school district responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements is maintained and modified as needed and in accordance with this policy and applicable laws. Policies should define the desire and intent of the school board and should be in a form that is sufficiently explicit to guide administrative action.

#### **III. Development of Policy**

- A. The school board has jurisdiction to legislate policy for the school district with the force and effect of law. Policy provides the school board's general direction for the school district while delegating policy implementation to the administration.
- B. The school district's policies provide the basis for guidelines and regulations created by the administration.
- C. Policies may be proposed by a school board member, employee, student, or school district stakeholder. Proposed policies or ideas are submitted to the Board Policy Committee for review prior to possible placement on the school board agenda.

#### **IV. Adoption and Review of Policy**

- A. The school board gives notice of proposed policy changes or adoption of new policies by placing the item on the agenda of at least two school board meetings: (1) first meeting for discussion, and (2) second meeting for final action. The proposals will be available for the public to review and comment at both meetings prior to final school board action.
- B. The final action taken to adopt the proposed policy will be approved by a simple majority vote of the school board at a subsequent meeting after

the meeting where the proposed policy was ~~was~~ discussed. The policy will be effective on the date stated in the motion.

- C. In an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board in a single meeting. A statement regarding the emergency and the need for immediate adoption of the policy will be included in the minutes. The policy adopted in an emergency will expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board has discretion to determine what constitutes an emergency situation.
- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

#### V. Implementation of and Access to Policy

- A. The superintendent has the responsibility to implement school district policies, excluding those governing the school board. The superintendent will develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, are subject to annual review by the school board.
- B. District policies will be made available in a manner that is publicly accessible.
- C. It is the responsibility of the superintendent, employees designated by the superintendent, and individual board members to keep policies current according to the policy review process.
- D. When no board policy exists that provides guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the mission, vision, values, and financial condition of the district. Under these circumstances, the superintendent will advise the board of the need for a policy and present a recommended policy to the board for approval.

#### VI. Policy Review Process

- A. The school board will review policies at least once every four years. The superintendent is responsible for developing a system of periodic review, addressing approximately one fourth of the policies annually, other than those requiring annual review (see Appendix I).

- B. The review process will be the responsibility of the board’s Policy Committee pursuant to Policy 213 (School Board Committees).
- C. The review process will include the following steps:
  - 1. Complete an internal assessment – An assessment gaining input from district stakeholders, as appropriate. The internal assessment also includes consideration of the school district’s equity framework guidelines set forth in Appendix II.
  - 2. Complete an external assessment – Gaining input from outside the district (e.g., MSBA, legal counsel, other school districts.)
  - 3. Develop recommended revisions, additions, deletions, and/or further study proposals and present to the board based on the completed assessments
- D. All district policies are subject to an individual review, and policies may be added or amended based on need or change in law.

Legal References:

Minn. Stat. §123B.02, Subd. 1 (Board Authority)

Minn. Stat. §123B.09, Subd. 1 (School Board Membership)

Cross Reference:

Policy 213 (School Board Committees)

Policy 304 (Policy Implementation)

Policy  
 adopted: 04/16/07  
 amended: 01/10/11  
 amended: 09/26/11  
 amended: 11/13/12  
 revised: 08/13/18  
 revised: 06/12/23

INDEPENDENT SCHOOL DISTRICT NO. 273  
 Edina, Minnesota

Appendix I to Policy 208

POLICY REVIEW CYCLE

The four-year review cycle for 2022~~5~~ to 2026~~9~~ is as follows:

<u>Year</u>	<u>Area (Series Number)</u>
<del>2022 - 2023</del>	<del>School District (100), School Board (200), Administration (300), Non-Instructional Operations (700)</del>
<del>2023 - 2024</del>	<del>Personnel (400), Non-Instructional Operations (700), Buildings and Sites (800)</del>
<del>2024 - 2025</del>	<del>Students (500), Educational Programs (600)</del>
2025 - 2026	Educational Programs (600), Community Relations (900)
2026 - 2027	School District (100), School Board (200), Administration (300), Non-Instructional Operations (700)
2027 - 2028	Personnel (400), Non-Instructional Operations (700), Buildings and Sites (800)
2028 - 2029	Students (500), Educational Programs (600)

In addition, the school board will review the following policies annually:

- 113 Data Requests
- ~~414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse~~
- ~~415 Mandated Reporting of Maltreatment of Vulnerable Adults~~
- 506 Student Conduct and Discipline
- ~~524 Internet Acceptable Use and Safety Policy~~ **Electronic Technologies Acceptable Use**
- ~~634 Electronic Technologies Acceptable Use~~
- 806 Emergency Management

**Appendix**

Reviewed: 11/13/12  
revised: 02/24/14  
revised: 08/17/15  
revised: 08/13/18  
revised: 06/12/23  
revised:   /  /25

Appendix II to Policy 208

Policy Development, Adoption, and Implementation Review Rubric

Edina Public Schools - Continuum of Cultural Proficiency for EPS Policy Development and Refinement					
Unhealthy Behaviors & Actions of the Policy			Healthy Behaviors & Actions of the Policy		
Cultural Destructiveness	Cultural Incapacity	Cultural Ignorance (formerly blindness)	Cultural Pre - Competence	Cultural Competence	Cultural Proficiency
Policy or parts of the policy eliminates all vestiges of other people's cultures.	Policy or parts of the policy disempowers people who differ from the dominant group.	Policy or parts of the policy reflects the values and behaviors of the dominant culture which are presumed to be universally applicable and beneficial.	Policy or parts of the policy recognizes diversity of cultural groups and the barriers present but does not have provisions to support or make adaptations to the cultural differences.	Policy or parts of the policy relies upon the use of the essential elements as the standards for policy development, adoption, and implementation.  The policy has in place language that promotes acceptance and respect for difference.	Policy in its entirety holds culture in high esteem and acknowledges and honors all stakeholders and their representative groups.  Policy is guided by the values of the cultural proficiency framework as noted in Table 1.

Table 1: Tools of Cultural Proficiency

<b>THE CULTURAL PROFICIENCY FRAMEWORK</b>					
<p><i>Cultural Proficiency is the policies and practices in an organization or the values and behavior of an individual, that enable the person or institution to engage effectively with people and groups who are different from them. Cultural Proficiency is an inside-out approach that influences how people relate to their colleagues, clients and community. Cultural Proficiency is a lens for examining one's work and one's relationships. The four tools of cultural proficiency are the Elements, the Continuum, the Barriers and the Principles.</i></p>					
<b>THE ESSENTIAL ELEMENTS -- Standards for Planning and Evaluating</b>					
<ul style="list-style-type: none"> <li>• <b>Assess Culture:</b> Identify the cultural groups present in the system</li> <li>• <b>Value Diversity:</b> Develop an appreciation for the differences among and between groups</li> <li>• <b>Manage the Dynamics of Difference:</b> Learn to respond appropriately and effectively to the issues that arise in a diverse environment</li> <li>• <b>Adapt to Diversity:</b> Change and adopt new policies and practices that support diversity and inclusion</li> <li>• <b>Institutionalize Cultural Knowledge:</b> Drive the changes into the systems of the organization</li> </ul>					
<b>CULTURAL PROFICIENCY CONTINUUM</b>					
<i>Change Mandated for Tolerance</i>			<i>Change Chosen for Transformation</i>		
<b>DESTRUCTION</b>	<b>INCAPACITY</b>	<b>BLINDNESS</b>	<b>PRECOMPETENCE</b>	<b>COMPETENCE</b>	<b>PROFICIENCY</b>
<p><i>Eliminate differences</i> The elimination of other people's cultures</p>	<p><i>Demean differences</i> Belief in the superiority of one's culture and behavior that disempowers another's culture</p>	<p><i>Dismiss differences</i> Acting as if the cultural differences you see do not matter or not recognizing that there are differences among and between cultures</p>	<p><i>Respond inadequately to the dynamics of difference</i> Awareness of the limitations of one's skills or an organization's practices when interacting with other cultural groups</p>	<p><i>Engage with differences using the essential elements as standards</i> Using the five essential elements of cultural proficiency as the standard for individual behavior and organizational practices</p>	<p><i>Esteem and learn from differences as a lifelong practice</i> Knowing how to learn about and from individual and organizational culture; interacting effectively in a variety of cultural environments. Advocating for others.</p>
<i>Reactive Behaviors, Shaped by the <b>BARRIERS</b></i>			<i>Proactive Behaviors, Shaped by the <b>PRINCIPLES</b></i>		
<ul style="list-style-type: none"> <li>• Unawareness of the need to adapt</li> <li>• Resistance to change</li> <li>• Systems of oppression and privilege</li> <li>• A sense of entitlement</li> </ul>			<ul style="list-style-type: none"> <li>• Culture is a predominant force</li> <li>• People are served in varying degrees by the dominant culture</li> <li>• There is diversity within and between cultures</li> <li>• Every group has unique culturally-defined needs</li> <li>• People have personal identities and group identities.</li> <li>• Marginalized populations have to be at least bicultural</li> <li>• Families, as defined by culture, are the primary systems of support</li> <li>• The diverse thought patterns of cultural groups influence how problems are defined and solved.</li> <li>• The absence of cultural competence anywhere is a threat to competent services everywhere</li> </ul>		

