



School District 622
NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

SCHOOL BOARD MEETING

Regular Meeting

**January 27, 2015
6:00 PM**

Board Members:

Caleb Anderson, Director
Theresa Augé, Chair
Amy Coborn, Director
Steve Hunt, Vice Chair
Nancy Livingston, Clerk
Becky Neve, Director
Michelle Yener, Treasurer

Superintendent:

Patty Phillips

622 Education Center
2520 East 12th Avenue
North St. Paul, Minnesota 55109

District Mission Statement:

A community collaborative dedicated to educating and empowering all learners to excel in our changing world.

**SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 622
North St. Paul-Maplewood-Oakdale**

**Regular Meeting
January 27, 2015
6:00 PM**

District Education Center, 2520 East 12th Avenue, North St. Paul

A G E N D A

- I. Call to Order and Pledge of Allegiance**
- II. Approval of the Agenda**
- III. Public Comment**
An opportunity for public to comment on items pertaining to the agenda. Speakers shall complete a registration card and will have between two and four minutes, depending on the number of speakers, to speak on an agenda topic. The Public Comment section of the meeting shall last no longer than thirty minutes.
- IV. Consent Agenda** 11
The Consent Agenda consists of routine items that are acted on in a single, consolidated motion without Board discussion. Board members have the option of pulling items off the Consent Agenda if they wish to discuss them or consider them individually.
****I recommend that the consent agenda items, listed below, be approved as presented.***
- A. Minutes of December 16, 2014 Reflection Study Session 12
- B. Minutes of December 16, 2014 Business Meeting 14
- C. Minutes of January 6, 2015 Special Meeting 20
- D. Minutes of January 6, 2015 Work Study Session 27
- E. Routine Personnel 28
- F. Bid/RFP Calendar 30

V. Reports

A. Student Board Representatives

B. Superintendent

1. Reflections on Community Conversation on Race & Equity

Becky, Nancy, Michelle and Theresa attended the Community Conversation on Race. Theresa suggested that we take some time at the meeting to share our perceptions of the event. We have also invited Tom Howley to the meeting to contribute to the conversation and to be available to answer questions.

2. Extreme Sandbox

During my report we will be sharing a video regarding School to Work students at Tartan who were able, via the generosity of a business, Extreme Sandbox, to learn about career options involving heavy equipment, diesel mechanics, etc.

C. Business Office

1. Audit - Anderson/Eichten

Auditor Jim Eichten will be presenting the 2013-2014 Audit Report. At your spots at the meeting will be the following three bound books prepared MMKR (Malloy, Montague, Karnowski and Radosevich) Certified Public Accountants: Management Report; Financial Statements and Supplemental Information; and Extracurricular Student Activity Accounts. Should you wish to examine these three books before the night of the meeting, please let Kim know and she will email you the documents. The audit report booklets are collectively 133 pages.

Here are Director Anderson's comments on the 2013-2014 Audit: "MMKR certified public accounts performed the audit according to their planned scope and timing previously discussed and coordinated with District management. An audit summary with audit findings is

incorporated in the Management Report included in the Board materials. Highlights of that report are as follows:

- The District was issued an unmodified opinion on the District's financial statements which means that the financial statements "give a true and fair view" in all material respects in accordance with applicable financial reporting standards.*

- No deficiencies in the District's internal control over financial reporting that are considered to be material weaknesses.*

- There were no instances of non-compliance that are required to be reported under Government Auditing Standards.*

- The Schedule of Expenditures of Federal Awards is fairly stated in relation to the basic financial statements.*

- The District has complied with the requirements applicable to each major federal program.*

- One matter involving the District's internal control over compliance that was considered a significant deficiency was that the District did not have sufficient controls in place within its child nutrition federal programs to ensure that it was not contracting with parties that have been suspended or disbarred by the Federal Government.*

- One instance of non-compliance with Minnesota law was reported where two invoices were not promptly paid within the required 35 days after the District receives the goods or services.*

- In accordance with Minnesota Statutes, the District's school board has elected not to exercise control over the transactions of the extracurricular student activity accounts maintained at various District sites. Five deficiencies were noted in the accounting of the*

District's extra-curricular student activity programs. These are explained on page 2 of the Management Report.

· During the course of the audit, it was noted that the District could improve internal controls and reconciliations of the District's self-insured health plan – 2013-14 was the first year of the plan.

Auditors recommended that the District utilize unique internal general ledger account codes to account for the various sources of operating revenues and expenses. They also recommend that the District reconcile the actual plan participants to those identified by the third party administrator and to the premiums collected through payroll or through other means on a regular basis.

· All significant transactions have been recognized in the financial statements in the proper period.

· No difficulties in dealing with management were encountered during the auditing process.

** The District experienced a significant drawdown of its general fund balance during the year. The overall fund balance decreased from \$15,493,797 to \$7,177,839, a drawdown of \$8,315,958 as compared to a budgeted drawdown of \$6,583,882. The difference in decline in total fund balance between actual and budgeted (\$1,732,076), occurred due to the result of revenue being over budget by around \$1.9 million while expenditures were \$3.7 million more than budgeted. The unassigned fund balance decreased from \$13,624,343 to \$4,334,489, a decrease of \$9,289,854 from the prior year.*

· The District has adopted an unassigned fund balance policy of 5-7% of the annual budget. At June 30, 2014 the unassigned fund balance was 3.3% of current year expenditures.

• All other Funds including Food Service, Community Service, Construction, and Debt Service performed as predicted in the budgeting process.

• More detailed information on the District's 2013-14 audit is contained in the Financial Statements, Management Report, and Extra-Curricular Student Activity Report included in the Board materials."

2. Review of 2015-2016 Enrollment & Financial Projections - Anderson 34

Director Anderson will be reviewing enrollment numbers and budget adjustment scenarios in preparation for action later on in the meeting to set the budget adjustment/reduction number. He has included two budget adjustment scenarios, the ramifications of doing nothing and the projected result of the reducing expenditures by a minimum of eight million dollars.

Below are his comments regarding changes in enrollment projections: "I have updated the enrollment projection and will use these numbers to update our Financial Projection Model and to do the revised budget for 2014-2015 and our projected budget for 2015-2016. As you can see from the attached enrollment comparison chart, we are down 69.03 ADM students from what we originally used to build our 2014-2015 budget. The good news is that our updated enrollment for 2015-2016 shows an overall increase from what was originally projected in December. The update now shows that enrollment is going to be somewhat flat from 2014-2015 to 2015-2016 increasing by 2.10 ADMs instead of a decrease of 90.20 ADMs which was projected in December."

VI. Action Items

A. Business Office

1. Acceptance of the FY 2014 Audit Report - Anderson 38

Our Auditor, Jim Eichten, shared the 2013-2014 Audit Report and answered questions during the discussion portion of the meeting.

The Board is required to take action on accepting the 2013-2014 Audit and will do so during this portion of the meeting.

**I recommend that the 2013-2014 Audit be approved as presented.*

2. 2015-2016 Budget Adjustment Resolution - Anderson

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Director Anderson has the following comments on the Budget Adjustment Process:

"The audit and enrollment projection process are now complete.

· The revision of the 2014-15 budget is in the process of completion and will be presented to the Board at the February 10, 2015 Work Session.

· The Financial Projection Model uses the audited fund balances, updated enrollment projections, agreed upon budget parameters and the revised 2014-15 budget.

· Based on the results of the projection, planning options were presented to the Board for consideration in developing the 2015-16 budget at the January 6, 2015 work session.

· Based upon discussion of the various planning options, administration recommends that Board adopts a minimum of \$8 million in budget adjustments for the 2015-16 budget.

· A recommended list of budget adjustments will be given to the Board at the February 10, 2015 work session.

· A final list of budget adjustments will be presented to the Board at the February 17, 2015 school board meeting for adoption."

**I recommend that the School Board adopts the resolution that a*

minimum of \$8,000,000 in budget reductions be approved for the 2015-2016 school year, with adherence to the budget adjustment timeline with a list of proposed budget reduction items being presented to the Board at the February 10 study session and with action taken on a final list budget reduction items at the February 17 School Board business meeting.

3. Acknowledgment of Contributions - Yener

41

**I recommend that the list contributions, with a year to date total of \$154,571.90, be accepted with appreciation.*

B. School Board

1. Set Agenda for February 10, 2015 Work Study Session

We have already set the date of the February 10, 2015 work study session, but need to set the time, location and agenda. Submitted items include: Budget Process Update & Plan Options for Adjustments/Right Sizing/Reductions; 2014-2015 Budget Revision Discussion; Safe Routes to School Trail; Possibility of a June Work Study Session; Early Entrance to Kindergarten Policy; and Personnel Committee Discussion.

