

BOARD AGENDA

INDEPENDENT SCHOOL DISTRICT 191

Burnsville High School Senior Campus
Diamondhead Education Center
Regular Meeting
December 17, 2015
6:30 PM

(6:00 PM Superintendent Listening Session with Dr. Gothard, Superintendent and Cindy Amoroso, Assistant Superintendent)

I. Call to Order

A. Welcome Public

B. Pledge of Allegiance

C. Public Recognition

1. Burnsville High School Fall Teams that Qualified for State

2. 2015 TIES Teachers of Excellence

3. Internal Giving Campaign

Presenter: Tom Umhoefer, Director of Community Education

II. Business Meeting

A. Approval of Agenda

B. Consent Agenda

Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.

1. Approve Minutes 3

2. Approve Personnel Recommendations 6

3. Adopt a Resolution to Accept Donations 7

4. Approve Payroll, Expenditures, Receipts, and Investments 11

5. Approve, on a Second Reading Basis, Board Policies 401: *Equal Employment Opportunity*, 402: *Disability Nondiscrimination Policy*, 510: *School Activities* (rescind IGD, IGDD, IGDH, IGDJ), 602: *Organization of School Calendar and School Day* (rescind IC), 604: *Instructional Curriculum*, 605: *Alternative Programs*, 607: *Organization of Grade Levels*, 611: *Home Schooling*, 621: *Educational Research*, 699: *Teaching About Controversial Issues* (rescind INB), 899: *Naming School Buildings or Facilities* (rescind FFB), 901: *Community Education*, 903: *Visitors to School District Buildings and Sites* (rescind KK) and Rescind IGCA: *Summer Schools* 53

6. Approve Change Orders #032, #033, #035 and #038 for the 2015 Additions and Alterations to Burnsville High School Bid Package #1 84

7. Approve a Preliminary Request for an Extended Field Trip to England June 12-23, 2017 94

III. New Business

A. Award Bid Package #4 (Part 4 of 4)	95
Presenter: Lisa Rider, Executive Director of Business Services	
B. Award Bids for Byrne-Rahn-Metcalf Contracts	109
Presenter: Lisa Rider, Executive Director of Business Services	
C. Approve the Proposed Revisions and Re-adopt the Unchanged Language in the 2015-2017 Terms and Conditions of Employment for the Community Education Employees of Independent School District #191	115
Presenter: Stacey Sovine, Executive Director of Human Resources	
D. Receive a Report on Donations	128
Presenter: Dr. Joe Gothard, Superintendent	
E. Receive a Report on School Start Times	144
Presenter: Cindy Amoroso, Assistant Superintendent and Lisa Rider, Executive Director of Business Services	
F. Approve Contract with Inver Hills Community College for Post-Secondary Enrollment Options (PSEO)	156
Presenter: Lisa Rider, Executive Director of Business Services	
IV. Reports	
A. Board of Education Committee Reports	
B. Board Listening Session Report	
V. Adjourn to a Closed Session as Permitted by Minnesota Statute 13D.03 to Discuss Negotiation Strategies Related to the Burnsville Education Association (BEA)	

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
December 3, 2015

The meeting of the Board of Education was called to order by Chair VandenBoom at 6:30 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center.

Call to Order

Directors Currier, Alt, Luth, Hill, Schmid, Sweep and Chair VandenBoom were present. Others in attendance were Superintendent Gothard, Student Representative Abegaz, administrators, staff and members of the public.

Attendance

VandenBoom welcomed the audience and asked Currier to lead the Pledge of Allegiance.

Pledge of Allegiance

The Truth in Taxation Hearing began at 6:32 p.m. Protocols for the Public Hearing were given by VandenBoom.

Truth in Taxation Hearing

Lisa Rider, executive director of business services provided an overview of the district's current budget and information on the proposed property tax.

There were no comments from the public.

The Truth in Taxation Hearing concluded at 6:52 p.m.

Moved by Schmid, seconded by Alt, to approve the agenda. Motion carried unanimously (7, 0).