From: Nuri-Robins, Lindsey, Lindsey, and Terrell. **Culturally Proficient Instruction** Corwin 2012  
www.TheRobinsGroup.org

VII.F. Policy Review (522, 530, 532)

**Speaker (s):** Policy  
Committee



**Board Meeting Date:** 7/14/2025

**Title:** Policy Review

**Type:** Action

**Presenter(s):** Board Policy Committee

**Description:** The following policies have been reviewed with an eye toward clarity, District practice, and alignment with State and Federal statutes.

- Policy 522 Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process
- Policy 530 Immunization Requirements
- Policy 532 Use of Crisis Teams and Peace Officers to Remove Students with Individualized Education Programs (IEPs) from School Grounds

**Recommendation:** Approve the suggested modifications for Policies 522, 530, 532.

**Desired Outcome(s) from the Board:** Approve suggested modifications.

**Attachments:**

1. Policy 522 Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process
2. Policy 530 Immunization Requirements
3. Policy 532 Use of Crisis Teams and Peace Officers to Remove Students with Individualized Education Programs (IEPs) from School Grounds

## Students

### Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process

#### I. General Statement of Policy

- A. The school district does not discriminate on the basis of sex in its education programs or activities, and it is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The school district is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.
- B. The ~~school~~ district prohibits sexual harassment that occurs within its education programs and activities. When the ~~school~~ district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, it ~~shall~~ will promptly respond in a manner that is not deliberately indifferent.
- C. This policy applies to sexual harassment that occurs within the ~~school~~ district's education programs and activities ~~whether or not on school grounds~~ and that is committed by a ~~school~~ district employee, student, or other members of the ~~school~~ district community. This policy does not apply to sexual harassment that occurs off ~~school~~ district grounds, in a private setting, and outside the scope of the ~~school~~-district's education programs and activities. This policy does not apply to sexual harassment that occurs outside the geographic boundaries of the United States, even if the sexual harassment occurs in the ~~school~~ district's education programs or activities.
- D. Any student, ~~or~~ parent/guardian having questions regarding the application of Title IX and its regulations and/or this policy and grievance process should discuss them with the Title IX Coordinator. The ~~school~~ district's primary Title IX Coordinator(s) is ~~are~~: [Sonya Sailer, executive director of human resources, 952.848.4911, sonya.sailer@edinaschools.org](#). [Nate Swenson, assistant superintendent, 952.848.4951, nathan.swenson@edinaschools.org](#), is the district's alternate Title IX Coordinator. ~~Dr. Randy Smasal, Assistant Superintendent, 952.848.4000, Randy.Smasal@edinaschools.org~~

#### II. Definitions

- A. "Actual knowledge" means notice of sexual harassment or allegations of sexual harassment to the school district's Title IX Coordinator or to any employee of the ~~school~~ district. Imputation of knowledge based solely on vicarious liability or

constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only official of the ~~school~~ district with actual knowledge is the respondent.

- B. “Complainant” means a person who is alleged to be the victim of conduct that could constitute sexual harassment under Title IX. A Title IX Coordinator who signs a formal complaint is not a complainant unless the Title IX Coordinator is alleged to be the victim of the conduct described in the formal complaint.
- C. “Day” or “days” means, unless expressly stated otherwise, business days (i.e., day(s) that the ~~school~~ district office is open for normal operating hours, Monday - Friday, excluding ~~S~~ state-recognized holidays).
- D. “Deliberately indifferent” means clearly unreasonable in light of the known circumstances. The ~~school~~ district is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.
- E. “Education program or activity” means locations, events, or circumstances for which the ~~school~~ district exercises substantial control over both the respondent and the context in which the sexual harassment occurs and includes ~~school~~ district education programs or activities that occur on or off of ~~school~~ district property.
- F. “Formal complaint” means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the ~~school~~ district investigate the allegation of sexual harassment.
  - 1. A formal complaint filed by a complainant must be a physical document or an electronic submission. The formal complaint must contain the complainant’s physical or digital signature, or otherwise indicate that the complainant is the person filing the formal complaint and must be submitted to the Title IX Coordinator in person, by mail, or by email.
  - 2. A formal complaint ~~shall~~ will state that, at the time of filing the formal complaint, the complainant was participating in, or attempting to participate in, an education program or activity of the ~~school~~ district with which the formal complaint is filed.
- G. “Informal resolution” means options for resolving a formal complaint that do not involve a full investigation and adjudication. Informal resolution may encompass a broad range of conflict resolution strategies, including mediation or restorative justice.
- H. “Relevant questions” and “relevant evidence” are questions, documents, statements, or information that are related to the allegations raised in a formal complaint. Relevant evidence includes evidence that is both inculpatory and exculpatory. Questions and evidence about the complainant’s sexual

predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

- I. "Remedies" means actions designed to restore or preserve the complainant's equal access to education after a respondent is found responsible. Remedies may include the same individualized services that constitute supportive measures, but need not be non-punitive or non-disciplinary, nor ~~must~~ will they avoid burdening the respondent.
- J. "Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment under Title IX.
- K. "Sexual harassment" means any of three types of misconduct on the basis of sex that occurs in a ~~school~~-district education program or activity and is committed against a person in the United States:
  - 1. *Quid pro quo* harassment by a ~~school~~ district employee (conditioning the provision of an aid, benefit, or service of the ~~school~~ district on an individual's participation in unwelcome sexual conduct);
  - 2. Unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access; or
  - 3. Any instance of sexual assault (as defined in the Clery Act, 20 U.S.C. §1092(f)(6)A(v)), dating violence, domestic violence, or stalking (as defined in the Violence Against Women Act, 34 U.S.C. §12291).
- L. "Supportive measures" means individualized services provided to the complainant or respondent without fee or charge that are reasonably available, non-punitive, non-disciplinary, not unreasonably burdensome to the other party, and designed to ensure equal educational access, protect safety, and deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, alternative educational services as defined under Minn. Stat. § 121A.41, as amended, mutual restrictions on contact between the parties, changes in work locations, leaves of absence, increased security and monitoring of certain areas of the ~~school~~ district buildings or property, and other similar measures.
- M. "Title IX Personnel" means any person who addresses, works on, or assists with the ~~school~~ district's response to a report of sexual harassment or formal complaint, and includes persons who facilitate informal resolutions. The following are considered Title IX Personnel:

1. “Title IX Coordinator” means an employee of the ~~school~~ district that coordinates the ~~school~~ district’s efforts to comply with and carry out its responsibilities under Title IX. The Title IX Coordinator is responsible for acting as the primary contact for the parties and ensuring that the parties are provided with all notices, evidence, reports, and written determinations to which they are entitled under this policy and grievance process. The Title IX Coordinator is also responsible for effective implementation of any supportive measures or remedies. The Title IX Coordinator ~~must~~ will be free from conflicts of interest and bias when administering the grievance process.
2. “Investigator” means a person who investigates a formal complaint. The ~~i~~Investigator of a formal complaint may not be the same person as the Decision-maker or the Appellate Decision-maker. The Investigator may be a ~~school~~ district employee, ~~school~~ district official, or a third party designated by the ~~school~~ district.
3. “Decision-maker” means a person who makes a determination regarding responsibility after the investigation has concluded. The Decision-maker cannot be the same person as the Title IX Coordinator, the Investigator, or the Appellate Decision-maker.
4. “Appellate Decision-maker” means a person who considers and decides appeals of determinations regarding responsibility and dismissals of formal complaints. The Appellate Decision-maker cannot be the same person as the Title IX Coordinator, Investigator, or Decision-maker. The Appellate Decision-maker may be a ~~school~~ district employee, or a third party designated by the ~~school~~ district.
5. —The superintendent of the ~~school~~ district, [or the superintendent’s designee](#), may delegate functions assigned to a specific ~~school~~ district employee under this policy, including but not limited to the functions assigned to the Title IX Coordinator, Investigator, Decision-maker, Appellate Decision-maker, and facilitator of informal resolution processes, to any suitably qualified individual and such delegation may be rescinded by the superintendent, [or the superintendent’s designee](#), at any time. The ~~school~~ district may also, in its discretion, appoint suitably qualified persons who are not ~~school~~ district employees to fulfill any function under this policy, including, but not limited to, Investigator, Decision-maker, Appellate Decision-maker, and facilitator of informal resolution processes.

### III. Basic Requirements for Grievance Process

#### A. Equitable Treatment

1. The school district ~~shall~~ will treat complainants and respondents equitably. However, equality or parity with respect to supportive measures provided to complainants and respondents is not required.

2. The ~~school~~ district will not impose any disciplinary sanctions or take any other actions against a respondent that do not constitute supportive measures until it has completed this grievance process and the respondent has been found responsible.
3. The ~~school~~ district will provide appropriate remedies to the complainant any time a respondent is found responsible.

B. Objective and Unbiased Evaluation of Complaints

1. Title IX Personnel, including the Title IX Coordinator, Investigator, Decision-maker, and Appellate Decision-maker, ~~shall~~ will be free from conflicts of interest or bias for or against complainants or respondents generally or a specific complainant or respondent.
2. Throughout the grievance process, Title IX Personnel will objectively evaluate all relevant evidence, inculpatory and exculpatory, and ~~shall~~ will avoid credibility determinations based solely on a person's status as a complainant, respondent, or witness.

- C. Title IX Personnel will presume that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

D. Confidentiality

~~To the extent permitted by governing law and regulations, the school district will not release private educational or personnel data about complainants, respondents, witnesses, allegations of sexual harassment, investigations, decisions, dismissals, and/or findings of responsibility. However, the school district's obligations under the implementing regulations for Title IX may require disclosure of certain private educational or personnel data to other parties and/or witnesses.~~

The district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the Family Educational Rights and Privacy Act (FERPA), 20 United States Code, section 1232g, FERPA regulations, 34 Code of Federal Regulations, part 99, Minnesota law under Minnesota Statutes section 13.32, or as required by law, or to carry out the purposes of 34 Code of Federal Regulations, part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder (i.e., the district's obligation to maintain confidentiality will not impair or otherwise affect the complainant's and respondent's receipt of the information to which they are entitled with respect to the investigative record and

determination of responsibility).

E. Right to an Advisor; Right to a Support Person

Complainants and respondents have the right, at their own expense, to be assisted by an advisor of their choice during all stages of any grievance proceeding, including all meetings and investigative interviews. The advisor may be, but is not required to be, an attorney. In general, an advisor is not permitted to speak for or on behalf of a complainant or respondent, appear in lieu of complainant or respondent, participate as a witness, or participate directly in any other manner during any phase of the grievance process.

A complainant or respondent with a disability may be assisted by a support person throughout the grievance process, including all meetings and investigative interviews, if such accommodation is necessary. A support person may be a friend, family member, or any individual who is not otherwise a potential witness. The support person is not permitted to speak for or on behalf of a complainant or respondent, appear in lieu of complainant or respondent, participate as a witness, or participate directly in any other manner during any phase of the grievance process.

F. Notice

The ~~school~~ district will send written notice of any investigative interviews or meetings to any party whose participation is invited or expected. The written notice will include the date, time, location, participants, and purpose of the meeting or interview, and will be provided to allow sufficient time for the party to prepare to participate.

G. Consolidation

The ~~school~~ district may, in its discretion, consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

H. Evidence

1. During the grievance process, the ~~school~~ district will not require, allow, rely upon, or otherwise use questions or evidence that constitute or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.
2. The ~~school~~ district ~~shall~~ will not access, consider, disclose, or otherwise use a party's medical, psychological, and similar treatment records unless the ~~school~~ district obtains the party's voluntary, written consent.

I. Burden of Proof

1. The burden of gathering evidence and the burden of proof ~~shall~~ **will** remain upon the ~~school~~ district and not upon the parties.
2. The grievance process ~~shall~~ **will** use a preponderance of the evidence standard (i.e., whether it is more likely than not that the respondent engaged in sexual harassment) for all formal complaints of sexual harassment, including when ~~school~~ district employees are respondents.

J. Timelines

1. Any informal resolution process ~~must~~ **will** be completed within thirty (30) calendar days following the parties' agreement to participate in such informal process.
2. An appeal of a determination of responsibility or of a decision dismissing a formal complaint must be received by the ~~school~~ district within five (5) days of the date the determination of responsibility or dismissal was provided to the parties.
3. Any appeal of a determination of responsibility or of a dismissal will be decided within thirty (30) calendar days of the day the appeal was received by the ~~School D~~istrict.
4. The ~~school~~ district will seek to conclude the grievance process, including any appeal, within **one hundred twenty (120)** calendar days of the date the formal complaint was received by the ~~School D~~istrict.
5. Although the ~~school~~ district strives to adhere to the timelines described above, in each case, the ~~school~~ district may extend the time frames for good cause. Good cause may include, without limitation: the complexity of the allegations; the severity and extent of the alleged misconduct; the number of parties, witnesses, and the types of other evidence (e.g., forensic evidence) involved; the availability of the parties, advisors, witnesses, and evidence (e.g., forensic evidence); concurrent law enforcement activity; intervening ~~school~~ district holidays, breaks, or other closures; the need for language assistance or accommodation of disabilities; and/or other unforeseen circumstances.

K. Potential Remedies and Disciplinary Sanctions

1. The following is the range of possible remedies that the ~~school~~ district may provide a complainant and disciplinary sanctions that the ~~school~~ district might impose upon a respondent, following determination of responsibility: counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, mutual or unilateral restrictions on contact between the parties, changes in work locations, leaves of absence, monitoring of certain areas of the

~~school~~ district buildings or property, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge.

2. If the Decision-maker determines a student-respondent is responsible for violating this policy, the Decision-maker will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the superintendent, [or the superintendent's designee](#), of the recommended remedies, such that an authorized administrator can consider the recommendation(s) and implement appropriate remedies in compliance with ~~MSBA Model~~ [district policy Policy 506—Student Discipline](#). The discipline of a student-respondent ~~must~~ [will](#) comply with the applicable provisions of Minnesota Pupil Fair Dismissal Act, the Individuals with Disabilities Education Improvement Act (IDEA) and/or Section 504 of the Rehabilitation Act of 1972, and their respective implementing regulations.