**I recommend that the February 10, 2015 work study session begins at 4:30 p.m. in Room 202 of the District Education Center and includes the following agenda items: Budget Process Update & Plan Options for Adjustments/Right Sizing/Reductions; 2014-2015 Budget Revision Discussion; Safe Routes to School Trail; Possibility of a June Work Study Session; Early Entrance Kindergarten Policy; and Personnel Committee Discussion.*

2. Set Superintendent Candidate Interview Schedule

The Superintendent Search Interview Schedule has been established by the search firm of School Exec Connect and includes the following dates:

February 18, 19: Board conducts first interviews at 5:00 PM; 6:15

PM; 7:30 PM. Location of the interviews will be posted.

February 23, 24, and possibly February 25: Finalists are involved in an all day interview process beginning at 9:00 AM each day and ending with dinner/Board Member conducted final interviews at 6:15 PM. Location of the interviews will be posted.

**I recommend that the School Board approves the Superintendent Interview Schedule established by School Exec Connect which includes the following dates and times: First Round Board-Conducted interviews - February 18 & 19: 5:00 PM, 6:15 PM, and 7:30 PM; and Second Round Board-Conducted interviews - February 23, 24 and 25 (if applicable) at 6:15 PM. Locations for interviews will be posted.*

3. 916 Joint Powers Letter - *Phillips*

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Theresa, Amy, Becky and I have had two meetings with superintendents and representatives of the Stillwater and South Washington School Boards to discuss Valley Crossing School. At the last meeting we reached agreement that all three districts' School Boards would act on a resolution giving Intermediate School District 916 the 18 month notice required by the Joint Powers Agreement (by February 1, 2015) that we will be terminating the duties of 916 to operate, manage, control and administer Valley Crossing School effective June 30, 2016. I received notice today (Friday, January 23) that both the Stillwater and South Wash School Boards approved the resolution terminating 916's management at their board meetings last night. A letter (included for your viewing with your supplemental meeting materials) will accompany the resolution (if passed by our board) and will be sent to 916 letting them know that the while our relationship has been productive, the tuition payment agreement has not kept up with the changes in our unqiue financial conditions, the tuition we send to 916 is considerably more than we send to any school in our own district, and the costs to operate Valley exceed the

costs to operate comparable schools in our district. The letter will also express our deep concern about the requirement in the Joint Powers Agreement that we send a preliminary enrollment number to 916 by February 1 with a final enrollment number by March 1 and the fact that if these numbers do not materialize in September, we are still required to pay tuition all school year for these phantom students. This practice gives Valley preferential treatment that none of the three districts extend to the schools in our districts. The letter also suggests the willingness to meet and establish and tuition and enrollment process that is fair to all schools and students.

**I recommend that the School Board adopts the resolution that we wish to terminate the duties of Intermediate District 916 in operating, managing, controlling, and administering Valley Crossing School and that we serve notice of this intent by sending the resolution and a letter of explanation to Intermediate District 916 on or before February 1, 2015 as outlined in the Joint Powers Agreement.*

VII. Future Board Meeting Dates

A. February 10, 2015 Work Study Session 4:30 p.m. (Room 202)

B. February 17, 2015 Business Meeting 6:00 p.m. (Board Room)

VIII. Adjourn

IV. CONSENT AGENDA

The Consent Agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

Therefore, the following resolution is recommended:

BE IT RESOLVED by the School Board of Independent School District No. 622 that Consent Agenda Items, IV.A. through IV.G., be approved as written, and a copy of the agenda items is attached to the minutes.

MOTION:

SECOND:

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REFLECTION STUDY SESSION
SCHOOL BOARD
December 16, 2014**

Chair Coborn called the meeting to order at 5:00 p.m. with the following present: Chair Coborn, Vice Chair Augé, Clerk Hunt, Treasurer Livingston, Directors Neve, Wheeler, Yener, and Superintendent Phillips.

Others present were: Kim Cavallaro.

In the audience: Rory Sanders.

Phillips shared a brief presentation on the District budget and updated the group on a meeting she had attended with board representatives and superintendents from Stillwater and South Washington County Schools.

Board members discussed committee appointments and the slate of officers. Board action will be taken on these assignments as part of the organizational resolution at the January 6, 2015 special meeting.

At the March 2014 School Board Retreat, the Board drafted the five following internal goals: 1)Expect excellence as we strive to support all children to thrive; 2)The School Board will model the use of technology in carrying out its work through conversion to paperless board meetings; 3)Schedule at least one presentation at one board study session in the coming year to utilize a “flipped” approach by having the presentation and supporting materials shared in advance so the board session will feature questions and focused dialogue; 4)Establish clear expectations and a consistent format to guide staff reports and presentations at board study sessions and meetings, including the purpose to be served by the information shared; and 5)Establish a schedule and process to guide the search for and selection of a new superintendent. Board members reviewed their progress on the successful completion of the goals.

Due to time constraints, only one item on the miscellaneous “parking lot” agenda was discussed - Coborn’s request to ask board members to individually purchase District 622 shirts that they could wear to upcoming school events. The remaining items will be added to the January 6, 2015 work study session.

The meeting adjourned at 6:00 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REGULAR MEETING
SCHOOL BOARD
December 16, 2014**

Chair Coborn called the meeting to order at 6:06 p.m. with the following present: Chair Coborn, Vice Chair Augé, Clerk Hunt, Treasurer Livingston, Directors Neve, Wheeler, Yener, Superintendent Phillips, Student Representatives Donna Fischer and Charlotte Zangs.

Others present were: Keith Gray, Director of Human Resources; Terri Johnson, Director of Community Education; Troy Miller, Assistant Superintendent; Randy Anderson, Director of Business Services; Cory McIntyre, Director of Student Services; Bob Biddick, Director of Technology; and Kim Cavallaro, Administrative Assistant.

The meeting opened with the Pledge of Allegiance.

Hunt moved and Augé seconded the following motion, which carried:

THAT the agenda be approved as presented.

Livingston presented an Achievement Award to Cheryl Gysbers and the Community Education Department for receiving the Minnesota Community Education Association Project Award for District 622's three community gardens.

Neve moved and Livingston seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Items, V.A. through V.D., be approved as written, and a copy of the agenda items is attached to the minutes.

North High's Student School Board Representative Charlotte Zangs reported on the following items: North started its second trimester and students are already in the third week; new procedures in the dress code and tardiness have been put in place and are working well; winter sports are doing great; and Yeah for Toys raised its third largest collection of \$7,950 and earned \$3,000 in one day.

Tartan High's Student School Board Representative Donna Fischer reported on the following items: On December 6, Tartan students teamed up with OBPA with the Holiday Helping Hands project and 19 families and 49 students at Tartan were helped as well as an additional amount of families in the community; the basketball team is undefeated; and 200 students participated in the blood drive that occurred today.

Phillips showed a Meals on Wheels video and thanked the Community Education staff and Meals on Wheels volunteers for their work. She recognized School Board Member Mark Wheeler for his 13 years of service to School District 622 and presented him with an award. Wheeler addressed the audience. Livingston read a proclamation from the Senate of the State of Minnesota which honored Wheeler.

Anderson presented the 2014 Payable 2015 Property Tax Levy and offered community members an opportunity to speak, however no public comment was heard.

Miller presented the Annual Report and thanked Sharon Burrell, Paul Brashear and Jennifer McNeil for their work on the document which showcased demographics, points of pride, increased rigor, professional learning, closing achievement gaps, and the 2013-2014 parent survey.

Supervisor of Educational Programs Peter Mau gave an update on early childhood education and the collaboration among special education, regular education and community education to braid their program offerings with a focus on consistency and alignment of mission, vision, and funding mechanisms.

Augé moved and Hunt seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Denny's Restaurant	Sausage and eggs (valued at \$80.00)	Veterans Day Program
IHOP	Pancakes, bacon and eggs (valued at \$400.00)	Veterans Day Program
Joanne Henriksen	4-\$25.00 Cub gift cards (valued at \$100.00)	North High Back Pack Program
House of Prayer Lutheran Church	37 items - hats and mittens	Cowern Elementary School
Byerly's	\$50.00 gift card	Oakdale Elementary - Winter Bingo Event
Jamie Lende	Foam steps & divider (valued at \$125.00)	Castle Elementary CID Department
Joyce Anderson	Box of fabric (valued at \$50.00)	Harmony Learning Center - ABE
Anonymous Donor	\$61.07	Meals on Wheels
Cowern PTG	\$2,521.12	Cowern Elementary field trips

Cowern PTG	\$2,000.00	Cowern Elementary Buses for Wolfridge
Anonymous	\$250.00	Richardson families in need

Wheeler moved and Hunt seconded the following resolution, which carried:

RESOLUTION PROVIDING FOR SALE OF AID ANTICIPATION CERTIFICATES OF INDEBTEDNESS; COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE CERTIFICATES

BE IT RESOLVED by the School Board of Independent School District No. 622, State of Minnesota, as follows:

1. **Certificate Authorization.** It is hereby found, determined and declared to be necessary and desirable for the District to sell and issue its General Obligation Aid Anticipation Certificates of Indebtedness, Series 2015A in the total aggregate principal amount of not to exceed \$9,500,000 (said amount subject to adjustment as specified in the Official Statement) for the purpose of meeting current expenditures of the District.

