



Excellence. For each and every student.

**BOARD OF EDUCATION**  
Regular Meeting - August 12, 2019 - 7:00 PM  
Wayzata City Hall, 600 Rice Street, Wayzata

## **AGENDA**

1. **CALL TO ORDER/ROLL CALL** 3
2. **APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS** 4  
Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed as a Consent Agenda item and addressed. Consent Agenda items are as follows:
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  - B. Finance and Business Services 8
    1. Monthly Reports 8
    2. PCard Authorizations 24
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3. **REPORTS FROM ORGANIZATIONS**
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7. **OTHER BOARD ACTION**
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9. **AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD** 99  
This section of the agenda provides an opportunity for those who have called and placed their names on the list and for members of the audience to address the School Board.





**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Call to Order

**ITEM:** Roll Call Attendance

**COMMENTS BY:** Sarah Johansen, Board Chair

|                            | <b>PRESENT</b> | <b>ABSENT</b> |
|----------------------------|----------------|---------------|
| Erik Brown                 | _____          | _____         |
| Linda Cohen                | _____          | _____         |
| Andrea Cuene               | _____          | _____         |
| Bonita Lucky               | _____          | _____         |
| Cheryl Polzin              | _____          | _____         |
| Chris McCullough           | _____          | _____         |
| Sarah Johansen             | _____          | _____         |
| Chace Anderson, ex-officio | _____          | _____         |



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Approval of Agenda and Consent Agenda Items

**COMMENTS BY:** Sarah Johansen, Board Chair

Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event, the item will be removed as a Consent Agenda item and addressed. Consent Agenda items are as follows:

- A. Approval of Minutes
- B. Finance and Business Recommendations
  - 1. Monthly Reports
  - 2. PCard Approval
- C. Human Resource Recommendations
  - 1. Monthly Recommendations
- D. Waive Statutory Weekly Pledge Requirements
- E. Designate Official Newspaper, Radio Station, and Bulletin Board
- F. Designate Identified Official with Authority (IOwA) for MDE
- G. MSHSL Resolution
- H. Professional Memberships

**Recommended Action:** Approve the full agenda as presented, and the consent agenda items.

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – July 8, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Approval of Board Minutes

**COMMENTS BY:** Chris McCullough, Board Clerk

Approve the minutes of the following meetings:

- July 8, 2019 Regular Meeting

**Recommended Action:** Approve the minutes of the Board meetings.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



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## **Minutes of Regular Meeting**

A Regular Meeting of the Board of Education of Wayzata Public Schools was held Monday, July 8, 2019, beginning at 7:00 PM in the Wayzata City Hall, 600 Rice Street, Wayzata.

### **1. CALL TO ORDER/ROLL CALL**

*Board Chair Sarah Johansen called the meeting to order, and Board Treasurer Cheryl Polzin called the roll. Present were Board members Sarah Johansen, Cheryl Polzin, Andrea Cuene, Linda Cohen, Bonita Lucky, and ex-officio Superintendent Chace B. Anderson. Absent were Board Clerk Chris McCullough, and Board Director Erik Brown.*

### **2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

*Linda Cohen motioned to approve the agenda and consent agenda; Bonita Lucky seconded the motion and it carried unanimously via a roll call vote.*

- A. Approval of Minutes
- B. Finance and Business Services
  - 1. Monthly Reports
  - 2. PCard Approval
- C. Human Resource Services
  - 1. Monthly Recommendations

### **3. REPORTS FROM ORGANIZATIONS**

- A. Hazel Reinhardt  
*Provided enrollment predictions for the District, including short- and long-term estimates for the District as a whole and individual schools based on current boundary lines.*

### **4. RECOGNITIONS**

- A. June Employee of the Month - will be honored in September

### **5. STUDENT CURRICULUM PRESENTATION**

- A. North Woods Elementary School - Jenny Berg and Ashley Paul  
*Provided an update on North Woods Elementary School, which will open in Fall of 2019.*

### **6. ADMINISTRATIVE REPORTS AND RECOMMENDATIONS**

- A. Superintendent
  - 1. Approve Strategic Roadmap  
*Superintendent Chace B. Anderson presented the updated strategic roadmap, which underwent review by the Board and Superintendent. Andrea Cuene motioned to approve the edits to the roadmap, and Linda Cohen seconded the motion. It carried unanimously.*
- B. Teaching and Learning
- C. Finance and Business Services  
*Executive Director of Business and Finance, Jim Westrum, presented the following items to the Board:*
  - 1. Monthly Financial Reports  
*No Board action required.*
  - 2. 2020-2029 Ten Year Long-Term Facilities Maintenance Capital Expenditure Plan  
*Linda Cohen motioned to approve the long-term facilities maintenance plan, and Bonita Lucky seconded the motion. It carried unanimously via a roll call vote.*
  - 3. Intermediate District 287 – Long-Term Facilities Maintenance Revenue Plan FY 2021-2030  
*Andrea Cuene motioned to approve the long-term facilities maintenance plan for District 287, affirming Wayzata Public Schools portion, and Linda Cohen seconded the motion. It carried unanimously via a roll call vote.*
  - 4. Scholarship Trust Fund  
*Cheryl Polzin moved to adopt the resolution to move the scholarship trust fund to the general fund. Linda Cohen seconded the motion and it carried unanimously via a roll call vote.*

5. Call for Election

*Cheryl Polzin moved to adopt the resolution to call for the School District General Election. Andrea Cuene seconded the motion and it carried unanimously via a roll call vote.*

D. Human Resource Services

*Executive Director of Human Resource Services, Stacie Vos, presented the following:*

1. Supplemental Salaries for 2019-2020

*Andrea Cuene moved to adopt the 2019-2020 Supplemental Salaries as presented to the Board. Bonita Lucky seconded the motion and it carried unanimously via a roll call vote.*

**7. OTHER BOARD ACTION**

**8. BOARD REPORTS**

A. Reminder: School Board Candidate Informational Sessions & Candidate Filing Period July 30-August 13.

**9. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD**

*No citizens wished to address the Board.*

**10. ADJOURN**

*Linda Cohen moved to adjourn the meeting; Andrea Cuene seconded the motion and it carried unanimously. The meeting adjourned at 8:17 pm.*



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

**Finance and Business Recommendations**

These routine items are presented for Board of Education review and approval through a single consent motion.

**Monthly Bills**

The attached lists itemize claims for which the Board of Education is requested to authorize payment.

|  |              |
|--|--------------|
| General Checking Account for July 2019 | \$9,108,286  |
| Wire Transfer, EFT & ACH for June 2019 | \$26,799,022 |

**Acknowledgement of Contributions**

Minn. Stat. 465.03 - GIFTS TO MUNICIPALITIES.

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

The Board of Education is requested to accept the attached list of donations received in July 2019.

|                   |         |
|-------------------|---------|
| Cash Donations    | \$9,206 |
| In-Kind Donations | \$3,634 |

**Recommended Action:** Approve the checking account and wire transfer payments and accept with appreciation the donations, listed on the following page, which are in compliance with current district policy and guidelines.

**Motion by:** \_\_\_\_\_ **ROLL CALL** **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

| WAYZATA PUBLIC SCHOOLS             |                                     |  |           |            |
|------------------------------------|-------------------------------------|--|-----------|------------|
| MONTHLY CHECK DISBURSEMENT SUMMARY |                                     |  |           |            |
| JULY 2019                          |                                     |  |           |            |
| CHECK                              | VENDOR                              | DESCRIPTION  | DATE      | AMOUNT     |
| 708147                             | INNOVATIVE OFFICE SOLUTIONS         | ELEM FURN SOFT SEATING-SH                            | 7/19/2019 | 665,426.30 |
| 2208                               | APPLE FINANCIAL SERVICES            | Apple Computer Equipment                             | 7/2/2019  | 613,662.83 |
| 2356                               | MN DEPT OF EDUCATION                | DESEG TRANSPORTATION AID                             | 7/11/2019 | 572,501.13 |
| 2488                               | EBERT CONSTRUCTION                  | EMS - 06A Carpentry                                  | 7/23/2019 | 485,939.25 |
| 2429                               | MAIN LINE TRANSPORTATION INC (MTI)  | sped 5/1 - 5/31/19                                   | 7/16/2019 | 479,898.87 |
| 2207                               | APPLE FINANCIAL SERVICES            | COMPUTER EQUIPMENT SCHEDULE NO. 6 MASTER LEASE       | 7/2/2019  | 386,464.35 |
| 2330                               | FIELDTURF USA INC                   | CMS - New Dome and Field Turf                        | 7/11/2019 | 385,207.45 |
| 2729                               | OLD NATIONAL BANK                   | TURF LEASE   | 7/30/2019 | 225,119.99 |
| 2375                               | WOLD ARCHITECTS AND ENGINEERS       | CMS C-WING REMODEL                                   | 7/11/2019 | 192,471.77 |
| 2508                               | PHASOR ELECTRIC CO                  | EMS - 26A Electrical                                 | 7/23/2019 | 178,600.00 |
| 2525                               | WOODSIDE INDUSTRIES, INC.           | 9th - 12C Plastic Laminate Casework                  | 7/23/2019 | 168,231.66 |
| 2480                               | AUTUMN RIDGE LANDSCAPING INC        | 9th - 32F Irrigation and Landscape                   | 7/23/2019 | 167,200.00 |
| 2163                               | CITY OF PLYMOUTH                    | 2ND HALF SCHOOL RESOURCE OFFICERS                    | 7/2/2019  | 156,972.24 |
| 2733                               | EBERT CONSTRUCTION                  | 9th - 32B Site Concrete                              | 7/31/2019 | 135,440.10 |
| 2491                               | GENERAL SHEET METAL                 | GW - 23A Mechanical                                  | 7/23/2019 | 134,733.69 |
| 2376                               | XCEL ENERGY                         | ENERGY USAGE ACCT #51-4942184-1                      | 7/11/2019 | 134,073.23 |
| 2144                               | SKYWARD INC                         | CRYSTAL RENEWAL                                      | 7/2/2019  | 127,806.00 |
| 2500                               | MCDOWALL COMPANY                    | 9th - 23A HVAC                                       | 7/23/2019 | 125,929.42 |
| 2548                               | CTR FOR THE COLLABORATIVE CLASSROOM | CCC IDR LIBRARIES GR K-1                             | 7/23/2019 | 113,578.20 |
| 2518                               | THELEN HEATING AND ROOFING INC      | EMS - 23B Combined Mechanical                        | 7/23/2019 | 101,270.00 |
| 2149                               | US BANCORP GVNMT LEASING&FINANCE    | web filter   | 7/2/2019  | 99,615.90  |
| 2479                               | A J MOORE ELECTRIC INC              | 9th - 26A Electrical                                 | 7/23/2019 | 96,776.50  |
| 2308                               | ABSOLUTE COMMERCIAL FLOORING INC    | WHS - 1ST FLOOR FLOORING PROJECT                     | 7/11/2019 | 94,999.05  |
| 2713                               | NOW MICRO                           | Laptops for B & G                                    | 7/30/2019 | 94,464.50  |
| 2422                               | LANDSCAPE STRUCTURES INC            | NW PLAYGROUND  | 7/16/2019 | 92,769.08  |
| 2517                               | TEKTON CONSTRUCTION CO              | 9th - 06A Carpentry                                  | 7/23/2019 | 91,505.33  |
| 2119                               | GROUP TRAVEL PLANNERS               | WHS Band Tour  | 7/2/2019  | 90,160.00  |
| 2546                               | CDW GOVERNMENT LLC                  | Microsoft Licenses                                   | 7/23/2019 | 89,680.97  |
| 2417                               | INTEREUM                            | ELEM FURN STOOLS-SOFT STG-SH                         | 7/16/2019 | 85,131.51  |
| 2736                               | ISD #279-OSSEO SCHOOLS              | JANUARY - JUNE PERKINS & RESERVE                     | 7/31/2019 | 85,091.29  |
| 2121                               | ILLUMINATE EDUCATION INC            | ANNUAL RENEWAL                                       | 7/2/2019  | 71,040.00  |
| 2495                               | HOLLENBACK & NELSON INC             | EMS -03A Carpentry & Masonry                         | 7/23/2019 | 64,695.00  |
| 2568                               | FRONTLINE TECHNOLOGIES GROUP LLC    | PROF LEARN MGMT, EMP EAL, AESOP                      | 7/23/2019 | 56,529.55  |
| 2136                               | NORTHWEST EVALUATION ASSOCIATION    | MAP tests  | 7/2/2019  | 56,250.00  |
| 2506                               | NORTHWEST ASPHALT INC               | 9th - 32A Asphalt Paving                             | 7/23/2019 | 54,175.27  |
| 2584                               | INSTRUCTURE INC                     | SUBSCRIPTION, ADD'L TICKETING SYSTEM LICENSE         | 7/23/2019 | 53,500.00  |
| 2487                               | CUSTOM DRYWALL, INC                 | EMS - 09A Drywall and Framing                        | 7/23/2019 | 52,402.00  |
| 2504                               | MURPHY WINDOW AND DOOR              | 9th - 08F Curtain Wall, Storefront and Window System | 7/23/2019 | 44,524.05  |
| 2520                               | TOTAL FIRE PROTECTION INC           | CMS - 21A Fire Suppression                           | 7/23/2019 | 43,618.25  |
| 708090                             | STAPLES BUSINESS ADVANTAGE          | Kindergarten supplies                                | 7/8/2019  | 43,021.32  |
| 708134                             | K12 INSIGHT                         | SUBSCRIPTION 19/20                                   | 7/15/2019 | 42,000.00  |
| 2484                               | CAULKERS COMPANY INC, THE           | 9th - 07K Joint Sealants                             | 7/23/2019 | 41,420.00  |
| 2123                               | ISCORP                              | SERVICE BUREAU SUBSCRIPTION FEE-STUDENT              | 7/2/2019  | 40,000.08  |
| 2478                               | ABSOLUTE COMMERCIAL FLOORING INC    | 9th - 09D - Flooring                                 | 7/23/2019 | 39,695.91  |
| 2673                               | APPLE AUTO                          | 2019 FORD TRANSIT VAN                                | 7/30/2019 | 36,828.42  |
| 2337                               | INTERMEDIATE DIST 287               | BEHIND THE WHEEL INSTRUCTION                         | 7/11/2019 | 36,217.43  |
| 2113                               | ACTIVE INTERNET TECHNOLOGIES LLC    | ANNUAL AGREEMENT                                     | 7/2/2019  | 34,750.00  |
| 2522                               | TWIN CITY ACOUSTICS INC             | EMS - 09C Ceiling and Acoustical Treatment           | 7/23/2019 | 33,392.50  |
| 2735                               | ISD #272-EDEN PRAIRIE SCHOOLS       | PERKINS FINAL  | 7/31/2019 | 33,106.87  |
| 2496                               | INNOVATIVE BUILDING CONCEPTS LLC    | 9th - 07F Metal Panels                               | 7/23/2019 | 32,842.69  |
| 2166                               | DLF MASONRY RESTORATION             | GL - MEDIA CENTER THROUGH WALL FLASHING              | 7/2/2019  | 31,000.00  |
| 2128                               | MASS MUTUAL FINANCIAL GROUP         | Initial Premium Group #APM-241537                    | 7/2/2019  | 30,816.95  |
| 2182                               | LIFETOUCH NSS                       | GRAD GOWNS, DIPLOMAS, COVERS                         | 7/2/2019  | 30,813.20  |
| 2603                               | MASS MUTUAL FINANCIAL GROUP         | PREMIUM GROUP #APM-241537                            | 7/23/2019 | 30,469.20  |
| 2148                               | TITANIUM PARTNERS LLC               | rent for WELS  | 7/2/2019  | 30,315.94  |
| 2737                               | ISD #283-ST LOUIS PARK SCHOOLS      | PERKINS EXPENSES, RESERVE AND REALLOCATION           | 7/31/2019 | 29,959.73  |

|        |                                       |  |           |           |
|--------|---------------------------------------|--|-----------|-----------|
| 2310   | AIR SYSTEMS ENGINEERING INC           | 9th - Test & Balance                                   | 7/11/2019 | 29,500.00 |
| 2657   | WORKS COMPUTING/PARAGON DEVEL SYSTEMS | VMWare Support   | 7/23/2019 | 27,599.00 |
| 2620   | NOW MICRO                             | Laptops for B & G                                      | 7/23/2019 | 26,681.50 |
| 2524   | WHEELER HARDWARE CO                   | 9th - 08A Doors, Frames, and Hardware                  | 7/23/2019 | 25,015.15 |
| 2463   | ANCOM COMMUNICATIONS                  | NW - Fire alarm system                                 | 7/17/2019 | 24,762.00 |
| 2490   | FEHN COMPANIES INC                    | 9th - 31A Site Clearing, Earthwork, and Site Utilities | 7/23/2019 | 24,137.54 |
| 2489   | ENVIRONMENTAL PLANT SERVICES INC      | EMS - Asbestos abatement                               | 7/23/2019 | 23,997.00 |
| 2512   | SPARTAN STEEL ERECTORS INC            | EMS - 05B Structural Steel                             | 7/23/2019 | 22,800.00 |
| 2499   | MAERTENS-BRENNY CONSTRUCTION          | CMS - 03A Concrete and Masonry                         | 7/23/2019 | 22,467.50 |
| 708170 | TIERNEY BROTHERS, INC.                | Smart Notebook Renewal                                 | 7/19/2019 | 21,960.00 |
| 2476   | THE TUBA EXCHANGE                     | WPS BAND INSTRUMENTS                                   | 7/17/2019 | 21,900.00 |
| 2468   | GUIDEK K12                            | GUIDE K 12 INVOICE 2019-20                             | 7/17/2019 | 21,506.40 |
| 2366   | RUPP, ANDERSON, SQUIRES, PA           | LEGAL SERVICES   | 7/11/2019 | 20,530.06 |
| 2169   | FINISHING TOUCH PLUS                  | KL - Flooring project                                  | 7/2/2019  | 20,160.00 |
| 2717   | SERIGRAPHICS SIGN SYSTEMS, INC        | NW SIGNAGE   | 7/30/2019 | 19,821.00 |
| 2408   | HILDI INC                             | WORK PERFORMED THRU 6/30                               | 7/16/2019 | 19,710.00 |
| 2590   | K12 TRANSPORTATION MANAGEMENT SVCS    | TRANSPORTATION   | 7/23/2019 | 19,631.73 |
| 2325   | CITY OF PLYMOUTH                      | 19000 STATE HWY 55                                     | 7/11/2019 | 19,487.72 |
| 2643   | THE MATH LEARNING CTR                 | 2019 CARD DECK REPLACEMENTS                            | 7/23/2019 | 19,190.45 |
| 2446   | SFM MUTUAL INSURANCE CO               | june 2019 billing period                               | 7/16/2019 | 19,100.46 |
| 2145   | SPED FORMS INC                        | SPED - SUPPLIES  | 7/2/2019  | 19,014.34 |
| 2237   | WEST INTERACTIVE SERVICES CORP        | RENEWAL SCHOOL MESSENGER 12 MO                         | 7/9/2019  | 18,603.00 |
| 2664   | MADISON NATIONAL LIFE INS CO          | Ins. Tracking Billing                                  | 7/26/2019 | 17,386.79 |
| 708106 | HILLYARD INC MINNEAPOLIS              | GL - CUSTODIAL SUPPLIES                                | 7/15/2019 | 17,066.49 |
| 2497   | INSTITUTE FOR ENVIRONMENTAL ASSE      | 2019 CMS RENOVATION JUNE 2019                          | 7/23/2019 | 15,963.93 |
| 2132   | MN SCHOOL BOARDS ASSN                 | ASSOC DUES & POLICY SERVICES RENEWAL 19/20             | 7/2/2019  | 15,645.00 |
| 2117   | CRISISGO INC                          | Renewal 7/1/19 - 6/30/20                               | 7/2/2019  | 15,140.00 |
| 2523   | WENZEL-PLYMOUTH PLUMBING LLC          | 9th - 22A Plumbing                                     | 7/23/2019 | 14,886.50 |
| 2640   | TEACHERS' CURRICULUM INSTITUTE        | HISTORY ALIVE & GEO. ALIVE LICENSE RENEWALS            | 7/23/2019 | 14,864.00 |
| 2188   | MN ROADWAYS COMPANY                   | SH - Asphalt work                                      | 7/2/2019  | 14,450.50 |
| 2516   | SWANSON & YOUNGDALE, INC.             | 9th - 09K Wall Covering and Painting                   | 7/23/2019 | 14,250.00 |
| 2483   | CARCIOFINI COMPANY INC                | 9th - 07A1 Traffic topping                             | 7/23/2019 | 14,112.25 |
| 2387   | ATMOSPHERE COMMERCIAL INTERIORS LLC   | ELEM FURN 5TH SOFT SEATING-KL                          | 7/16/2019 | 13,714.76 |
| 2724   | TURNITIN LLC                          | CAMPUS FEE   | 7/30/2019 | 13,095.00 |
| 2138   | PCS REVENUE CONTROL SYSTEMS, INC      | Food Service Software                                  | 7/2/2019  | 13,080.00 |
| 2624   | OPG-3 INC                             | LASER FICHE SUBSCRIPTION                               | 7/23/2019 | 12,615.00 |
| 708080 | MCGRAW HILL SCH ED HOLDINGS LLC       | CIVICS & ECONOMICS 2YR LICENSE RENEWAL                 | 7/8/2019  | 12,444.00 |
| 2312   | AMIOT SCHOLASTIC RECOGNITION INC.     | GRADUATION -STUDENT STOLES                             | 7/11/2019 | 12,420.00 |
| 2186   | MCKINSTRY ESSENTION LLC               | CMS - Commissioning Project                            | 7/2/2019  | 12,200.00 |
| 2537   | ASSN OF METROPOLITAN SCH DISTRICTS    | DUES   | 7/23/2019 | 11,925.00 |
| 2122   | IOCP                                  | comm ed rent   | 7/2/2019  | 11,613.32 |
| 2695   | IOCP                                  | comm ed rent   | 7/30/2019 | 11,613.32 |
| 2365   | REINHARDT, HAZEL                      | PROF SERVICES  | 7/11/2019 | 11,600.00 |
| 2458   | WASTE MANAGEMENT                      | JUNE DUMPSTERS   | 7/16/2019 | 11,084.29 |
| 2143   | SEESAW                                | ANNUAL LICENSE   | 7/2/2019  | 10,957.50 |
| 2723   | THE MATH LEARNING CTR                 | NW BRIDGES INTERVENTION                                | 7/30/2019 | 10,570.53 |
| 2501   | MCKINSTRY ESSENTION LLC               | EMS - Commissioning Project                            | 7/23/2019 | 10,300.00 |
| 2315   | BREDEMUS HARDWARE CO INC              | OW DOOR PARTS & INSTALLATION                           | 7/11/2019 | 10,280.00 |
| 2641   | TEXTBOOK WAREHOUSE                    | AP PHYSICS C   | 7/23/2019 | 9,661.55  |
| 2381   | 1ST CHOICE PEDIATRIC HOME CARE        | MA Nursing   | 7/16/2019 | 9,444.00  |
| 708179 | MCGRAW HILL SCH ED HOLDINGS LLC       | NW SPOTLIGHT ON MUSIC TEACHER RESOURCES                | 7/26/2019 | 9,414.26  |
| 708085 | RETROFIT COMPANIES INC                | MAIN SOLUTIONS, SUPPLIES, FEES                         | 7/8/2019  | 9,089.01  |
| 2168   | FAIRVIEW                              | SPRING 2019  | 7/2/2019  | 8,400.00  |
| 2165   | DAVE'S SPORT SHOP                     | B HOCKEY UNIFORMS                                      | 7/2/2019  | 8,100.00  |
| 2326   | COLLABORATIVE STUDENT TRANSP OF MN    | TRANSPORTATION   | 7/11/2019 | 8,051.58  |
| 2514   | SUMMIT COMPANIES                      | EMS - 21A Fire Suppression                             | 7/23/2019 | 8,039.85  |
| 2715   | PROMOWEAR                             | 1500 CUSTOMIZED WHITE 16 OZ BOTTLE 2-COLORS            | 7/30/2019 | 7,650.00  |
| 2206   | ZMD ENGINEERED SOLUTIONS LLC          | GW WALL  | 7/2/2019  | 7,640.81  |
| 2197   | UNITED STATES TREASURY                | Quarterly Federal Excise Tax Return                    | 7/2/2019  | 7,631.27  |
| 2494   | HENKEMEYER COATINGS INC               | 9th - 07A Waterproofing & Weather Barrier              | 7/23/2019 | 7,099.73  |
| 2475   | TELVENT DTN LLC                       | DIST WEATHER SERVICE ANNUAL                            | 7/17/2019 | 7,098.00  |