Agenda

Moved by Hill, seconded by Luth, to approve the consent agenda:

- Minutes of the November 19, 2015 regular board meeting.
- Approve personnel recommendations for A. Mickelson, G. Davila, M. Johnson, R. Twardoski, S. Berge, L. Mann and W. Anderson.
- Adopt a resolution to approve and accept donations.
- Approve second reading of Board Policies 104: *School District Mission and Vision*, 206: *Public Participation in School Board Deliberations*, 421: *Gifts to Employees and School Board Members (rescind GBI-R)*, 427: *Workload Limits for Certain Special Education Teachers*, 499: *Neptotism Prohibition (rescind GBCAA)*, 505: *Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees*, 507: *Corporal Punishment*, 508: *Extended School Year for Certain Students with*

Consent Agenda
Minutes
Personnel
Donations
Board Policies

Individualized Education Programs, 533: Wellness (rescind JFCI & JFCI-E), 608: Instructional Services-Special Education (rescind IHBHA), and 904: Distribution of Materials on School District Property by Nonschool Persons (rescind KJA & KJA-R and KI) and rescind GBEC: Staff Health and Safety Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions.

- Approve change orders #031, and #036 for the 2015 Additions and Alterations to Burnsville High School Bid Package #1. Change Orders
 - Approve change order #1R for the 2015 Nicollet Locker Room Alterations Project in the amount of \$31,538.00.
 - Approve the removal of the “Contact” section from Board Policies 102: *Equal Educational Opportunity*, 202: *School Board Officers*, 203: *Operation of the School Board—Governing Rules*, 208: *Development, Adoption and Implementation of Policies*, 214: *Out-of-State Travel by School Board Members*, 414: *Mandated Reporting of Child Neglect or Physical or Sexual Abuse*, 415: *Mandated Reporting of Maltreatment of Vulnerable Adults*, and 423: *Employee-Student Relationships*. Board Policies
 - Approve a preliminary request for an extended field trip for Burnsville High School We Day and Youth Service students to travel to Ecuador from March 24-April 2, 2017. Extended Field trip
- Motion carried unanimously after discussion (7, 0).

Moved by Currier, seconded by Sweep, to certify the final property tax levy for taxes payable in 2016 as follows: Property Tax Levy

General RMV Voter Approval	\$12,002,304.01
General RMV Other	5,704,338.27
General NTC Other	7,728,906.52
Community Service	1,553,396.88
General Debt Voter Approved	6,975,822.68
General Debt Other	3,388,930.70
OPEB/Pension Other	1,616,958.56
Total	\$38,970,657.62

Motioned carried after discussion (7, 0).

Moved by Schmid, seconded by Alt, to approve the first reading of Board Policies 401: *Equal Employment Opportunity*, 402: *Disability Nondiscrimination Policy*, 510: *School Activities* (rescind IGD, IGDD, IGDH, IGDJ), 602: *Organization of School Calendar and School Day* (rescind IC), 604: *Instructional Curriculum*, 605: *Alternative Programs*, 607: *Organization of Grade Levels*, 611: *Home Schooling*, 621: *Educational Research*, 699: *Teaching About Controversial* Board Policies

Issues (rescind INB), 899: Naming School Buildings or Facilities (rescind FFB), 901: Community Education, 903: Visitors to School District Buildings and Sites (rescind KK) and Rescind IGCA: Summer Schools. Motion carried unanimously after discussion (7, 0).

Received a report from Dr. Joe Gothard, superintendent on Vision One91 Renovation Guide.

Report on
Vision One91

Received verbal reports from Student Representative Abegaz, Superintendent Gothard and Board Members Alt, Hill and Schmid.

Reports

Moved by Schmid, seconded by Currier, to adjourn at 7:47 p.m. Motion carried unanimously (7, 0).