2. **Certificate Terms.** SPRINGSTED Incorporated, financial consultant to the District, has presented to this Board offering materials, which are hereby approved in substantially the form attached hereto and shall be placed on file by the Clerk. Each and all of the provisions of the offering materials are hereby adopted as the terms and conditions of said Certificates and of the sale thereof, and shall be made available to the prospective purchaser of the Certificates.

3. **Sale.** This Board shall meet at its special meeting on January 6, 2015 for the purpose of considering a proposal directly negotiated with Piper Jaffray & Co., for the purchase of the Certificates.

4. **Official Statement.** SPRINGSTED Incorporated is authorized to prepare and distribute an Official Statement and to negotiate a proposal with Piper Jaffray & Co. for the purchase of the Certificates for presentation to the Board.

5. **Minnesota School District Credit Enhancement Program.** (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on its General Obligation Aid Anticipation Certificates of Indebtedness, Series 2015A (the "Certificates") and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Certificates when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Certificates is authorized and directed to notify the Commissioner of Education if it becomes aware of a

potential default in the payment of principal or interest on the Certificates or if, on the day two (2) business days prior to the date a payment is due on the Certificates, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Certificates of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

Hunt moved and Augé seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2014 payable 2015 property tax levy is adopted in the total amount of \$41,339,198.02 and, further, that the School Board Clerk is authorized to sign the document used to certify the property tax levy to the county auditors and the Minnesota Department of Education.

Yener moved and Neve seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2014-2015 District 622 Community Education Advisory Council Members be approved.

Yener moved and Wheeler seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the fee structure for the 2015-2016 ISD 622 Preschool Programs be revised as proposed.

	<u>Current Fees</u>	<u>Proposed Fees:</u>
2 Day	\$102/month	\$138/month
3 Day	\$145/month	\$190/month
4 Day	N/A	\$240/month
5 Day	\$0	\$285/month

Livingston moved and Augé seconded the following resolution, which carried with Yener voting NO:

BE IT RESOLVED by the School Board of Independent School District 622 that the middle school schedule increase the number of required science credits in grade 6 from two trimesters to three trimesters and the exploratory/encore classes of Art, Family and Consumer Science, and Computer/Engineering courses in grade 6 and 7

change from required courses to elective courses. One trimester of Art is required for all middle school students.

Coborn asked the Board to set a Special Meeting. Livingston moved and Neve seconded the following motion, which carried:

THAT a Special Meeting be set for January 6, 2015, in the Board Room of the District Education Center with a start time of 4:30 p.m. and the following agenda items: Oath of Office; Election of Officers; Organizational Resolutions; Set Sale for Cash Flow Borrowing.

Coborn asked the Board to set the agenda, time and location for the January 6, 2015 Work Study Session. Hunt moved and Livingston seconded the following motion, which carried:

THAT the January 6, 2015 Work Study Session begins immediately following the January 6, 2015 Special Meeting in Room 202 of the District Education Center and includes the following agenda items: 916 Report; Parking Lots Items; Budget Adjustment Scenarios for 2015-2016; Budget Adjustment Process & Timeline.

During Board Communications, the following items were shared:

- ✓ Augé thanked the Board for her recent opportunity to serve as an MSBA delegate. She also thanked Wheeler for his contributions to public education.
- ✓ Livingston commented about Wheeler's term on the Board, noting that he was a man of integrity. She thanked him for his service.
- ✓ Wheeler thanked each of the board members and said that he had served with 12 different people. He added that it is a huge commitment, but extremely rewarding. He wished incoming board member Caleb Anderson the best of luck.
- ✓ Hunt told Wheeler how much he enjoyed the opportunity to work with him and how much he has learned.
- ✓ Coborn said that she was proud to be on the Board with Wheeler, and that she was proud to call him her friend. Coborn said that Donna and Charlotte had talked earlier in the meeting about the programs that are going on in the District to help families in need during the holiday season; she mentioned how much she appreciates the numerous offerings to the community. Coborn wished everyone a happy holiday season.

Wheeler moved and Livingston seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 8:09 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**SPECIAL MEETING
SCHOOL BOARD
January 6, 2015**

Chair Coborn called the meeting to order at 4:30 p.m. with the following present: Chair Coborn, Vice Chair Augé, Clerk Hunt, Treasurer Livingston, Directors Anderson, Neve, and Yener, and Superintendent Phillips.

Others present were: Randy Anderson, Kim Cavallaro, Keith Gray, Terri Johnson, Cory McIntyre and Troy Miller.

Phillips administered the Oath of Office to Anderson, Coborn and Yener.

Coborn requested nominations for Chair. Hunt nominated Augé. There being no other nominations, a unanimous ballot was cast.

Augé requested nominations for Vice Chair. Livingston nominated Hunt. There being no other nominations, a unanimous ballot was cast.

Augé requested nominations for Clerk. Yener nominated Livingston. There being no other nominations, a unanimous ballot was cast.

Augé requested nominations for Treasurer. Neve nominated Yener. There being no other nominations, a unanimous ballot was cast.

The Organizational Resolutions were considered. Livingston moved and Hunt seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following organizational resolutions, numbered 1-19, be accepted as presented:

1. THAT the School Board approve memberships, related dues, and authorize signature of membership documents by the appropriate individual(s) in the following organizations:
 - Minnesota School Boards Association (MSBA)
 - Association of Metropolitan School Districts (AMSD)
 - Minnesota State High School League (MSHSL)
 - Metropolitan Service Coop (formerly ECSU)
 - Ramsey County League of Local Governments (RCLLG)

2. THAT the School Board appoint the following individual Board Members to serve as Board Representatives or Liaison members as indicated:
 - January - December 2015 Appointment:
 - NMI 916 Board (Augé with Livingston as Alternate)
 - Tartan Ice Arena Joint Powers Board (Neve, Hunt)
 - CACC (Yener)
 - Educational Equity Alliance Collaborative (Livingston)
 - Metro ECSU (Hunt)

3. THAT the School Board approves monthly compensation for School Board members at the rate of \$475 per month; \$500 per year additional for Board Chair; and \$600 per year expense allowance for each Board member.

4. THAT pursuant to Board Policy G-033 the School Board business meeting dates, will be as follows:
 - January 27, February 17, March 17, April 28, May 26, June 23
 - AND THAT THE School Board Work Study Session meeting dates will be as follows:
 - January 6, February 10, March 10, April 14, May 12
 - AND THAT THE School Board Reflection Study Session meeting dates will be as follows:
 - March 17, June 23
 - THE regular meeting place for School Board business meetings shall be the Board Room in the District Education Center at 6:00 p.m., unless otherwise specified.
 - THE regular meeting place and time for School Board Study Sessions will be posted.

5.
 - a. Premier Bank and Associated Bank are designated as the official depositories of School District funds, subject to its furnishing collateral security and otherwise complying with the provisions of Minnesota statute.
 - b. The School Board treasurer or chief financial officer are authorized to accept and release collateral as required.
 - c. The officers of the School Board, the Superintendent, and the chief financial officer and designee(s), whichever are necessary, are authorized to sign checks, signature cards, and other forms and documents required from time to time by the depository.
 - d. The depository is authorized to accept facsimiles of the signatures of the officers of the School Board upon checks drawn on school district funds in accordance with Minnesota statute.
 - e. This resolution shall be valid until superseded.

6. THAT imprest funds be authorized in the amount of \$51,505, that the Superintendent or designee be appointed as custodian of such funds, and that their only uses be for the payment of proper claims against the District,

excluding salaries and personal expenses, which it is impractical to pay in any other manner, and for travel expense advances, all as permitted by Minnesota statute.