|        |   |   |           |          |
|--------|---|---|-----------|----------|
| 708127 | WRIGHT-HENNEPIN COOP ELECTRIC ASSN      | Usage 6/1/19 - 7/1/19                     | 7/15/2019 | 7,071.16 |
| 2173   | GARVEY COMMUNICATIONS                   | DAB COMM CONSULTANT SERVICES              | 7/2/2019  | 6,900.00 |
| 2672   | AMAZON CAPITAL SERVICES INC             | NW TECHNOLOGY SUPPLIES                    | 7/30/2019 | 6,893.54 |
| 2320   | CENTER FOR ACADEMIC EXCELLENCE          | MN STEM,SPELLING & VOCAB CAMP             | 7/11/2019 | 6,660.00 |
| 2161   | CENTER FOR ACADEMIC EXCELLENCE          | WORKSHOPS JUNE 17-20                      | 7/2/2019  | 6,591.00 |
| 2705   | MATH-BY-MAIL, LLC                       | 83 STUDENTS @\$75.00                      | 7/30/2019 | 6,225.00 |
| 2390   | CENTER FOR ACADEMIC EXCELLENCE          | JUNE - JULY 10 CLASSES                    | 7/16/2019 | 6,213.70 |
| 2722   | TEACHING STRATEGIES LLC                 | FY20 FUNDS - TEACHING STRATEGIES_Renewal  | 7/30/2019 | 6,186.75 |
| 2507   | O'KEEFE LLC                             | EMS - 12C Plastic Laminate Casework       | 7/23/2019 | 6,175.00 |
| 2153   | ATMOSPHERE COMMERCIAL INTERIORS LLC     | ELEM FURN 5TH SOFT SEATING-SH             | 7/2/2019  | 6,132.03 |
| 2137   | NUTRISLICE INC                          | Digital Signage -CMS                      | 7/2/2019  | 6,108.20 |
| 2229   | MN ASSN OF SECONDARY SCH PRINCIPALS     | DISCIPLINE WKSHP                          | 7/9/2019  | 6,080.00 |
| 2223   | JUNIOR ACHIEVEMENT OF THE UPPER MIDWEST | JA BIZ TOWN 334 STUDENTS 8/13 & 8/14/19   | 7/9/2019  | 6,012.00 |
| 2419   | KAMIDA                                  | PC - CONCRETE REPAIRS                     | 7/16/2019 | 6,000.00 |
| 2370   | TRANSPORTATION PLUS INC                 | TRANSPORTATION                            | 7/11/2019 | 5,931.00 |
| 2327   | CONTEMPORARY IMAGES INC                 | DISTRICT COMMUNICATIONS                   | 7/11/2019 | 5,800.75 |
| 708118 | RELATE COUNSELING CTR                   | JUNE WHS                                  | 7/15/2019 | 5,761.25 |
| 2233   | MPS                                     | AP GOV                                    | 7/9/2019  | 5,678.34 |
| 708079 | LOFFLER COMPANIES INC                   | WPS COPIER FLEET MAINTENANCE              | 7/8/2019  | 5,521.22 |
| 708153 | XEROX CORPORATION                       | MR D110 COPIER LEASE & MAINTENANCE        | 7/19/2019 | 5,516.92 |
| 2731   | SCHOOL SERVICE EMPLOYEES                | Payroll accrual                           | 7/31/2019 | 5,475.21 |
| 2694   | INTEREUM                                | WHS LAMINATE & UPHOLSTER REPAIR           | 7/30/2019 | 5,424.71 |
| 2681   | CENTER FOR ACADEMIC EXCELLENCE          | MN STEM CAMP II & SPELLING & VOC CAMP II  | 7/30/2019 | 5,400.00 |
| 2172   | FIRST STUDENT, INC                      | WHS MPLS FED RESERVE                      | 7/2/2019  | 5,340.04 |
| 2380   | SCHOOL SERVICE EMPLOYEES                | Payroll accrual                           | 7/15/2019 | 5,175.56 |
| 708143 | WENGER                                  | NW MOBILE RISERS & STANDS                 | 7/15/2019 | 5,118.00 |
| 2470   | MN STATE UNIVERSITY MANKATO             | ID# 14492312                              | 7/17/2019 | 5,000.00 |
| 2526   | YEADON FABRIC DOMES LLC                 | dome down                                 | 7/23/2019 | 5,000.00 |
| 2545   | CARLSTROM, RICHARD                      | JULY SERVICES HOUSING ENROLLMENT ANALYSIS | 7/23/2019 | 5,000.00 |
| 2663   | LIFE INSURANCE CO OF NORTH AMERICA      | Ins. Tracking Billing                     | 7/26/2019 | 4,984.09 |
| 708115 | MOTG (MN OFFICE TECHNOLOGY GRP)         | QUARTERLY PRINTING & MAINT                | 7/15/2019 | 4,933.35 |
| 2386   | ART SPARK LLC                           | jUNE ART CLASSES PC                       | 7/16/2019 | 4,896.00 |
| 2184   | MMKR & CO, PA                           | FY 19 AUDIT SERVICES                      | 7/2/2019  | 4,800.00 |
| 2178   | KAMIDA                                  | WHS Concrete Replacement - Front Entrance | 7/2/2019  | 4,600.00 |
| 2368   | SMARTFIX LLC                            | IPAD REPAIRS                              | 7/11/2019 | 4,540.50 |
| 708138 | PROQUEST LLC                            | Culture Grams Renewal                     | 7/15/2019 | 4,521.70 |
| 2702   | LARSON CO, J. H.                        | WHS-LIGHTS                                | 7/30/2019 | 4,470.30 |
| 2547   | CENTER FOR ACADEMIC EXCELLENCE          | PROF SERVICE                              | 7/23/2019 | 4,436.25 |
| 2511   | SW METRO INTERMEDIATE DISTRICT 288      | C & T TUITION JAN- JUNE                   | 7/23/2019 | 4,424.56 |
| 2355   | MN CLAY USA - MIDWEST                   | BOWEN CLAY OPEN PO                        | 7/11/2019 | 4,417.72 |
| 708178 | HILLYARD INC MINNEAPOLIS                | BLOWER TRIDENT FD15 ELECTRIC              | 7/26/2019 | 4,364.33 |
| 2369   | SOUTHERN MN INSPECTION CO LLC           | CMS CEILING PROTECTION FOR AUDITORIUM     | 7/11/2019 | 4,298.27 |
| 2226   | MILLER 32ND AVE, LLC                    | Bus Driver lot JULY 2019                  | 7/9/2019  | 4,224.01 |
| 2734   | HANSON, JUDY                            | INS TRK ADJ                               | 7/31/2019 | 4,132.86 |
| 708112 | LOFFLER COMPANIES INC                   | WHS COPY CENTER MAINTENANCE               | 7/15/2019 | 4,130.20 |
| 2656   | WOLF RIDGE ENVIRONMENTAL                | 2019-20 INITIAL DEPOSIT                   | 7/23/2019 | 4,050.00 |
| 2712   | MUSIC CONNECTION, INC.                  | WPS BAND INSTRUMENTS                      | 7/30/2019 | 3,972.00 |
| 708109 | INNOVATIVE OFFICE SOLUTIONS             | WELS ECFE FOLD-N-LOCK STORAGE             | 7/15/2019 | 3,835.00 |
| 2739   | LIONSGATE ACADEMY                       | PERKINS FINAL                             | 7/31/2019 | 3,788.54 |
| 708076 | GOPHER SPORT                            | WEIGHTROOM EQUIPMENT                      | 7/8/2019  | 3,761.12 |
| 2314   | BLB CONSULTING LLC                      | MONTHLY CHARGE                            | 7/11/2019 | 3,720.00 |
| 2131   | MN ELEM SCH PRINCIPALS' ASSN            | Membership Renewal                        | 7/2/2019  | 3,716.00 |
| 2134   | MONSIDO INC                             | DAB WEB & ACCESSIBILITY COMPLIANCE        | 7/2/2019  | 3,675.00 |
| 2175   | HOUSE OF NOTE                           | VIOLIN REPAIRS                            | 7/2/2019  | 3,645.00 |
| 2152   | TRANSPORTATION PLUS INC                 | TRANSPORTATION                            | 7/2/2019  | 3,642.00 |
| 2535   | AMAZON CAPITAL SERVICES INC             | SHIFT BOOK-CREATIVE CONFIDENCE, QTY 30    | 7/23/2019 | 3,633.67 |
| 708125 | TRI-DIM FILTER CORP                     | WHS FILTERS                               | 7/15/2019 | 3,461.66 |
| 2628   | POSTMASTER                              | POSTAGE YOUTH & ADULT ENRICHMENT CATALOG  | 7/23/2019 | 3,406.55 |
| 2691   | HUDL                                    | A. FOOTBALL VIDEO                         | 7/30/2019 | 3,405.31 |
| 2176   | INGINA LLC                              | VARIOUS CLASSES                           | 7/2/2019  | 3,380.00 |
| 2360   | NORTHLAND MECHANICAL CONTRACTORS        | SERVICE & SUPPLIES ON 2 WATER HEATERS     | 7/11/2019 | 3,368.76 |

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| 2313   | AQUAVENTURE DIVE AND PHOTO CTR      | DISCOVER SCUBA                                   | 7/11/2019 | 3,360.00 |
| 2362   | PAMS LUNCHROOM LLC                  | CSF - CREDIT CARD FEES                           | 7/11/2019 | 3,257.08 |
| 2569   | FUN ENGINEERZ LLC                   | TECH MASTERS, SCIENCE GIRL CAMP                  | 7/23/2019 | 3,190.00 |
| 2116   | CITY OF WAYZATA                     | July 19-June 20 Fee for Wayzata Comm Rom & Equip | 7/2/2019  | 3,125.00 |
| 2217   | COMMUNITY PLAYTHINGS                | ECFE Community Playthings                        | 7/9/2019  | 3,120.00 |
| 708111 | KIDCREATE STUDIO                    | PROF SERVICE JUNE                                | 7/15/2019 | 3,076.00 |
| 2550   | COMPUTER EXPLORERS                  | PROF SERVICE                                     | 7/23/2019 | 2,982.00 |
| 708116 | PRO-TEC DESIGN                      | PRINTER RIBBON, PRINTS                           | 7/15/2019 | 2,873.48 |
| 2505   | NOKOMIS SHOE SHOP INC               | JUNE ACTIVITY                                    | 7/23/2019 | 2,704.05 |
| 2125   | KIDCREATE STUDIO                    | HB MR Sum 7/8 & 8/1                              | 7/2/2019  | 2,700.00 |
| 2509   | PIVOTAL HEALTH SOLUTIONS INC        | DEPOSIT ICE ARENA LOCKERS                        | 7/23/2019 | 2,687.00 |
| 708140 | STAPLES BUSINESS ADVANTAGE          | NEON DRY ERASE MARKERS                           | 7/15/2019 | 2,596.65 |
| 708129 | XEROX CORPORATION                   | ELS-OFFICE COPIER LEASE                          | 7/15/2019 | 2,570.72 |
| 708075 | FLINN SCIENTIFIC, INC.              | FARISS METERS, LIGHTERS ET CET.                  | 7/8/2019  | 2,568.59 |
| 2472   | MOBILE NINJA WARRIORS LLC           | BV OW PC MR SUMMER PROGRAMS                      | 7/17/2019 | 2,566.00 |
| 2745   | TRANSPORTATION PLUS INC             | TRANSPORTATION                                   | 7/31/2019 | 2,532.00 |
| 2333   | HIGH TOUCH HIGH TECH TWIN CITIES    | HOME BASE ALL SUMMER 6/24-6/27/19                | 7/11/2019 | 2,401.00 |
| 2454   | TOWN & COUNTRY LANDSCAPING          | DIST WEED SPRAYING                               | 7/16/2019 | 2,400.00 |
| 2503   | MN IT SERVICES                      | Jun-19   | 7/23/2019 | 2,395.64 |
| 2718   | SITSPOTS                            | NW SITSPOTS                                      | 7/30/2019 | 2,312.91 |
| 2610   | MN ADMINISTRATOR FOR SPECIAL ED     | SPED - MASE Renewal                              | 7/23/2019 | 2,300.00 |
| 2416   | INGINA LLC                          | CAMP ENTREPRENEUR                                | 7/16/2019 | 2,240.00 |
| 2635   | SCIENCE EXPLORERS                   | PROF SERVICE - CLASSES                           | 7/23/2019 | 2,236.00 |
| 2194   | RUSH CREEK GOLF CLUB                | WAYZATA GIRLS LACROSSE BANQUET                   | 7/2/2019  | 2,215.77 |
| 2482   | BENEFITFOCUS.COM INC                | BENEFITS FAIR                                    | 7/23/2019 | 2,208.89 |
| 2583   | INGINA LLC                          | PROF SERVICE                                     | 7/23/2019 | 2,202.00 |
| 2442   | REGION 6AA                          | GIRLS LACROSSE QUARTERFINALS & SEMIFINALS        | 7/16/2019 | 2,168.00 |
| 2199   | UNIVERSAL CHEERLEADERS ASSN         | CHEER TEAM CLINIC                                | 7/2/2019  | 2,159.00 |
| 708097 | BRAUN INTEREC CORP                  | PROF SERVICE SH CORES/CMS RH TESTING             | 7/15/2019 | 2,152.50 |
| 2141   | RYDIN                               | 2019-20 Parking Permits                          | 7/2/2019  | 2,112.94 |
| 2331   | FUN ENGINEERZ LLC                   | DISASTER ENG/ ZOO CAMP                           | 7/11/2019 | 2,090.00 |
| 2316   | BRIGGS & MORGAN PA                  | PROF SERVICE                                     | 7/11/2019 | 2,079.20 |
| 708155 | COMMITTEE FOR CHILDREN              | NW SECOND STEP KITS                              | 7/19/2019 | 2,063.00 |
| 2225   | SUPERVISORS)                        | FALL CONFERENCE, 4 ATTENDEES                     | 7/9/2019  | 2,040.00 |
| 2689   | FUN ENGINEERZ LLC                   | CODING IN SCRATCH/MINECRAFT CLASSES              | 7/30/2019 | 1,980.00 |
| 708135 | LEARNING A-Z                        | LEARNING A TO Z LICENSES K-1ST-LIT               | 7/15/2019 | 1,935.45 |
| 2708   | MN ASSN OF SECONDARY SCH PRINCIPALS | MEMBRSHIP  | 7/30/2019 | 1,928.00 |
| 708163 | HOUGHTON MIFFLIN CO LLC             | MATH180 HOSTING RENEWAL EXP 6/30/2020            | 7/19/2019 | 1,890.00 |
| 2415   | HOME DEPOT/GEFC                     | SUPPLIES   | 7/16/2019 | 1,882.14 |
| 2406   | HARVEST MOON NATURAL FOODS CO-OP    | WELLNESS PRESENTATION LUNCHES                    | 7/16/2019 | 1,866.59 |
| 2159   | BRANDED CUSTOM SPORTSWEAR INC       | DRY ELEMENT HEATHER                              | 7/2/2019  | 1,855.74 |
| 708110 | INSPEC, INC.                        | PROF SERVICES SIPA CLOSEOUTS                     | 7/15/2019 | 1,850.00 |
| 2437   | NHA HEATING & AIR CONDITIONING INC  | WHS - REPAIR                                     | 7/16/2019 | 1,838.00 |
| 2231   | MN ELEM SCH PRINCIPALS' ASSN        | MEMBERSHIP RENEWAL                               | 7/9/2019  | 1,828.00 |
| 708141 | TIERNEY BROTHERS, INC.              | Smart Remote Mgmt for panels                     | 7/15/2019 | 1,825.00 |
| 2481   | BATTERIES R US                      | WNS BATTERIES                                    | 7/23/2019 | 1,799.96 |
| 2179   | KEMMETMUELLER PHOTOGRAPHY           | BANNERS & POSTERS                                | 7/2/2019  | 1,786.00 |
| 2354   | MN CENTER FOR BOOK ARTS             | MRE KDGN FIELD TRIP 5/7-5/10/19                  | 7/11/2019 | 1,770.00 |
| 708071 | DISCOUNT SCHOOL SUPPLY              | Staff Order 2019-20 School Year                  | 7/8/2019  | 1,760.54 |
| 708130 | BSN SPORTS                          | WOMENS POLO'S UNIFORM                            | 7/15/2019 | 1,750.73 |
| 2146   | STAGES THEATRE CO                   | HB MR Sum 7/11/19                                | 7/2/2019  | 1,748.00 |
| 708171 | US GAMES                            | FITNESS GRAMS RENEWAL 8/2/19-8/1/2020            | 7/19/2019 | 1,731.52 |
| 2676   | BRANDED CUSTOM SPORTSWEAR INC       | TLR DRI-FIT                                      | 7/30/2019 | 1,707.05 |
| 2426   | LIFETOUCH NSS                       | ALTHLETIC MEDALS                                 | 7/16/2019 | 1,675.00 |
| 2209   | ALPHA VIDEO & AUDIO INC             | Digital Signage North Woods                      | 7/9/2019  | 1,663.75 |
| 2466   | COUNTRYSIDE CATERING                | TAFF BREAKFAST MTG                               | 7/17/2019 | 1,663.75 |
| 2552   | COUNTRYSIDE CATERING                | E-O-Y STAFF MTG BRKFST DEPOSIT 6/7/19 FINAL PAY  | 7/23/2019 | 1,663.75 |
| 708136 | MEI - MINNESOTA ELEVATOR INC        | JULY MONTHLY SERVICE                             | 7/15/2019 | 1,658.90 |
| 2607   | MINT ROOFING INC                    | SH ROOF REPAIR                                   | 7/23/2019 | 1,630.57 |
| 708151 | WENGER                              | WHS ORCHESTRA STORAGE LOCKER                     | 7/19/2019 | 1,629.00 |
| 708169 | STAPLES BUSINESS ADVANTAGE          | kindergarten supplies for classroom              | 7/19/2019 | 1,623.34 |

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| 2645   | THIS IS LANGUAGE LTD                 | ThisIsLanguage.com                            | 7/23/2019 | 1,620.00 |
| 2727   | WOODBURN PRESS                       | EMS PLANNERS                                  | 7/30/2019 | 1,613.20 |
| 2593   | KIDCREATE STUDIO                     | MUD MOSAICS CLASS                             | 7/23/2019 | 1,522.00 |
| 2318   | CDW GOVERNMENT LLC                   | ADAPTERS                                      | 7/11/2019 | 1,521.42 |
| 2151   | VITAMINK12 LLC                       | PROF SERVICE                                  | 7/2/2019  | 1,500.00 |
| 2377   | YOUTH ENRICHMENT LEAGUE              | ROBOTICS EVOLUTION -SU-19                     | 7/11/2019 | 1,500.00 |
| 2633   | SCHOOLFINANCES.COM                   | ANNUAL SUBSCRIPTION                           | 7/23/2019 | 1,500.00 |
| 2582   | HUDSON MAGIC LLC                     | MAGIC CLASS                                   | 7/23/2019 | 1,485.00 |
| 2549   | CITI-CARGO & STORAGE                 | DIST STORAGE                                  | 7/23/2019 | 1,461.00 |
| 2515   | SUPERIOR PAINTING & DECORATING INC   | MR 09-E Painting                              | 7/23/2019 | 1,448.75 |
| 2744   | TANGIBLE PLAY INC                    | 8 OSMO Genius Kits + Coding Awbies + Monsters | 7/31/2019 | 1,436.40 |
| 2120   | HEARTLAND SCHOOL SOLUTIONS           | All Schools - Nutritional Analysis Module     | 7/2/2019  | 1,435.00 |
| 2394   | CREATING ART INC                     | GOOEY GOOEY                                   | 7/16/2019 | 1,365.00 |
| 2358   | NATIONAL CAMERA EXCHANGE             | CAMERA REPAIR                                 | 7/11/2019 | 1,357.98 |
| 2746   | MN DEPT OF LABOR AND INDUSTRY        | PLUMBING PLAN                                 | 7/31/2019 | 1,350.00 |
| 2699   | KIDCREATE STUDIO                     | HOW TO DRAW A PUPPY & MASTER ON CANVAS        | 7/30/2019 | 1,348.00 |
| 708144 | BOILER SERVICES, INC                 | WHS/ BOILER / KILN REPAIR                     | 7/19/2019 | 1,314.82 |
| 708099 | ECOLAB PEST ELIMINATION DIV          | PEST CONTROL                                  | 7/15/2019 | 1,304.61 |
| 2129   | MN ASSN OF SCHOOL ADMINISTRATORS     | Membership Renewal                            | 7/2/2019  | 1,300.00 |
| 2459   | WAYZATA COUNTRY CLUB                 | BANQUET BILL                                  | 7/16/2019 | 1,274.60 |
| 708083 | PEPPER & SON INC., J. W.             | Drama/Theater supplies                        | 7/8/2019  | 1,250.87 |
| 2686   | EAI EDUCATION                        | NUMBER RACKS-1 EACH STUDENT K-2               | 7/30/2019 | 1,241.27 |
| 2156   | B & H PHOTO & ELECTRONICS            | PLATISHA CAMERA ORDER                         | 7/2/2019  | 1,227.35 |
| 2543   | BRINKMAN, CINDY                      | CUL EXPRESS REFUND                            | 7/23/2019 | 1,205.40 |
| 2187   | MN IT SERVICES                       | MONTHLY ALARMS                                | 7/2/2019  | 1,197.82 |
| 2192   | PHEASANT ACRES GOLF CLUB             | BOYS GOLF-GREEN FEES & SUPPLIES               | 7/2/2019  | 1,184.00 |
| 2428   | MAIL FINANCE (FORMERLY NEOPOST)      | DAB MAIL MACHINE FEB 2019 THRU JUN 2019       | 7/16/2019 | 1,182.00 |
| 2441   | REGION 5AA                           | BOYS LACROSSE 5/28 & 5/30                     | 7/16/2019 | 1,162.00 |
| 2164   | CREATING ART INC                     | CLAY CREATIONS CLASS                          | 7/2/2019  | 1,150.00 |
| 2391   | CTR FOR THE COLLABORATIVE CLASSROOM  | CCC SUMMER INSTITUTE AT HAMLINE UNIV          | 7/16/2019 | 1,106.00 |
| 2655   | WINSOR LEARNING INC.                 | SPED - SUPPLIES                               | 7/23/2019 | 1,094.50 |
| 2529   | ACME TOOLS - PLYMOUTH                | CSF-TOOLS                                     | 7/23/2019 | 1,094.00 |
| 708156 | COOLE SCHOOL INC                     | Coole School 2019-2020 Planners               | 7/19/2019 | 1,080.30 |
| 2631   | REGION V                             | 1ST QUARTER MEMBERSHIP FEES                   | 7/23/2019 | 1,045.00 |
| 2392   | CITY OF WAYZATA                      | WATER SEWER JUNE                              | 7/16/2019 | 1,022.21 |
| 2234   | MURRAY, JILL                         | STIPEND AS MENTOR FOR FY19                    | 7/9/2019  | 1,000.00 |
| 2388   | BOEHLAND, SUE                        | STIPEND MENTOR/MENTEE PROG                    | 7/16/2019 | 1,000.00 |
| 2477   | UNIVERSITY OF MN                     | id#SHAH0572                                   | 7/17/2019 | 1,000.00 |
| 2438   | PAYK12                               | ANNUAL FEE                                    | 7/16/2019 | 999.00   |
| 2651   | VERTICAL ENDEAVORS                   | HB MR SUMMER 2019-07-19                       | 7/23/2019 | 992.00   |
| 2147   | THE WORKS                            | HB PC Sum 7/16/19                             | 7/2/2019  | 990.00   |
| 2551   | CONQUER NINJA WARRIOR BURNSVILLE LLC | HB BV2 EVENT 7/24/19                          | 7/23/2019 | 980.00   |
| 708100 | FERGUSON ENTERPRISES, INC #1657      | WHS CHILLED WATER SYSTEM                      | 7/15/2019 | 972.26   |
| 2450   | SPORRE, LAURIE                       | HS & MS UNIFORMS                              | 7/16/2019 | 969.58   |
| 2608   | MN ASSN OF SECONDARY SCH PRINCIPALS  | RENEWAL                                       | 7/23/2019 | 964.00   |
| 2211   | AMAZON CAPITAL SERVICES INC          | SUPPLIES                                      | 7/9/2019  | 945.57   |
| 2467   | CRAYOLA LLC                          | HB MR SUMMER                                  | 7/17/2019 | 943.95   |
| 2612   | MN ELEM SCH PRINCIPALS' ASSN         | DUES  | 7/23/2019 | 924.00   |
| 2601   | MARK MY WORDS LLC                    | NW SPOTLIGHT ON MUSIC                         | 7/23/2019 | 914.50   |
| 2140   | REGENTS OF THE UNIV OF MN            | HB MR Sum 7/17/19                             | 7/2/2019  | 910.00   |
| 2588   | JIMMY'S JOHNNYS INC                  | BIFFYS  | 7/23/2019 | 909.70   |
| 708183 | TRI-DIM FILTER CORP                  | EMS-FILTERS                                   | 7/26/2019 | 905.35   |
| 2340   | JUNCTION TOWING & AUTO REPAIR        | MR JUNK REMOVAL                               | 7/11/2019 | 900.00   |
| 708092 | TIERNEY BROTHERS, INC.               | DOCUMENT CAMERA                               | 7/8/2019  | 880.04   |
| 2661   | TOLL GAS & WELDING SUPPLY            | LEASE PAYMENT                                 | 7/23/2019 | 870.00   |
| 708175 | ALLEGRA PRINT & IMAGING              | PF WELCOME FOLDERS                            | 7/26/2019 | 867.62   |
| 2742   | OLSON, DEBORAH                       | HEALTH PREMIUM REFUND                         | 7/31/2019 | 841.50   |
| 2544   | BULLIS INSURANCE AGENCY LLC          | DIRECTORY AND OFFICERS POLICY RENEWAL         | 7/23/2019 | 839.00   |
| 708132 | GOPHER SPORT                         | OW PHY ED EQUIPMENT                           | 7/15/2019 | 800.38   |
| 2124   | ISD#011 ANOKA-HENNEPIN               | MN Food Buying Group                          | 7/2/2019  | 800.00   |
| 2719   | SMITH, JAMIE                         | FALL 2019 CES CATALOG                         | 7/30/2019 | 800.00   |