Adjourn

December 17, 2015

DeeDee Currier, clerk

Date Approved

DRAFT

**Burnsville-Eagan-Savage Public Schools
Independent School District 191
Human Resources**

TO: Members, Board of Education
Joe Gothard, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: December 17, 2015

RE: Recommended Personnel Changes

Certified

Appointment

Erin Cunningham *Replacement- Long Term Substitute, Teacher, .50 FTE, VV, effective 12/14/15

Classified

Appointment

Megan Gruenke *Replacement-EA Level IV, 6.75 hrs/day, MWS, effective 1/4/16
Jamie Holmes *Replacement- Food Service Associate, 3.25 hrs/day, ERJH, effective 12/17/15
Karen Oshiro -EA Level III, 7.5 hrs/day, HB, effective 12/10/15
Peni Renner *Replacement-EA Level II, 2hrs/day, HV, effective 12/17/15
Sarah Ripoll *Replacement-Clerical Level II, 5 hrs/day, BHS, effective 12/14/15

Change in Assignment

Maryam Ugas -Assignment changes to Cultural Liaison, 4 hrs/day, HV, effective 11/30/15

Resignation

Patrick LaValle -Custodian Level III, HB, effective 1/8/16
Ann Reddy *EA Level IV, MWS, effective 1/22/16

Coaches/Co-Curricular Appointment

Deanna Delaney *Replacement-Dance Team Coach, NJH, effective Winter Season



**Agenda II.B.3
December 17, 2015**

To: Members, Board of Education
Dr. Joe Gothard, superintendent

From: Lisa K. Rider, Executive Director of Business Services

Date: December 10, 2015

Re: Donations

RECOMMENDATION: To adopt a resolution to approve and accept donations as presented.

RESOLUTION TO APPROVE AND ACCEPT DONATIONS

WHEREAS,

1. School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and
2. Minnesota Statute 123B.02 states the School Board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated; and
3. Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and
4. Businesses and individuals have submitted donations to the district;

THEREFORE, BE IT RESOLVED by the School Board of ISD 191 to approve and accept with appreciation the donations as presented below and to permit their use as designated by the donors.

Moved by: _____

Seconded by: _____

Members in favor of the motion:

Members opposed:

Whereupon said Resolution was declared duly passed and adopted on Dec. 17, 2015.

Dr. DeeDee Carrier
Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
11/25/2015	Urgency Room	Burnsville High School	supplies for the health office	hot/cold packs and chap stick
11/23/2015	Burnsville Lions	Rahn Elementary	student supplies	paper, pens, pencils
11/20/2015	St. John the Baptist Catholic School	ISD 191	BrainPower in a Backpack	food
11/19/2015	Sioux Trail PTO	ISD 191	BrainPower in a Backpack	food
11/27/2015	Kathy Hardegger	ISD 191	BrainPower in a Backpack	\$500.00
11/20/2015	Fran Eichinger	ISD 191	BrainPower in a Backpack	\$200.00
11/30/2015	Kathy Hardegger	Brainpower in a Backpack	Food purchases	\$500.00
12/1/2015	James & Jennifer Kennedy	Harriet Bishop Elementary	Gift / Donation / Principal's Fund	\$100.00
12/7/2015	Judy Erickson	Sioux Trail Elementary	for students in need	2 winter coats
7/1/2015	Greater Twin Cities United Way	Joseph Nicollet Junior High School	Donate to the school	\$553.15
7/1/2015	Target Corporation	Joseph Nicollet Junior High School	Target - Thanks a Billion Program	\$150.00
7/31/2015	Wells Fargo Community Support Campaign	Joseph Nicollet Junior High School	Educational Matching Gifts Program	\$60.00
12/8/2015	Marsh & McLennan Agency	ISD 191	Happy holiday and successful New Year	cashews, mint chocolates and Lindor Truffles
9/1/2015	Wells Fargo Matching Gifts Program	Joseph Nicollet Junior High School	Wells Fargo Matching Gifts Program	\$60.00
9/17/2015	CHICK-FIL-A	Vista View Elementary	Community involvement	CHICK-FIL-A SANDWICHES
9/17/2015	B'VILLE LIONS CLUB	Vista View Elementary	Community building	DICTIONARIES FOR 3RD GRADE STUDENTS
9/1/2015	B'VILLE ROTARY CLUB	Vista View Elementary	Community building	START-UP SCHOOL SUPPLIES FOR STUDENTS IN NEED
9/21/2015	KEMNITZ DENTAL	Vista View Elementary	Community support	SCHOOL SUPPLIES
8/11/2015	VISTA VIEW PTO	Vista View Elementary	PTO support	Playground donation
10/22/2015	AT&T &	Vista View	School Support	Employee match - 4