7. THAT the Ramsey County Review, the Maplewood Review, the Oakdale-Lake Elmo Review, and the Woodbury-South Maplewood Review newspapers are designated as the official newspaper of the School District, in accordance with Minnesota statute.
8. THAT the following legal firms be designated and recognized as the School District's attorneys for legal affairs and consultations, with any exceptions to be approved by the School Board:
Karen Kepple Law Office
Knutson, Flynn, and Deans
Ratwik, Roszak, and Maloney
Kennedy-Graven
Dorsey & Whitney, LLP
Rupp, Anderson, Squires & Waldspurger
Booth Law Group
Fredrikson & Byron, P.A.
9. THAT the Superintendent or designee be authorized to issue checks between Board meetings in advance of Board approval under the following conditions and to include such payments in the next list of bills submitted to the Board for approval:
 - a. Payments of claims which cannot be deferred until the next Board meeting without loss to the District of a discount privilege or because of contract terms, purchase order terms, or a vendor's standard terms which are part of contract, in accordance with Minnesota statute.
 - b. Payments of claims within the standard payment period as defined in Minnesota statute.
10. THAT, as permitted by Minnesota statute, the Superintendent or designee be authorized to lease, purchase, and contract for goods and services, within the budget as approved by the Board, provided that any transaction in an amount exceeding the minimum amount for which bids are required (\$100,000 per Minnesota Statute 471.345), must first be specifically authorized by the Board and must fulfill all other applicable legal requirements for School District contracts.
11. THAT the Director of Business Services be allowed to open brokerage accounts with U.S. Bank, Minnesota Trust, and PMA Securities.
12. THAT Springsted, Incorporated be approved as the District Financial Advisor for the fiscal year 2014-2015.

13. THAT MMKR be approved as the District Auditor.
14. THAT the Superintendent or designee be authorized to enter into agreements to make electronic funds transfers (wire transfers) as permitted by Minnesota statute and submit a list of such transfers at the next regular School Board meeting after the transfers take place.
15. THAT the Superintendent or Director of Business Services are authorized to approve change orders to building program contracts, as requested by the construction manager and architect, within the budget, in the amount of \$100,000 or less per change order.
16. THAT application for financial assistance as provided under ESEA as amended, be authorized, and that the Superintendent of Schools or designee appoint a Local Agency Representative who would be directed to execute and file application(s) for and on behalf of the School District and otherwise act as authorized representative of the School District in all activities related to ESEA. Further, that the Superintendent of Schools appoints the ESEA contact person.
17. THAT the Superintendent of Schools or designee be authorized, on behalf of the Board, to prepare and apply for grants to the School District from local, state, federal, or private resources.
18. THAT authority be granted to the Superintendent of Schools or designee for the 2014-15 school year to execute non-resident student attendance agreements, as required by Minnesota statute, on behalf of the School Board.
19. THAT the following public notice shall be mailed to students' homes and distributed to staff through the District's annual calendar publication and posted on the district's website at www.isd622.org/district_policies
NOTICE IS HEREBY GIVEN -
That Independent School District 622, pursuant to the U.S. General Education Provisions act and Minnesota Government Data Practices Act, declares the following as "directory information" as provided in said Act and, that information relating to students may be made public if said information is in any of the following categories:
 - Name, Address and Telephone Number of Student
 - Name, Address and Telephone Number of Student's Parent(s)
 - Gender
 - Participation in official recognized activities and sports
 - Weight and height of members of athletic teams
 - Grade levels completed
 - Degrees and awards received
 - The most recent previous educational agency or institution attended by the student.

Photos, such as those taken for yearbooks or other school and District publications, are directory information for those specific purposes only.

Directory information does not include identifying data that references religions, race, color, social position, or nationality.

A parent, or student who is 18, who wishes to make directory information private must notify their principal in writing each year the child attends district schools.

Additionally, a parent, or student who is 18, who wishes to refuse the release of directory information to military recruiting officers and post-secondary institutions must notify their principal in writing by October 15th each year.

Setting the Sale for Cash Flow Borrowing was considered. Coborn moved and Livingston seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622, State of Minnesota, as follows:

Section 1. Authorization and Sale.

1.01 Authorization. This Board hereby determines it to be necessary and desirable for Independent School District No. 622 (the "District") to issue its General Obligation Aid Anticipation Certificates of Indebtedness, Series 2015A, in the total aggregate principal amount of not to exceed \$9,500,000 (the "Certificates") for the purpose of providing funds to meet current expenditures of the District. In accordance with Minnesota Statutes, the District is authorized, in anticipation of the receipt of state aids for schools and federal aids to be distributed by or through the Minnesota Department of Education, to issue certificates of indebtedness in an aggregate principal amount of not to exceed seventy-five percent (75%) of the aids receivable by the District in the school year in which borrowed (2014-2015), as estimated and certified by the Commissioner of Education of the State of Minnesota; provided that such Certificates may not be issued in a total principal amount in excess of the District's available amount computed in accordance with Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"). In the Official Statement or offering materials, the District reserved the right to decrease the principal amount of the Certificates offered for sale, with the decrease to occur in multiples of \$5,000.

1.02 Issuance Authority. This Board does hereby find, determine and declare that the total amount of general aids receivable by this District for the school year commencing July 1, 2014 and ending June 30, 2015 is not less than \$71,693,000 and 75% of said sum is \$53,769,750. This Board also finds, determines and declares that the amount of the issue will not exceed the excess of its working capital expenditures over its available amounts, computed in accordance with the Code. Thus, the District is authorized to issue its General Obligation Aid Anticipation Certificates of Indebtedness, Series 2015A in the amount of

\$9,390,000 within the limitations contained in Minnesota Statutes, Sections 126C.50 to 126C.56 inclusive, 475.56, and Section 148 of the Code.

1.03 Sale. In accordance with Minnesota Statutes, Section 126C.56, subdivision 2, the District is authorized to issue the Certificates herein authorized without advertisement for bids and by direct negotiation. The Board has received and considered the proposal of Piper Jaffray & Co. (the "Purchaser") to purchase the Certificates at a price of \$9,486,341.40, with interest payable at maturity at the rate of 2.00% per annum, and upon the further terms and conditions set forth in the Official Statement, and said proposal is hereby accepted and the sale of the Certificates is hereby awarded to said Purchaser.

1.04 Execution of Proposals. The Chair and Clerk are authorized and directed to endorse an acceptance on both copies of the proposal and to send one copy to the Purchaser.

1.05 Compliance with Law. All acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to the issuance of the Certificates having been done, having happened and having been performed in regular and due form, time and manner as required by law, it is necessary for this Board to establish the form and terms of the Certificates, to provide for the security thereof, and to provide for the issuance of the Certificates forthwith.

1.06 Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Certificates and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Certificates when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Certificates is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Certificates or if, on the day two (2) business days prior to the date a payment is due on the Certificates, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Certificates of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section.

The above information is an excerpt of the resolution. The entire document can be viewed in the Business Office at the District 622 Education Center, 2520 E. 12th Avenue, North St. Paul, MN 55109.

Yener moved and Neve seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 4:51 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**WORK STUDY SESSION
SCHOOL BOARD
January 6, 2015**

Chair Augé called the meeting to order at 4:59 p.m. with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Anderson, Coborn, Neve, and Superintendent Phillips.

Others present were: Randy Anderson, Bob Biddick, Kim Cavallaro, Keith Gray, Terri Johnson, Jo McCabe, Cory McIntyre, Jennifer McNeil, and Troy Miller.

In the audience: Sue Bartling, Dennis Fendt, Rory Sanders, and Jodi Schmidt.

Phillips discussed Valley Crossing; a school built in the 1990s located in the South Washington County School boundary of which Districts 833, 834 and 622 each own a pro-rata share.

Augé shared a PowerPoint on Karner Blue Education Center, District 916's K-8 new facility for children with special needs.

A list of miscellaneous parking lot items which had been brought up by individual board members as topics of interest for possible future discussion was shared. Items included student uniforms, school start times, meeting procedures, board retreat, integration collaborative, legislator/school board meeting, and cultural responsive preschool programs. Brief discussion was held on each item.

Anderson provided various 2015-2016 budget adjustment scenarios for the Board's consideration and led a discussion on the topic. Board Members had previously reviewed the scenarios at the December 9, 2014 work study session and they will discuss it further with proposed action at the January 27, 2015 board business meeting.