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| 2665      | 1000 PETALS LLC                        | MINDFULNESS & MOVEMENT HB                  | 7/30/2019 | 790.00 |
| 2678      | CDW GOVERNMENT LLC                     | Adapter for Smartboard                     | 7/30/2019 | 788.76 |
| 2648      | THREE RIVERS PARK DISTRICT             | CANOE RACK COST SHARING                    | 7/23/2019 | 787.50 |
| 2630      | PUBLIC STORAGE 08316                   | OFFSITE STORAGE 1526 (NEW)                 | 7/23/2019 | 780.00 |
| 708093    | TRIO SUPPLY CO                         | CSF - PAPER SUPPLIES                       | 7/8/2019  | 779.40 |
| 708150    | STAPLES BUSINESS ADVANTAGE             | MR SUMMER SUPPLIES STAPLES                 | 7/19/2019 | 768.39 |
| 2224      | KINECT ENERGY INC                      | MONTHLY MGMT FEE JULY 2019                 | 7/9/2019  | 765.00 |
| 2342      | KONA ICE OF BURNSVILLE-APPLE VALLEY    | HOME BASE GW FAMILY SOCIAL                 | 7/11/2019 | 758.70 |
| 2409      | HOLDAHL CO                             | NW GYM STORAGE                             | 7/16/2019 | 758.24 |
| 2688      | FLAGHOUSE, INC                         | NW PE EQUIPMENT CART                       | 7/30/2019 | 746.00 |
| 2403      | GRAINGER INC., W. W.                   | OW- PARTS                                  | 7/16/2019 | 743.93 |
| 2212      | ANIMALS OF WALTONS HOLLOW              | HOME BASE BV2 SUMMER                       | 7/9/2019  | 737.50 |
| 2521      | TRANSPORTATION PLUS INC                | 6/17 - 6/27                                | 7/23/2019 | 726.00 |
| 708157    | E-CONOLIGHT LLC                        | 4-PACK LED 2X2 FLAT PANEL                  | 7/19/2019 | 719.84 |
| 2378      | CITY OF PLYMOUTH                       | OAKWOOD CONDITIONAL USE PERMIT FEE 7/11/19 | 7/15/2019 | 715.00 |
| 2220      | EHLERS AND ASSOCIATES INC              | 2015A GO BOND                              | 7/9/2019  | 712.50 |
| 2127      | MANN, MIKE                             | HB BV1 Sum 7/15/19                         | 7/2/2019  | 700.00 |
| 2191      | ON SITE SANITATION                     | BIFFS 6/15-7/12                            | 7/2/2019  | 699.00 |
| 2389      | BRIN GLASS SERVICE                     | KL-BROKEN WINDOW REPAIR                    | 7/16/2019 | 695.00 |
| 2540      | BIG STONE MINI GOLF & SCULPTURE GARDEN | PC SUMMER FIELD TRIP JULY 9, 2019          | 7/23/2019 | 690.00 |
| 708159    | FERGUSON ENTERPRISES, INC #1657        | WMS W/O#26342                              | 7/19/2019 | 687.87 |
| 2598      | LOFFLER COMPANIES INC                  | WHS COPY CENTER IONS SOFTWARE MAINTENANCE  | 7/23/2019 | 670.00 |
| 2465      | BELL MUSEUM UNIV OF MN                 | MR HB SUMMER 7/23/19                       | 7/17/2019 | 657.00 |
| 2740      | MCCLOUGHAN, ROBERT                     | REFUND OVERPYMT OF HEALTH PREM             | 7/31/2019 | 650.34 |
| 2474      | OLD LOG THEATER                        | HB BV2 SUMMER 7/17/19                      | 7/17/2019 | 648.00 |
| 2157      | FREDERICK BETHKE VIOLINS LLC           | CELLO REPAIRS                              | 7/2/2019  | 647.00 |
| 2557      | DISCOVER YOURSELF, INC.                | INSIGHTS DISCOVERY PDF PROFILE             | 7/23/2019 | 640.80 |
| 2439      | POPP COMMUNICATIONS                    | Blanket PO for long distance calls         | 7/16/2019 | 635.11 |
| 2444      | SCHAEFFER MANUFACTURING COMPANY        | DIST USE                                   | 7/16/2019 | 629.72 |
| 2158      | BLACK, NIKKI                           | ETIQUETTE                                  | 7/2/2019  | 623.00 |
| 708120    | SCHOOL SPECIALTY                       | HB INCLUSION SUPPLIES                      | 7/15/2019 | 622.70 |
| 2222      | IRON MOUNTAIN                          | STORAGE FEE JULY 2019                      | 7/9/2019  | 615.04 |
| 2614      | MTI DISTRIBUTING INC                   | CSF-PARTS                                  | 7/23/2019 | 612.71 |
| 2397      | DOYLE SECURITY PRODUCTS                | CSF STOCK & CLUBHOUSE                      | 7/16/2019 | 610.57 |
| 2167      | ELSMICK, EMILY                         | SOFTBALL DECORATIONS FOR BANQUET           | 7/2/2019  | 607.25 |
| 2160      | BUNNING, STEVE                         | CLAY TARGET -SKEET TOURNAMENT ENTRY FEE    | 7/2/2019  | 602.00 |
| 2185      | MATHEWSON, DANA                        | WHS FALL MUSICAL                           | 7/2/2019  | 600.00 |
| 2216      | CBEACH COACHING                        | PROF SERVICE                               | 7/9/2019  | 600.00 |
| 2653      | WALKER ART CENTER                      | 07/11/19 GUIDED TOUR AND ARTLAB            | 7/23/2019 | 600.00 |
| 2706      | METRO ECSU-REGION 11 IDS #920          | SPED - WELS                                | 7/30/2019 | 600.00 |
| 2464      | ARCADE WORLD                           | HB MR SUMMER RENTAL                        | 7/17/2019 | 595.00 |
| 2451      | SPRAYING SYSTEMS CO                    | DIST USE                                   | 7/16/2019 | 592.00 |
| 192000036 | SHERWOOD, JAIME                        | REIMBURSE                                  | 7/3/2019  | 587.64 |
| 2461      | ZAHL-PETROLEUM MAINTENANCE CO          | MR   | 7/16/2019 | 585.00 |
| 192000059 | ANDERSON, RACHEL                       | REIMBURSE                                  | 7/17/2019 | 571.32 |
| 708148    | RELATE COUNSELING CTR                  | COUNSELING JUNE - LAFAVE                   | 7/19/2019 | 570.00 |
| 2473      | NATIONAL EAGLE CENTER                  | HB PROGRAMS 7/24                           | 7/17/2019 | 563.68 |
| 708108    | HORIZON COMMERCIAL POOL SUPPLY         | POOL SUPPLIES WMS                          | 7/15/2019 | 560.77 |
| 2638      | SILENT KNIGHT SECURITY SYSTEMS OF MN   | NO WOODS FIRE MONITORING                   | 7/23/2019 | 556.11 |
| 708117    | REINDERS                               | CSF SHOP TOOLS                             | 7/15/2019 | 552.51 |
| 192000094 | GUSTAFSON, BRAD                        | REIMBURSE                                  | 7/25/2019 | 548.50 |
| 708119    | SCHMITT MUSIC CO                       | REPAIRS                                    | 7/15/2019 | 547.00 |
| 2452      | STEP SAVER INC                         | WHS- SALT                                  | 7/16/2019 | 545.81 |
| 2154      | AUER STEEL & HEATING SUPPLY CO INC     | SHEET STEEL                                | 7/2/2019  | 545.80 |
| 192000095 | HAGEN, ANDREW                          | REIMBURSE                                  | 7/25/2019 | 543.82 |
| 2455      | TRI-K SPORTS INC                       | CSF SHOP SUPPLIES                          | 7/16/2019 | 536.88 |
| 2142      | SEA LIFE MINNESOTA                     | HB BV1 Sum 7/9/19                          | 7/2/2019  | 529.50 |
| 708181    | SHRED-N-GO                             | DISTRICT SHREDDING                         | 7/26/2019 | 528.06 |
| 2684      | DEMCO, INC.                            | MEDIA CENTER-KIRCHNER SUPPLIES             | 7/30/2019 | 526.47 |
| 2383      | A-1 OUTDOOR POWER INC                  | CSF- SHOP                                  | 7/16/2019 | 522.81 |
| 708094    | TRUSTED EMPLOYEES                      | JUNE CHARGES VOLUNTEER                     | 7/8/2019  | 520.00 |

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| 192000072 | MARTINSON, KAJA                      | REIMBURSE                                 | 7/17/2019 | 518.75 |
| 2435      | NAPA AUTO PARTS OF CORCORAN          | supplies                                  | 7/16/2019 | 515.08 |
| 708067    | ALLEGRA PRINT & IMAGING              | RESTITUTION SIGNS                         | 7/8/2019  | 515.00 |
| 192000057 | WINDSOR, CYNTHIA                     | REIMBURSE                                 | 7/10/2019 | 513.66 |
| 708123    | STAPLES BUSINESS ADVANTAGE           | Office Supplies CMS                       | 7/15/2019 | 513.17 |
| 192000073 | MOE, KATHRYN                         | REIMBURSE                                 | 7/17/2019 | 510.61 |
| 2198      | UNIVERSITY OF IOWA                   | LAUREN MCCULLOUGH HAWK id#01337462        | 7/2/2019  | 500.00 |
| 2345      | LEUTHNER, THOMAS                     | STIPEND FOR MENTOR PROGRAM                | 7/11/2019 | 500.00 |
| 2445      | SCHMITT MUSIC CO                     | REPAIRS                                   | 7/16/2019 | 494.00 |
| 2346      | LIFETOUCH NSS                        | GRADUATION - SENIOR AWARDS MEDALS         | 7/11/2019 | 493.00 |
| 2189      | OLSON, TOM                           | GIRLS LACROSSE BANNER                     | 7/2/2019  | 492.78 |
| 2471      | MN LANDSCAPE ARBORETUM               | 8/6/19 FIELD TRIP HP PC SUMMER            | 7/17/2019 | 487.50 |
| 2685      | DOYLE SECURITY PRODUCTS              | CLUBHOUSE DOORS                           | 7/30/2019 | 484.50 |
| 192000028 | PAETZEL, PAUL                        | REIMBURSE                                 | 7/3/2019  | 465.04 |
| 2334      | HILL CO, ROBERT B.                   | OW - SALT                                 | 7/11/2019 | 462.60 |
| 2738      | KARBOWSKI, VIRGINIA                  | ACTE/REGION III CONFERENCE                | 7/31/2019 | 461.98 |
| 2421      | LAKEVILLE SOUTH COUGAR BOOSTER CLUB  | 05/03/19 BOYS DAKOTA RIDGE COLF COURSE    | 7/16/2019 | 450.00 |
| 2565      | FIRST STUDENT, INC                   | TRANSPORTATION BOYS V LACROSSE            | 7/23/2019 | 446.37 |
| 2195      | SCHNEIDER, LISA                      | BOYS LACROSSE -POSTERS                    | 7/2/2019  | 444.60 |
| 2335      | HOUSE OF NOTE                        | BOW VIOLIN REPAIR                         | 7/11/2019 | 440.00 |
| 708078    | LAKESHORE LEARNING MATERIALS         | Lakeshore Staff Order 2019-20 School Year | 7/8/2019  | 435.92 |
| 2559      | EBC (EDUCATORS BENEFIT CONSULTANTS)  | admin and compliance service              | 7/23/2019 | 431.69 |
| 2218      | DAMA COMPANY                         | KEY BOX WITH TAMPER SW                    | 7/9/2019  | 428.00 |
| 2609      | MN ELECTRICAL ASSOCIATION            | DUES CUST ID#62757                        | 7/23/2019 | 425.00 |
| 2183      | MAHASTI GRAPHICS                     | HBPC SUMMER                               | 7/2/2019  | 424.15 |
| 192000086 | TOLLISON, KRISTIN                    | REIMBURSE                                 | 7/24/2019 | 422.14 |
| 708173    | SCHMITT MUSIC CO                     | VARIOUS INSTRUMENT REPAIR                 | 7/26/2019 | 420.00 |
| 2352      | MIDWEST MECHANICAL SOLUTIONS, INC    | 3/4 HP MOTOR                              | 7/11/2019 | 412.00 |
| 2396      | CULVERS                              | SCHOOL PARTY                              | 7/16/2019 | 410.00 |
| 2732      | BRIGGS & MORGAN PA                   | 5/31 -6/28/19                             | 7/31/2019 | 407.60 |
| 2462      | ZIEGLER INC                          | CSF PARTS                                 | 7/16/2019 | 406.67 |
| 708172    | ECM PUBLISHERS, INC                  | MAY 6 CLOSED MINUTES                      | 7/26/2019 | 404.60 |
| 192000006 | CHRISTOPHERSON, ALLAN                | REIMBURSE                                 | 7/3/2019  | 402.60 |
| 2385      | ACME TOOLS - PLYMOUTH                | CSF SUPPLIES                              | 7/16/2019 | 398.98 |
| 2585      | INTERFAITH OUTREACH                  | COPIES                                    | 7/23/2019 | 398.00 |
| 192000049 | CARLSON, CARRIE                      | REIMBURSE                                 | 7/10/2019 | 396.66 |
| 708131    | FLINN SCIENTIFIC, INC.               | GRACK CHEMICALS                           | 7/15/2019 | 395.71 |
| 2338      | ISD #270-HOPKINS SCHOOLS             | CATERING HENN. WEST CONSORTIUM 4/16/19    | 7/11/2019 | 393.75 |
| 2700      | LAMINATION KING                      | NW LAMINATOR CART                         | 7/30/2019 | 393.54 |
| 2513      | SUCH A VOICE LLC                     | 5/17/19 class by reiss                    | 7/23/2019 | 385.00 |
| 192000019 | KLEMMENSEN, SARAH                    | REIMBURSE                                 | 7/3/2019  | 382.92 |
| 2704      | MARS CO, W. P. & R.S.                | 2 LEATHER PALM S-BK MECH GLOVES           | 7/30/2019 | 382.50 |
| 2404      | GREGOIRE, RACHEL                     | Transportation Reimbursement              | 7/16/2019 | 376.47 |
| 2636      | SCIENCE MUSEUM OF MN                 | HB MR SUMMER FIELD TRIP                   | 7/23/2019 | 372.00 |
| 192000038 | STRUVE, ELIZABETH                    | REIMBURSE                                 | 7/3/2019  | 370.92 |
| 2431      | MEHRER, PHILIP                       | Transportation Reimbursement              | 7/16/2019 | 364.16 |
| 192000043 | WELK, JENNIFER                       | REIMBURSE                                 | 7/3/2019  | 352.81 |
| 2177      | JENSEN, SCOTT                        | BASS REPAIRS                              | 7/2/2019  | 351.04 |
| 2644      | THE REPTILE EXPERIENCE               | 4 REPTILE PROGRAMS                        | 7/23/2019 | 350.00 |
| 2658      | CENTRAL POWER DISTRIBUTORS INC       | CSF-TORO BLADES                           | 7/23/2019 | 347.20 |
| 2363      | PRAIRIE RESTORATIONS, INC            | SH - 2019 SPRING DORMANT MOW              | 7/11/2019 | 345.00 |
| 2453      | TOLL GAS & WELDING SUPPLY            | CSF SHOP USE                              | 7/16/2019 | 342.86 |
| 192000011 | HAMBLET, STELLA                      | REIMBURSE                                 | 7/3/2019  | 342.72 |
| 2115      | CAN CAN WONDERLAND                   | HB BV PROF SERVICE                        | 7/2/2019  | 340.00 |
| 708154    | ADI                                  | MLTCLS SE RP15 READER - BLACK             | 7/19/2019 | 337.97 |
| 708126    | ULINE SHIPPING SUPPLY                | DIST USE SUPPLIES                         | 7/15/2019 | 337.55 |
| 708182    | SITE ONE LANDSCAPE SUPPLY LLC        | DISTRICT SUPPLIES                         | 7/26/2019 | 333.30 |
| 192000015 | JOHNSON, JILL                        | REIMBURSE                                 | 7/3/2019  | 331.65 |
| 2130      | MN ASSN OF SCHOOL BUSINESS OFFICIALS | Membership                                | 7/2/2019  | 330.00 |
| 2221      | INGRAM LIBRARY SERVICES              | MEDIA CENTER PTA GRANT                    | 7/9/2019  | 329.96 |
| 2398      | DRYWALL SUPPLY INC                   | TRANSITION PROGRAM/ CLUBHOUSE             | 7/16/2019 | 329.61 |

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| 192000110 | GOSSEN, CAROLINE                   | REIMBURSE                      | 7/31/2019 | 328.82 |
| 2527      | A-1 OUTDOOR POWER INC              | CMS-WEED WHIP REPAIR           | 7/23/2019 | 328.76 |
| 192000079 | SONSTEGARD, LAURIE                 | REIMBURSE                      | 7/17/2019 | 319.28 |
| 2619      | NORTHERN TOOL & EQUIPMENT CO.      | CSF-SHOP SUPPLIES              | 7/23/2019 | 314.91 |
| 2553      | CENTRAL POWER DISTRIBUTORS INC     | CSF PARTS                      | 7/23/2019 | 312.07 |
| 192000025 | MARTY, LISA                        | REIMBURSE                      | 7/3/2019  | 312.03 |
| 2423      | LANGUAGE LINE SERVICES             | LANGUAGE LINE                  | 7/16/2019 | 312.00 |
| 2436      | NEOPOST USA INC                    | BASE CHARGE JUNE               | 7/16/2019 | 310.00 |
| 2618      | NOKOMIS SHOE SHOP INC              | SHOES                          | 7/23/2019 | 309.90 |
| 2118      | DAZZLING DAVE-YO YO EXTRAORDINAIRE | HB MR PROF SERVICE             | 7/2/2019  | 300.00 |
| 2329      | EASTER, MARK                       | PIANO TUNING-WMS               | 7/11/2019 | 300.00 |
| 2344      | LEUKEMIA & LYMPHOMA SOCIETY        | PENNIES FOR PATIENTS           | 7/11/2019 | 300.00 |
| 2401      | FINCH LAW OFFICE                   | PROF SERVICE                   | 7/16/2019 | 300.00 |
| 2364      | PROFESSIONAL INTERPRETING          | INTERPRETING SERVICES ECSE     | 7/11/2019 | 299.20 |
| 2725      | ULTIMATE OFFICE SOLUTIONS INC      | OFFICE START UP                | 7/30/2019 | 298.72 |
| 2427      | LVC (LOW VOLTAGE CONTRACTORS)      | BV SERVICE CALL                | 7/16/2019 | 295.00 |
| 2714      | PROFESSIONAL INTERPRETING          | INTERPRETER                    | 7/30/2019 | 290.40 |
| 2447      | SHERWIN-WILLIAMS                   | WHS                            | 7/16/2019 | 290.25 |
| 2586      | ISD #271-BLOOMINGTON SCHOOLS       | METRO COACHING COHORT TRAINING | 7/23/2019 | 290.00 |
| 192000046 | ANDERSON, BRAD                     | REIMBURSE                      | 7/10/2019 | 286.81 |
| 708180    | REINDERS                           | ROUNDUP & SEED FOR DISTRICT    | 7/26/2019 | 285.81 |
| 2155      | AX-MAN SURPLUS                     | HB MRE SUMMER                  | 7/2/2019  | 285.52 |
| 192000100 | MADER, SETH                        | REIMBURSE                      | 7/25/2019 | 285.00 |
| 192000018 | JOSLYN, DENNIS                     | REIMBURSE                      | 7/3/2019  | 281.74 |
| 2649      | USA INFLATABLES                    | BV1 HB 7/19/19                 | 7/23/2019 | 280.87 |
| 2309      | AGROPUR INC DIVISION OF NATREL USA | BV HB - MILK PRODUCTS          | 7/11/2019 | 280.71 |
| 708161    | FUN EXPRESS LLC                    | ECFE PARK PLAY SUPPLIES        | 7/19/2019 | 280.58 |
| 708072    | ECM PUBLISHERS, INC                | APRIL 22 SPECIAL MINUTES       | 7/8/2019  | 279.65 |
| 2680      | CENTRAL POWER DISTRIBUTORS INC     | CSF -SHOP STOCK                | 7/30/2019 | 278.86 |
| 2425      | LARSON, NANCY                      | PROF SERV CHOIR CONCERT        | 7/16/2019 | 277.00 |
| 2430      | MEDINA AUTOMOTIVE SERVICE          | TR#15 REPAIR                   | 7/16/2019 | 275.80 |
| 2126      | LABOR ARBITRATION INSTITUTE        | CONFERENCE                     | 7/2/2019  | 275.00 |
| 2204      | WESTMARK PRODUCTIONS               | AUDIO RECORDING                | 7/2/2019  | 275.00 |
| 2347      | LVC (LOW VOLTAGE CONTRACTORS)      | MATERIALS & MAINTENANCE MRE    | 7/11/2019 | 275.00 |
| 2133      | MN SCHOOL PUBLIC RELATIONS ASSN    | Memberships                    | 7/2/2019  | 270.00 |
| 192000029 | PENNINGS, JILL                     | REIMBURSE                      | 7/3/2019  | 268.77 |
| 708142    | TREETOP PUBLISHING                 | Kindergarten Blank Bare Books  | 7/15/2019 | 268.13 |
| 708122    | SITE ONE LANDSCAPE SUPPLY LLC      | WHS IRRIGATION REPAIR          | 7/15/2019 | 267.66 |
| 2682      | CURRICULUM ASSOCIATES              | QUICK-WORD HANDBOOK            | 7/30/2019 | 267.12 |
| 192000002 | BEISE, BARBARA                     | REIMBURSE                      | 7/3/2019  | 266.45 |
| 2571      | GIBBS FARM                         | PIONEER TOUR                   | 7/23/2019 | 264.00 |
| 2498      | LVC (LOW VOLTAGE CONTRACTORS)      | WHS- REPAIR                    | 7/23/2019 | 260.00 |
| 2572      | GM FINANCIAL LEASING               | WHS Parking Lot Car Lease      | 7/23/2019 | 250.34 |
| 2432      | MILLER, FRED                       | JUNE SCHOOL BOARD              | 7/16/2019 | 250.00 |
| 2606      | MILLER, FRED                       | JULY SERVICE                   | 7/23/2019 | 250.00 |
| 2311      | AMAZON CAPITAL SERVICES INC        | MR SUMMER SUPPLIES AMAZON      | 7/11/2019 | 246.57 |
| 2510      | PREMIUM WATERS INC                 | CFF -WATER                     | 7/23/2019 | 244.92 |
| 2443      | RM COTTON CO                       | DW                             | 7/16/2019 | 244.00 |
| 708137    | PIONEER VALLEY BOOKS               | RR SENTENCE STRIPS             | 7/15/2019 | 242.81 |
| 708149    | SCHMITT MUSIC CO                   | INSTRUMENT REPAIRS             | 7/19/2019 | 240.00 |
| 2692      | IDENTITY PRINTING INC              | 5K PRINTING                    | 7/30/2019 | 238.00 |
| 708095    | ADI                                | WHS WEIGHT ROOM ACCESS CONTROL | 7/15/2019 | 235.83 |
| 2139      | POSTMASTER                         | First Class Presort Permit #43 | 7/2/2019  | 235.00 |
| 2604      | METRO INFLATABLES                  | RENTAL                         | 7/23/2019 | 235.00 |
| 192000067 | JOHNSON, BONNIE                    | REIMBURSE                      | 7/17/2019 | 234.96 |
| 708077    | INNOVATIVE OFFICE SOLUTIONS        | DAB TOTES                      | 7/8/2019  | 233.80 |
| 2449      | SPIRITWEAR USA                     | TROJAN POWER TSHIRTS           | 7/16/2019 | 231.60 |
| 192000017 | JOHNSON, RICHARD                   | REIMBURSE                      | 7/3/2019  | 231.57 |
| 2407      | HIGHWAY 55 RENTAL & SALES INC      | PC STUMP REMOVAL               | 7/16/2019 | 224.10 |
| 2319      | CENTERPOINT ENERGY                 | MEADOW RIDGE                   | 7/11/2019 | 221.22 |
| 708091    | SUPER DUPER SCHOOL CO              | SPED - SUPPLIES                | 7/8/2019  | 220.15 |