#### IV. Reporting Prohibited Conduct

- A. Any student who believes they have been the victim of unlawful sex discrimination or sexual harassment, or any person (including the parents/guardian of a student) with actual knowledge of conduct which may constitute unlawful sex discrimination or sexual harassment toward a student should report the alleged acts as soon as possible to the Title IX Coordinator.
- B. Any employee of the school district who has experienced, has actual knowledge of, or has witnessed unlawful sex discrimination, including sexual harassment, or who otherwise becomes aware of unlawful sex discrimination, including sexual harassment, ~~must~~ [will](#) promptly report the allegations to the Title IX Coordinator without screening or investigating the report or allegations.
- C. A report of unlawful sex discrimination or sexual harassment may be made at any time, including during non-business hours, and may be made in person, by mail, by telephone, or by e-mail using the Title IX Coordinator's contact information. [The district encourages the use of the report form attached to this policy as Appendix I.](#) A report may also be made by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
- D. Sexual harassment may constitute both a violation of this policy and criminal law. To the extent the alleged conduct may constitute a crime, the ~~School~~ ~~D~~istrict may report the alleged conduct to law enforcement authorities. The ~~school~~ district encourages complainants to report criminal behavior to the police immediately.

#### V. Initial Response and Assessment by the Title IX Coordinator

- A. When the Title IX Coordinator receives a report, the Title IX Coordinator ~~shall~~ [will](#) promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive

measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint .

- B. The school district will offer supportive measures to the complainant whether or not the complainant decides to make a formal complaint. The ~~school~~ district ~~must~~ will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ~~school~~ district's ability to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.
- C. If the complainant does not wish to file a formal complaint, the allegations will not be investigated by the ~~school~~ district unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the complainant's wishes is not clearly unreasonable in light of the known circumstances.
- D. Upon receipt of a formal complaint, the ~~school~~ district ~~must~~ will provide written notice of the formal complaint to the known parties with sufficient time to prepare a response before any initial interview. This written notice ~~must~~ will contain:
  - 1. The allegations of sexual harassment, including sufficient details known at the time, the identities of the parties involved in the incident (if known), the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known;
  - 2. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process;
  - 3. A statement explaining that the parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
  - 4. A statement that the parties may inspect and review evidence gathered pursuant to this policy;
  - 5. A statement informing the parties of any code of conduct provision that prohibits knowingly making false statements or knowingly submitting false information; and
  - 6. A copy of this policy.

## VI. Status of Respondent During Pendency of Formal Complaint

### A. Emergency Removal of a Student

- 1. The school district may remove a student-respondent from an education program or activity of the ~~school~~ district on an emergency basis before a

determination regarding responsibility is made if:

- a. The ~~school~~ district undertakes an individualized safety and risk analysis;
- b. The ~~school~~ district determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal of the student-respondent; and
- c. The ~~school~~ district determines if the student-respondent poses such a threat, it will notify the student-respondent and the student-respondent will have an opportunity to challenge the decision immediately following the removal. In determining whether to impose emergency removal measures, the Title IX Coordinator ~~shall~~ **will** consult related ~~school~~ district policies, including MSBA Model Policy 506—Student Discipline. The ~~school~~ district ~~must~~ **will** take into consideration applicable requirements of the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973, prior to removing a special education student or Section 504 student on an emergency basis.

B. Employee Administrative Leave

The ~~school~~ district may place a non-student employee on administrative leave during the pendency of the grievance process of a formal complaint. Such leave will typically be paid leave unless circumstances justify unpaid leave in compliance with legal requirements. The ~~school~~ district ~~must~~ **will** take into consideration applicable requirements of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act prior to removing an individual with a qualifying disability.

VII. Informal Resolution of a Formal Complaint

- A. At any time prior to reaching a determination of responsibility, informal resolution may be offered and facilitated by the school district at the ~~school~~ district's discretion, but only after a formal complaint has been received by the ~~school~~ district.
- B. The ~~school~~ district may not require as a condition of enrollment or continued enrollment, or of employment or continued employment, or enjoyment of any other right, waiver of the right to a formal investigation and adjudication of formal complaints of sexual harassment.
- C. The informal resolution process may not be used to resolve allegations that a ~~school~~ district employee sexually harassed a student.

- D. The ~~school~~ district will not facilitate an informal resolution process without both parties' agreement, and will obtain their voluntary, written consent. The ~~school~~ district will provide to the parties a written notice disclosing the allegations, the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, the parties' right to withdraw from the informal resolution process, and any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.
- E. At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

#### VIII. Dismissal of a Formal Complaint

- A. Under federal law, the school district ~~must~~ will dismiss a Title IX complaint, or a portion thereof, if the conduct alleged in a formal complaint or a portion thereof:
  - 1. Would not meet the definition of sexual harassment, even if proven;
  - 2. Did not occur in the ~~school~~ district's education program or activity; or
  - 3. Did not occur against a person in the United States.
- B. The ~~school~~ district may, in its discretion, dismiss a formal complaint or allegations therein if:
  - 1. The complainant informs the Title IX Coordinator in writing that the complainant desires to withdraw the formal complaint or allegations therein;
  - 2. The respondent is no longer enrolled or employed by the ~~school~~ district; or
  - 3. Specific circumstances prevent the ~~school~~ district from gathering sufficient evidence to reach a determination.
- C. The ~~school~~ district shall will provide written notice to both parties of a dismissal. The notice ~~must~~ will include the reasons for the dismissal.
- D. Dismissal of a formal complaint or a portion thereof does not preclude the ~~school~~ district from addressing the underlying conduct in any manner that the ~~school~~ district deems appropriate.

#### IX. Investigation of a Formal Complaint

- A. If a formal complaint is received by the ~~S~~school ~~D~~district, the ~~school~~ district will assign or designate an Investigator to investigate the allegations set forth in the

formal complaint.

- B. If during the course of the investigation the ~~school~~ district decides to investigate any allegations about the complainant or respondent that were not included in the written notice of a formal complaint provided to the parties, the ~~school~~ district ~~must~~ will provide notice of the additional allegations to the known parties.
- C. When a party's participation is invited or expected in an investigative interview, the Investigator will coordinate with the Title IX Coordinator to provide written notice to the party of the date, time, location, participants, and purposes of the investigative interview with sufficient time for the party to prepare.
- D. During the investigation, the Investigator ~~must~~ will provide the parties with an equal opportunity to present witnesses for interviews, including fact witnesses and expert witnesses, and other inculpatory and exculpatory evidence.
- E. Prior to the completion of the investigative report, the Investigator, through the Title IX Coordinator, will provide the parties and their advisors (if any) with an equal opportunity to inspect and review any evidence directly related to the allegations. The evidence ~~shall~~ will be provided in electronic format or hard copy and ~~shall~~ will include all relevant evidence, evidence upon which the ~~school~~ district does not intend to rely in reaching a determination regarding responsibility, and any inculpatory or exculpatory evidence whether obtained from a party or another source. The parties will have ten (10) days to submit a written response, which the Investigator will consider prior to completion of the investigative report.
- F. The Investigator will prepare a written investigative report that fairly summarizes the relevant evidence. The investigative report may include credibility determinations that are not based on a person's status as a complainant, respondent or witness. The ~~school~~ district will send the parties and their advisors (if any) a copy of the report in electronic format or hard copy, for their review and written response at least ten (10) days prior to a determination of responsibility.

X. Determination Regarding Responsibility

- A. After the school district has sent the investigative report to both parties and before the ~~school~~ district has reached a determination regarding responsibility, the Decision-maker ~~must~~ will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness.
- B. The Decision-maker ~~must~~ will provide the relevant questions submitted by the parties to the other parties or witnesses to whom the questions are offered, and then provide each party with the answers, and allow for additional, limited follow-up questions from each party.
- C. The Decision-maker ~~must~~ will explain to the party proposing the questions any

decision to exclude a question as not relevant.