The meeting adjourned at 7:15 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

Employment

First Name	Last Name	Employed as	Building	Effective	Pay Rate	Per
Nicole	Chessnoe	Before School Monitor	Weaver	1/21/15	\$13.35	hour
Abigail	Akyigyina	CID Para	Eagle Point	1/12/15	\$14.18	hour
Elise	D'Entremont	Licensed Health Asst.	John Glenn	1/26/15	\$18.75	hour
Mary	Kadela	MN Para	John Glenn	1/5/15	\$15.55	hour
Christine	Kass	Principal's Secretary	Eagle Point	1/19/15	\$19.94	hour
Casey	Rafn	Para Music Asst.	Skyview Middle	12/22/14	\$18.28	hour
Mary	Shoff	Adv. Conn. Para Program Asst.	Eagle Point	12/10/14	\$15.90	hour
Serina	Stokke	Adv. Conn. SN CC Para	Cowern	1/9/15	\$15.55	hour
Gene	Stowers	Lunch/Playground Monitor	Weaver	1/9/15	\$13.70	hour
Naomi	Banick	ABE Instructor	Harmony	1/9/2015	\$25.30	hour
Christine	Lorentzen	CE Pool Guard	District-Wide	1/7/2015	\$11.40	hour
Gabrielle	Morcomb	FSIII -Cafeteria Asst (Short Hour)	Tartan	1/12/2015	\$13.11	hour
Rebecca	Muotka	Program/Grant Support B	John Glenn	11/4/2014	\$17.00	hour
Nichole	Smith	Program/Grant Support E	District Wide	12/31/2014	\$20.00	hour
Adam	Ghormley	Misc Activities	North	12/1/2014	\$17.25	hour
Joshua	Mattson	Misc Activities	Tartan	11/3/2014	\$17.25	hour
Annemarie	Sass	Misc Activities	North	11/17/2014	\$17.25	hour
Todd	Wallert	Misc Activities	North	11/18/2014	\$17.25	hour
Rory	Sanders	Misc Activities	North	11/18/2014	\$17.25	hour
Scott	Nelson	Misc Activities	Tartan	12/1/2014	\$17.25	hour
Clarissa	Herrera	Program/Grant Support A	Skyview Middle	1/6/2015	\$15.00	hour
Leon	Lang	PT Bus Driver	Bus Garage	1/7/2015	\$19.00	hour
Paola	Rodriguez	Sound/Light Technician	North	10/27/2014	\$15.00	hour
Sandra	Overson	Math Teacher	North	1/12/15	\$33,403.09	year
William	Moore	Basketball Coach	Webster	11/10/2014	\$3,084.00	assignment
Dillon	Brennan	Basketball Coach	Webster	11/10/2014	\$3,084.00	assignment
Charles	Lloyd	Wrestling	North	11/17/2014	\$4,250.07	assignment
Adam	Ghormley	Wrestling	North	11/17/2014	\$2,550.00	assignment
Denver	Moeller	Wrestling	North	11/17/2014	\$6,439.50	assignment
Joshua	Foster	Basketball Coach	Maplewood	1/5/2015	\$2,203.60	assignment
Rashad	Watkins	Basketball Coach	Maplewood	1/5/2015	\$2,203.60	assignment
Tim	Tekautz	Basketball Coach	Maplewood	1/5/2015	\$2,203.60	assignment
Curt	Russell	Basketball Coach	Maplewood	1/5/2015	\$2,203.60	assignment
Ronald	Kruschwitz	Basketball Coach	John Glenn	1/5/2015	\$1,940.00	assignment
Katie	Pangborn	Basketball Coach	John Glenn	1/5/2015	\$1,940.00	assignment
Brady	Grewe	Basketball Coach	John Glenn	1/5/2015	\$2,467.20	assignment
Ryan	Larson	Basketball Coach	John Glenn	1/5/2015	\$2,467.20	assignment
Joshua	Wendorf	Basketball Coach	Skyview	1/5/2015	\$2,203.60	assignment
David	Perkins	Basketball Coach	Skyview	1/5/2015	\$2,203.60	assignment
Andrew	Berreth	Basketball Coach	Skyview	1/5/2015	\$2,203.60	assignment
Erig	Duong	Basketball Coach	Skyview	1/5/2015	\$2,203.60	assignment
Issac	Sobczak	Drumline Assistant Coach	North	10/2/2014	\$2,704.59	assignment

Status Change

First Name	Last Name	From	To	Effective	Pay Rate	Per
Sheryl	Erickson	CREED Para	SPED Building Para	1/5/2015	\$18.35	hour
Sheryl	Erickson	SPED Building Para	Para Job Coach	1/21/2015	\$18.35	hour
Jennifer	Everson	CID Para	1:1 SPED Para	12/10/2014	\$18.35	hour
Rhonda	Grimes	Lunch/Playground Monitor .08	Adv. Conn. SN CC Para .21	12/8/2014	\$15.19	hour
Steven	Nielsen	Adv. Conn. CC Para .13	Adv. Conn. CC Para .10	12/22/2014	\$11.65	hour
Tyler	Schmidt	SPED Building Para .25	BIA .49	12/16/2014	\$21.85	hour
Mary	Shoff	Adv. Conn. SN CC Para .21	Adv. Conn. SN CC Para .13	12/8/2014	\$14.85	hour
Mary	Shoff	Adv. Conn. SN CC Para .13	Adv. Conn. SN CC Para .15	12/19/2014	\$14.85	hour
Joyce	Staebler	Adv. Conn. CC Para .13	Adv. Conn. SN CC Para .10	1/9/2015	\$18.35	hour
Debra	Toronto	Before School/Lunch/Playground Monitor and PM Adv. Conn. SN CC Para	ECSE Para	1/5/2015	\$17.10	hour
Janelle	Walters	Adv. Conn. CC Para .21	Adv. Conn. CC Para .24	12/22/2014	\$11.65	hour
Ben	Sweep	PT Night Custodian (10 Month)	Full Time Night Custodian	1/12/2015	\$17.08	Hour
Richard	Hernandez	10 Month Bus Driver	PT Bus Driver	1/4/2015	\$19.00	hour
Keith	Anderson	FSIII - Cafeteria Assistant (Short Hour)	FSIII - Cafeteria Assistant (Long Hour)	1/5/2015	\$15.12	hour
Lisa	Ernst	FSIII - Cafeteria Assistant (Long Hour)	FSIA- Assistant Cafeteria Manager	2/2/2015	\$18.80	hour
Sandra	Daniels	FSIII - Cafeteria Assistant (Short Hour)	FSIII - Cafeteria Assistant Long Hour)	2/2/2015	\$16.50	hour

Leave of Absence

First Name	Last Name	Assignment	Building	Leave Type	Dates
Jessica	Carlson	Building EA	North	Child Care	01/28/15 - 02/02/15
Julia	Millerbernd	SPED Building Para	Richardson	Child Care	02/23/15 - 03/20/15
Sara	McCabe-Martinez	FACS Teacher	North	Child Care	02/25/15 - 03/16/15
Martha	Johnson	Math Teacher	North	Child Care	01/20/15 - 02/02/15
Thomas	Cooper	Phy Ed Teacher	John Glenn	Special	01/05/15 - 06/05/15

Resignation

First Name	Last Name	Assignment	Building	Effective
Geraldine	Achtenberg	Hall Monitor	John Glenn	1/2/2015
Jason	Crespin	CREED Para	North	12/19/2014
Shelby	Fromholz	Adv. Conn. CC and SN CC Para	Cowern	12/8/2014
Karen	Howell	Building EA	Oakdale	12/16/2014
Jill	Huber	MN Para	John Glenn	12/23/2014
Thomas	Kloos	SPED Para	Webster	12/23/2014
Terese	Koppen	Licensed Health Asst.	John Glenn	1/30/2015
Ann	Madden	Intervention EA	Oakdale	1/20/2015
Susan	Mohr	Adv. Conn. SN CC Para	Cowern	1/5/2015
Erin	Moller	Student Services Clerk	DEC	1/15/2015
Candace	Petersen	SPED Building Para	Tartan	1/9/2015
Tyler	Schmidt	SPED Building Para	North	12/16/2014
Mary	Shoff	Lunch/Playground Monitor	Cowern	12/22/2014
Shirley	Smith	Adv. Conn. SN CC Para	Cowern	1/12/2015
Jennifer	McNeil	Communications Coordinator	DEC	1/30/2015
Candice	Peterson	Misc Activities	Tartan High School	1/9/2015
Catherine	Guerrino	FSIA- Assistant Cafeteria Manager	Skyview Middle School	12/31/2014
Gigi	Fitzpatrick	CE Sr Citizen/Volunteer Coordinator	DEC	1/9/2015
Ronald	Lese	PT Bus Driver	Bus Garage	1/2/2015
Jessica	Oeltjen	HR Assistant	DEC	12/30/2014

IV. F. BID/RFP CALENDARS

<u>NAME OF BID</u>	<u>BID OPENING</u>	<u>BOARD MEETING</u>

<u>NAME OF RFP</u>	<u>RFP DUE DATE/TIME</u>	<u>BOARD MEETING</u> (if applicable)
Network Firewall Procurement, Configuration and Set Up	1/27/2015 2:00 P.M.	2/17/2015
School District Portrait Packages	2/4/2015 2:00 P.M.	

“Notice to Bidders” can be found on ISD 622 website at www.isd622.org. Click on “New Bid/RFP Posted” Quick Link to see a complete listing of Bids and RFPs.