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| 2563      | EVOLLVE INC                     | OZOBOT PURCHASE                      | 7/23/2019 | 220.00 |
| 192000040 | VOLLENDORF, AMY                 | REIMBURSE                            | 7/3/2019  | 217.91 |
| 192000023 | LYBECK, KRISTINA                | REIMBURSE                            | 7/3/2019  | 215.01 |
| 708160    | FLINN SCIENTIFIC, INC.          | MCCARTHY NEWTON'S SECOND LAW LAB     | 7/19/2019 | 214.97 |
| 192000070 | LUNETTA, CARRIE                 | REIMBURSE                            | 7/17/2019 | 211.82 |
| 2162      | CIEMINSKI, KAREN                | BOYS LACROSSE BANQUET                | 7/2/2019  | 211.28 |
| 192000080 | TASLER, ANDREA                  | REIMBURSE                            | 7/17/2019 | 205.95 |
| 2399      | EGAN COMPANY                    | WHS- REPAIR                          | 7/16/2019 | 204.00 |
| 192000003 | BLAKE, KAISA                    | REIMBURSE                            | 7/3/2019  | 200.51 |
| 192000005 | BOVEE, NAOMI                    | REIMBURSE                            | 7/3/2019  | 200.00 |
| 2485      | COLLEGE BOARD AP EXAMS          | LATE TESTING EXAM                    | 7/23/2019 | 199.00 |
| 2405      | HAMEL BUILDING CTR              | SUPPLIES                             | 7/16/2019 | 196.41 |
| 192000066 | HOLZ, JILL                      | REIMBURSE                            | 7/17/2019 | 191.40 |
| 192000052 | LACKNER, STACEY                 | REIMBURSE                            | 7/10/2019 | 189.49 |
| 708124    | STATE SUPPLY CO, INC.           | MR CHILLER RELIEF VALVE              | 7/15/2019 | 186.79 |
| 2564      | FALLEN, MARK                    | CUL EXPRESS REFUND                   | 7/23/2019 | 182.81 |
| 708162    | HEINEMANN                       | Kindergarten Writing Books           | 7/19/2019 | 181.50 |
| 2710      | MN SAFETY COUNCIL               | DDC CLASS ON 7/9/19                  | 7/30/2019 | 180.00 |
| 192000082 | WESTRUM, JAMES                  | REIMBURSE                            | 7/17/2019 | 179.00 |
| 2677      | CAN CAN WONDERLAND              | HB BV1 SUM #3966983                  | 7/30/2019 | 176.00 |
| 2561      | ECKROTH MUSIC                   | PROV. ACADEMY BAND DIRECTOR WORKSHOP | 7/23/2019 | 175.00 |
| 2150      | UNITED STATES PLASTIC CORP      | DAB MAIL BINS                        | 7/2/2019  | 173.11 |
| 192000076 | RODEN, KATHY                    | REIMBURSE                            | 7/17/2019 | 172.38 |
| 192000024 | LYNCH, KARI                     | REIMBURSE                            | 7/3/2019  | 172.14 |
| 708177    | GOODIN CO                       | BV-KDG ROOM                          | 7/26/2019 | 170.55 |
| 2236      | THREE RIVERS PARK DISTRICT      | DEPOSIT FOR FIELD TRIP -OW           | 7/9/2019  | 170.00 |
| 192000063 | FUZZEY, JENNIFER                | REIMBURSE                            | 7/17/2019 | 169.47 |
| 192000035 | SHEPARD, TYLER                  | REIMBURSE                            | 7/3/2019  | 169.10 |
| 2637      | SHERWIN-WILLIAMS                | PAINT                                | 7/23/2019 | 169.06 |
| 2353      | MN SOUTHWEST TUTOR LLC          | CONTRACTED SERVICES                  | 7/11/2019 | 168.00 |
| 2418      | JAYTECH INC                     | SH- FILTERS                          | 7/16/2019 | 167.32 |
| 2367      | SKILLS USA-MINNESOTA            | ROOM CHARGE MACTA 4/11/19            | 7/11/2019 | 167.21 |
| 2654      | WESTSIDE WHOLESALE TIRE, INC    | MR-MOWER                             | 7/23/2019 | 167.20 |
| 2690      | GRAINGER INC., W. W.            | KIMBERLY LN SUPPLIES                 | 7/30/2019 | 167.14 |
| 2379      | FLORIDA STATE DISBURSEMENT UNIT | Payroll accrual                      | 7/15/2019 | 165.30 |
| 2567      | FLORIDA STATE DISBURSEMENT UNIT | Payroll accrual                      | 7/23/2019 | 165.30 |
| 2730      | FLORIDA STATE DISBURSEMENT UNIT | Payroll accrual                      | 7/31/2019 | 165.30 |
| 192000099 | LUNETTA, CARRIE                 | REIMBURSE                            | 7/25/2019 | 161.48 |
| 2743      | PLYMOUTH ICE CTR                | SKATE RENTAL JUNE                    | 7/31/2019 | 160.00 |
| 2359      | NOKOMIS SHOE SHOP INC           | WORK BOOTS                           | 7/11/2019 | 159.95 |
| 2201      | VIKING TROPHIES, INC            | MMEA PLAQUE                          | 7/2/2019  | 159.50 |
| 192000087 | ANDERSON, CHACE                 | REIMBURSE                            | 7/25/2019 | 159.18 |
| 192000055 | THOEN, DENISE                   | REIMBURSE                            | 7/10/2019 | 159.04 |
| 2693      | INTERMEDIATE DIST 287           | INTERPRETER FOR H. MEHTA             | 7/30/2019 | 156.00 |
| 708158    | ECM PUBLISHERS, INC             | AD - FILING DATES                    | 7/19/2019 | 154.70 |
| 192000085 | LEPHART, GRACE                  | REIMBURSE                            | 7/24/2019 | 154.63 |
| 192000034 | RIDLEY, SARA                    | REIMBURSE                            | 7/3/2019  | 153.70 |
| 192000008 | FIELDSETH, JOANNE               | REIMBURSE                            | 7/3/2019  | 151.96 |
| 2433      | MNAEYC                          | 2019 ANNUAL REPORT                   | 7/16/2019 | 150.00 |
| 2591      | KAMIDA                          | WOOD CHIPS ADMIN                     | 7/23/2019 | 150.00 |
| 2709      | MN ELEM SCH PRINCIPALS' ASSN    | SCHOOL OFFICE WORKSHOP               | 7/30/2019 | 150.00 |
| 192000022 | LECY, SHANNA                    | REIMBURSE                            | 7/3/2019  | 149.64 |
| 2393      | CONTACT CARTAGE INC             | BOOKS TO AFRICA                      | 7/16/2019 | 145.80 |
| 2646      | THOMAS, CHRISTOPHER             | CUL EXPRESS REFUND                   | 7/23/2019 | 144.15 |
| 2683      | CUSTOM EDUCATION SOLUTIONS      | Reading Room replacement books.      | 7/30/2019 | 144.04 |
| 192000027 | NELSON, SHELLY                  | REIMBURSE                            | 7/3/2019  | 142.74 |
| 708167    | SCHOOL SPECIALTY                | HB INCLUSION SUPPLIES                | 7/19/2019 | 140.11 |
| 2696      | JOHNSTONE SUPPLY                | GW- W/O #28131                       | 7/30/2019 | 139.05 |
| 192000051 | KIRCHNER, KATHY                 | REIMBURSE                            | 7/10/2019 | 137.67 |
| 2554      | DELUXE                          | DAB HEAVY DUTY COIN DEPOSIT BAGS     | 7/23/2019 | 137.11 |
| 2424      | LARSON CO, J. H.                | GL- LIGHTS                           | 7/16/2019 | 135.55 |

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|-----------|---------------------------------------|---|-----------|--------|
| 2703      | MAP OF THE MONTH                      | MAPS USA FOURTH GRADE                       | 7/30/2019 | 135.00 |
| 2575      | HAND2MIND INC                         | POCKET CHARTS, PENTOMINOES                  | 7/23/2019 | 133.94 |
| 708176    | AMERICAN TIME                         | WMS-CLOCKS                                  | 7/26/2019 | 130.97 |
| 2558      | DRYWALL SUPPLY INC                    | CLUE HOUSE RENOVATION                       | 7/23/2019 | 130.68 |
| 2486      | COMMERCIAL DOOR SYSTEMS INC           | WHS- REPAIR                                 | 7/23/2019 | 130.00 |
| 192000064 | GENGLER, SCOTT                        | REIMBURSE                                   | 7/17/2019 | 126.56 |
| 708166    | REINDERS                              | DIST USE                                    | 7/19/2019 | 126.16 |
| 708145    | FERGUSON ENTERPRISES, INC #1657       | TR#10 STOCK                                 | 7/19/2019 | 125.38 |
| 192000111 | HOLM-EBERLING, KERRI                  | REIMBURSE                                   | 7/31/2019 | 124.95 |
| 192000042 | WEGNER, MARC                          | REIMBURSE                                   | 7/3/2019  | 124.70 |
| 708174    | SCHOLASTIC INC                        | SUBSCRIPTION RENEWAL                        | 7/26/2019 | 123.37 |
| 192000056 | WILLIAMS, MARY                        | REIMBURSE                                   | 7/10/2019 | 121.23 |
| 2687      | FIELD ENVIRONMENTAL CONSULTING INC    | ASBESTOS ANALYSIS                           | 7/30/2019 | 120.00 |
| 708121    | SHRED-N-GO                            | DAB SHREDDING SERVICE                       | 7/15/2019 | 120.00 |
| 708102    | GOODIN CO                             | CLUBHOUSE SINK                              | 7/15/2019 | 119.30 |
| 192000053 | MUNSTERTEIGER, JILL                   | REIMBURSE                                   | 7/10/2019 | 119.05 |
| 2317      | BUNNING, CYNTHIA                      | CULINARY REFUND                             | 7/11/2019 | 114.45 |
| 2400      | FAZENDIN, VALERIE                     | lax banquet & sr night                      | 7/16/2019 | 114.20 |
| 2711      | MTI DISTRIBUTING INC                  | CSF -T-4000 MOWER PARTS                     | 7/30/2019 | 111.00 |
| 2232      | MN SCHOOL NUTRITION ASSOCIATION       | DIRECTOR FEE & CONFERENCE                   | 7/9/2019  | 110.00 |
| 2351      | METRO ECSU-REGION 11 IDS #920         | REGISTRATION FOR WORKSHOP                   | 7/11/2019 | 110.00 |
| 192000108 | CHRISTIANSEN, CATHERINE               | REIMBURSE                                   | 7/31/2019 | 109.61 |
| 2420      | KD & COMPANY RECYCLING INC            | DIST USE                                    | 7/16/2019 | 109.47 |
| 2560      | EBERT, CHRISTINE                      | CUL EXPRESS REFUND                          | 7/23/2019 | 109.25 |
| 2215      | BERRY COFFEE COMPANY                  | WATER MACHINE RENTAL -MRE                   | 7/9/2019  | 108.00 |
| 192000060 | BECK, MARIE                           | REIMBURSE                                   | 7/17/2019 | 107.07 |
| 708101    | FORKLIFTS OF MN INC                   | SERVICE/MAINTANANCE                         | 7/15/2019 | 106.65 |
| 2193      | QUAST, DEB                            | SOFTBALL DECORATIONS & NAPKINS              | 7/2/2019  | 105.92 |
| 192000071 | LUTZ, DAVID                           | REIMBURSE                                   | 7/17/2019 | 105.85 |
| 2372      | WALBRAN, SHARON                       | PROF SERVICE 1/31/19 TEACHING EXCEL         | 7/11/2019 | 105.00 |
| 2448      | SMITH-SHARPE FIRE BRICK SUPPLY        | KL SUPPLIES W/O 27532                       | 7/16/2019 | 104.86 |
| 2589      | JOHNSON, RICHARD                      | CUL EXPRESS REFUND                          | 7/23/2019 | 104.50 |
| 192000048 | BOLLUM, JAMES                         | REIMBURSE                                   | 7/10/2019 | 104.40 |
| 2698      | KAPLAN EARLY LEARNING CO              | BV BRIGHT START                             | 7/30/2019 | 103.44 |
| 192000081 | TORDEUR, SCOTT                        | REIMBURSE                                   | 7/17/2019 | 103.24 |
| 2181      | LEMINH, TOAN                          | GIRLS GOLF-STATE TOURNAMENT PRACTICE ROUND  | 7/2/2019  | 102.00 |
| 708133    | HOUGHTON MIFFLIN CO LLC               | Books - Intervention                        | 7/15/2019 | 100.28 |
| 2230      | MN DEPT OF LABOR AND INDUSTRY         | WMS ELEVATOR ANNUAL CUST #0000089107        | 7/9/2019  | 100.00 |
| 2674      | ATHENA AWARDS COMMITTEE               | ANNUAL MEMBERSHIP WAYZATA HIGH SCHOOL 19-20 | 7/30/2019 | 100.00 |
| 2214      | ASSN FOR MIDDLE LEVEL EDUCATION       | RENEWAL                                     | 7/9/2019  | 99.97  |
| 2384      | ACE SUPPLY CO INC                     | CLUBHOUSE                                   | 7/16/2019 | 98.06  |
| 2573      | GRAINGER INC., W. W.                  | WHS TOWER CELL #1                           | 7/23/2019 | 97.50  |
| 192000098 | LAROCHE, COURTNEY                     | REIMBURSE                                   | 7/25/2019 | 96.00  |
| 2202      | WARD'S SCIENCE                        | LELAND BLOOD LAB SUPPLIES                   | 7/2/2019  | 95.08  |
| 2135      | NATL ASSN OF SECONDARY SCH PRINCIPALS | Stu Co Affiliation                          | 7/2/2019  | 95.00  |
| 2531      | ALLINA HEALTH SYSTEM                  | PRE EMPLOY SCREEN                           | 7/23/2019 | 95.00  |
| 192000026 | MOORE, JENNIFER                       | REIMBURSE                                   | 7/3/2019  | 95.00  |
| 2556      | DISCOUNT STEEL, INC                   | WMS-W/O #26342 STAINLESS STEEL BRUSHED      | 7/23/2019 | 94.99  |
| 192000039 | TOMBERS, LYNN                         | REIMBURSE                                   | 7/3/2019  | 94.94  |
| 2538      | BECKER, MELISSA                       | CUL EXPRESS REFUND                          | 7/23/2019 | 94.05  |
| 2602      | MARS CO, W. P. & R.S.                 | SUPPLIES                                    | 7/23/2019 | 93.63  |
| 2205      | WESTONE LABORATORIES INC              | SUPPLIES                                    | 7/2/2019  | 93.00  |
| 192000062 | BRYANT, ANDREW                        | REIMBURSE                                   | 7/17/2019 | 92.89  |
| 192000105 | WEGNER, MARC                          | REIMBURSE                                   | 7/25/2019 | 91.75  |
| 2741      | MEDINA ENTERTAINMENT CTR              | BOWLING 6/6                                 | 7/31/2019 | 91.00  |
| 192000106 | WEHRMANN, KARI                        | REIMBURSE                                   | 7/25/2019 | 90.33  |
| 2200      | USI EDUCATION & GOVERNMENT SALES      | ROBIN HENSLIN - WELS                        | 7/2/2019  | 90.32  |
| 192000065 | HARRIDAY, SOLVEIG                     | REIMBURSE                                   | 7/17/2019 | 89.63  |
| 2321      | CITI-CARGO & STORAGE                  | STORAGE                                     | 7/11/2019 | 87.00  |
| 2701      | LARSON CO, GUSTAVE A.                 | KL-W/O #21685                               | 7/30/2019 | 85.24  |
| 2675      | BERRY COFFEE COMPANY                  | DAB COFFEE SERVICE                          | 7/30/2019 | 85.05  |

|           |                                      |  |           |       |
|-----------|--------------------------------------|--|-----------|-------|
| 2440      | PREMIUM WATERS INC                   | DAB WATER SERVICE                      | 7/16/2019 | 84.55 |
| 192000112 | LAROCHE, COURTNEY                    | REIMBURSE                              | 7/31/2019 | 83.97 |
| 2348      | LYU, SUPING                          | ALUMINUM ROD & CARBON FIBER ROD        | 7/11/2019 | 83.95 |
| 2616      | NELSON, TYLER                        | CUL EXPRESS REFUND                     | 7/23/2019 | 83.10 |
| 708084    | PIONEER VALLEY BOOKS                 | Books                                  | 7/8/2019  | 81.40 |
| 2174      | HALVORSON, MIKE                      | MOUNTAIN BIKE COACH REGISTRATION       | 7/2/2019  | 80.00 |
| 2235      | PLYMOUTH ROTARY                      | QUARTERLY DUES                         | 7/9/2019  | 80.00 |
| 2502      | MN DEPARTMENT OF HEALTH              | SH HB HOSPITALITY 2019                 | 7/23/2019 | 80.00 |
| 192000083 | XIONG, CHEE                          | REIMBURSE                              | 7/17/2019 | 80.00 |
| 192000032 | PETERSON, LAURI                      | REIMBURSE                              | 7/3/2019  | 79.75 |
| 2219      | EDUCATION WEEK                       | 1 YEAR SUBSCRIPTION                    | 7/9/2019  | 79.00 |
| 2339      | JOSTENS, INC                         | DRAMA PINSERTS                         | 7/11/2019 | 78.50 |
| 2716      | ROSENWALD, URI                       | MOUNTAIN BIKE COACH REGISTRATION & BCA | 7/30/2019 | 78.00 |
| 2519      | TOLL GAS & WELDING SUPPLY            | CSF - MONTHLY                          | 7/23/2019 | 77.52 |
| 2456      | UPPER LAKE FOODS                     | MR - PRIME VENDOR                      | 7/16/2019 | 77.36 |
| 2600      | MACINTOSH, KEVIN                     | CUL EXPRESS REFUND                     | 7/23/2019 | 75.35 |
| 192000037 | SKALLAND, AMANDA                     | REIMBURSE                              | 7/3/2019  | 74.12 |
| 2469      | HOME DEPOT/GEFC                      | SUPPLIES                               | 7/17/2019 | 73.56 |
| 2595      | KOEPSSELL, JAY                       | CUL EXPRESS REFUND                     | 7/23/2019 | 72.05 |
| 192000014 | JOHNSON, JERI                        | REIMBURSE                              | 7/3/2019  | 71.75 |
| 2434      | MN ASSN FOR CAREER & TECHNICAL ADMIN | BANQUET MEALS FOR SEMINAR              | 7/16/2019 | 71.37 |
| 2457      | VIKING ELECTRIC SUPPLY, INC          | WHS STADIUM LIGHTING CONTROL           | 7/16/2019 | 71.31 |
| 192000069 | LAROCHE, COURTNEY                    | REIMBURSE                              | 7/17/2019 | 70.99 |
| 192000013 | HUSO, NAOMI                          | REIMBURSE                              | 7/3/2019  | 70.76 |
| 2579      | HOLDAHL CO                           | BRACKETS                               | 7/23/2019 | 70.61 |
| 192000113 | RODRIGUEZ, LORINA                    | REIMBURSE                              | 7/31/2019 | 70.00 |
| 192000115 | SAGEDAHL, MICHELLE                   | REIMBURSE                              | 7/31/2019 | 70.00 |
| 192000001 | ANDERSON, MARY                       | REIMBURSE                              | 7/3/2019  | 69.37 |
| 192000047 | ANDERSON, MARY                       | REIMBURSE                              | 7/10/2019 | 69.37 |
| 2536      | AMERICAN FEDERATION OF TEACHERS      | MAGAZINE RENEWAL ACCT #282850          | 7/23/2019 | 68.92 |
| 2493      | HALVORSON, MIKE                      | MOUNTAIN BIKE TEAM COACH JERSEY        | 7/23/2019 | 68.50 |
| 192000021 | KUBALAK, PATRICIA                    | REIMBURSE                              | 7/3/2019  | 68.15 |
| 192000061 | BETZINGER, NANCY                     | REIMBURSE                              | 7/17/2019 | 67.98 |
| 192000109 | DISCH, HILARY                        | REIMBURSE                              | 7/31/2019 | 65.89 |
| 192000030 | PERRIZO, STEPHANIE                   | REIMBURSE                              | 7/3/2019  | 64.32 |
| 192000078 | SCHWENDEMAN, KAREN                   | REIMBURSE                              | 7/17/2019 | 63.73 |
| 192000093 | FARRINGTON, ASHLEY                   | REIMBURSE                              | 7/25/2019 | 63.33 |
| 2720      | SUTTON, GEORGE                       | REFUND                                 | 7/30/2019 | 63.30 |
| 192000012 | HIEBERT, JULIE                       | REIMBURSE                              | 7/3/2019  | 61.54 |
| 2622      | OLSON, ERIC                          | CUL EXPRESS REFUND                     | 7/23/2019 | 61.35 |
| 2555      | DES LAURIERS, DINO                   | CUL EXPRESS REFUND                     | 7/23/2019 | 61.05 |
| 708088    | SHRED-N-GO                           | MR APRIL                               | 7/8/2019  | 60.00 |
| 192000102 | MERTESDORF, CHRIS                    | REIMBURSE                              | 7/25/2019 | 60.00 |
| 2196      | SHAH, AVANI                          | SENIOR APPRECIATION SUPPLIES           | 7/2/2019  | 59.92 |
| 2652      | VIKING ELECTRIC SUPPLY, INC          | WHS-TOWER CELL #1                      | 7/23/2019 | 57.43 |
| 2349      | MARS CO, W. P. & R.S.                | CSF -STRIP BANDAGES                    | 7/11/2019 | 56.83 |
| 192000010 | HAGEN, ANDREW                        | REIMBURSE                              | 7/3/2019  | 54.29 |
| 2336      | INGRAM LIBRARY SERVICES              | BOOKS                                  | 7/11/2019 | 53.84 |
| 2566      | FLAKE, CYNTHIA                       | CUL EXPRESS REFUND                     | 7/23/2019 | 53.70 |
| 192000033 | RATHE, SARAH                         | REIMBURSE                              | 7/3/2019  | 53.59 |
| 2395      | CUB FOODS                            | HS - GROCERIES                         | 7/16/2019 | 52.87 |
| 2594      | KIM, YI                              | CUL EXPRESS REFUND                     | 7/23/2019 | 50.35 |
| 2180      | LAKE CONFERENCE                      | ALPINE SKI EXPENSE                     | 7/2/2019  | 50.00 |
| 2611      | MN ASSN OF SCH BUSINESS OFFICIALS    | TAX LEVY WORKSHOP                      | 7/23/2019 | 50.00 |
| 2599      | LUIKART, JILL                        | CUL EXPRESS REFUND                     | 7/23/2019 | 49.10 |
| 2580      | HONKE, JENNIFER                      | CUL EXPRESS REFUND                     | 7/23/2019 | 48.40 |
| 192000074 | PARSONS, JEAN                        | REIMBURSE                              | 7/17/2019 | 46.57 |
| 192000117 | WEGNER, MARC                         | REIMBURSE                              | 7/31/2019 | 46.28 |
| 192000058 | ANDERSON, CHACE                      | REIMBURSE                              | 7/17/2019 | 46.04 |
| 192000031 | PETERSON, JOELLE                     | REIMBURSE                              | 7/3/2019  | 45.99 |
| 2341      | KASSEM, LEYLA                        | CULINARY REFUND                        | 7/11/2019 | 43.65 |