- D. When the exchange of questions and answers has concluded, the Decision-maker ~~must~~ will issue a written determination regarding responsibility that applies the preponderance of the evidence standard to the facts and circumstances of the formal complaint. The written determination of responsibility ~~must~~ will include the following:
1. Identification of the allegations potentially constituting sexual harassment;
  2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
  3. Findings of fact supporting the determination;
  4. Conclusions regarding the application of the ~~school~~ district's code of conduct to the facts;
  5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the ~~school~~ district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the recipient's education program or activity will be provided by the ~~school~~ district to the complainant; and
  6. The ~~school~~ district's procedures and permissible bases for the complainant and respondent to appeal and the date by which an appeal must be made.
- E. In determining appropriate disciplinary sanctions, the Decision-maker should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incident occurred.
- F. The written determination of responsibility ~~must~~ will be provided to the parties simultaneously.
- G. The Title IX Coordinator is responsible for the effective implementation of any remedies.
- H. The determination regarding responsibility becomes final either on the date that the ~~school~~ district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

## XI. Appeals

- A. The school district ~~shall~~ **will** offer the parties an opportunity to appeal a determination regarding responsibility or the ~~school~~ district's dismissal of a formal complaint or any allegations therein, on the following bases:
1. A procedural irregularity that affected the outcome of the matter (e.g., a material deviation from established procedures);
  2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
  3. The Title IX Coordinator, Investigator, or Decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.
- B. If notice of an appeal is timely received by the ~~school~~ district, the ~~school~~ district will notify the parties in writing of the receipt of the appeal, assign or designate the Appellate Decision-maker, and give the parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome.
- C. After reviewing the parties' written statements, the Appellate Decision-maker ~~must~~ **will** issue a written decision describing the result of the appeal and the rationale for the result.
- D. The written decision describing the result of the appeal ~~must~~ **will** be provided simultaneously to the parties.
- E. The decision of the Appellate Decision-maker is final. No further review beyond the appeal is permitted.

## XII. Retaliation Prohibited

- A. Neither the school district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, constitutes retaliation. Retaliation against a person for making a report of sexual harassment, filing a formal complaint, or participating in an investigation, constitutes a violation of this

policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

- B. Any person may submit a report or formal complaint alleging retaliation in the manner described in this policy and it will be addressed in the same manner as other complaints of sexual harassment or sex discrimination.
- C. Charging an individual with violation of ~~school~~ district policies for making a materially false statement in bad faith in the course of a grievance proceeding under this policy ~~shall~~ will not constitute retaliation, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

### XIII. Training

- A. The school district ~~shall~~ will ensure that Title IX Personnel receive appropriate training. The training ~~shall~~ will include instruction on:
  1. The Title IX definition of sexual harassment;
  2. The scope of the ~~school~~ district's education program or activity;
  3. How to conduct an investigation and grievance process, appeals, and informal resolution processes, as applicable;
  4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias;
  5. For Decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's prior sexual behavior are not relevant; and
  6. For Investigators, training on issues of relevance, including the creation of an investigative report that fairly summarizes relevant evidence.
- B. The training materials will not rely on sex stereotypes and ~~must~~ will promote impartial investigations and adjudications of formal complaints.
- C. Materials used to train Title IX Personnel ~~must~~ will be posted on the ~~school~~ district's website. If the ~~school~~-district does not have a website, it ~~must~~ will make the training materials available for public inspection upon request.

### XIV. Dissemination of Policy

- A. This policy ~~shall~~ will be made available to all students, parents/guardians of students, school district employees, and employee unions.
- B. The ~~school~~ district ~~shall~~ will conspicuously post the name of the Title IX Coordinator, including office address, telephone number, and work e-mail

address on its website and in each handbook that it makes available to parents/guardians, employees, students, unions, or applicants.

- C. The ~~school~~ district ~~must~~ will provide applicants for admission and employment, students, parents/guardians of secondary school students, employees, and all unions holding collective bargaining agreements with the ~~school~~ district, with the following:
1. The name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator;
  2. Notice that the ~~school~~ district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX not to discriminate in such a manner;
  3. A statement that the requirement not to discriminate in the education program or activity extends to admission and employment, and that inquiries about the application of Title IX may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the United States Department of Education, or both; and
  4. Notice of the ~~school~~ district's grievance procedures and grievance process contained in this policy, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the ~~school~~ district will respond.

## XV. Recordkeeping

- A. The school district ~~must~~ will create, and maintain for a period of seven (7) calendar years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the ~~school~~ district ~~must~~ will document:
1. The basis for the ~~school~~ district's conclusion that its response to the report or formal complaint was not deliberately indifferent;
  2. The measures the ~~school~~ district has taken that are designed to restore or preserve equal access to the ~~school~~ district's education program or activity; and
  3. If the ~~school~~ district does not provide a complainant with supportive measures, then it ~~must~~ will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. Such a record ~~must~~ will be maintained for a period of seven (7) years.
  4. The documentation of certain bases or measures does not limit the recipient in the future from providing additional explanations or detailing additional measures taken.

- B. The school district ~~must~~ will also maintain for a period of seven (7) calendar years records of:
1. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the recipient's education program or activity;
  2. Any appeal and the result therefrom;
  3. Any informal resolution and the result therefrom; and
  4. All materials used to train Title IX Personnel.

*Legal References:*

Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)  
Minn. Stat. § 121A.40 – 121A.575 (Minnesota Pupil Fair Dismissal Act)  
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
20 U.S.C. § 1092 *et seq.* (Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act (“Clery Act”))  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act of 1974)  
20 U.S.C § 1400, *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)  
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)  
29 U.S.C. § 794 (Section 504 of the Rehabilitation Act of 1973)  
42 U.S.C. § 12101, *et seq.* (Americans with Disabilities Act of 1990, ~~as amended~~)  
[34 U.S.C. §12291 \(Violence Against Women Act: Definitions and Grant Provisions\)](#)  
[34 C.F.R. Part 106 \(Implementing Regulations of Title IX Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance\)](#)

*Cross References:*

~~MSBA/MASA Model Policy 402~~ [103](#) (Equal Educational Opportunity)  
~~MSBA/MASA Model Policy 413~~ (Harassment and Violence [Prohibition, Students and Employees](#))  
~~MSBA/MASA Model Policy 506~~ (Student [Conduct and Discipline](#))  
~~MSBA/MASA Model Policy 528~~ (Student Parental, Family, and Marital Status Nondiscrimination)

Policy  
adopted: 01/22/08  
amended: 10/26/09  
amended: 03/12/12  
revised: 07/17/17  
revised: 09/24/18  
revised: 08/12/19  
revised: 03/07/22  
revised:   /  /  25

INDEPENDENT SCHOOL DISTRICT [NO. 273](#)  
Edina, Minnesota



DEFINING EXCELLENCE

Appendix I to Policies 401, 402, 413, 521, 522, and 528

**DISCRIMINATION, HARASSMENT, AND VIOLENCE REPORT FORM**

~~Edina Public Schools maintains a firm policy prohibiting all forms of discrimination, harassment, or violence against students or employees, or groups of students or employees, on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity and expression, or disability. All persons are to be treated with respect and dignity. Harassment or violence by any student, teacher, administrator, or other school personnel, which creates an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.~~

~~Use of this reporting form is encouraged but not required. Reports may be made orally or in writing, including via electronic mail.~~

Person completing report: \_\_\_\_\_

Home address: \_\_\_\_\_

Work address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Date of alleged incident(s): \_\_\_\_\_

Basis of Alleged Harassment/Violence – circle as appropriate: race \ color \ creed \ religion \ sex \ national origin \ gender \ age \ marital status \ familial status \ status with regard to public assistance \ sexual orientation, including gender identity and expression \ disability

Name of person(s) you believe harassed or was violent toward you or another person. \_\_\_\_\_

If the alleged harassment or violence was toward another person(s), identify that person(s). \_\_\_\_\_

Where and when did the incident(s) occur? \_\_\_\_\_

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (e.g., threats, requests, demands); what, if any, physical contact was involved; or other relevant information. Attach additional pages if necessary.

---

---

---

List any witnesses to the incident(s). \_\_\_\_\_

---

---

My signature below shows that the information I have provided in this document is true, correct, and complete to the best of my knowledge and belief.

---

Signature: \_\_\_\_\_ Date \_\_\_\_\_

---

Received by: \_\_\_\_\_ Date \_\_\_\_\_

*Please submit to the building principal or designee, or director of human resources.*

(04/24)



Appendix I to Policies 401, 402, 413, 521, 522, and 528

### **DISCRIMINATION, HARASSMENT, AND VIOLENCE REPORT FORM**

Edina Public Schools maintains a firm policy prohibiting all forms of discrimination, harassment, or violence against students or employees, or groups of students or employees, on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity and expression, or disability. All persons are to be treated with respect and dignity. Harassment or violence by any student, teacher, administrator, or other school personnel, which creates an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.