Note: RFP’S have a due date/time only. There is not a formal opening or reading of the proposals unless noted. Bids have a due date/time and room location for the formal opening and reading of the bids.

IV. DISBURSEMENTS

State statutes require school boards to provide for payment of just claims and also require that a list of electronic fund transfers be submitted to the school board at its next regular meeting. This action will authorize payment of audited and allowable claims, purchase of investments, transfers to the payroll account, and transactions by electronic fund (wire) transfers.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following disbursements and transfers be approved:

General Fund	\$ 1,927,814.00
Food Service	428,617.00
Community Service	28,705.00
Building	25,705.00
Debt Redemption	196,300.00
Trust	160,766.00
OPEB Benefits Trust	66,317.00
	<hr/>
A/P Checks Disbursed (12-01-14 thru 12-31-14)	\$ 2,834,224.00
Payroll Disbursed - Net (12-01-14 thru 12-31-14)	\$ 4,393,038.00
Wire Transfers (12-01-14 thru 12-31-14)	\$ 15,904,508.00
Investments on 01-20-15	\$ 32,811,976.00

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

INVESTMENTS

DEPOSITORY	TYPE	RATE	PURCHASED	MATURES	AMOUNT
MSDLAF OTHER FUNDS	MM	0.02%	(BALANCE AT 01-20-15)		\$110,566.00
P M A SECURITIES OPERATING FUNDS	VARIOUS	0.04%	(BALANCE AT 01-20-15)		\$16,195,340.00
P M A SECURITIES OPEB BONDS	VARIOUS	0.04%	(BALANCE AT 01-20-15)		\$14,865,564.00
ASSOCIATED BANK EQUITY INVESTMENTS	EQUITY	1.30%	(BALANCE AT 11-30-14)		\$1,640,506.00
					<u>\$32,811,976.00</u>

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

WIRE TRANSFERS

12/01/2014 thru 12/31/2014

DATE	FROM	TO		REASON
12/01/14	PREMIER BANK	DELTA DENTAL	\$136,568.00	MONTHLY PAYMENT
12/01/14	PREMIER BANK	HEALTH PARTNERS	\$251,036.00	HEALTH CLAIMS
12/02/14	P M A	MSDLAF	\$425,000.00	A/P P-CARD
12/02/14	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
12/03/14	PREMIER BANK	ANNUITY COMPANIES	\$735,752.00	PAYROLL PAYABLES
12/05/14	P M A	HEALTH PARTNERS	\$5,069.00	MEDICAL CLAIMS
12/08/14	PREMIER BANK	HEALTH PARTNERS	\$158,735.00	HEALTH CLAIMS
12/08/14	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
12/12/14	P M A	PREMIER BANK	\$4,600,000.00	A/P - P/R*
12/15/14	P M A	HEALTH PARTNERS	\$265,879.00	MEDICAL CLAIMS
12/15/14	PREMIER BANK	CORPORATE HEALTH	\$69,622.00	FLEX PROCESSING
12/15/14	PREMIER BANK	HEALTH PARTNERS	\$180,337.00	HEALTH CLAIMS
12/15/14	PREMIER BANK	I R S	\$800,454.00	PAYROLL TAX
12/15/14	PREMIER BANK	NSPMOEA	\$35,710.00	UNION DUES
12/16/14	PREMIER BANK	STATE OF MINN.	\$130,319.00	PAYROLL TAX
12/17/14	PREMIER BANK	ANNUITY COMPANIES	\$230,972.00	PAYROLL PAYABLES
12/19/14	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
12/22/14	PREMIER BANK	ANNUITY COMPANIES	\$492,785.00	PAYROLL PAYABLES
12/22/14	PREMIER BANK	HEALTH PARTNERS	\$288,468.00	HEALTH CLAIMS
12/26/14	P M A	PREMIER BANK	\$1,325,000.00	A/P - P/R*
12/29/14	PREMIER BANK	I R S	\$104,527.00	OBAMA CARE TAX
12/30/14	P M A	PREMIER BANK	\$3,325,000.00	A/P - P/R*
12/30/14	PREMIER BANK	HEALTH PARTNERS	\$330,792.00	HEALTH CLAIMS
12/31/14	PREMIER BANK	BANKCARD	\$5,333.00	CREDIT CARD FEE
12/31/14	PREMIER BANK	CORPORATE HEALTH	\$62,738.00	FLEX PROCESSING
12/31/14	PREMIER BANK	I R S	\$900,324.00	PAYROLL TAX
12/31/14	PREMIER BANK	NSPMOEA	\$35,710.00	UNION DUES
	PREMIER BANK	MISCELLANEOUS	\$2,378.00	MISCELLANEOUS
		TOTAL	<u>\$15,904,508.00</u>	

* TO COVER ACCOUNTS PAYABLE OR PAYROLL CHECKS

ENROLLMENT

1/21/2015

NORTH ST PAUL-MAPLEWOOD

622

Method

The selected History was: **END OF YEAR A.D.M.**

with **Wt Ratio 3 Yrs**

(3)

		Enrollment History							Enrollment Projections				
		2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
	Pre-K	82.3	91.4	88.2	84.9	92.9	100.2	100.7	100.7	100.7	100.7	100.7	100.7
	K	742.3	697.4	674.3	762.8	766.5	750.9	718.9	718.9	718.9	718.9	718.9	718.9
	1	709.2	749.0	717.8	688.3	798.5	780.9	757.6	732.2	732.2	732.2	732.2	732.2
	2	723.7	706.3	724.0	726.3	693.5	774.4	767.9	744.7	719.8	719.8	719.8	719.8
	3	751.3	692.3	712.9	725.8	743.1	688.4	770.2	766.9	743.7	718.8	718.8	718.8
	4	745.7	738.7	706.4	726.5	740.5	758.3	710.3	790.3	786.9	763.1	737.5	737.5
	5	770.0	746.0	754.4	722.3	751.6	745.6	775.8	724.2	805.8	802.3	778.0	752.0
	6	808.1	756.2	772.9	744.8	724.7	751.7	766.2	787.0	734.6	817.4	813.9	789.3
	7	843.2	804.8	777.0	797.2	785.6	744.5	783.7	796.4	818.1	763.6	849.7	846.0
	8	869.7	823.5	833.2	795.7	804.3	793.2	771.9	801.8	814.9	837.0	781.3	869.3
	9	1000.6	977.2	938.6	938.9	926.5	901.2	903.2	877.6	911.6	926.4	951.6	888.3
	10	1024.9	1009.1	983.5	954.2	976.8	938.8	919.5	922.5	896.3	931.0	946.2	971.9
	11	1058.8	1039.1	1031.3	1006.6	949.0	965.4	960.0	925.5	928.5	902.2	937.1	952.3
	12	1233.8	1241.1	1264.1	1210.2	1158.8	1033.7	1021.3	1040.5	1003.2	1006.4	977.8	1015.7
	K-12	11281.2	10980.6	10890.3	10799.7	10819.4	10626.9	10626.6	10628.7	10614.5	10639.2	10662.9	10712.1
	Pre K-12	11363.5	11072.1	10978.5	10884.6	10912.3	10727.1	10727.3	10729.4	10715.2	10739.9	10763.6	10812.8
	% Change K-12		-2.66%	-0.82%	-0.83%	0.18%	-1.78%	0.00%	0.02%	-0.13%	0.23%	0.22%	0.46%

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ADM ENROLLMENT COMPARISON					
Original Budget vs. Revised Budget vs. Next Year					
Fiscal Year 14-15 & 15-16					
	2014-2015			2015-2016	
	Original Budget ADM	December Projection ADM	Revised Budget ADM	December Projection ADM	Projected Budget ADM
Pre-K	89.20	98.40	100.70	98.40	100.70
Handicapped K	97.03	89.23	89.23	89.23	89.23
Kindergarten	640.17	629.71	629.71	629.71	629.71
Grade 1	742.40	776.25	757.63	741.16	732.24
Grade 2	768.93	779.85	767.92	768.94	744.71
Grade 3	787.77	775.70	770.20	781.58	766.89
Grade 4	701.05	697.29	710.26	788.63	790.30
Grade 5	768.36	774.52	775.79	710.35	724.15
Grade 6	749.71	746.83	766.18	775.98	787.01
Grade 7	770.07	780.35	783.69	774.48	796.41
Grade 8	768.33	752.16	771.94	787.59	801.85
Grade 9	898.18	897.19	903.24	852.27	877.63
Grade 10	930.89	914.59	919.53	913.84	922.48
Grade 11	945.56	931.04	960.00	906.42	925.51
Grade 12	1,138.64	1,124.75	1,021.25	1,059.09	1,040.54
TOTAL	10,796.30	10,767.86	10,727.27	10,677.66	10,729.37
		(28.44)	(69.03)	(90.20)	2.10