|           |  |                                  |           |       |
|-----------|--|----------------------------------|-----------|-------|
| 192000075 | PRONDZINSKI, JEFF                      | REIMBURSE                        | 7/17/2019 | 42.96 |
| 192000091 | DENEUI, SARAH                          | REIMBURSE                        | 7/25/2019 | 41.97 |
| 2361      | OLSON, AMANDA                          | CULINARY REFUND                  | 7/11/2019 | 41.25 |
| 708113    | MEI - MINNESOTA ELEVATOR INC           | BATTERY                          | 7/15/2019 | 41.24 |
| 192000103 | VOS, STACIE                            | REIMBURSE                        | 7/25/2019 | 40.96 |
| 192000092 | DEROCHER, DEMAIE                       | REIMBURSE                        | 7/25/2019 | 40.79 |
| 2625      | ORIENTAL TRADING CO, INC.              | 3rd Keane supplies               | 7/23/2019 | 40.64 |
| 2542      | BREUING, KRIS                          | REGISTRATION MTN BIKE TEAM COACH | 7/23/2019 | 40.00 |
| 192000044 | WILLIAMS, ROSS                         | REIMBURSE                        | 7/3/2019  | 39.56 |
| 192000004 | BOBEK, STACY                           | REIMBURSE                        | 7/3/2019  | 39.21 |
| 2659      | HAHN, LINDA                            | CUL EXPRESS REFUND               | 7/23/2019 | 38.80 |
| 2623      | OLSON, JOHN                            | CUL EXPRESS REFUND               | 7/23/2019 | 38.65 |
| 2328      | CUB FOODS                              | FOOD -SPECIAL ED                 | 7/11/2019 | 38.52 |
| 192000096 | JACOBS, DONNA                          | REIMBURSE                        | 7/25/2019 | 38.49 |
| 2332      | HALVORSON, DAWN                        | BACKGROUND CHECK REIMBURSEMENT   | 7/11/2019 | 38.00 |
| 708086    | SCHMITT MUSIC CO                       | TUBA REPAIR                      | 7/8/2019  | 38.00 |
| 2343      | KRAUSERT, CHARLES*                     | REIMBURSE                        | 7/11/2019 | 37.12 |
| 2621      | OLSEN, DARA                            | CUL EXPRESS REFUND               | 7/23/2019 | 36.95 |
| 192000041 | WARZEHA, CHERYL                        | REIMBURSE                        | 7/3/2019  | 36.60 |
| 708165    | PIONEER VALLEY BOOKS                   | Order 4 Kate Mitchell            | 7/19/2019 | 35.99 |
| 2578      | HENN COUNTY HUMAN SVCS & PUBLIC HEALTH | TRAINING TYLER REINARTS          | 7/23/2019 | 35.00 |
| 192000084 | GOLIN, SHERYL                          | REIMBURSE                        | 7/24/2019 | 34.93 |
| 2634      | SCHULTZ, JEFFREY                       | CUL EXPRESS REFUND               | 7/23/2019 | 34.65 |
| 2650      | UTTORMARK, MICHAEL                     | CUL EXPRESS REFUND               | 7/23/2019 | 34.45 |
| 2627      | PERIAKARUPPAN, MUTHU                   | CUL EXPRESS REFUND               | 7/23/2019 | 34.40 |
| 2530      | ALLEN, KARA                            | CUL EXPRESS REFUND               | 7/23/2019 | 34.15 |
| 2570      | GEE, ANTHONY                           | CUL EXPRESS REFUND               | 7/23/2019 | 32.40 |
| 192000020 | KREISLE, VIRGINIA                      | REIMBURSE                        | 7/3/2019  | 31.84 |
| 2528      | ACE SUPPLY CO INC                      | CLUBHOUSE DRYER VENT             | 7/23/2019 | 31.76 |
| 192000050 | JIRELE, JESSICA                        | REIMBURSE                        | 7/10/2019 | 31.55 |
| 2629      | PREMIUM WATERS INC                     | WMS-WATER SERVICE                | 7/23/2019 | 30.95 |
| 2592      | KETTLESON, MAUREEN                     | CUL EXPRESS REFUND               | 7/23/2019 | 30.45 |
| 2615      | NELSON, DENNIS                         | CUL EXPRESS REFUND               | 7/23/2019 | 29.55 |
| 192000088 | BOBEK, STACY                           | REIMBURSE                        | 7/25/2019 | 28.42 |
| 2613      | MOORE, JESSICA                         | CUL EXPRESS REFUND               | 7/23/2019 | 27.85 |
| 2721      | TARNANEN, EEVA                         | REFUND                           | 7/30/2019 | 27.85 |
| 192000007 | COLACINO, GARY                         | REIMBURSE                        | 7/3/2019  | 27.84 |
| 192000054 | SCHMIDT, AMY                           | REIMBURSE                        | 7/10/2019 | 25.99 |
| 192000089 | BOVEE, NAOMI                           | REIMBURSE                        | 7/25/2019 | 25.99 |
| 192000090 | CRAMER, PATRICE                        | REIMBURSE                        | 7/25/2019 | 25.99 |
| 192000114 | RUCHTI, JULIE                          | REIMBURSE                        | 7/31/2019 | 25.99 |
| 2597      | LEE, JAMES                             | CUL EXPRESS REFUND               | 7/23/2019 | 25.20 |
| 2460      | WESTSIDE WHOLESALE TIRE, INC           | TORO T4000 REPAIR                | 7/16/2019 | 25.17 |
| 2371      | TRUST POINT                            | WIRE FEE                         | 7/11/2019 | 25.00 |
| 2679      | CITY OF PLYMOUTH                       | RECRUITING PLYM.FARMERS MKT      | 7/30/2019 | 25.00 |
| 192000118 | WILLAR, DAWN                           | REIMBURSE                        | 7/31/2019 | 25.00 |
| 2213      | APPLE AUTOMATIC FOOD SERVICE           | WATER COOLER MONTHLY RENTAL      | 7/9/2019  | 24.95 |
| 2402      | GOPHER ACE                             | CSF- WOODSHOP SUPPLIES           | 7/16/2019 | 23.99 |
| 708164    | LAKESHORE LEARNING MATERIALS           | 1st gr Ward-Elser supplies       | 7/19/2019 | 23.99 |
| 192000107 | BERLING, ADELE                         | REIMBURSE                        | 7/31/2019 | 23.87 |
| 192000016 | JOHNSON, LENDA                         | REIMBURSE                        | 7/3/2019  | 23.61 |
| 708096    | ANCOM COMMUNICATIONS                   | EARPIECE                         | 7/15/2019 | 22.50 |
| 2707      | MIRVISS, JILL                          | REFUND                           | 7/30/2019 | 21.65 |
| 2577      | HEASER, JULIE                          | CUL EXPRESS REFUND               | 7/23/2019 | 21.35 |
| 2581      | HOYT, AMANDA                           | CUL EXPRESS REFUND               | 7/23/2019 | 20.40 |
| 192000068 | JORENBY, CLARICE                       | REIMBURSE                        | 7/17/2019 | 19.95 |
| 2632      | ROSS, MIKE                             | CUL EXPRESS REFUND               | 7/23/2019 | 19.30 |
| 2605      | MIDDLEBROOK, BEVERLY                   | CUL EXPRESS REFUND               | 7/23/2019 | 18.75 |
| 2562      | EMSLIE, COLE                           | CUL EXPRESS REFUND               | 7/23/2019 | 18.70 |
| 2639      | STUDER, JENNIFER                       | CUL EXPRESS REFUND               | 7/23/2019 | 18.55 |
| 2541      | BLUM, DAVID                            | CUL EXPRESS REFUND               | 7/23/2019 | 17.80 |



**WAYZATA PUBLIC SCHOOLS  
MONTHLY DONATION SUMMARY  
July 2019**

| <u>DONATED BY</u>  | <u>PURPOSE</u>  | <u>AMOUNT</u>                   |
|--|---|---------------------------------|
| Greenwood PTA  | WHS - Club Y.E.S.   | \$200.00                        |
| Wells Fargo-Matching Donation  | BV - Student Support  | \$90.00                         |
| Gleason Lake PTO   | GL - Field Trip Scholarships  | \$108.00                        |
| Sunset Hill PTSA   | SH - 5th Grade Field Trip Busing  | \$530.10                        |
| Ahmed M Elmouelhi & Heidi Kader  | OW - Lunches for Students in Need   | \$315.00                        |
| Wayzata West PTA   | WMS - Lunches for Students in Need  | \$600.00                        |
| Laura & John O'Brien   | BV - Lunches for Students in Need   | \$30.00                         |
| Jeffrey & Lindsey Stewart  | OW- Lunches for Students in Need in<br>Laura Conry's Name (Teacher at OW)     | \$50.00                         |
| Steven & Linnea Fonnesta   | KL - Lunches for Students in Need   | \$50.00                         |
| Oakwood PTA  | OW - Classroom Supplies   | \$965.05                        |
| Oakwood PTA  | OW - Field Trips, Technology Items and Classroom<br>Supplies                  | \$5,143.00                      |
| Amy Buboltz & Your Cause   | OW - Scholarships   | \$60.00                         |
| Greenwood PTA  | GW - Field Trip Scholarships and Student Author<br>Books                      | \$653.00                        |
| Davanni's - Plymouth   | Destination Imagination-Global Finals Registration<br>for Ping Pong Champions | \$161.61                        |
| Modern Manufacturing & Engineering<br>(MME) - Hue Lien, Senior Officer &<br>Nancy Lien Berndt, President | Destination Imagination-Global Finals Registration<br>for Ping Pong Champions | \$250.00                        |
| <b>TOTAL CASH DONATIONS</b>  |   | <b><u><u>\$9,205.76</u></u></b> |
| Lindsay Walsh  | GW - Crash Pad for Sensory Room   | \$134.47                        |
| Tracey Kubitz  | Books for Elementary Classroom Libraries                                      | \$3,500.00                      |
| <b>TOTAL IN-KIND DONATIONS</b>   |   | <b><u><u>\$3,634.47</u></u></b> |

**WAYZATA PUBLIC SCHOOLS**  
**WIRE TRANSFER, EFT AND ACH ACTIVITY**  
**June 2019**

| <b>FROM</b>           | <b>TO</b>                              | <b>DATE</b> | <b>AMOUNT</b>                     |
|-----------------------|--|-------------|-----------------------------------|
| US Bank-Checking      | US Bank-Payroll                        | Multiple    | \$13,660,697                      |
| US Bank-Checking      | IRS                                    |             |                                   |
|                       | - Federal P/R Taxes                    | 06/03/2019  | \$1,097,001                       |
|                       | - Federal P/R Taxes                    | 06/17/2019  | \$1,042,619                       |
|                       | - Federal P/R Taxes                    | 06/24/2019  | \$3,263,268                       |
| US Bank-Checking      | MN Department of Revenue               |             |                                   |
|                       | - State P/R Taxes etc. (MN)            | 06/03/2019  | \$192,987                         |
|                       | - State P/R Taxes etc. (MN)            | 06/17/2019  | \$182,599                         |
|                       | - State P/R Taxes etc. (MN)            | 06/24/2019  | \$594,648                         |
| US Bank-Checking      | Delta Dental                           |             |                                   |
|                       | - Dental Claims                        | Multiple    | \$105,529                         |
| US Bank-Checking      | Preferred One                          |             |                                   |
|                       | - Health Claims                        | Multiple    | \$1,633,665                       |
| US Bank-Checking      | Wells Fargo Commercial Card            |             |                                   |
|                       | - Purchase Card Program                | 06/06/2019  | \$189,060                         |
| US Bank-Checking      | PlanSource                             |             |                                   |
|                       | - Flex Benefits                        | Multiple    | \$190,692                         |
| US Bank-Checking      | Preferred One                          |             |                                   |
|                       | - Broker/Reinsurance Fees              | 06/13/2019  | \$94,355                          |
| US Bank-Checking      | Payroll Vendors (TRA, EBC, MSRS, etc.) |             |                                   |
|                       | - Electronic Payments                  | Multiple    | \$3,864,678                       |
| US Bank-Checking      | District Employees                     |             |                                   |
|                       | - Expense Reimbursement                | Multiple    | \$33,767                          |
| US Bank-Checking      | Commerce Bank/Control Pay              |             |                                   |
|                       | - Electronic A/P                       | Multiple    | \$644,221                         |
| US Bank-Checking      | MN Department of Revenue               |             |                                   |
|                       | - Sales & Use Tax Payment              | 06/19/2019  | \$861                             |
| US Bank-Checking      | Edutrack                               |             |                                   |
|                       | - Electronic payment fees              | Multiple    | \$8,376                           |
| <b>TOTAL ACTIVITY</b> |  |             | <b><u><u>\$26,799,022</u></u></b> |



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

**Authorization of Issuance of Individual Procurement Card (P-Card)**

The administration recommends the issuance of a procurement card to the following employees:

Debra Kwong, Secretary, North Woods Elementary School

Denise Thoen, Secretary, Welcome Center

**Recommended Action:** Approve and authorize the issuance of an individual procurement card (P-Card).

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Human Resource Recommendations

**COMMENTS BY:** Stacie Vos, Executive Director of Human Resource Services

Attached are the recommendations regarding personnel actions including: employment, separations and leaves of absence.

**Recommended Action:** Approve the Human Resource actions as recommended in the attachment.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**HUMAN RESOURCES RECOMMENDATIONS - Consent Agenda - August 12, 2019**

**EMPLOYMENT**

| <b>Name</b>               | <b>Position</b>                        | <b>Location</b>          | <b>Reason</b>           | <b>Start Date</b> |
|---------------------------|--|--------------------------|-------------------------|-------------------|
| Kerry Carlson             | Teacher - Spanish                      | Birchview                | Resignation             | 8/26/2019         |
| Brenna O'Gara             | Home Base Assistant                    | Birchview                | Resignation             | 8/19/2019         |
| Kathryn Gaio              | Teacher - Grade 4                      | Birchview                | Transfer                | 8/26/2019         |
| Joel Feld                 | Technology Support Specialist          | Central Middle           | Transfer                | 7/22/2019         |
| Charles Kreitzer          | Teacher - Orchestra                    | Central Middle           | New Position            | 8/26/2019         |
| Naomi Sandgren            | Teacher - Reading Intervention         | Central Middle           | Leave                   | 8/26/2019         |
| Carolyn Wood              | Culinary Express                       | Central Middle           | New Position            | 9/3/2019          |
| Bertha Martinez de la Paz | Culinary Express                       | Central Middle           | Resignation             | 9/3/2019          |
| John Blake                | Custodian                              | Central Services         | Transfer                | 8/12/2019         |
| Kim Sosa                  | Paraprofessional                       | Early Learning School    | Transfer                | 8/19/2019         |
| Caitlin Wittnebel         | Teacher - Special Education            | Early Learning School    | Non Renew               | 8/26/2019         |
| Lauri Heid                | Peppermint Fence Instructor            | Early Learning School    | Resignation             | 8/26/2019         |
| Megan Pennington          | Peppermint Fence Instructor            | Early Learning School    | Resignation             | 8/26/2019         |
| Anna DeRaad               | Peppermint Fence Instructor            | Early Learning School    | New Position            | 8/20/2019         |
| Erin Gadiant              | Teacher - Math Intervention            | East Middle              | Transfer                | 8/26/2019         |
| Gwendolyn Vargas          | Teacher - Math Intervention Specialist | East Middle              | One Year Only           | 8/26/2019         |
| Delaney Kinghorn          | Educational Interpreter                | Education Service Center | New Position            | 9/3/2019          |
| Margaret Paulsen          | Educational Interpreter                | Education Service Center | New Position            | 9/3/2019          |
| Megan Wessels             | Paraprofessional                       | Education Service Center | New Position            | 7/22/2019         |
| Mary Langlas              | Teacher - English Learner              | Education Service Center | Transfer                | 8/26/2019         |
| Rachel Bailey             | Teacher - Grade 2                      | Gleason Lake             | Transfer                | 8/26/2019         |
| Ryan Nichols              | Paraprofessional                       | Gleason Lake             | Retirement              | 9/3/2019          |
| Annika Tulkki             | Paraprofessional                       | Gleason Lake             | Resignation             | 9/3/2019          |
| So Yon Jeong              | Paraprofessional                       | Greenwood                | Transfer                | 9/3/2019          |
| Daniel Rosas-Vargas       | Paraprofessional                       | Greenwood/West Middle    | Transfer/Contract Ended | 9/3/2019          |
| Esther Hutchinson         | Teacher - Social Studies               | High School              | Transfer                | 8/26/2019         |
| Kristopher Nelson         | Teacher - Chemistry/Physical Science   | High School              | New Position            | 8/26/2019         |
| Hailee Peck               | Teacher - Math                         | High School              | New Position            | 8/26/2019         |
| Melissa Bast              | Teacher - English                      | High School              | Resignation             | 8/26/2019         |
| Katie O'Dowd              | School Counselor                       | High School              | New Position            | 8/26/2019         |
| Ralph Knox                | Teacher - Physical Science             | High School              | Resignation             | 8/26/2019         |
| Heather Byrne             | Culinary Express                       | High School              | New Position            | 9/3/2019          |
| Tyler Engler              | Teacher - Math                         | High School              | Transfer                | 8/26/2019         |
| Alethea Ballard           | Teacher - Art                          | High School/East Middle  | Transfer                | 8/26/2019         |
| Kelly Schug               | Culinary Express                       | Kimberly Lane            | Transfer                | 9/3/2019          |
| RaeAnn Retzlaff           | Home Base Instructor                   | Kimberly Lane            | Resignation             | 8/19/2019         |
| Shaine Heacock            | Home Base Assistant                    | Kimberly Lane            | New Position            | 8/19/2019         |
| Carolyn Khong             | Culinary Express                       | Meadow Ridge             | Transfer                | 9/3/2019          |
| Mark Smith-Lossiah        | Teacher - Media Specialist             | Meadow Ridge             | Transfer                | 8/26/2019         |

|                          |                        |                   |              |           |
|--------------------------|------------------------|-------------------|--------------|-----------|
| Jamie Arola              | Home Base Assistant    | Meadow Ridge      | New Position | 8/19/2019 |
| Muna Shahid              | Home Base Assistant    | Meadow Ridge      | New Position | 8/19/2019 |
| Dalicia Ferguson         | Paraprofessional       | Meadow Ridge      | Transfer     | 9/3/2019  |
| Gangotree Mondal         | Home Base Assistant    | North Woods       | New Position | 8/19/2019 |
| Abbey Baker              | Paraprofessional       | North Woods       | New Position | 9/3/2019  |
| Amanda Forsythe-Peterson | Paraprofessional       | Oakwood           | Retirement   | 9/3/2019  |
| Carmen Wood              | Paraprofessional       | Oakwood           | Retirement   | 9/3/2019  |
| Matthew Wagner           | Home Base Instructor   | Oakwood           | Resignation  | 8/19/2019 |
| Angela Humphrey          | Teacher - Kindergarten | Plymouth Creek    | Leave        | 8/26/2019 |
| Marsha Ghent             | Culinary Express       | Plymouth Creek    | Transfer     | 9/3/2019  |
| Catherine Wolff          | Paraprofessional       | Sunset Hill       | Retirement   | 9/3/2019  |
| Charu Tyagi              | Paraprofessional       | Sunset Hill       | Transfer     | 9/3/2019  |
| Samira Iman              | Home Base Assistant    | Sunset Hill       | New Position | 8/19/2019 |
| Yayehirad Kifle          | Paraprofessional       | Transition School | New Position | 9/3/2019  |

**CONTRACT MODIFICATION**

| Name                  | Position                | Location                  | Modification            | Date      |
|-----------------------|-------------------------|---------------------------|-------------------------|-----------|
| Olivia Martinetti     | Educational Interpreter | Education Service Center  | Rehired                 | 9/3/2019  |
| Natalie Sullivan      | School Nurse            | Education Services Center | Rehired                 | 8/26/2019 |
| Christina Strey-Wells | Teacher - English       | High School               | From .167 FTE to .5 FTE | 8/26/2019 |

**LEAVE OF ABSENCE**

| Name         | Position                   | Location       | Leave Date             |
|--------------|----------------------------|----------------|------------------------|
| Lisa Scott   | Teacher - Media Specialist | West Middle    | 11/26/2019 - 2/21/2019 |
| Mary Langlas | Teacher - Special Services | Meadow Ridge   | 9/2/2019 - 11/19/2019  |
| Billy Levin  | Teacher - 6th Grade        | Central Middle | 1/27/2020 - 1/26/2021  |

**RESIGNATION**

| Name                | Position       | Location                         | Resign Date |
|---------------------|----------------|----------------------------------|-------------|
| Cathy (Lynch) Weber | Secretary      | Birchview                        | 7/26/2019   |
| Alison Haseman      | Teacher - Band | Central Middle                   | 6/30/2019   |
| Sue McCollins       | Secretary      | District Administration Building | 7/19/2019   |

|                   |                             |                       |  |           |
|-------------------|-----------------------------|-----------------------|--|-----------|
| Katelyn Gregg     | Peppermint Fence Instructor | Early Learning School |  | 8/1/2019  |
| Nidhi Soria       | Peppermint Fence Assistant  | Early Learning School |  | 6/30/2019 |
| Amelia Pust       | Paraprofessional            | Gleason Lake          |  | 7/12/2019 |
| Stephanie Hoffman | Home Base Instructor        | Gleason Lake          |  | 8/16/2019 |
| Bryan Vasquez     | Secretary                   | High School           |  | 7/21/2019 |
| Rick Stalkamp     | Paraprofessional            | Meadow Ridge          |  | 7/10/2019 |
| Kaelan Grismer    | Home Base Assistant         | Plymouth Creek        |  | 7/29/2019 |
| Caitlin Fritz     | Home Base Instructor        | Plymouth Creek        |  | 8/16/2019 |
|                   |                             |                       |  |           |
|                   |                             |                       |  |           |
|                   |                             |                       |  |           |

**RETIREMENT**

| <b>Name</b>    | <b>Position</b> | <b>Location</b> | <b>Retirement Date</b> |
|----------------|-----------------|-----------------|------------------------|
| Rebecca Nelson | Secretary       | Welcome Center  | 8/2/2019               |
|                |                 |                 |                        |
|                |                 |                 |                        |

**EXTRA ASSIGNMENTS**

| <b>Name</b>      | <b>Position</b>                      | <b>Location</b>       | <b>Assignment</b>                  | <b>Date</b> |
|------------------|--------------------------------------|-----------------------|------------------------------------|-------------|
| Melissa Lahr     | Finance Supervisor                   | Administration        | Building Construction Project Team | 7/1/2019    |
| Jill Schwint     | Controller                           | Administration        | Building Construction Project Team | 7/1/2019    |
| Bob Barbknecht   | Network and Technology Administrator | Central Middle        | Technology On-Call Team            | 7/1/2019    |
| Sam Gibbs        | System Administrator                 | Central Middle        | Technology On-Call Team            | 7/1/2019    |
| James Reeve      | System Administrator                 | Central Middle        | Technology On-Call Team            | 7/1/2019    |
| John Weber       | Network Specialist                   | Central Middle        | Technology On-Call Team            | 7/1/2019    |
| Corey Nielsen    | System Administrator                 | Central Middle        | Technology On-Call Team            | 7/1/2019    |
| Joe McNeal       | Technology Support                   | Central Middle        | Building Construction Project Team | 7/1/2019    |
| Jon Deutsch      | Facilities Director                  | Central Services      | Building Construction Project Team | 7/1/2019    |
| James Mickle     | Custodial Services Supervisor        | Central Services      | Building Construction Project Team | 7/1/2019    |
| Kristin Tollison | Administrative Services Director     | Early Learning School | Building Construction Project Team | 7/1/2019    |



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Waive Statutory Requirement for Pledge

**COMMENTS BY:** Jill Johnson, Executive Director of Teaching and Learning

According to Minnesota Statutes Section 121A.11, enacted in 2004, “all public school students shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week.” As part of this requirement, a school district must instruct students in the proper etiquette toward, correct display of, and respect for the flag, and in patriotic exercises. A school board may waive the statutory requirement that moderates the recitation and corresponding etiquette requirement by an annual vote.

Wayzata Public Schools also has a district policy that states:

*The School Board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end. Students shall recite the Pledge of Allegiance one or more times a week. The recitation shall be conducted by each individual classroom teacher or teacher’s surrogate or over a school intercom system by principal or designee. Anyone who does not wish to participate in reciting the Pledge for any personal reasons may elect not to do so. Students and school personnel must respect another person’s right to make that choice. Students will be instructed in the proper etiquette toward, correct display of, and respect for the flag.*

The practice during the 2018-2019 school year was to have elementary students routinely recite the Pledge; generally daily or weekly. Middle school and high school students recited the Pledge weekly; generally on a Monday morning TV broadcast. School principals report that this practice has worked well and the administration is recommending the continuance of this protocol for the 2019-2020 school year. Generally, weekly recitation of the pledge will occur at the middle school and high school levels and daily or weekly recitation of the pledge will occur in the elementary school.

**Recommended Action:** The School Board supports recitation of the Pledge of Allegiance in the district schools and has a district policy calling for the recitation of the Pledge of Allegiance one or more times weekly in each school. Minnesota Statute 121A allows a school district to waive the statutory requirement mandating the recitation of the Pledge of Allegiance by majority vote. The Wayzata School District School Board has chosen to take a vote on waiving the statutory requirement. Waiving the statutory requirement has no impact on the School District’s policy.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Approval of Official Newspaper, Radio Station, and Bulletin Board

**COMMENTS BY:** Chace B. Anderson, Superintendent

The administration recommends that the School Board officially designate the following:

- WCCO-AM Radio Station for making emergency announcements such as closings, delayed openings, or dismissing schools early.
- PLYMOUTH SUN-SAILOR as the official newspaper for all legal notices including minutes, bid solicitations, election notices, etc.
- “Official Bulletin Board” located at the District Administration Building, where all board agendas will be posted. Board agendas are also available online, and will always be available by contacting the administrative assistant.

**Recommended Action:** The administration recommends that the School Board follow long-standing tradition and designate the official radio station, newspaper, and bulletin board as detailed above.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** MDE Official with Authority

**COMMENTS BY:** Chace B. Anderson, Superintendent

The administration recommends that the School Board officially designate the following:

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority (IOwA) to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Stacey Lackner to act as the Identified Official with Authority (IOwA).

**Recommended Action:** Designate Stacey Lackner as the MDE Identified Official with Authority.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** MSHSL

**COMMENTS BY:** Chace B. Anderson, Superintendent

Minnesota Statutes, Section 128C.01, requires individual School Boards each year to authorize membership in the Minnesota State High School League. The Resolution for Membership affirms (1) that the Board of Education delegates the control, supervision, and regulation of League-sponsored athletic and fine arts activities to the Minnesota State High School League; (2) that the Board of Education adopts the Constitution, Bylaws and Rules and Regulations of the League; and (3) that the administration for and the responsibility for supervising the activities are assigned to the official representative.

Erik Brown is the appointed School Board representative to the Minnesota State High School League, and Jaime Sherwood, Activities and Athletic Director, is the Wayzata High School representative. The enclosed resolution provides for the appropriate School Board action.

**Recommended Action:** Approve the Resolution for Membership in the Minnesota State High School League for the 2019-2020 School Year.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Professional Memberships

**COMMENTS BY:** Chace B. Anderson, Superintendent

The School Board annually approves District membership in various professional organizations. The Administration recommends that the Board approve memberships for the 2019-2020 school year in the following organizations (this list may not be exhaustive, as needs may arise during the school year):

- Association of Metropolitan School Districts (AMSD)
- Minnesota School Boards Association (MSBA)
- National School Boards Association (NSBA)
- Wayzata Chamber of Commerce
- TwinWest Chamber of Commerce
- Business Education Partnership/TwinWest Chamber
- I-94 West Chamber of Commerce
- The Performance Excellence Network
- Center for Applied Research and Education Improvement (CAREI)
- Wayzata Rotary Club
- Minnesota Association of School Administrators (MASA)
- American Association of School Administrators (AASA)
- Association for Supervision and Curriculum Development (ASCD)
- Park Nicollet Growing Through Grief
- Metropolitan Principals Academy

**Recommended Action:** Approve District membership in the recommended professional organizations for the 2019-2020 School Year.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Recognitions

**ITEM:** Retiree Recognitions

**COMMENTS BY:** Chace B. Anderson, Superintendent

Tonight we would like to recognize the following employees who announced their retirement in 2019-2020. We would like to thank them for their years of service to Wayzata Public Schools and wish them well in their future endeavors.

| <u>Name</u>  | <u>Position</u>           | <u>Years of Service</u> |
|--------------|---------------------------|-------------------------|
| Becky Nelson | Secretary, Welcome Center | 7 Years                 |



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Administrative Reports & Recommendations

**ITEM:** Superintendent Recommendations

**COMMENTS BY:** Chace B. Anderson, Superintendent

Attached are the policies and regulations for your consideration. These policies have been vetted by the Policy Committee and administrative stakeholders.