Use of this reporting form is encouraged but not required. Reports may be made orally or in writing, including via electronic mail.

Person completing report: \_\_\_\_\_

Primary home address: \_\_\_\_\_

Secondary home address (if any): \_\_\_\_\_

Work location if an Edina Public Schools employee: \_\_\_\_\_

Primary phone: \_\_\_\_\_

Secondary phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Date of alleged incident(s): \_\_\_\_\_

Basis of Alleged Harassment/Violence - circle as appropriate: race \ color \ creed \ religion \ sex \ national origin \ gender \ age \ marital status \ familial status \ status with regard to public assistance \ sexual orientation, including gender identity and expression \ disability

Name of person(s) you believe harassed or was violent toward you or another person.

\_\_\_\_\_

If the alleged harassment or violence was toward another person(s), identify that person(s).

\_\_\_\_\_

Where and when did the incident(s) occur? \_\_\_\_\_

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (e.g., threats, requests, demands); what, if any, physical contact was involved; or other relevant information. Attach additional pages if necessary.

List any witnesses to the incident(s). \_\_\_\_\_

My signature below shows that the information I have provided in this document is true, correct, and complete to the best of my knowledge and belief.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Received by: \_\_\_\_\_ Date \_\_\_\_\_

*Please submit to the building principal or designee, or executive director of human resources.*

(05/25)

## Students

### Immunization Requirements

#### I. Purpose

This policy requires that all students receive the proper immunizations, as mandated by law, to ensure the health and safety of all students.

#### II. General Statement of Policy

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from any communicable diseases, as a condition of enrollment.

#### III. Student Immunization Requirements

A. No student may be enrolled or remain enrolled in ~~at any Edina Schools school district~~-sponsored programs within the ~~school~~ district subject to the provisions of ~~Minn. Stat. §121A.15~~ [state law](#) until the student or the student's parent or guardian has submitted to the designated district administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian will provide to the designated district administrator one of the following statements:

1. a statement, from a physician, advanced practice registered nurse, physician's assistant, or a public clinic which provides immunizations (~~hereinafter a~~ "medical statement"), affirming that the student received the immunizations required by law, consistent with medically acceptable standards; or
2. a medical statement, affirming that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month and year each immunization was administered, consistent with medically acceptable standards.

B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the statement of a physician or public clinic which administers immunizations. If such a statement is substituted, this statement must indicate the month and year each immunization was administered. Upon request, the designated district administrator will provide information to the

parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.

- C. The parent or guardian of persons receiving instruction in a home school will submit one of the statements set forth in section III.A. or III.B. above or a statement of immunization set forth in section IV. below to the designated district administrator in compliance with the Minnesota Department of Health state immunization reporting guidelines.
- D. When there is evidence of the presence of a communicable disease or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the district until the student or the student's parent or guardian has submitted the required data.
- E. The district may allow a student transferring into a school a maximum of 30 days to submit a statement specified in section III.A. or III.B. above or section IV. below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the specified time frames will be excluded from school until such time as the appropriate proof of immunizations or exemption documentation has been provided.
- ~~F. If a person, who is not a Minnesota resident, enrolls in a district online learning course or program that delivers instruction to the person only by computer, and does not provide any teacher or instructor contact time, or requires classroom attendance, then the person is not subject to the immunization, statement, and other requirements of this policy.~~

#### IV. Exemptions from Immunization Requirements

Students will be exempt from the foregoing immunization requirements under the following circumstances:

- A. The parent or guardian of a minor student or an emancipated student submits a medical statement signed by a physician, affirming that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or
- B. The parent or guardian of a minor student or an emancipated student submits their notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian, or student.

#### V. Notice of Immunization Requirements

A. The school district will develop and implement a procedure to:

1. notify parents and students of the immunization and exemption requirements by use of a form approved by the Department of Health;
2. notify parents and students of the consequence for failure to provide required documentation regarding immunizations;
3. review student health records to determine whether the required information has been provided; and
4. make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.

B. The notice provided ~~shall~~ will contain written information describing the exemptions from immunization as permitted by law. The notice ~~shall~~ will be in a font size at least equal to the font size and style as the immunization requirements and on the same page as the immunization requirements.

## VI. Immunization Records

A. The school district will maintain the immunization records for each student in attendance at the district for at least five years after the student ~~attains the age of majority~~ graduates.

B. Upon request, the district may exchange immunization data with persons or agencies providing services on behalf of the student. Immunization data is private student data and disclosure of such data will be governed by ~~Policy 515, Protection and Privacy of Pupil Records~~ district policy.

C. The designated district administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school.

D. Upon request of a public or private postsecondary educational institution, the designated district administrator will assist in the transfer of the student's immunization file to the postsecondary educational institution.

## VII. Other

The district will participate in the Annual Immunization Status Report (ASIR) and submit all K-12 data requested by the Minnesota Department of Health.

### Legal References:

Minn. Stat. § 13.32 (Educational Data)

Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)

Minn. Stat. § 121A.17 (School Board Responsibilities)  
Minn. Stat. § 144.29 (Health Records; Children of School Age)  
Minn. Stat. § 144.3351 (Immunization Data)  
Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)  
Minn. Stat. § 144.442 (Testing in Schools [Clinics](#))  
*McCarthy v. Ozark Sch. Dist.*, 359 F.3d 1029 (8<sup>th</sup> Cir. 2004)  
Op. Atty. Gen. 169-W (Jan. 17, 1968)  
Op. Atty. Gen. 169-W (July 23, 1980)

Cross Reference:

Policy 515 (Protection and Privacy of Student Records)

Policy  
adopted: 09/22/08  
reviewed: 03/12/12  
revised: 12/15/14  
revised: 05/18/20  
revised: \_\_/\_\_/25

INDEPENDENT SCHOOL DISTRICT [NO. 273](#)  
Edina, Minnesota

## Students

### Use of Crisis Teams and Peace Officers to Remove Students with Individualized Education Programs (IEPs) from School Grounds

#### I. Purpose

This policy describes the appropriate use of crisis teams and peace officers to remove from school grounds, if necessary, a student with an individualized education program (IEP).

#### II. General Statement of Policy

The school district is committed to promoting learning environments that are safe for all members of the school community. It further believes that students are the first priority and that they should be reasonably protected from physical or emotional harm at all school locations and during all school activities.

All students, including those with IEPs, are subject to the terms of the district's discipline policy. Building level administrators have the leadership responsibility to maintain a safe, secure, and orderly educational environment within which learning can occur. Corrective action to discipline a student and/or modify a student's behavior will be taken by staff when a student's behavior violates the district's discipline policy.

If a student with an IEP engages in conduct which, in the judgment of district personnel, endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, that student may be removed from school grounds in accordance with this policy.

#### III. Definitions [Definitions have been re-ordered to alphabetize. Changed positions are indicated by the amended letter.]

For purposes of this policy, the following terms have the meaning given them in this section:

**BA.** "Crisis team" means a group of persons, which may include teachers and non-teaching school personnel, selected by the building administrator in each school building who have received crisis intervention training and are responsible for becoming actively involved with resolving crises. The building administrator or designee will serve as the leader of the crisis team.