	A	B	C	D	E	F	G	H	I	J	K	L
2	RESERVE WORKSHEET					<i>NORTH ST. PAUL-M 622</i>			NO ADJUSTMENT			
6						2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
8	TOTAL ESTIMATED BEGINNING FUND BALANCE					\$15,493,797	\$7,177,839	\$475,925	(\$5,927,661)	(\$14,755,261)	(\$25,009,265)	(\$36,579,025)
12	Estimated Revenues					\$121,576,243	\$124,554,463	\$125,834,834	\$125,735,546	\$126,684,740	\$127,796,602	\$129,175,311
14	Estimated Expenditures					(\$129,892,201)	(\$131,256,377)	(\$132,238,420)	(\$134,563,146)	(\$136,938,744)	(\$139,366,362)	(\$141,847,177)
16	Revenues - Expenditures					(\$8,315,958)	(\$6,701,914)	(\$6,403,586)	(\$8,827,600)	(\$10,254,004)	(\$11,569,760)	(\$12,671,867)
18	TOTAL ESTIMATED ENDING BALANCE					\$7,177,839	\$475,925	(\$5,927,661)	(\$14,755,261)	(\$25,009,265)	(\$36,579,025)	(\$49,250,892)
68												
69	TOTAL RESTRICTED AMOUNTS					\$426,641	\$104,458	\$221,377	\$313,066	\$410,112	\$516,055	\$637,728
70	UNASSIGNED FUND BALANCE					\$6,751,198	\$371,467	(\$6,149,038)	(\$15,068,327)	(\$25,419,377)	(\$37,095,081)	(\$49,888,620)
73	TOTAL (E.O.Y.) FUND EQUITY & RESERVES					\$7,177,839	\$475,925	(\$5,927,661)	(\$14,755,261)	(\$25,009,265)	(\$36,579,025)	(\$49,250,892)
74												
75												
84	RESERVE GOAL PLANNING					2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
85	GOAL- 5 % PERCENT					\$6,494,610	\$6,562,819	\$6,611,921	\$6,728,157	\$6,846,937	\$6,968,318	\$7,092,359
86	IS GOAL ACHIEVED??					YES	NO	NO	NO	NO	NO	NO
87	EXP. CHANGES TO ACHIEVE GOAL					\$0	(\$6,191,352)	(\$12,760,959)	(\$21,796,485)	(\$32,266,314)	(\$44,063,399)	(\$56,980,979)

	A	B	C	D	E	F	G	H	I	J	K	L
2	RESERVE WORKSHEET					<i>NORTH ST. PAUL-M 622</i>			\$ 8 MILLION ADJUSTMENT			
6						2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
8	TOTAL ESTIMATED BEGINNING FUND BALANCE					\$15,493,797	\$7,177,839	\$475,925	\$2,072,339	\$1,244,739	(\$1,009,265)	(\$4,579,025)
12	Estimated Revenues					\$121,576,243	\$124,554,463	\$125,834,834	\$125,735,546	\$126,684,740	\$127,796,602	\$129,175,311
14	Estimated Expenditures					(\$129,892,201)	(\$131,256,377)	(\$124,238,420)	(\$126,563,146)	(\$128,938,744)	(\$131,366,362)	(\$133,847,177)
16	Revenues - Expenditures					(\$8,315,958)	(\$6,701,914)	\$1,596,414	(\$827,600)	(\$2,254,004)	(\$3,569,760)	(\$4,671,867)
18	TOTAL ESTIMATED ENDING BALANCE					\$7,177,839	\$475,925	\$2,072,339	\$1,244,739	(\$1,009,265)	(\$4,579,025)	(\$9,250,892)
68												
69	TOTAL RESTRICTED AMOUNTS					\$426,641	\$104,458	\$221,377	\$313,066	\$410,112	\$516,055	\$637,728
70	UNASSIGNED FUND BALANCE					\$6,751,198	\$371,467	\$1,850,962	\$931,673	(\$1,419,377)	(\$5,095,081)	(\$9,888,620)
73	TOTAL (E.O.Y.) FUND EQUITY & RESERVES					\$7,177,839	\$475,925	\$2,072,339	\$1,244,739	(\$1,009,265)	(\$4,579,025)	(\$9,250,892)
74												
75												
84	RESERVE GOAL PLANNING					2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
85	GOAL- 5 % PERCENT					\$6,494,610	\$6,562,819	\$6,211,921	\$6,328,157	\$6,446,937	\$6,568,318	\$6,692,359
86	IS GOAL ACHIEVED??					YES	NO	NO	NO	NO	NO	NO
87	EXP. CHANGES TO ACHIEVE GOAL					\$0	(\$6,191,352)	(\$4,360,959)	(\$5,396,485)	(\$7,866,314)	(\$11,663,399)	(\$16,580,979)

VI. A. 1. PRESENTATION OF 2013-2014 AUDITOR'S REPORT

Representatives of Malloy, Montague, Karnowski, Radosevich and Co., P.A. will be present to discuss and answer questions regarding the 2013-2014 financial statements and related reports.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the audit reports for the fiscal year ending June 30, 2014 presented by Malloy, Montague, Karnowski, Radosevich and Co. P.A. be accepted as presented.

MOTION:

SECOND:

VI. A. 2. BUDGET ADJUSTMENT RESOLUTION

At their January 6, 2015 work session, the School Board considered various budget adjustment scenarios using the Financial Projection Model to close a projected funding gap of approximately \$6.5 million in the 2015-16 budget. After discussion and analysis, administration recommended that a minimum reduction of \$8 million needed to be done in order to balance the 2015-16 budget and to add a small amount to the fund balance. The projected ending fund balance would total approximately \$2 million which is about 1.7% of expenditures.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District 622 that administration's recommendation of a minimum of \$8,000,000 in reductions be approved for the 2015-16 fiscal year.

MOTION:

SECOND:

Budget Adjustment and Process Timeline

December 18th	11 a.m.	Principal Cabinet Meeting	Boardroom	Review December 9 th Study Session material
January 6th	5:00 p.m.	Board Study Session	Room 202	Budget Adjustment Scenario for 15-16 Budget Adjustment Process and Timeline
January 8th	9 a.m.	Cabinet Meeting	Patty's Office	Discuss adjustment/reduction possibilities
January 8th	1 – 3 p.m.	Principal Cabinet Meeting	Board Room	Discuss adjustment/reduction possibilities
January 22nd	9 a.m.	Cabinet Meeting	Patty's Office	Discuss adjustment/reduction possibilities
January 22nd	1 – 3 p.m.	Principal Cabinet Meeting	Room 202	Discuss adjustment/reduction possibilities
January 27th	6 p.m.	Board Meeting	Board Room	Amount will be set by board for adjustments/reductions
January 28th				Jen McNeil will send out message to staff & community looking for budget adjustment ideas
January 29th	10 a.m. – noon	Principal Cabinet Meeting	Board Room	Discuss adjustment/reduction possibilities
February 5th	9 a.m.	Cabinet Meeting	Patty's Office	Finalize list of adjustments/reductions
February 5th	1 – 3 p.m.	Principal Cabinet Meeting	Board Room	Finalize list of adjustments/reductions
February 10th	4:30 p.m.	Board Study Session	Room 202	Recommendations given to Board for adjustments/reductions/share final list
February 11th	9 -11 a.m.	Principal Cabinet Meeting	Board Room	Make adjustments to final list after Board review (if needed)
February 11th	11 – noon	Cabinet Meeting	Patty's Office	Make adjustments to final list after Board review (if needed)
February 17th	6 p.m.	Board Meeting	Board Room	Budget adjustments/reductions presented to the School Board for adoption