- Policy 901 Communication and Public Relations Program
- Policy 907 Gifts from the Public
- Policy 908 Fundraising
- Policy 909 Visitors
- Policy 910 Distribution and Posting of Promotional Literature
- Policy 911 Advertising
- Policy 912 Public Complaints
- Policy 914 Relations with Community Organizations
- Policy 915 Relations with Religious Organizations
- Policy 916 Relations with Political Organizations
- Policy 917 Relations with Governmental Authorities
- Policy 918 Political Election Campaign Materials
- Policy 919 Community Education
- Policy 920 Use Of School District Facilities And Equipment

**Recommended Action:** Approve the listed policies as presented in the attachments.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**901 COMMUNICATION AND PUBLIC RELATIONS PROGRAM**

**I. PURPOSE**

The purpose of this policy is to establish the expectation that the implementation of a strategic communications and public relations program is essential to ~~establish~~ develop and maintain positive and effective school/home/-community relationships.

**II. GENERAL STATEMENT OF POLICY**

- A. The School Board recognizes that a climate of mutual understanding and cooperation among the staff, students, parents, and community is essential and that these goals are achieved by implementation of a strategic communications and public relations program.
- B. The School Board believes it is the responsibility of each Board member, as well as each employee of the District, to actively engage in open, two-way communications that promotes effective school/home/community relationships.
- C. The School Board recognizes that citizens and staff members have a right to be well informed about the district and its schools; that Board members and administrators have an obligation to adequately inform and engage both internal and external stakeholders; and that the District will benefit when citizens and staff are well informed about the District and its schools.
- D. The Superintendent or designee is directed to develop and implement a strategic communications and public relations program that is aligned with the statements in this policy.

**ADOPTED:** March 12, 1984  
**AMENDED:** January 12, 1987  
**AMENDED:** May 9, 2005  
**AMENDED:** October 8, 2007  
**AMENDED:** July 13, 2015  
**LAST REVIEWED:** July 13, 2015

## **901-R COMMUNICATION AND PUBLIC RELATIONS PROGRAM REGULATIONS**

### **I. REGULATIONS**

The School Board intends that the Superintendent or designee shall develop and implement a strategic communication and public relations program, which has as its objectives:

- A. Maintain an effective two-way communication system between the District and its internal and external stakeholders.
- B. Maintain a Communications Office to direct the District's overall strategic communications and public relations program.
- C. Use of a variety of ~~strategies and~~ print and electronic vehicles to implement the District's communications and public relations program.
- D. Develop and maintain open and cooperative working relationships with the news media.
- E. Conduct periodic evaluation of district communication practices and programs in accordance with School Board and District administrative objectives.

**ADOPTED:** May 9, 2005

**AMENDED:** October 8, 2007

**AMENDED:** July 13, 2015

**LAST REVIEWED:** July 13, 2015

## 907 GIFTS FROM THE PUBLIC

### I. PURPOSE

The purpose of this policy is to establish criteria to be met in the acceptance of gifts to the District.

~~The School Board may accept on behalf of the District any bequest or gift of money or property for a purpose deemed by the School Board to be suitable and to utilize such money or property so designated.~~

### II. GENERAL STATEMENT OF POLICY

The School Board may accept on behalf of the District any bequest or gift of money or property for a purpose deemed by the School Board to be suitable and to utilize such money or property so designated.

The School Board will not accept any financial donation to fully or partially fund the employment of any curricular or related co-curricular full-time or part-time personnel, unless the donation is from endowed funds that comply with the Uniform Prudent Management of Institutional Funds Act. The acceptance of such donation is also contingent on the Board's ability to utilize the funds to address needs across the District as determined by the Board.

~~The Board shall establish criteria to be met in the acceptance of gifts, and the~~ The Superintendent or designee shall develop procedures for examining and evaluating offers of gifts to the District.

**ADOPTED:** December 13, 1982

**AMENDED:** October 13, 1986

**AMENDED:** December 11, 1995

**AMENDED:** November 8, 2004

**AMENDED:** May 9, 2005

**AMENDED:** September 10, 2007

**AMENDED:** October 12, 2015

**LAST REVIEWED:** October 12, 2015

## **907-R GIFTS FROM THE PUBLIC REGULATIONS**

### **I. REGULATIONS**

Any gifts presented to the District must be accompanied by a letter from the donor for official action and recognition by the School Board. All gifts will be reviewed by the Superintendent prior to being approved by the Board.

To be accepted, a gift must satisfy the following criteria:

1. Have a purpose consistent with the district's mission.
2. Be offered by a donor acceptable to the Board.
3. Not establish a program that cannot be sustained when gift or grant funds are exhausted.
4. Not bring undesirable or hidden costs to the school system.
5. Place no restrictions or requirements on the district.
6. Not be inappropriate or harmful to the education of all students.
7. Not endorse any business or product.
8. Not be in conflict with any provision of the school code or public law.
9. Not jeopardize other sources of state/federal funding.
10. Not cause an unreasonable imbalance among schools of the same level.
11. All gifts and bequests shall become District property.

If desired, a letter of appreciation signed by the Superintendent of Schools shall be sent to the donor; when an appropriate return address is provided.

**ADOPTED:** October 13, 1986  
**AMENDED:** November 23, 1987  
**AMENDED:** October 24, 1994  
**AMENDED:** August 31, 1999  
**AMENDED:** May 21, 2003  
**AMENDED:** November 8, 2004  
**AMENDED:** May 9, 2005  
**AMENDED:** September 10, 2007  
**AMENDED:** October 12, 2015  
**LAST REVIEWED:** October 12, 2015

**908 FUNDRAISING**

**I. PURPOSE**

The purpose of this policy is to help ensure successful fundraising activities within District schools.

**II. GUIDELINES**

1. Students will not be required to participate in fundraising activities.
2. All fundraising activities that involve students, employees, or school programs must be approved in advance by the school principal/designee or the Superintendent/designee. Hosting unapproved fundraising activities will be considered a violation of this policy.
3. All school-related fundraising activities will be carried out in a manner that will not result in embarrassment on the part of individual students, employees, individual schools, or the school district.
4. All policies and regulations pertaining to student and employee conduct and discipline shall extend to fundraising activities.
5. The number and timing of fundraising activities shall be coordinated by the school principal/designee in such a manner as to prevent them from becoming too numerous and overly burdensome on students, parents, employees, local business, and the general public.
6. The requesting student, parent, staff, and booster organization will ensure that proper accounting procedures are in place, that records will clearly indicate revenues and expenditures for each fundraising activity, and that measures for the safekeeping of monies are implemented.
7. All commercial electronic fundraising or use of the District's web sites or e-mail systems will be limited to the school or schools involved and not broadcast district-wide unless approved by the Superintendent/designee.

8. Fundraising websites, such as Bonfire, Crowdfunding and GoFundMe, will not be used. Violators will be required to remove all websites and return monies collected to the donor.

7.

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**ADOPTED:** August 9, 1999  
**AMENDED:** July 9, 2007

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**AMENDED:** October 12, 2015  
**LAST REVIEWED:** October 12, 2015

## **909 VISITORS**

### **I. PURPOSE**

The purpose of this policy is to provide guidelines regarding visitors in the ~~district's~~ District schools and other buildings.

### **II. GENERAL STATEMENT OF POLICY**

The School Board welcomes visits to district schools and facilities by parents and community members, provided the visits are consistent with this policy.

An individual or group may be denied permission to visit a school or school property or be denied permission to remain in a school or on school property if the visitor's or group's presence is detrimental or obstructive to the education and/or safety of students, is disruptive to the student learning process or employee working environment, or otherwise is not in the best interests of students, employees, or the school district.

**ADOPTED:** January 14, 2002

**AMENDED:** February 11, 2002

**AMENDED:** March 12, 2007

**AMENDED:** September 10, 2007

**AMENDED:** July 13, 2015

**LAST REVIEWED:** July 13, 2015

**910 DISTRIBUTION/POSTING OF PROMOTIONAL LITERATURE**

**I. PURPOSE**

The purpose of this policy is to provide direction for community organizations interested in posting or promoting their information in the schools to share with staff and parents.

**II. GENERAL STATEMENT OF POLICY**

- A. Reputable community organizations that provide important services in the community may look to the schools to help share their information. Each principal authorizes the distribution of District sponsored/collaborative informational materials in their school. Appropriate community organizations may contact each principal to request sharing their informational materials in the school office where staff and parents can take the information if interested.

In addition, non-profit and community organizations may also request that their information be posted on the “Community Connections” page of the Wayzata Public Schools’ website. These requests should be sent to the District’s Communications Office.

**ADOPTED:** December 12, 1988  
**AMENDED:** August 11, 1997  
**AMENDED:** June 11, 2001  
**AMENDED:** August 16, 2004  
**AMENDED:** September 10, 2007  
**AMENDED:** July 13, 2015  
**LAST REVIEWED:** July 13, 2015

## **911 ADVERTISING**

### **I. PURPOSE**

The purpose of this policy is to provide guidelines for the advertising or promoting of products and services to students and parents in the schools. The school district's policy is that the name, facilities, staff, students, or any part of the school district shall not be used for advertising or promoting the interests of a commercial or non-profit agency or organization except as set forth below.

### **II. GUIDELINES**

Wayzata Public Schools will allow advertising under the following conditions:

1. The schools may, upon Superintendent/designee approval, cooperate with any governmental agency in promoting activities in the general public interest which are nonpartisan and non-controversial and which promote the education or other best interests of students.
2. School publications may accept and publish paid advertising which is nonpartisan and non-controversial.
3. The School Board may accept donations (monetary or equipment) to the district, which has advertising, provided the advertising is approved by the administration and is in good taste in the administration's judgment. Reasonable rules may be established by the administration regarding the type and size of advertising, duration of display, and other similar parameters. The School Board is the final authority on receipt of such donations and shall accept or deny each donation on a case-by-case basis.
4. Schools shall be allowed to enter into business partnerships/sponsorships to accept advertising, providing that the schools benefit financially, and as long as such advertising is nonpartisan and non-controversial; does not promote the use of tobacco, alcohol, or drugs; does not promote gambling; does not restrict or impair the educational program of the schools; does not reflect negatively on the district or the schools; does not violate federal or state laws; and is consistent with the mission and goals of the district. All local and state laws and ordinances must be followed.
5. The district, or a school, may acknowledge a donation it receives from an organization by displaying a "donated by," "sponsored in part by," or similar such by-line with the organization's name and/or logo on the item. Examples of such acknowledgement include activity programs, electronic media, book covers or scoreboards.
6. Schools may participate in radio or television programs under acceptable commercial sponsorship when such participation is supplementary or beneficial to the schools' programs.

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**ADOPTED:** August 11, 1997  
**AMENDED:** October 10, 2005  
**AMENDED:** September 10, 2007  
**AMENDED:** October 12, 2015  
**LAST REVIEWED:** October 12, 2015

## **912 PUBLIC COMPLAINTS**

### **I. PURPOSE**

The purpose of this policy is to provide procedures for handling complaints when a specific complaint procedure is not applicable within other district policies.

### **II. GENERAL STATEMENT OF POLICY**

The district considers all concerns or complaints by students, employees, parents, or residents of the communities we serve. If a specific complaint procedure is provided within any other policy of the district, that specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

Students, parents, employees or other persons may report concerns or complaints to the school district. While written reports are encouraged, a complaint may also be made orally.

**ADOPTED:** October 9, 1978

**AMENDED:** September 9, 1985

**AMENDED:** March 14, 2005

**AMENDED:** September 10, 2007

**AMENDED:** July 13, 2015

**LAST REVIEWED:** July 13, 2015

## **912-R PUBLIC COMPLAINTS**

### **I. COMPLAINT PROCESS**

- A. Complaints and problems are typically best resolved at the level of the complaint's origin. Consistent with this, it is recommended that the following sequence be used to resolve complaints:
  - 1. Teacher, coach, or other employee
  - 2. Principal or supervisor
  - 3. Superintendent
  - 4. School Board
- B. Any complaint or charge involving school personnel will be investigated by the Superintendent before formal consideration and action by the School Board. Complaints involving the Superintendent will be investigated by the School Board Chair.
- C. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the Superintendent. A person may file a complaint at any level of the District; i.e., Principal, Superintendent or School Board. However, persons are encouraged to file a complaint at the building level when appropriate.
- D. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the Superintendent, who shall determine whether an internal or external investigation should be conducted. In either case, the Superintendent shall determine the nature and scope of the investigation and designate the person responsible for the investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.
- E. The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation and/or follow-up, including any appropriate action or corrective measure that was taken. The Superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minnesota law.

**WAYZATA PUBLIC SCHOOLS**

**Independent School District 284**

**Wayzata, Minnesota**

**ADOPTED:** October 9, 1978

**AMENDED:** September 9, 1985

**AMENDED:** March 14, 2005

**AMENDED:** September 10, 2007

**AMENDED:** July 13, 2015

**LAST REVIEWED:** July 13, 2015

## **914 RELATIONS WITH COMMUNITY ORGANIZATIONS**

### **I. PURPOSE**

The purpose of this policy is to define the parameters of the relationship between community organizations, the school district, and individual schools.

### **II. GENERAL STATEMENT OF POLICY**

- A. The School Board recognizes that the community service responsibilities of a district rightfully extend beyond provision of academic instruction to youth. It is aware that such responsibilities sometimes entail cooperation with governmental and community agencies in offering types of services for which schools are especially qualified or equipped. Such services may include but are not limited to charitable solicitations, disease immunizations, and health and safety screening programs.
- B. The superintendent or designee is directed to evaluate each request for the district to facilitate or support externally sponsored public services. The superintendent or designee should approve only those in which community interest is favorably balanced against the time and personnel resources which the district directs to such facilitation or support. All approved community services should be implemented in a manner which will minimize diversion from the district's primary instructional mission.

**ADOPTED:** March 10, 1975

**AMENDED:** July 13, 1987

**AMENDED:** June 12, 2007

**AMENDED:** March 9, 2015

**LAST REVIEWED:** March 9, 2015

## **914-R RELATIONS WITH COMMUNITY ORGANIZATIONS REGULATIONS**

### **I. GUIDELINES**

- A. Community organization youth workers, volunteers, or other representatives are not permitted to enter Wayzata Public Schools facilities during the school day for purposes of communicating with members of their organizations, or for the promotion of their programs, including during non-instructional periods.
- B. Youth workers, volunteers, or other representatives are welcome to attend school activities and functions outside of regular school hours to show support for and to connect with students. It is expected that youth workers, volunteers, or other representatives will follow their organization's protocol for obtaining parental approval to provide counseling or personal guidance. Such services are not to be performed on school grounds or during school activities.
- C. Community organization youth workers, or other representatives may work as school volunteers in secular activities or as paid school employees in such areas as coaching and officiating.
- D. Community organization youth workers, volunteers, or other representatives may be used by professional staff as a resource person, providing their services are directly related to the curriculum.
- E. In the spirit of working together to build positive assets for the youth and families of the learning community, Community Education may coordinate collaborative youth or adult programs with community organizations (i.e. Adult Basic Education, after school activities, publicity). Such collaborative efforts will be in accordance with the guidance contained in this Regulation.
- F. Consistent with Policy 909: Visitors, the school principal or program/site manager may exclude any visitor from the school if the visitor's activities are disruptive.

**ADOPTED:** March 9, 2015  
**LAST REVIEWED:** March 9, 2015

**915 RELATIONS WITH RELIGIOUS ORGANIZATIONS**

**I. PURPOSE**

The purpose of this policy is to define the parameters of the relationship between religious organizations, the school district, and individual schools.

**II. GENERAL STATEMENT OF POLICY**

- A. The School Board is aware of the important community service role played by religious organizations, and it desires to cooperate with such institutions in ways which are fully consistent with public law. It directs the superintendent to develop procedures which facilitate such cooperation to the end that the best interests of students are thereby served.

**ADOPTED:** January 11, 1988

**AMENDED:** July 8, 1996

**AMENDED:** June 12, 2007

**AMENDED:** March 9, 2015

**LAST REVIEWED:** March 9, 2015

## 915-R RELATIONS WITH RELIGIOUS ORGANIZATIONS REGULATIONS

### I. GUIDELINES

- A. During the school day, ~~r~~Religious organization youth workers, volunteers, or other representatives are not permitted to enter Wayzata Public Schools facilities for purposes of communicating with members of their congregation, for the promotion of their programs, or for proselytization purposes of any religious belief or non-belief, including during non-instructional periods
- B. Youth workers or other representatives are welcome to attend school activities and functions outside of regular school hours to show support for and to connect with students. It is expected that youth workers, volunteers, or other representatives will follow their organization's protocol for obtaining parental approval to provide counseling or personal guidance. Such services are not to be performed on school grounds or during school activities.
- C. Religious organization youth workers, or other representatives may work as school volunteers in secular activities or as paid school employees in such areas as coaching and officiating.
- D. Religious organization youth workers, volunteers, or other representatives may be used by professional staff as resource persons, providing their services are directly related to the curriculum.
- E. In the spirit of working together to build positive assets for the youth and families of the learning community, Community Education may coordinate collaborative youth or adult programs with religious organizations. Such collaborative efforts will be in accordance with the guidance contained in this Regulation.
- F. Consistent with Policy 909: Visitors, the school principal or program/site manager may exclude any visitor from the school if the visitor's activities are disruptive.

**ADOPTED:** January 11, 1988

**AMENDED:** July 8, 1996

**AMENDED:** June 12, 2007

**AMENDED:** March 9, 2015

**AMENDED:** April 25, 2018

**LAST REVIEWED:** April 25, 2018

**916 RELATIONS WITH POLITICAL ORGANIZATIONS**

**I. PURPOSE**

This policy is intended to provide guidance regarding classroom examination of political issues, candidates and materials.

**II. GENERAL STATEMENT OF POLICY**

- A. The Board expects that schools will operate in full conformity with both the letter and spirit of public law concerning local, state and federal elections. While it encourages classroom examination of political issues and personalities in a manner appropriate to the maturity level of students, this should take place with as much objectivity as possible. Teachers should not distribute or allow the distribution of any campaign materials in class unless all sides of an issue or all office seekers have an equal opportunity for representation. The purpose of such materials distribution must be strictly instructional.
- B. Political candidates may be invited to address classes only if all candidates for a specified office have been given equal time and opportunity to appear. They should be introduced in an atmosphere, which stresses the official nonpartisan position of the schools.

**ADOPTED:** August 14, 1978  
**AMENDED:** January 13, 1986  
**AMENDED:** June 12, 2007  
**AMENDED:** July 13, 2015  
**LAST REVIEWED:** July 13, 2015

**917 RELATIONS WITH GOVERNMENTAL AUTHORITIES**

**I. PURPOSE**

The purpose of this policy is to define the parameters of the relationship between governmental authorities, the school district, and individual schools.

**II. GENERAL STATEMENT OF POLICY**

- A. The School Board recognizes that the community service responsibilities of a district rightfully extend beyond provision of academic instruction to youth. It is aware that such responsibilities sometimes entail cooperation with governmental and community agencies in offering types of services for which schools are especially qualified or equipped. Such services may include but are not limited to charitable solicitations, disease immunizations, and health and safety screening programs.
- B. The School Board, as an independent body, has no compulsory statutory relationship to other governmental bodies. It will, however, cooperate with other governing agencies, both educational and civil in serving the best interests of the citizens of the district.
- C. While the School Board will maintain complete autonomy at all times, it will, in cases where it deems it to be in the best interest of the students and taxpayers of the district, work cooperatively with the agencies in the community.
- D. The district may provide land and/or other facilities to enhance the programs of other governing agencies when such provisions directly enhance the basic functions of the district.

~~E. The district will work cooperatively with the elected and appointed officers of the various municipalities which are partially or completely within its boundaries to develop plans for utilization of resources to be in the best interest of the citizens of the district and the municipalities. It will participate in the development and maintenance of the comprehensive plan for the best usage of the land and resources of the total district area.~~

~~E.~~

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**ADOPTED:** December 10, 1973  
**AMENDED:** July 13, 1987  
**AMENDED:** June 12, 2007  
**AMENDED:** March 14, 2016  
**LAST REVIEWED:** March 14, 2016

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**POLITICAL ELECTION CAMPAIGN  
MATERIALS**

**POLICY: 918**

The School Board intends to assure that Wayzata Public Schools operate with official neutrality during governmental election campaigns. Political campaign materials may be placed in employees' message boxes or posted in staff lounges. All candidates and political positions must be given an equal opportunity for such materials' distribution or exposition. While political campaign materials may be distributed to employees or others on school grounds, this must be done in a manner which is not disruptive to the educational process. In general, such activity should take place outside District buildings.

ADOPTED: July 2, 1979  
AMENDED: February 10, 1986  
AMENDED: January 12, 1987  
AMENDED: November 8, 2004  
AMENDED : June 12, 2007

**919 COMMUNITY EDUCATION**

**I. PURPOSE**

The purpose of this policy is to convey to the general public and employees the important role of the Community Education program and to authorize the program within the district.

**II. GENERAL STATEMENT OF POLICY**

The school board affirms a strong commitment to the community education program. The school board welcomes, and strongly encourages use of school buildings and activity areas by the community when not used for regularly scheduled early education, elementary and secondary programs. The school administration should strive to accomplish the following objectives:

- A. Maximum use should be made of public school facilities within the school district service area.
- B. The educational needs and interest of area residents will guide the development of a vibrant, well-rounded Community Education program.
- C. Area residents and non-residents, as space is available, should be encouraged to actively participate in program opportunities.
- D. Collaboration and integration of services between the Community Education staff and personnel whose primary responsibilities are in the K-12 program.
- E. Building strong community-district relationships.
- F. Assist in developing inter-agency coordination and cooperation.
- G. Involve community members in evaluating and creating program and service opportunities.

**III. COMMUNITY EDUCATION ADVISORY COUNCIL (CEAC)**

- A. The CEAC shall assist in promoting the goals and objectives of the program.
- B. CEAC membership will consist of members who represent the community's various service organizations; faith community; public and nonpublic schools; local government; public and

**WAYZATA PUBLIC SCHOOLS**

**Independent School District 284**

**Wayzata, Minnesota**

private nonprofit agencies serving youth and families; parents; youth; city parks and recreation; and other interested citizens.

- C. The CEAC will follow the established bylaws in completing their duties and responsibilities.
- D. The CEAC will strive to reduce and eliminate program duplication within the school district.

**Legal References:** Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)  
Minn. Stat. § 124D.18 (Purpose of Community Education Programs)  
Minn. Stat. § 124D.19 (Community Education Programs; Advisory Council)  
Minn. Stat. § 124D.20 (Community Education Revenue)

**Cross References:** Policy 920 Use of School District Facilities and Equipment

**ADOPTED:** November 11, 1985

**AMENDED:** August 16, 2004

**AMENDED:** September 10, 2007

**AMENDED:** October 12, 2015

**AMENDED:** September 11, 2017

**LAST REVIEWED:** September 11, 2017

## 920 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

### I. PURPOSE

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

### II. GENERAL STATEMENT OF POLICY

The school board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.

### III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

- A. The Director of Community Education will be responsible for the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.
- B. Procedures for providing publicity, registration, and collection of fees shall be the responsibility of the Community Education Department.
- C. Registration fees may be structured to include a pro-rata portion of costs for custodial services that may be needed.

### IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

- A. The Director of Community Education will authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate, [including weather-related closures and cancellations.](#)
- B. Requests for use of school facilities by community groups or individuals shall be made through the Community Education Department. The administration will present recommended procedures for the processing and review of requests to the school board.
- C. Authorization for use of school facilities shall not be considered as an endorsement or approval of the activity, groups, or organizations, nor the purposes they may represent.

Activities contrary to the purpose of schools or school district’s mission and vision will not be allowed in district facilities.

- D. The Director of Community Education will establish a rental fee, deposit or surety bond schedule and payment procedures for the use of school facilities, grounds and equipment. Such fees may include the cost of custodial and supervisory service if deemed necessary. The District may also require a deposit or surety bond for the proper use and repair of damage to school facilities.
- E. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

**V. USE OF SCHOOL EQUIPMENT**

The Director of Community Education will be responsible for developing procedures regarding the type of equipment that is available for community use, the extent to which it may be utilized, the manner which if may be scheduled for use and any changes that may be made.

**VI. RULES FOR USE OF FACILITIES AND EQUIPMENT**

- A. The School Board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment.
- B. Any requests for use of District facilities not covered by this policy statement shall be referred to the Director of Community Education

**Legal References:** Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)

**ADOPTED:** October 9, 2017  
**AMENDED:** March 14, 2018  
**LAST REVIEWED:** March 14, 2018



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Administrative Reports and Recommendations

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

**Monthly Financial Reports**

Enclosed for School Board review and information are the following financial reports as of June 2019.

- Investment Summary

No School Board action is required.