- FB.** “Emergency” means a situation where immediate intervention is needed to protect a ~~child~~ **student** or other individual from physical injury ~~or to prevent serious property damage.~~
- C.** “Peace officer” means an employee or an elected or appointed official of a political subdivision or law enforcement agency who is licensed by the Board of Peace Officer Standards and Training, charged with the prevention and detection of crime and the enforcement of general criminal laws of the state and who has the full power of arrest. The term “peace officer” includes a person who serves as a sheriff, a deputy sheriff, a police officer, or a state patrol trooper.
- D.** **“Physical holding” means physical intervention intended to hold a student immobile or limit a student’s movement, where body contact is the only source of physical restraint, and where immobilization is used to effectively gain control of a student in order to protect a student or other individual from physical injury.**
- EE.** The phrase “remove the student from school grounds” is the act of securing the student with an IEP and escorting that student from the school building or school activity at which the student with an IEP is located.
- DF.** ~~“Police liaison officer” is a peace officer who, pursuant to an agreement between the school district and a political subdivision or law enforcement agency, is assigned to a school building for all or a portion of the school day to provide law enforcement assistance and support to the building administration and to promote school safety, security, and positive relationships with students.~~ **“School Resource Officer” means a peace officer who is assigned to work in an elementary school, middle school, or secondary school during the regular instructional school day as one of the officer’s regular responsibilities through the terms of a contract entered between the peace officer’s employer and the school district.**
- AG.** “Student with an IEP” or “the student” means a student who is eligible to receive special education and related services pursuant to the terms of an IEP or an individual interagency intervention plan (IIIP).
- ~~—An Individualized Education Plan (or Program) is also known as an IEP. This is a plan or program developed to ensure that a child with an identified disability who is attending an elementary or secondary educational institution receives specialized instruction and related services. The IEP is developed by a team of individuals from various educational disciplines, the child with a disability, family members, and/or designated advocates.~~

~~HG~~. All other terms and phrases used in this policy will be defined in accordance with applicable state and federal law or ordinary and customary usage.

#### IV. Removal of Students with IEPs from School Grounds

##### A. Removal by Crisis Team

If the behavior of a student with an IEP escalates to the point where the student's behavior endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, the school building's crisis team may be summoned. The crisis team may attempt to de-escalate the student's behavior by means including, but not limited to, those described in the student's IEP and/or positive behavior support plan. When such measures fail, or when the crisis team determines that the student's behavior continues to endanger or may endanger the health, safety, or property of the student, other students, staff members, or school property, the crisis team may remove the student from school grounds.

If the student's behavior cannot be safely managed, school personnel may immediately request assistance from the ~~police liaison~~ [school resource](#) officer or a peace officer.

##### B. Removal by ~~Police Liaison~~ [School Resource](#) Officer or Peace Officer

If a student with an IEP engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, the school building's crisis team, building administrator, or the building administrator's designee, may request that the ~~police liaison~~ [school resource](#) officer or a peace officer remove the student from school grounds.

If a student with an IEP is restrained or removed from a classroom, school building, or school grounds by a peace officer at the request of a school administrator or school staff person during the school day twice in a 30-day period, the student's IEP team will meet to determine if the student's IEP is adequate or if additional evaluation is needed.

Whether or not a student with an IEP engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, school district personnel may report a crime committed by a student with an IEP to appropriate authorities. If the district reports a crime committed by a student with an IEP, district personnel will transmit copies of the special education and disciplinary records of the student for consideration by appropriate authorities to whom it reports the crime, to the extent that the transmission is permitted by the Family Education Rights and Privacy Act (FERPA), the Minnesota Government Data Practices Act, and district's policy.

The fact that a student with an IEP is covered by special education law does not prevent state law enforcement and judicial authorities from exercising their responsibilities with regard to the application of federal and state law to crimes committed by a student with an IEP.

### C. Reasonable Force Permitted

1. In removing a student with an IEP from school grounds, a building administrator, other crisis team members, or the ~~police liaison~~ **school resource** officer or other agents of the district, whether or not members of a crisis team, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent imminent bodily harm or death to the student or to another person.
2. In removing a student with an IEP from school grounds, ~~police liaison~~ **school resource** officers and district personnel are further prohibited from engaging in the following conduct:
  - a. Corporal punishment prohibited by state law and district policy;
  - b. Requiring a ~~child~~ **student** to assume and maintain a specified physical position, activity, or posture that induces physical pain;
  - c. Totally or partially restricting a ~~child's~~ **student's** senses as punishment;
  - d. Denying or restricting a ~~child's~~ **student's** access to equipment and devices such as walkers, wheelchairs, hearing aids, and communication boards that facilitate the ~~child's~~ **student's** functioning except when temporarily removing the equipment or device is needed to prevent injury to the ~~child~~ **student** or others or serious damage to the equipment or device, in which case the equipment or device will be returned to the ~~child~~ **student** as soon as possible;
  - e. Interacting with a ~~child~~ **student** in a manner that constitutes sexual abuse, neglect, or physical abuse under state law;
  - f. Physical holding (as defined **above and** by state law) that restricts or impairs a ~~child's~~ **student's** ability to breathe; restricts or impairs a ~~child's~~ **student's** ability to communicate distress; places pressure or weight on a ~~child's~~ **student's** head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a ~~child's~~ **student's** torso;
  - g. Withholding regularly scheduled meals or water; and/or
  - h. Denying a ~~child~~ **student** access to toilet facilities.
3. Any reasonable force used under state law which intends to hold a child **student** immobile or limit a ~~child's~~ **student's** movement where body contact

is the only source of physical restraint or confines a ~~child~~ **student** alone in a room from which egress is barred will be reported to the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

D. Parent/Guardian Notification

The building administrator or designee will make reasonable efforts to notify the student's parent or guardian of the student's removal from school grounds as soon as possible following the removal.

E. Continued Removals; Review of IEP

Continued and repeated use of the removal process described herein will be reviewed in the development of the individual student's IEP or IIIP.

F. Effect of Policy in an Emergency; Use of Restrictive Procedures

If the district seeks to remove a student with an IEP from school grounds under this policy due to behaviors that constitute an emergency, the crisis team may employ restrictive procedures, in addition to any reasonable force that may be necessary, to facilitate the student's removal from school grounds, as long as the crisis team members who are implementing the restrictive procedures have received the training required by, and are acting in compliance with, state law.

G. Reporting to the Minnesota Department of Education (MDE)

Annually, stakeholders may recommend, as necessary, to the Commissioner of MDE (Commissioner) specific and measurable implementation and outcome goals for reducing the use of restrictive procedures. The Commissioner must submit to the Legislature a report on districts' progress in reducing the use of restrictive procedures that recommends how to further reduce these procedures and eliminate the use of seclusion. By January 15, April 15, July 15, and October 15 of each year, the district will report in a form and manner determined by the Commissioner, about individual students who have been secluded. By July 15 each year, the district will report summary data. The summary data will include information on the use of restrictive procedures for the prior school year, July 1 through June 30, including the use of reasonable force by district personnel that is consistent with the definition of physical holding or seclusion of a ~~child~~ **student** with a disability.

Legal References:

Minn. Stat. § 13.01, *et seq.* (Minnesota Government Data Practices Act)

Minn. Stat. §§ 121A.40-121A.56 (Minnesota Pupil Fair Dismissal Act)

Minn. Stat. § 121A.58 (Corporal Punishment; **Prone Restraint; and Certain Physical Holds**)

Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)  
Minn. Stat. § 121A.67, subd. 2 (~~Aversive and Deprivation Procedures~~ [Removal by Peace Officer](#))  
Minn. Stat. § 125A.094-125A.0942 (Restrictive Procedures for Children with Disabilities)  
[Minn. Stat. §§ 260E.01, et seq. \(Minnesota Maltreatment of Minors Act\)](#)  
Minn. Stat. § 609.06 (Authorized Use of Force)  
Minn. Stat. § 609.379 (Permitted Actions)  
~~Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)~~  
20 U.S.C. § 1232g et seq. (Family Educational Rights and Privacy (FERPA))  
20 U.S.C. § 1415(k)(6) (~~Individuals with Disabilities Education Improvement Act of 2004 (IDEA)~~ [Education of Individuals with Disabilities: Procedural Safeguards](#))  
34 C.F.R. § 300.535 (~~IDEA Regulation Regarding Involvement of Law Enforcement Referral to and Action by Law Enforcement and Judicial Authorities~~)

Cross References:

Policy 506 (Student Conduct and Discipline)  
Policy 507 (Corporal Punishment & [Prone Restraint](#))  
[Policy 507.5 \(School Resource Officers\)](#)  
Policy 515 (Protection and Privacy of Student Records)  
Policy 806 (Emergency Management)

Policy  
adopted: 01/22/08  
amended: 02/21/12  
revised: 02/23/15  
revised: 12/16/19  
revised: 01/08/24  
[rev\\_\\_\\_: \\_\\_\\_/\\_\\_\\_/25](#)

INDEPENDENT SCHOOL DISTRICT NO. 273  
Edina, Minnesota

VIII. Leadership and Committee Updates

IX. Superintendent Updates

X. Adjournment

XI. Information

XI.A. Investment Summary - June 2025



**Board Meeting Date:** 7/14/2025

**Title:** Investment Summary – June 2025

**Type:** Information

**Presenter(s):** Mert Woodard - Director, Finance & Operations

**Description:** The attached report provides detailed information regarding cash and investments belonging to the District as of June 30, 2025.