***Meetings will be cancelled if not needed.**

VI. A. 3. ACKNOWLEDGEMENT OF CONTRIBUTIONS

Minnesota Statute 123B.02 permits school boards to “...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Rainbow Foods	\$20.00 Gift Card	Oakdale Winter Bingo Night
Filister Enterprises	10 Gift Certificates (valued at \$200.00)	Oakdale Winter Bingo Night
Charell Lindgren	Gait trainer	Therapies for classrooms
Cub Foods	15# turkey & 6.52# ham (valued at \$45.10)	Oakdale Winter Bingo Night
Target - Oakdale Store	\$100 gift card	Oakdale Winter Bingo Night
Byerly's	\$20.00 gift card	Oakdale Winter Bingo Night
Cub Foods	\$25.00 gift card	Oakdale Winter Bingo Night
Faith Hagestuen	Water bottles and miscellaneous items (valued at \$400.00)	ISD 622 Community Bridge
Anonymous	\$65.19	Meals on Wheels
Sam's Club	\$50 gift card for two turkeys	Oakdale Winter Bingo Night
Kowalski's	\$100 gift card for two turkeys and two hams	Oakdale Winter Bingo Night
Jeff Lynum	\$160.00	North High Backpack Program
Anonymous	\$2,000.00	Richardson - clothing and gifts for children in need
Thierry Auge`	6 large screen computer monitors with cables (valued at \$725.00)	District 622 IT department
Anonymous	\$50.00	Gladstone Meals on Wheels
Janet Ringsred	\$20.00	Richardson families in need
Mary Jane Warren Memorial Scholarship Fund of the Saint Paul Foundation	\$1,000.00	North High School scholarship for college tuition
Milton Chlan	\$500.00	North High School - Robotics Club
Greg Nelson	Cub Gift Cards (valued at \$600.00)	North High School Backpack program
Greg Nelson	Food for staff meeting (valued at \$95.52)	North High School staff meeting

Diamond Machine	Tool chest, tool chest middle section, roller base tool chest (valued at \$500.00)	Tartan Robotics Team
ECMC Group, Inc.	\$1,736.42	Maplewood Middle School
ECMC Group, Inc.	\$34,965.00	Maplewood Middle School
House of Prayer	Scarfs, hats and mittens (valued at \$250.00)	Cowern Elementary
Big Steer Meats	1 turkey	Oakdale Winter Bingo Night
Michelle Gerdes	\$200.00	Pilot Program - Harmony Learning Center
Michelle Gerdes	\$200.00	Pilot Program - Harmony Learning Center
Larry Eberhard	800 Eagle Point School Folders	Eagle Point Elementary
Peacemaker Minnesota	\$6,800.00	Cowern Elementary - Peace site
Weyer's Services, L.L.C.	\$100.00	North High School Boys Basketball Program
Amy Coborn	\$100.00	John Glenn Jet Fuel Program
Patrick Gerdes	\$100.00	Pilot Program - Harmony Learning Center
Jacob Trexel	\$20.00	Pilot Program - Harmony Learning Center
Anonymous Donor	\$65.19	Meals on Wheels
Timothy and Arlene Morgan	\$20.00	Meals on Wheels
Dean and Debra Armstrong	\$250.00	Meals on Wheels
Josephine Zeug	\$200.00	Meals on Wheels
Josephine Zeug	\$100.00	Meals on Wheels
Barbara Kline	\$50.00	ISD 622 Community Bridge
James Brennan	\$50.00	Meals on Wheels
Patricia H. Lemke	\$20.00	Meals on Wheels
Gerad & Marian Schneider	\$15.00	Meals on Wheels
David Schifsky	\$100.00	Meals on Wheels
Norman Purrington	\$100.00	Meals on Wheels
Raymond & Karen Bade	\$336.00	Meals on Wheels
Brian Nerison	\$200.00	Meals on Wheels
B.J. Haak	\$50.00	Meals on Wheels
Ronald Shaw	\$168.00	Meals on Wheels
Miland and Myrna Meek	\$25.00	Meals on Wheels
David Moeckel	\$50.00	Meals on Wheels
Propel Event Transportation	\$25.00	Meals on Wheels
Michael and Deborah Theis	\$115.00	ISD 622
Berwald Roofing Company	\$100.00	Meals on Wheels
Donna Chapp	\$20.00	Meals on Wheels
Karen Evans	\$40.00	Meals on Wheels

Annemarie Fosburgh	\$5.00	Meals on Wheels
Marilyn Cunningham	\$200.00	Meals on Wheels
Dianna Crenshaw	\$84.00	Meals on Wheels
Andrus Built	\$100.00	Meals on Wheels
Nancy Johnson	\$25.00	Meals on Wheels
Mark and Deb Wheeler	2-12 inch plastic terrariums (valued at \$20.00 each)	District 622 Science Center
Betty Motz	\$50.00	Meals on Wheels
Mary Ann Thell	\$84.00	Meals on Wheels
Merlyn Ader	\$25.00	Meals on Wheels
Bridget McKelvey	\$100.00	Meals on Wheels
Joan Reeves	\$84.00	Meals on Wheels
Margaret Curran	\$100.00	Meals on Wheels
Susan Navarrette	\$50.00	Meals on Wheels
Josephine Zeug	\$200.00	Meals on Wheels
Anthony Reiter	\$10.00	Meals on Wheels
Brenda Hedrick	\$25.00	Meals on Wheels
Patrick and Joan Brown	\$42.00	Meals on Wheels
James and Beverly Franzen	\$20.00	Meals on Wheels
Lynne Howe	\$50.00	Meals on Wheels
Muriel Kohler	\$50.00	Meals on Wheels
Karen Pohl	\$25.00	Meals on Wheels
Patricia Thoreson	\$50.00	Meals on Wheels
Deborah Morisset	\$42.00	Meals on Wheels
Elizabeth Stejskal	\$75.00	Meals on Wheels
Pattianne Demaray	\$126.00	Meals on Wheels
Mary Kimlinger	\$50.00	Meals on Wheels
Molly Ellingwood	\$25.00	Meals on Wheels
Margaret Hanson	\$100.00	Meals on Wheels
Lori Rothmund	\$50.00	Meals on Wheels
LeeAnn Seppala	\$50.00	Meals on Wheels
Linda and Bruce Baumeister	\$84.00	Meals on Wheels
Rhonda Larson	\$126.00	Meals on Wheels
Fidelity Charitable Grant	\$300.00	Meals on Wheels
Darlene Loipersbeck	\$30.00	Meals on Wheels
Guardian Angels Church	\$100.00	Meals on Wheels
Kathleen Johnson	\$25.00	Meals on Wheels

MOTION:
SECOND:

Total fiscal year 2014-2015 monetary contributions: \$154,571.90

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO.622
(NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 622 (North St. Paul-Maplewood-Oakdale Schools), State of Minnesota, was duly held in said school district on the 27th day of January, 2015, at 6:00 o'clock p.m., for the purpose, in part, of approving a resolution to terminate the duties of Intermediate District 916 to operate, manage, control and administer Valley Crossing Community School.

The following members were present:

And the following were absent:

Member _____ moved the adoption of the following resolution:

RESOLUTION TO TERMINATE THE DUTIES OF INTERMEDIATE DISTRICT 916

Be it resolved by the School Board of Independent School District No. 622, State of Minnesota, that notice be given to the Intermediate District 916 on or before February 1, 2015, that District 622 intends to terminate the duties of the Intermediate District 916 to operate, manage, control and administer Valley Crossing Community School. The Notice of Termination shall be effective on June 30, 2016, the calendar year following the Notice of Termination, as outlined in the Joint Powers Agreement. Said Notice of Termination shall be in the form of this resolution sent to Intermediate District 916 members via its Board of Directors.

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

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Board Chair

Board Clerk



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

January 28, 2015

Ms. Connie Hayes

Northeast Metro 916
2540 County Road F East
White Bear Lake, MN 55110

Dear Ms. Hayes:

I am writing to inform you and the Intermediate District 916 Board of our intent to give written notice prior to February 1, 2015, to terminate the duties of the Intermediate District 916 to operate, manage, control and administer Valley Crossing Community School. This notice complies with Subd. 4 of the amended and restated joint powers agreement entered into by all parties on July 1, 1995. This notice provides for the Intermediate District's responsibilities to terminate on June 30, 2016.

This action was taken by the ISD 622 School District on January 27, 2015 at a regular meeting of the Board of Education. I am attaching a copy of the resolution passed by a two-thirds majority of the Board.

This has been a productive relationship over the years, but in recent years, the tuition payments agreement has not kept pace with the rapid changes of our district's financial condition. The tuition we send to ISD 916 is considerably more than we send to any building in our own school district. We also believe that the costs to operate Valley Crossing School exceed the costs to operate comparable schools in our district.

Finally, we have a significant concern with about providing a desired estimated enrollment number to Intermediate District 916 by February 1st of each year and then a final enrollment number by March 1st for the upcoming school year. If these numbers do not materialize, we are charged for students that are not enrolled at Valley Crossing School. These schedules have given preferential treatment to Valley Crossing School over our other schools where budget adjustments are ongoing right up until the first day of school. We believe that Valley Crossing should not have any more rights and opportunities than our other schools in our district.

With our intend to terminate this relationship, we also want you to know that we are more than willing to sit down with all the parties to establish a tuition and enrollment process that is fair to all of our students and schools.



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

Sincerely,

Theresa Augé, Board Chairperson

Enclosure: Resolution

Cc: Dr. Keith Jacobus, Superintendent of South Washington County Schools
Dr. Tom Nelson, Superintendent of Stillwater Area Schools