**WAYZATA PUBLIC SCHOOLS  
INVESTMENT SUMMARY  
As of June 30, 2019**

**GENERAL FUND**

| <u>Investment Held At</u> | <u>Type of Investment</u> | <u>Purchase Date</u> | <u>Maturity Date</u> | <u>Investment Cost</u> | <u>Maturity Amount</u> | <u>Interest Earned</u> | <u>Yield</u> |
|---------------------------|---------------------------|----------------------|----------------------|------------------------|------------------------|------------------------|--------------|
| PMA/MN Trust              | Money Market              | N/A                  | NOW                  | N/A                    | \$22,266,633           | N/A                    | 2.22%        |
| MSDLAF+                   | Money Market              | N/A                  | NOW                  | N/A                    | \$2,653,797            | N/A                    | 2.21%        |
| MSDMAX                    | Money Market              | N/A                  | NOW                  | N/A                    | \$11,167,777           | N/A                    | 2.30%        |
| <b>Total General Fund</b> |                           |                      |                      | <b>\$0</b>             | <b>\$36,088,206</b>    | <b>\$0</b>             |              |

**FUND 06 (ALT FACILITIES BONDS)**

| <u>Investment Held At</u>               | <u>Type of Investment</u> | <u>Purchase Date</u> | <u>Maturity Date</u> | <u>Investment Cost</u> | <u>Maturity Amount</u> | <u>Interest Earned</u> | <u>Yield</u> |
|---|---------------------------|----------------------|----------------------|------------------------|------------------------|------------------------|--------------|
| MSDLAF+                                 | Money Market              | N/A                  | NOW                  | N/A                    | \$2                    | N/A                    | 2.21%        |
| <b>Total Alt. Facilities Bonds Fund</b> |                           |                      |                      | <b>\$0</b>             | <b>\$2</b>             | <b>\$0</b>             |              |

**FUND 82 (2014 BUILDING BONDS)**

| <u>Investment Held At</u>        | <u>Type of Investment</u> | <u>Purchase Date</u> | <u>Maturity Date</u> | <u>Investment Cost</u> | <u>Maturity Amount</u> | <u>Interest Earned</u> | <u>Yield</u> |
|----------------------------------|---------------------------|----------------------|----------------------|------------------------|------------------------|------------------------|--------------|
| MSDLAF+                          | Money Market              | N/A                  | NOW                  | N/A                    | \$1,045,328            | N/A                    | 2.21%        |
| MSDMAX                           | Money Market              | N/A                  | NOW                  | N/A                    | \$5,955,932            | N/A                    | 2.30%        |
| <b>Total Building Bonds Fund</b> |                           |                      |                      | <b>\$0</b>             | <b>\$7,001,260</b>     | <b>\$0</b>             |              |

**FUND 86 (2018 BUILDING BONDS)**

| <u>Investment Held At</u>        | <u>Type of Investment</u> | <u>Purchase Date</u> | <u>Maturity Date</u> | <u>Investment Cost</u> | <u>Maturity Amount</u> | <u>Interest Earned</u> | <u>Yield</u> |
|----------------------------------|---------------------------|----------------------|----------------------|------------------------|------------------------|------------------------|--------------|
| MSDLAF+                          | Money Market              | N/A                  | NOW                  | N/A                    | \$4,311,875            | N/A                    | 2.21%        |
| MSDMAX                           | Money Market              | N/A                  | NOW                  | N/A                    | \$17,151,053           | N/A                    | 2.30%        |
| Federal Home Loan Bank           | Bank Note                 | 03/01/2018           | 01/15/2020           | \$1,481,625            | \$1,500,000            | \$18,375               | 2.27%        |
| Federal Home Loan Bank           | Bank Note                 | 03/01/2018           | 02/11/2020           | \$1,991,960            | \$2,000,000            | \$8,040                | 2.34%        |
| Total Federal Agency Bond/Note   |                           |                      |                      | \$3,473,585            | \$3,500,000            | \$26,415               |              |
| U.S. Treasury Notes              | 912828V31                 | 03/01/2018           | 01/15/2020           | \$1,967,578            | \$2,000,000            | \$32,422               | 2.26%        |
| U.S. Treasury Notes              | 912828W63                 | 03/01/2018           | 03/15/2020           | \$1,973,047            | \$2,000,000            | \$26,953               | 2.31%        |
| U.S. Treasury Notes              | 912828X21                 | 03/01/2018           | 04/15/2020           | \$1,966,563            | \$2,000,000            | \$33,438               | 2.31%        |
| U.S. Treasury Notes              | 912828X96                 | 03/01/2018           | 05/15/2020           | \$1,964,531            | \$2,000,000            | \$35,469               | 2.33%        |
| U.S. Treasury Notes              | 912828XU9                 | 03/01/2018           | 06/15/2020           | \$1,177,453            | \$1,200,000            | \$22,547               | 2.35%        |
| Total U.S. Treasury Notes        |                           |                      |                      | \$9,049,172            | \$9,200,000            | \$150,828              |              |
| <b>Total Building Bonds Fund</b> |                           |                      |                      | <b>\$33,985,685</b>    | <b>\$34,162,928</b>    | <b>\$177,243</b>       |              |



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Administrative Reports and Recommendations

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

**Resolution relating to the establishment of absentee voting hours and location**

Independent School District No. 284 will be conducting an election on November 5, 2019. Voters may vote at designated polling places on Election Day November 5, 2019, or may vote early via absentee ballot. Absentee or early voting can be performed by mail or in person. Voters wishing to vote early by mail can do so by contacting the Minnesota Secretary of State Office.

Voters wishing to vote early in person can vote at the District Administration Building, located at 210 County Road 101 N. Wayzata, MN. (Those voters residing within the City of Minnetonka will follow the hours and locations as determined by the City of Minnetonka.)

**Recommended Action:** Adopt as presented the resolution relating to the establishment of the absentee voting hours and location.

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS  
Independent School District 284  
Wayzata, Minnesota**

**BOARD OF EDUCATION  
Regular Meeting – August 12, 2019**

**RESOLUTION ESTABLISHING ABSENTEE BALLOT POLLING LOCATION AND HOURS  
FOR SCHOOL DISTRICT ELECTIONS  
NOT HELD ON THE DAY OF A STATEWIDE ELECTION  
NOVEMBER 5, 2019**

**BE IT RESOLVED** by the School Board of Independent School District No. 284, State of Minnesota, as follows:

Independent School District No. 284 will be conducting an election on November 5, 2019. Voters may vote at designated polling places on Election Day November 5, 2019, or may vote early via absentee ballot. Absentee or early voting can be performed by mail or in person. Voters wishing to vote early by mail can do so by contacting the Minnesota Secretary of State Office.

Voters wishing to vote early in person can vote at the District Administration Building, located at 210 County Road 101 North, Wayzata, MN. (Those voters residing within the City of Minnetonka will follow the hours and locations as determined by the City of Minnetonka.) All voters, except for those residing within the City of Minnetonka:

Voting is open during normal business hours 7:30 a.m. - 4:30 p.m.

First day to vote early in person: Friday, September 20, 2019

Last day to vote early in person: Monday, November 4, 2019 (open until 5 p.m. on November 4, 2019)

Dated: August 12, 2019

**BY ORDER OF THE SCHOOL BOARD**

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Chris McCullough, Clerk



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Administrative Reports and Recommendations

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

**Resolution relating to the appointment of election judges for the General Election on November 5, 2019**

The School Board is required to officially appoint qualified individuals to serve as election judges for School District elections. Attached is the appropriate resolution relating to the appointment of election judges for the General Election on November 5, 2019.

The resolution also establishes payment amounts for the judges.

**Recommended Action:** Adopt as presented the resolution relating to the appointment of election judges for the General Election on November 5, 2019.

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

CERTIFICATION OF MINUTES RELATING

TO

SCHOOL DISTRICT GENERAL ELECTION

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 284  
(WAYZATA PUBLIC SCHOOLS)  
WAYZATA, MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting, held August 12, 2019, at 7 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents attached: Extract of Minutes of said meeting.

**RESOLUTION APPOINTING ELECTION JUDGES  
FOR THE NOVEMBER 5, 2019  
SCHOOL DISTRICT GENERAL ELECTION**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this 12th day of August, 2019.

---

School District Clerk

EXTRACT OF MINUTES OF A MEETING  
OF THE SCHOOL BOARD  
OF INDEPENDENT SCHOOL DISTRICT NO. 284  
(WAYZATA PUBLIC SCHOOLS)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 284 (Wayzata Public Schools), State of Minnesota, was duly held in said school district on August 12, 2019, at 7 o'clock p.m., for the purpose, in part, of adopting a resolution appointing election judges.

Member \_\_\_\_\_ moved the adoption of the following Resolution:

**RESOLUTION APPOINTING ELECTION JUDGES  
FOR THE NOVEMBER 5, 2019  
SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 284, State of Minnesota, as follows:

1. The individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the school district's general election on November 5, 2019 to act as such at the combined polling places listed on said exhibit.
2. The election judges shall act as clerks of election, count the ballots cast, and submit the results to the school board for canvass in the manner provided for other school district elections.
3. The election judges will be paid \$17 per hour for the head judges and \$12 per hour for the election judges.

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

\_\_\_\_\_.

On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

## EXHIBIT A

### Combined Polling Places

Wayzata City Hall  
Peace Lutheran Church of Plymouth  
Fourth Baptist Church  
Wayzata High School  
Plymouth Creek Center

### Election judges

|             |                |          |                     |
|-------------|----------------|----------|---------------------|
| Matthew     | Abe            | Marci    | Jamison             |
| Peter       | Albrecht       | Barbara  | Johnson             |
| D'Juana     | Ballard        | Bilquis  | Khan Jiwani         |
| Trudy       | Beachler       | Kraig    | Koep                |
| Roger       | Beyer          | Paul     | Ljung               |
| Paul        | Bierhaus       | Carol    | McCormick-Buchmeier |
| Arvin       | Bothof         | Terri    | Nelson              |
| Christopher | Bromage        | Patricia | Norby               |
| Diane       | Brower-Johnson | Ken      | Root                |
| Jerome      | Buchmeier      | Paul     | Schulz              |
| Janet       | Campbell       | Debra    | Slacter             |
| Philip      | Deeney         | Kristin  | Tupa                |
| Marlene     | Eyres          | James    | Unterseher          |
| Jeanne      | Gooden         | Michael  | Walker              |
| Jeanne      | Gooden         | Darlene  | Woolsey             |
| Margaret    | Heying         |          |                     |



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Administrative Reports and Recommendations

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

**Resolution appointing absentee ballot board election judges for the November 5, 2019 General Election**

The School Board is required to officially appoint qualified individuals to serve as absentee ballot board election judges for School District elections. Attached is the appropriate resolution appointing absentee ballot board election judges for the November 5, 2019 General Election.

Please note Hennepin County Elections will be handling all mail in absentee ballots and Hennepin County will appoint an absentee ballot board for all Hennepin County elections occurring on November 5, 2019.

**Recommended Action:** Adopt as presented the resolution appointing absentee ballot board election judges for the General Election on November 5, 2019.

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS  
Independent School District 284  
Wayzata, Minnesota**

**BOARD OF EDUCATION  
Regular Meeting – August 12, 2019**

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 284 (Wayzata Public Schools), State of Minnesota, was duly held in said school district on August 12, 2019, at 7 o'clock p.m., for the purpose, in part, of adopting a resolution appointing election judges.

Member \_\_\_\_\_ moved the adoption of the following Resolution:

**RESOLUTION ESTABLISHING BALLOT ELECTION JUDGES FOR THE  
NOVEMBER 5, 2019 SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 284, State of Minnesota, as follows:

As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject all walk in absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws.

The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors or deputy city clerks who have received training in the processing and counting of absentee ballots.

The following list of individuals are appointed as members of the Absentee Ballot Board and Election Judges:

Jeffrey Demars  
Caroline Gossen  
Andrew Hagen  
Melissa Lahr  
Kari Lynch  
Seth Mader  
Elizabeth Meester

Tyler Reinarts  
Benjamin Roberts  
Karen Schwendeman  
Jill Schwint  
Kristin Tollison  
Cynthia Windsor  
Ashley Winter

Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate of other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

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

\_\_\_\_\_.

On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

Dated: August 12, 2019

**BY ORDER OF THE SCHOOL BOARD**

\_\_\_\_\_  
Chris McCullough, Clerk



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Resolution Providing For a Public Hearing

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

As a part of the financing of the Oakwood addition, the District administration recommends the use of the tax abatement financing tool available to Minnesota School Districts.

As a part of the process, a public hearing must be held, pursuant to Minnesota Statutes, Section 469.1813, Subdivision 5, to consider granting an abatement of certain property taxes levied against net tax capacity imposed by Independent School District No. 284 (the “Proposed Property Tax Abatement”) for taxes payable in 2020 through 2034. Proceeds will be used for parking lot construction and renovation.

The District will issue \$8 million in Abatement Bonds, with a term of 15 years. The tax impact on the average valued home with an assessed value of \$400,000 will be \$18 a year or \$1.50 a month. The current interest rate environment is favorable and the administration recommends approval of the attached resolution.

**Recommended Action:** Approve the Resolution calling for a public hearing at 6:45 pm on September 9, 2019 pursuant to Minnesota Statutes, Section 469.1813, Subdivision 5, to consider granting an abatement of certain property taxes levied against net tax capacity imposed by Independent School District No. 284 (the “Proposed Property Tax Abatement”) for taxes payable in 2020 through 2034

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

PRELIMINARY ESTIMATES

**Wayzata Public Schools, ISD 284**  
**Estimated Abatement Bond Schedule**  
**August 7, 2019**

|                     |             |
|---------------------|-------------|
| Principal Amount:   | \$8,000,000 |
| Dated Date:         | 11/7/2019   |
| Number of Years:    | 15          |
| Avg. Interest Rate: | 2.75%       |

| Year Taxes Payable | Fiscal Year | Principal   | Interest    | Total Payments | Initial Debt Service Levies * (P & I at 105%) |
|--------------------|-------------|-------------|-------------|----------------|---|
| 2019               | 2020        | 0           | 0           | 0              | 0   |
| 2020               | 2021        | 390,000     | 270,417     | 660,417        | 693,438                                       |
| 2021               | 2022        | 450,000     | 209,275     | 659,275        | 692,239                                       |
| 2022               | 2023        | 465,000     | 196,900     | 661,900        | 694,995                                       |
| 2023               | 2024        | 475,000     | 184,113     | 659,113        | 692,068                                       |
| 2024               | 2025        | 490,000     | 171,050     | 661,050        | 694,103                                       |
| 2025               | 2026        | 505,000     | 157,575     | 662,575        | 695,704                                       |
| 2026               | 2027        | 520,000     | 143,688     | 663,688        | 696,872                                       |
| 2027               | 2028        | 535,000     | 129,388     | 664,388        | 697,607                                       |
| 2028               | 2029        | 550,000     | 114,675     | 664,675        | 697,909                                       |
| 2029               | 2030        | 565,000     | 99,550      | 664,550        | 697,778                                       |
| 2030               | 2031        | 580,000     | 84,013      | 664,013        | 697,213                                       |
| 2031               | 2032        | 595,000     | 68,063      | 663,063        | 696,216                                       |
| 2032               | 2033        | 610,000     | 51,700      | 661,700        | 694,785                                       |
| 2033               | 2034        | 625,000     | 34,925      | 659,925        | 692,921                                       |
| 2034               | 2035        | 645,000     | 17,738      | 662,738        | 695,874                                       |
| 2035               | 2036        | 0           | 0           | 0              | 0   |
| 2036               | 2037        | 0           | 0           | 0              | 0   |
| 2037               | 2038        | 0           | 0           | 0              | 0   |
|                    |             | \$8,000,000 | \$1,933,067 | \$9,933,067    | \$10,429,720                                  |

\* The district would not be able to make a levy for payments due in FY 2020, which would be paid out of bond proceeds

**PRESALE ESTIMATES**

**Wayzata Public Schools, ISD 284**

August 7, 2019

**Analysis of Tax Impact for Abatement Bonds**

|                              |                    |
|------------------------------|--------------------|
| <b>Bond Issue Amount</b>     | <b>\$8,000,000</b> |
| <b>Number of Years</b>       | <b>15</b>          |
| <b>Average Interest Rate</b> | <b>2.75%</b>       |

| <b>Type of Property</b>      | <b>Estimated Market Value</b> | <b>Estimated Pay 2020 Tax Impact *</b> |
|------------------------------|-------------------------------|--|
| Residential<br>Homestead     | \$100,000                     | \$3                                    |
|                              | 200,000                       | 8                                      |
|                              | 250,000                       | 10                                     |
|                              | 300,000                       | 13                                     |
|                              | 350,000                       | 15                                     |
|                              | 400,000                       | 18                                     |
|                              | 450,000                       | 20                                     |
|                              | 500,000                       | 22                                     |
|                              | 600,000                       | 28                                     |
|                              | 750,000                       | 36                                     |
|                              | 1,000,000                     | 50                                     |
| Commercial/<br>Industrial ** | \$250,000                     | \$12                                   |
|                              | 500,000                       | 27                                     |
|                              | 1,000,000                     | 56                                     |
|                              | 2,000,000                     | 115                                    |
|                              | 5,000,000                     | 291                                    |
| Apartments                   | \$250,000                     | \$14                                   |
|                              | 500,000                       | 28                                     |
|                              | 1,000,000                     | 56                                     |
|                              | 2,500,000                     | 139                                    |

\* Estimated tax impact includes principal and interest payments on the new bonds. The figures in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net effect of the proposed bond issue for many property owners.

\*\* For commercial-industrial property, the estimates above are for property in the City of Wayzata. The tax impact for commercial-industrial property in other municipalities in the district may be slightly different, due to the varying impact of the Twin Cities Fiscal Disparities program.

CERTIFICATION OF MINUTES RELATING TO  
PROPERTY TAX ABATEMENT FOR PARKING LOT PROJECTS

SCHOOL DISTRICT:       INDEPENDENT SCHOOL DISTRICT NO. 284  
                                  (WAYZATA PUBLIC SCHOOLS)  
                                  STATE OF MINNESOTA

BODY:            SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING: A regular meeting held on August 12, 2019, at 7:00 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION PROVIDING FOR A PUBLIC HEARING TO  
CONSIDER GRANTING A PROPOSED PROPERTY TAX ABATEMENT**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation approving the abatement referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said abatement; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on this \_\_\_ day of August, 2019.

\_\_\_\_\_  
School District Clerk

EXTRACT OF MINUTES OF MEETING  
OF SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 284  
(WAYZATA PUBLIC SCHOOLS)

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 284 (Wayzata Public Schools) was held on August 12, 2019, at 7:00 o'clock p.m.

The following members were present:

and the following were absent:

Board Member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**RESOLUTION PROVIDING FOR A PUBLIC HEARING TO  
CONSIDER GRANTING A PROPOSED PROPERTY TAX ABATEMENT**

BE IT RESOLVED, by the School Board of Independent School District No. 284, State of Minnesota, as follows:

1. This Board hereby finds and determines that a public hearing shall be held, pursuant to Minnesota Statutes, Section 469.1813, Subdivision 5, to consider granting an abatement of certain property taxes levied against net tax capacity imposed by Independent School District No. 284 (the "Proposed Property Tax Abatement") for taxes payable in 2020 through 2034 on the following properties within the District boundaries:

Property ID Nos.

16.118.22.32.0024

4.117.22.14.0014

2. The purpose of granting the Proposed Property Tax Abatement is to provide funds to finance the construction of and improvements to District parking lots and related work, and related financing costs. The total estimated cost of the Proposed Property Tax Abatement by the District is \$9,933,067 over fifteen (15) years, an amount estimated to be sufficient to pay the principal and interest charges on \$8,000,000 of bonds issued to finance the parking lot projects, and related financing costs.

3. The public hearing to consider the granting of the proposed tax abatement shall be held on September 9, 2019 at 6:45 o'clock p.m., at the Wayzata City Hall, 600 Rice Street, Wayzata, Minnesota. The clerk is authorized and directed to cause notice of the hearing to be published in a newspaper of general circulation in the school district at least one time more than ten (10) days but less than thirty (30) days before the date of the hearing. The newspaper must be one of general interest and readership in the community and not one of limited subject matter. The newspaper must be published at least once per week. The Notice of Public Hearing shall be in substantially the form of the Notice attached hereto as EXHIBIT A.

4. All who wish to be heard as to the Proposed Property Tax Abatement will be given an opportunity to express their views at the time of the public hearing or may file written comments with the Superintendent prior to the public hearing.

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

and the following voted against the same;

whereupon said resolution was declared duly passed and adopted.

**EXHIBIT A**

**NOTICE OF PUBLIC HEARING TO CONSIDER GRANTING  
A PROPOSED PROPERTY TAX ABATEMENT**

NOTICE IS HEREBY GIVEN that the School Board of Independent School District No. 284 (Wayzata Public Schools), Moorhead, Minnesota (the "District") will hold a public hearing on September 9, 2019, at approximately 6:45 o'clock p.m., at the Wayzata City Hall, 600 Rice Street, Wayzata, Minnesota, to consider granting an abatement of certain property taxes levied against net tax capacity imposed by the District (the "Proposed Property Tax Abatement") for taxes payable in 2020 through 2034 on the following properties within the District boundaries:

Property ID Nos.

16.118.22.32.0024

4.117.22.14.0014

The purpose of granting the Proposed Property Tax Abatement is to provide funds to finance construction of and improvements to District parking lots and related work, and related financing costs. The total estimated amount of the Proposed Property Tax Abatement by the District is \$9,933,067 over fifteen (15) years, an amount estimated to be sufficient to pay the principal and interest on \$8,000,000 of bonds issued to finance the parking lot projects, and related financing costs.

All who wish to be heard as to the Proposed Property Tax Abatement will be given an opportunity to express their views at the time of the public hearing or may file written comments with the Superintendent prior to the public hearing.

August 12, 2019

/s/  
\_\_\_\_\_  
Clerk  
Independent School District No. 284  
(Wayzata Public Schools)  
Wayzata, Minnesota



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Certificates of Participation Pre-Sale Report

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

As a part of the financing of the Oakwood addition, the District administration recommends the use of the Certificates of Participation financing tool available to Minnesota School Districts.

The District will issue \$17 million in Certificates of Participation (COPS), with a term of 19 years, 8 months. Existing Lease Levy Authority for certain operating lease payments will sunset and an equivalent amount of annual payments will be used for the capital lease payments associated with the Oakwood addition. You will recall that this strategy is a prudent use of taxpayer dollars as at the end of the lease term the District will retain ownership of the addition.

Although the tax impact on the average valued home with an assessed value of \$400,000 would be \$30 a year or \$2.50 a month if this was new authority. However, because the District will be using current operating lease levy authority to make these payments the issuance of the COPS should have minimal to no increase on individual taxpayers in the District.

The current interest rate environment is favorable and the administration recommends moving forward with the issuance of Certificates of Participation at the September 9, 2019 regular school board meeting

**Recommended Action:** Direct the Superintendent to have the Administration proceed with the issuance of Certificates of Participation and Call for the Sale at the September 9, 2019 regular school board meeting.

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

August 12, 2019

## Pre-Sale Report for

Independent School District No. 284  
(Wayzata Public Schools), Minnesota

\$17,000,000 Certificates of Participation, Series 2019A



**Prepared by:**

Jeff Seeley, CIPMA  
Senior Municipal Advisor

Joel Sutter, CIPMA  
Senior Municipal Advisor

Greg Crowe, CIPMA  
Senior Municipal Advisor

## Executive Summary of Proposed Debt

|                     |   |
|---------------------|---|
| Proposed Issue:     | \$17,000,000 Certificates of Participation, Series 2019A  |
| Purposes:           | <p>The proposed issue will finance the construction of an addition to Oakwood Elementary School. The Certificates will provide evidence of proportionate ownership in lease payments to be made by the District, pursuant to a Lease Purchase Agreement.</p> <p>Debt service will be appropriated annually and paid from general fund property tax levies as part of the District’s annual lease levy, and from other general fund revenues.</p>      |
| Authority:          | The Certificates are being issued pursuant to Minnesota Statutes, Section 465.71 (Lease Purchase). The Certificates will not be a general obligation of the District. Payments will be subject to annual appropriation of funds by the School Board, as required by statutes.   |
| Term/Call Feature:  | <p>The Certificates are being issued for a term of 19 years, 10 months. Principal on the Certificates will be due on August 1 of 2020 through 2039. Interest is payable every six months beginning August 1, 2020.</p> <p>The Certificates maturing on or after August 1, 2029 will be subject to prepayment at the discretion of the District on August 1, 2028 or any date thereafter.</p>  |
| Bank Qualification: | Because the District is issuing more than \$10,000,000 in tax-exempt obligations during the calendar year, the District will be not able to designate the Certificates as “bank qualified” obligations.   |
| Rating:             | The District’s most recent bond issues were rated by Moody’s Investors Service. The current ratings on those bonds are “Aaa”. The District will request a new rating for the Certificates from Moody’s. Because the Certificates provide less security to investors than general obligation bonds, typically the rating on Certificates will be one rating grade lower than the district’s existing rating on their general obligation bonds (“Aa1”). |

|   |   |
|---|---|
| <p><b>Basis for Issuance:</b></p>       | <p>Based on the district’s objectives and characteristics of various municipal financing options, you have chosen to issue a tax-exempt lease purchase via the issuance of Certificates of Participation as the most effective option to finance the project.</p> <ul style="list-style-type: none"> <li>• Although the up-front issuance costs are higher than with a privately placed lease purchase, we expect to obtain lower interest rates over the term of the Certificates resulting in lower overall costs.</li> <li>• It allows the District to finance the project without incurring the expense and time required for a referendum.</li> <li>• The District will qualify for the annual lease levy to finance a portion of the payments on the project and will make any payments not financed with an annual lease levy from general fund revenues (without any additional tax impact).</li> </ul> |
| <p><b>Method of Sale/Placement:</b></p> | <p>We will solicit competitive bids for the purchase of the Certificates from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms for the Certificates. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Certificates are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to lower your borrowing amount.</p>   |
| <p><b>Premium Pricing:</b></p>          | <p>In some cases, investors in municipal securities prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the securities. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the securities will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the District.</p> <p>In the attached estimates, we have assumed that the underwriter would pay a net premium of approximately \$687,118. Any net premium received will be used to reduce the Principal amount of the Certificates.</p>   |
| <p><b>Other Considerations:</b></p>     | <p>To obtain financing for building, the District will enter into a Lease Purchase Agreement, a Ground Lease, and a Trust Agreement. All agreements will be prepared by the District’s bond counsel.</p>  |
| <p><b>Review of Existing Debt:</b></p>  | <p>We have reviewed all outstanding indebtedness for the District and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the District’s outstanding debt and will alert you to any future refunding opportunities.</p>   |

|                          |   |
|--------------------------|---|
| Continuing Disclosure:   | The District will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The District is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.   |
| Arbitrage Monitoring:    | Because the Certificates are tax-exempt obligations, the District must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Nonarbitrage Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.   |
| Risk Factors:            | <p>The agreements between the Issuer and the Trustee/Lessor will include an “annual appropriation” clause, as required by state law. This clause will give the Issuer the option to stop making payments and terminate the agreement if, at any time in the future, the School Board does not appropriate the funds to make the payments.</p> <p>If this clause is exercised, the District would be required to surrender possession of the addition being financed to the Trustee/Lessor. This action could impair the ability of the District to obtain financing for similar projects in the future. It could also have a negative impact on the District’s credit rating, which could increase their future borrowing cost and/or impair access to credit in the market.</p>  |
| Other Service Providers: | <p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p><b>Bond Counsel:</b> Knutson, Flynn &amp; Deans, P.A.</p> <p><b>Paying Agent and Trustee:</b> U.S. Bank National Association</p> <p><b>Rating Agency:</b> Moody's Investors Service, Inc.</p> |

## Proposed Debt Issuance Schedule

|   |                         |
|---|-------------------------|
| Ehlers Provides Pre-Sale Report:                                      | August 12, 2019         |
| Due Diligence Call to review Official Statement:                      | Week of August 26, 2019 |
| Distribute Official Statement:  | Week of August 26, 2019 |
| Conference with Rating Agency:  | Week of August 26, 2019 |
| Ehlers receives and evaluates proposals for purchase of Certificates: | September 9, 2019       |
| School Board to Award Sale of the Certificates:                       | September 9, 2019       |
| Estimated Closing Date:   | October 3, 2019         |

### Attachments

- Estimated Sources and Uses of Funds
- Estimated Debt Service Schedule
- Estimated Tax Impact Schedule

### Ehlers Contacts

|                         |                |                |
|-------------------------|----------------|----------------|
| Municipal Advisors:     | Joel Sutter    | (651) 697-8514 |
|                         | Jeff Seeley    | (651) 697-8585 |
|                         | Greg Crowe     | (651) 697-8522 |
| Disclosure Coordinator: | Silvia Johnson | (651) 697-8580 |
| Financial Analyst:      | Brian Shannon  | (651) 697-8515 |

This presale report summarizes our understanding of the District’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the District’s objectives.