**Recommendation:** N/A

**Desired Outcomes from the Board:** This information is provided for the benefit of the Board of Education and its stakeholders.

**Attachments:**

1. Investment Summary – June 2025

# Investment Summary

FOR THE MONTH ENDED JUNE 30, 2025

**General Operating Funds:**

Type of Investment	Investment Description	Purchase Date	Maturity Date	Investment Market Value	Investment Yield
MSDLAF+ Liquid	Money Market	N/A	NOW	\$ 22,271,371	4.15%
MSDLAF+ Max	Money Market	N/A	NOW	588,045	4.24%
MSDLAF CD Program	Fieldpoint Private Bank & Trust, CT	1/23/2024	1/22/2026	249,052	5.10%
PMA/MN Trust	Money Market	6/30/2025	NOW	18,329,627	4.20%
Term Series Flex	MNTrust Term Series-Flex (VNB), IL	6/30/2025	NOW	4,496,735	4.27%
SDA Account	NexBank, TX	6/30/2025	NOW	2,180,218	4.27%
Certificate of Deposit	CONNEXUS CREDIT UNION, 20825WCN8	8/25/2023	8/25/2025	248,365	5.26%
Certificate of Deposit	CALIFORNIA CREDIT UNION, 130162AY6	8/28/2023	8/28/2025	243,392	5.31%
US Treasury Bonds & Notes	MNTrust TERM SERIES II	5/29/2025	9/24/2025	2,000,000	4.27%
Certificate of Deposit	Bank of Crockett, TN	11/1/2023	11/3/2025	226,100	5.24%
Certificate of Deposit	Schertz Bank & Trust, TX	11/7/2023	11/10/2025	226,450	5.14%
Certificate of Deposit	BANK OF AMERICA NA, 06051V4R4	11/8/2023	11/10/2025	243,915	5.26%
Certificate of Deposit	FIRST PREMIER BANK, 33610RUW1	11/10/2023	11/10/2025	243,687	5.16%
US Treasury Bonds & Notes	MN TRUST TERM SERIES	5/17/2024	11/18/2025	5,000,000	4.92%
Certificate of Deposit	Solera National Bank, CO	1/28/2025	1/26/2026	239,900	4.13%
Certificate of Deposit	Western Alliance Bank, CA	1/28/2025	1/26/2026	239,900	4.18%
Certificate of Deposit	Oakwood Bank, WI	1/28/2025	1/26/2026	240,100	4.12%
Certificate of Deposit	NexBank, TX	1/28/2025	1/26/2026	240,000	4.14%
US Treasury Bonds & Notes	MNTrust TERM SERIES	1/30/2025	1/26/2026	1,500,000	4.10%
US Treasury Bonds & Notes	US TREASURY N/B, 91282CGR6	3/19/2024	3/15/2026	1,251,396	4.57%
Certificate of Deposit	Consumers Credit Union, IL	3/19/2025	3/18/2026	239,900	4.18%
Certificate of Deposit	T Bank, National Association, TX	3/19/2025	3/18/2026	240,000	4.11%
US Treasury Bonds & Notes	MNTrust TERM SERIES II	5/29/2025	6/24/2026	3,000,000	4.23%
Certificate of Deposit	ServisFirst Bank, FL	8/22/2024	7/27/2026	230,700	4.32%
Certificate of Deposit	First Capital Bank, SC	8/22/2024	7/27/2026	232,000	3.99%
Certificate of Deposit	Customers Bank, NY	8/22/2024	7/27/2026	231,800	3.99%
Certificate of Deposit	First Internet Bank of Indiana, IN	8/22/2024	7/27/2026	229,800	4.47%
Certificate of Deposit	Financial Federal Bank, TN	8/22/2024	7/27/2026	231,000	4.25%
Certificate of Deposit	American Plus Bank, N.A., CA	8/22/2024	7/27/2026	232,400	3.90%
Certificate of Deposit	GBank, NV	3/19/2025	9/14/2026	235,800	4.01%
Certificate of Deposit	Prime Alliance Bank, UT	3/19/2025	9/14/2026	235,900	3.97%
Certificate of Deposit	First National Bank, AR	11/1/2023	11/2/2026	217,600	4.94%
Certificate of Deposit	NUMERICA CREDIT UNION, 67054NBN2	11/10/2023	11/10/2026	253,057	5.41%
US Treasury Bonds & Notes	STRIPS, 912833PB0	11/13/2024	11/15/2026	2,581,171	4.22%
Certificate of Deposit	OPTUM BANK INC, 68405VBK4	11/15/2023	11/16/2026	246,528	4.96%
US Treasury Bonds & Notes	US TREASURY N/B, 91282CJT9	1/29/2025	1/15/2027	3,006,029	4.07%
Certificate of Deposit	Freedom Northwest Credit Union, ID	1/28/2025	1/25/2027	230,900	4.10%
Certificate of Deposit	Bank Hapoalim B.M., NY	1/28/2025	1/25/2027	231,100	4.09%
US Treasury Bonds & Notes	MNTrust TERM SERIES	3/21/2025	1/25/2027	1,500,000	3.93%
Certificate of Deposit	First Bank of Ohio, OH	4/30/2025	1/25/2027	234,400	3.74%
Certificate of Deposit	Truxton Trust Company, TN	4/30/2025	1/25/2027	234,500	3.71%
Certificate of Deposit	American Commercial Bank & Trust, National Association, IL	4/30/2025	1/25/2027	234,700	3.70%
US Treasury Bonds & Notes	MNTrust TERM SERIES	5/6/2025	1/25/2027	2,000,000	3.68%
Certificate of Deposit	COMMUNITY WEST BANK, 20415WBT2	5/7/2025	2/8/2027	248,662	3.75%
Certificate of Deposit	Luana Savings Bank, IA	5/29/2025	6/1/2027	231,700	3.90%
Certificate of Deposit	UBS BANK USA, 90355GWT9	6/4/2025	6/4/2027	249,580	3.95%
Certificate of Deposit	TOYOTA FINANCIAL SGS BK, 89235MSM4	6/5/2025	6/7/2027	244,760	4.01%
US Treasury Bonds & Notes	STRIPS, 912833QB9	11/13/2024	11/15/2027	2,593,054	4.23%
<b>Total General Operating Funds:</b>				<b>\$ 80,135,294</b>	

**2021B General Obligation School Building Bonds:**

Type of Investment	Investment Description	Purchase Date	Maturity Date	Investment Market Value	Investment Yield
PMA/MN Trust	Money Market	N/A	NOW	\$ 2,702	4.20%
PMA/MN Trust	Money Market	N/A	NOW	956,963	2.26%
<b>Total 2021B General Obligation School Building Bonds:</b>				<b>\$ 959,665</b>	

**2024A General Obligation Capital Notes & Facilities Maintenance Bonds:**

<b>Type of Investment</b>	<b>Investment Description</b>	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Investment Market Value</b>	<b>Investment Yield</b>
PMA/MN Trust	Prime Security Bank	11/30/2024	NOW	\$ 671,324	4.20%
PMA/MN Trust	Money Market	11/6/2024	NOW	6,152,078	4.17%
<b>Total 2023A GO Capital Notes &amp; FM Bonds:</b>				<b>\$ 6,823,402</b>	
<b>Total Portfolio Value:</b>				<b>\$ 87,918,361</b>	