The Preliminary Official Statement for this financing will be sent to the School Board at their home or email address for review prior to the sale date.

**PRESALE ESTIMATES**

**Wayzata School District No. 284**

**August 8, 2019**

Estimated Sources & Uses of Funds for Certificates of Participation  
Oakwood School Addition

|  |                     |
|--|---------------------|
| Estimated Principal Amount                   | <b>\$17,000,000</b> |
| Term/Number of Years                         | <b>20</b>           |
| <b>Sources of Funds</b>                      |                     |
| Par Amount of Certificates                   | \$17,000,000        |
| Reoffering Premium +                         | 857,118             |
| <u>Estimated Investment Earnings *</u>       | <u>87,966</u>       |
| Total Sources                                | \$17,945,084        |
| <b>Uses of Funds</b>                         |                     |
| Estimated Underwriter's Discount +           | \$170,000           |
| Legal and Fiscal Costs **                    | 93,875              |
| <u>Net Available for Project Costs</u>       | <u>17,681,209</u>   |
| Total Uses                                   | \$17,945,084        |
| <b>Estimated Deposit to Constrution Fund</b> | <b>\$17,593,243</b> |

+ The underwriter of the certificates may receive reoffering premiums in the sale of the certificates, retain all or a portion of this premium as their compensation, or "discount," and pay the remainder of the premium to the district

\* Estimate of investment earnings is based on an average yield of 1.0% and an average life of 6 months for investments.

\*\* Includes fees for municipal advisor, bond counsel, rating agency, paying agent, trustee, trustee counsel, and county certificates.

# Wayzata School District No. 284

\$17,000,000 Certificates of Participation, Series 2019A

Dated October 3, 2019

## Debt Service Schedule

| Date         | Principal              | Coupon   | Interest              | Total P+I              | Fiscal Total |
|--------------|------------------------|----------|-----------------------|------------------------|--------------|
| 10/03/2019   | -                      | -        | -                     | -                      | -            |
| 08/01/2020   | 350,000.00             | 5.000%   | 529,560.49            | 879,560.49             | -            |
| 02/01/2021   | -                      | -        | 311,118.75            | 311,118.75             | 1,190,679.24 |
| 08/01/2021   | 585,000.00             | 5.000%   | 311,118.75            | 896,118.75             | -            |
| 02/01/2022   | -                      | -        | 296,493.75            | 296,493.75             | 1,192,612.50 |
| 08/01/2022   | 615,000.00             | 5.000%   | 296,493.75            | 911,493.75             | -            |
| 02/01/2023   | -                      | -        | 281,118.75            | 281,118.75             | 1,192,612.50 |
| 08/01/2023   | 645,000.00             | 5.000%   | 281,118.75            | 926,118.75             | -            |
| 02/01/2024   | -                      | -        | 264,993.75            | 264,993.75             | 1,191,112.50 |
| 08/01/2024   | 675,000.00             | 5.000%   | 264,993.75            | 939,993.75             | -            |
| 02/01/2025   | -                      | -        | 248,118.75            | 248,118.75             | 1,188,112.50 |
| 08/01/2025   | 710,000.00             | 5.000%   | 248,118.75            | 958,118.75             | -            |
| 02/01/2026   | -                      | -        | 230,368.75            | 230,368.75             | 1,188,487.50 |
| 08/01/2026   | 745,000.00             | 5.000%   | 230,368.75            | 975,368.75             | -            |
| 02/01/2027   | -                      | -        | 211,743.75            | 211,743.75             | 1,187,112.50 |
| 08/01/2027   | 785,000.00             | 5.000%   | 211,743.75            | 996,743.75             | -            |
| 02/01/2028   | -                      | -        | 192,118.75            | 192,118.75             | 1,188,862.50 |
| 08/01/2028   | 820,000.00             | 5.000%   | 192,118.75            | 1,012,118.75           | -            |
| 02/01/2029   | -                      | -        | 171,618.75            | 171,618.75             | 1,183,737.50 |
| 08/01/2029   | 865,000.00             | 3.000%   | 171,618.75            | 1,036,618.75           | -            |
| 02/01/2030   | -                      | -        | 158,643.75            | 158,643.75             | 1,195,262.50 |
| 08/01/2030   | 890,000.00             | 3.000%   | 158,643.75            | 1,048,643.75           | -            |
| 02/01/2031   | -                      | -        | 145,293.75            | 145,293.75             | 1,193,937.50 |
| 08/01/2031   | 915,000.00             | 3.000%   | 145,293.75            | 1,060,293.75           | -            |
| 02/01/2032   | -                      | -        | 131,568.75            | 131,568.75             | 1,191,862.50 |
| 08/01/2032   | 945,000.00             | 3.000%   | 131,568.75            | 1,076,568.75           | -            |
| 02/01/2033   | -                      | -        | 117,393.75            | 117,393.75             | 1,193,962.50 |
| 08/01/2033   | 970,000.00             | 3.000%   | 117,393.75            | 1,087,393.75           | -            |
| 02/01/2034   | -                      | -        | 102,843.75            | 102,843.75             | 1,190,237.50 |
| 08/01/2034   | 1,000,000.00           | 3.000%   | 102,843.75            | 1,102,843.75           | -            |
| 02/01/2035   | -                      | -        | 87,843.75             | 87,843.75              | 1,190,687.50 |
| 08/01/2035   | 1,030,000.00           | 3.000%   | 87,843.75             | 1,117,843.75           | -            |
| 02/01/2036   | -                      | -        | 72,393.75             | 72,393.75              | 1,190,237.50 |
| 08/01/2036   | 1,060,000.00           | 3.250%   | 72,393.75             | 1,132,393.75           | -            |
| 02/01/2037   | -                      | -        | 55,168.75             | 55,168.75              | 1,187,562.50 |
| 08/01/2037   | 1,095,000.00           | 3.250%   | 55,168.75             | 1,150,168.75           | -            |
| 02/01/2038   | -                      | -        | 37,375.00             | 37,375.00              | 1,187,543.75 |
| 08/01/2038   | 1,130,000.00           | 3.250%   | 37,375.00             | 1,167,375.00           | -            |
| 02/01/2039   | -                      | -        | 19,012.50             | 19,012.50              | 1,186,387.50 |
| 08/01/2039   | 1,170,000.00           | 3.250%   | 19,012.50             | 1,189,012.50           | -            |
| 02/01/2040   | -                      | -        | -                     | -                      | 1,189,012.50 |
| <b>Total</b> | <b>\$17,000,000.00</b> | <b>-</b> | <b>\$6,800,022.99</b> | <b>\$23,800,022.99</b> | <b>-</b>     |

## Yield Statistics

|                                   |              |
|-----------------------------------|--------------|
| Bond Year Dollars                 | \$198,892.22 |
| Average Life                      | 11.700 Years |
| Average Coupon                    | 3.4189487%   |
| Net Interest Cost (NIC)           | 3.0734759%   |
| True Interest Cost (TIC)          | 3.0210806%   |
| Bond Yield for Arbitrage Purposes | 2.9177969%   |
| All Inclusive Cost (AIC)          | 3.0785384%   |

## IRS Form 8038

|                           |              |
|---------------------------|--------------|
| Net Interest Cost         | 2.9028939%   |
| Weighted Average Maturity | 11.465 Years |

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**PRESALE ESTIMATES**

**Wayzata Public Schools, ISD 284**

**August 8, 2019**

**Analysis of Tax Impact for Certificates of Participation  
Addition to Oakwood Elementary**

|   |                     |
|---|---------------------|
| <b>Principal Amount of Certificates</b> | <b>\$17,000,000</b> |
| <b>Number of Years</b>                  | <b>20</b>           |
| <b>Average Interest Rate</b>            | <b>3.02%</b>        |

| <b>Type of Property</b>      | <b>Estimated Market Value</b> | <b>Estimated Pay 2020 Tax Impact *</b> |
|------------------------------|-------------------------------|--|
| Residential<br>Homestead     | \$100,000                     | \$5                                    |
|                              | 200,000                       | 14                                     |
|                              | 250,000                       | 18                                     |
|                              | 300,000                       | 22                                     |
|                              | 350,000                       | 26                                     |
|                              | 400,000                       | 30                                     |
|                              | 450,000                       | 34                                     |
|                              | 500,000                       | 38                                     |
|                              | 600,000                       | 48                                     |
|                              | 750,000                       | 62                                     |
|                              | 1,000,000                     | 86                                     |
| Commercial/<br>Industrial ** | \$250,000                     | \$21                                   |
|                              | 500,000                       | 47                                     |
|                              | 1,000,000                     | 97                                     |
|                              | 2,000,000                     | 197                                    |
|                              | 5,000,000                     | 499                                    |
| Apartments                   | \$250,000                     | \$24                                   |
|                              | 500,000                       | 48                                     |
|                              | 1,000,000                     | 95                                     |
|                              | 2,500,000                     | 239                                    |

\* Estimated tax impact includes principal and interest payments on the new bonds. The figures in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net effect of the proposed bond issue for many property owners.

\*\* For commercial-industrial property, the estimates above are for property in the City of Wayzata. The tax impact for commercial-industrial property in other municipalities in the district may be slightly different, due to the varying impact of the Twin Cities Fiscal Disparities program.



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of 2019-2020 Budget Revision

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

The School Board approved the 2019-2020 budget on June 10, 2019. The budget and staffing was based upon enrollment projections from the October 1, 2018 child count and updated with the December 1, 2018 child count.

The School Board reviewed the results of a comprehensive demographic and enrollment projection report prepared by Hazel Reinhardt at the June 24, 2019 school board work session and approved the report at its July 8, 2019 school board meeting. The results indicated that student enrollment remains robust and the updated projections indicate that even more resident students than previously projected are anticipated to attend the Wayzata Public Schools. Current enrollment for Fall 2019 corroborates that conclusion.

Based upon August 2, 2019 kindergarten enrollment and elementary enrollment by site, kindergarten and certain sites are exceeding projections and the administration is recommending approval of 5.0 FTE of additional staff to meet elementary class size targets and serve North Woods’ students and families. North Woods enrollment is nearly 100 students over original projections.

- 2.0 FTE Kindergarten
- 2.0 FTE Special Education Hot Spots
- 0.5 FTE Elementary Student Support Specialist at North Woods
- 0.5 FTE Equity Coach Position
- 5.0 FTE Total at \$72,683 average cost equals \$363,415

**Recommended Action:** Approve 5.0 FTE of additional staff and increase both the General fund revenue and expenditure budgets by \$363,415.

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Approval of Policy 731- District Post-Issuance Debt Compliance

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** Jim Westrum, Executive Director of Finance and Business Services

The School Board originally adopted Policy 731, Post-Issuance Debt Compliance Policy on May 14, 2012 and subsequently revised the policy on May 16, 2016 to be in compliance with the Municipalities Continuing Disclosure Cooperation initiative "MCDC" and the Securities and Exchange Commission (SEC).

Due to increased underwriter scrutiny (the Municipalities Continuing Disclosure Cooperation initiative "MCDC" in March of 2014 and afterward) regarding disclosure practices, the District has been advised to now include several procedural items in our policy that are intended to assist the Executive Director of Finance and Business with how to monitor compliance with each unique Continuing Disclosure Agreement.

Also, effective February 27, 2019, the Securities and Exchange Commission (SEC) required amendments to Rule 15c2-12 of the Securities Exchange Act (the "Rule") to include two additional reportable events, increasing the number of required event notices to 16. The two additional reportable events are as follows:

- *Incurrence of a financial obligation of the issuer or obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the issuer or obligated person, any of which affect security holders, if material; and,*
- *Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of the financial obligation of the issuer or obligated person, any of which reflect financial difficulties.*

**Recommended Action:** Approve the Revised Policy 731- District Post-Issuance Debt Compliance and Direct the Executive Director of Finance and Business to retain Ehlers to ensure compliance with these additional requirements.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**Independent School District No. 284,  
Wayzata, Minnesota  
Post-Issuance Debt Compliance Procedures**

The School Board (the “Board”) of Independent School District No. 284, Wayzata, Minnesota (the “District”) has adopted the attached Post-Issuance Debt Compliance Policy dated May 14, 2012 and subsequently revised May 16, 2016.. The Post-Issuance Debt Compliance Policy applies to qualifying debt obligations issued by the District. As directed by the adoption of the Post-Issuance Debt Compliance Policy, the Executive Director of Finance & Business will perform the following Post-Issuance Debt Compliance Procedures for all of the District’s outstanding debt.

1. General Post-Issuance Compliance

- a. Ensure written procedures and/or guidelines have been put in place for individuals to follow when more than one person is responsible for ensuring compliance with Post-Issuance Debt Compliance Procedures.
- b. Ensure training and/or educational resources for post-issuance compliance have been approved and obtained.
- c. The Executive Director of Finance & Business understands that there are options for voluntarily correcting failures to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Treasury Regulations and the ability to enter into a closing agreement under the Tax-Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31 (the “VCAP Program”).

2. General Recordkeeping

- a. Retain records and documents for the obligation and all obligations issued to refund the obligation for a period of at least seven years following the final payment of the obligation (or if such obligation is refunded, the final payment of the refunding bond) unless otherwise directed by the District’s bond counsel.
- b. Retain both paper and electronic versions of records and documents for the obligation.
- c. General records and documentation to be assembled and retained
  - i. Description of the purpose of the obligation (referred to as the project) and the state statute authorizing the project.
  - ii. Record of tax-exempt status or revocation of tax-exempt status, if applicable.
  - iii. Any correspondence between the District and the IRS.
  - iv. Audited financial statements.
  - v. Bond transcripts, official statements and other offering documents of the obligation.
  - vi. Minutes and resolutions authorizing the issuance of the obligation.

- vii. Certifications of the issue price of the obligation.
- viii. Any formal elections for the obligation (i.e. election to employ an accounting methodology other than the specific tracing method).
- ix. Appraisals, demand surveys, or feasibility studies for property financed by the obligation.
- x. Documents related to governmental grants, associated with construction, renovation or purchase of property financed with the obligation.
- xi. Reports of any prior IRS examinations of the District or the District's obligation.

### 3. Arbitrage Yield Restriction and Rebate Recordkeeping

- a. Investment and arbitrage documentation to be assembled and retained
  - i. An accounting of all deposits, expenditures, interest income and asset balances associated with each fund established in connection with the obligation. This includes an accounting of all monies deposited to the Debt Service Account to make debt service payments on the obligation, regardless of the source derived. Accounting for expenditures and assets is described in further detail in Section 4.
  - ii. Statements prepared by Trustee or Investment Provider.
  - iii. Documentation of at least quarterly allocations of investments and investment earnings to each obligation (i.e. uncommingling analysis).
  - iv. Documentation for investments made with obligation proceeds such as:
    - 1. Investment contracts (i.e. guaranteed investment contracts).
    - 2. Credit enhancement transactions (i.e. bond insurance contracts).
    - 3. Financial derivatives (swaps, caps, etc).
    - 4. Bidding of financial products.
      - Investments acquired with obligation proceeds are purchased at fair market value (i.e. three bids for open market securities needed in advance refunding escrows).
- b. Computations of the arbitrage yield.
- c. Computations of yield restriction and rebate amounts including but not limited to:
  - i. Compliance in meeting the "Temporary Period from Yield Restriction Exception" and limiting the investment of funds after the temporary period expires.
  - ii. Compliance in meeting the "Rebate Exception".
    - 1. Qualifying for the "Small Issuer Exception"
    - 2. Qualifying for a "Spending Exception"
      - 6 Month Spending Exception
      - 18 Month Spending Exception
      - 24 Month Spending Exception
    - 3. Qualifying for the "Bona Fide Debt Service Fund Exception"

4. Quantifying arbitrage on all funds established in connection with the obligation in lieu of satisfying arbitrage exceptions (including Reserve Funds and Debt Service Funds)
  - d. Computations of yield restriction and rebate payments.
  - e. Timely Tax Form 8038-T filing, if applicable.
    - i. Remit any arbitrage liability associated with the obligation to the IRS at each five year anniversary date of the obligation, and the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 60 days of said date.
  - f. Timely Tax Form 8038-R filing, if applicable.
  - g. Procedures or guidelines for monitoring instances where compliance with applicable yield restriction requirements depends on subsequent reinvestment of obligation proceeds in lower yielding investments (for example: reinvestment in zero coupon SLGS).
  
4. Expenditure and Asset Documentation to be Assembled and Retained
  - a. Documentation of allocations of obligation proceeds to expenditures (i.e. allocation of proceeds to expenditures for the construction, renovation or purchase of facilities owned and used in the performance of exempt purposes).
    - i. Such allocation will be done not later than the earlier of:
      - eighteen (18) months after the later of the date the expenditure is paid, or the date the project, if any, that is financed by the tax-exempt bond issue is placed in service; or
      - the date sixty (60) days after the earlier of the fifth anniversary of the issue date of the tax-exempt bond issue, or the date sixty (60) days after the retirement of the tax-exempt bond issue.
  - b. Documentation of allocations of obligation proceeds to issuance costs.
  - c. Copies of requisitions, draw schedules, draw requests, invoices, bills and cancelled checks related to obligation proceed expenditures during the construction period.
  - d. Copies of all contracts entered into for the construction, renovation or purchase of facilities financed with obligation proceeds.
  - e. Records of expenditure reimbursements incurred prior to issuing bonds for facilities financed with obligation proceeds (Declaration of Official Intent/Reimbursement Resolutions including all modifications).
  - f. List of all facilities and equipment financed with obligation proceeds.
  - g. Depreciation schedules for depreciable property financed with obligation proceeds.
  - h. Documentation that tracks the purchase and sale of assets financed with obligation proceeds.
  - i. Documentation of timely payment of principal and interest payments on the obligation.

- j. Tracking of all issue proceeds and the transfer of proceeds into the debt service fund as appropriate.
- k. Documentation that excess earnings from a Reserve Fund is transferred to the Debt Service Fund on an annual basis. Excess earnings are balances in a Reserve Fund that exceed the Reserve Fund requirement.

5. Miscellaneous Documentation to be Assembled and Retained

- a. Ensure that the project, while the obligation is outstanding, will avoid IRS private activity concerns.
  - i. The Executive Director of Finance & Business shall monitor the use of all obligation-financed facilities in order to:
    - determine whether private business uses of obligation-financed facilities have exceeded the *de minimus* limits set forth in Section 141(b) of the Code as a result of sale of the facilities (including sale of capacity rights, leases and subleases of facilities (including easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers), leasehold improvement contracts, licenses, management contracts (in which the District authorizes a third party to operate a facility, e.g. cafeteria), research contracts, preference arrangements (in which the District permits a third party preference, such as parking in a public parking lot), joint ventures, limited liability companies or partnership arrangements, output contracts or other contracts for use of utility facilities (including contracts with large utility users), development agreements which provide for guaranteed payments or property values from a developer, grants or loans made to private entities (including special assessment agreements), naming rights agreements, or other arrangements that provide special legal entitlements to nongovernmental persons; and
    - determine whether private security or payments that exceed the *de minimus* limits set forth in Section 141(b) of the Code have been provided by nongovernmental persons with respect to such obligation-financed facilities.
  - ii. The Executive Director of Finance & Business shall provide training and educational resources to any District staff that have the primary responsibility for the operation, maintenance, or inspection of obligation-financed facilities with regard to the limitations on the private business use of obligation-financed facilities and as to the limitations on the private security or payments with respect to obligation-financed facilities.
- b. The Executive Director of Finance & Business shall undertake the following with respect to the obligations:

- i. an annual review of the books and records maintained by the District with respect to such obligations; and
- ii. an annual physical inspection of the facilities financed with the proceeds of such obligations, conducted by the Executive Director of Finance & Business with the assistance of any District staff who have the primary responsibility for the operation, maintenance, or inspection of such obligation-financed facilities.
- c. Changes in the project that impact the terms or commitments of the obligation are properly documented and necessary certificates or opinions are on file.

6. Additional Undertakings and Activities that Support Sections 1 through 5 above:

- a. The Executive Director of Finance & Business will notify the District's bond counsel, financial advisor and arbitrage provider of any survey or inquiry by the IRS immediately upon receipt (Usually responses to IRS inquiries are due within 21 days of receipt. Such IRS responses require the review of the above mentioned data and must be in writing. As much time as possible is helpful in preparing the response).
- b. The Executive Director of Finance & Business will consult with the District's bond counsel, financial advisor and arbitrage provider before engaging in post-issuance credit enhancement transactions (i.e. bond insurance, letter of credit, or hedging transactions (i.e. interest rate swap, cap).
- c. The Executive Director of Finance & Business will monitor all "qualified tax-exempt debt obligations" within the first calendar year to determine if the limit is exceeded, and if exceeded, will address accordingly. For tax-exempt debt obligations issued during years 2009 and 2010, the limit is \$30,000,000 (The limit was \$10,000,000 prior to 2009. In 2011 and thereafter it will remain at \$10,000,000 unless changed by Congress). During this period, the limit also applies to pooled financings of the governing body and provides a separate \$30,000,000 for each 501 (c)(3) conduit borrower.
- d. Comply with Continuing Disclosure Requirements.
  - i. If applicable, the timely filing of annual information agreed to in the Continuing Disclosure Certificate.
  - ii. Give notice of any Material Event.
- e. Identify any post-issuance change to terms of bonds which could be treated as a current refunding of "old" bonds by "new" bonds, often referred to as a "reissuance".
- f. The Executive Director of Finance & Business will consult with the District's bond counsel prior to any sale, transfer, change in use or change in users of obligation-financed property which may require "remedial action" under applicable Treasury Regulations or resolution pursuant to the VCAP Program.

A remedial action has the effect of curing a deliberate action taken by the District which results in satisfaction of the private business test or private loan test. Remedial actions under Section 1.141-12(d)(e) and (f) include the redemption of non-qualified bonds and alternative uses of proceeds or the facility (i.e. use for a qualified purpose instead).

- g. The Executive Director of Finance & Business will ensure that the appropriate tax form for federal subsidy payments is prepared and filed in a timely fashion for applicable obligations (i.e. Build America Bonds).

#### 7. Compliance with Future Requirements

- a. Take measures to comply with any future requirements issued beyond the date of these Post-Issuance Debt Compliance Procedures which are essential to ensuring compliance with the applicable state and federal regulations.



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Board Reports

**ITEM:** Board Reports

**COMMENTS BY:** Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for Board members to update school board members on school board-related work or to make announcements of interest to the public.



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Audience Opportunity to Address the Board

**ITEM:** Audience Opportunity to Address the Board

**COMMENTS BY:** Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for members of the audience to address the School Board. Speakers will be allotted approximately three minutes.

**Please note** that this time is provided for citizens to address the Board; this is not an appropriate venue for a discussion or debate. If the speaker would like follow-up contact from the Board of Education, they may leave their contact information with the administrative assistant.



**Board of Education**  
Regular Meeting – August 12, 2019

**AGENDA SECTION:** Adjourn

**ITEM:** Adjourn

**COMMENTS BY:** Sarah Johansen, Board Chair

This agenda item brings closure to the School Board meeting.

**Recommended Action:** Call the meeting to a close.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Time of Adjournment:** \_\_\_\_\_