	INDIVIDUAL DONOR NOT NAMED	Elementary		months - AUG/SEPT/OCT/NOV @ \$26. PER MONTH = \$104.
10/26/2015	B'VILLE SENIOR CENTER	Vista View Elementary	Community support	Scarves, mittens and hats
12/1/2015	B'VILLE BREAKFAST ROTARY	Vista View Elementary	Community support	Hats/scarves/mittens
11/6/2015	Wells Fargo Matching Gifts Program	Joseph Nicollet Junior High School	Wells Fargo Matching Gifts Program	\$70.00
11/24/2015	Wells Fargo Matching Gifts Program	Joseph Nicollet Junior High School	Wells Fargo Matching Gifts Program	\$70.00
11/20/2015	Burnsville Lions Club	Hidden Valley Elementary	to be given to students needing the supplies	school supplies: markers, notebooks, crayons, backpacks, pencils, glue sticks
10/27/2015	Wells Fargo Matching Gift Program	Hidden Valley Elementary	For Beautification/Playground Fund	\$60.00
11/16/2015	Robin Swanson	Hidden Valley Elementary	For Beautification/Playground Fund	\$70.00
11/2/2015	DONORS CHOICE/FUND ME	Vista View Elementary	Support education	29 Chrome Books
11/1/2015	DONORS CHOICE	Vista View Elementary	Support education	500 Sketch Books
11/13/2015	Daffodil Garden Club/Janet Seim	Gideon Pond Elementary	Provide student clothing needs	Gift cards from Target
8/1/2015	Costco	Sky Oaks Elementary	For Sky Oaks students	400 Backpacks
8/17/2015	Walmart/Danielle Larson	Sky Oaks Elementary	For Sky Oaks students	School supplies (approx. value \$1,500)
8/25/2015	Illumination Church	Sky Oaks Elementary	For Sky Oaks students	10 backpacks
9/15/2015	South Asian Muslim Community	Sky Oaks Elementary	For Sky Oaks students	School Supplies
9/15/2015	Constance Sommer	Sky Oaks Elementary	For Sky Oaks students	1 Backpack & supplies for a 3rd grade student
9/15/2015	Abigail Alt	Sky Oaks Elementary	For Sky Oaks students	School supplies
9/16/2015	Lion's Club/Steve Knudsen	Sky Oaks Elementary	For Sky Oaks 3rd Gr students	Dictionaries
9/25/2015	Chick-Fil-A/ Andrew Johnson	Sky Oaks Elementary	For Sky Oaks staff	Chicken sandwiches for staff

9/26/2015	Dana Knutson	Sky Oaks Elementary	For Sky Oaks students	Eagle Bluff Scholarships for 5 single-parent students
9/30/2015	Toppers Pizza	Sky Oaks Elementary	For Sky Oaks staff	Pizza for all staff
9/30/2015	Joanne Young	Sky Oaks Elementary	For Sky Oaks students	School supplies
10/2/2015	Presbyterian Church of Apostles/Marjean McGuire	Sky Oaks Elementary	For Sky Oaks students	\$90 Cash for school supplies
10/13/2015	Ta Lovan	Sky Oaks Elementary	For Sky Oaks students	2 Kindergarten sleep mats
10/19/2015	John Zimmerman	Sky Oaks Elementary	For Sky Oaks students	\$100 Eagle Bluff Scholarship
10/22/2015	PEM Millwork of MN Inc./Paul & Joan Hoover	Sky Oaks Elementary	For Sky Oaks students	\$2,000 donation to be used in 7 areas of Sky Oaks
10/26/2015	Farah Ismail	Sky Oaks Elementary	For Sky Oaks students	\$20 cash for Mrs. Ostdiek's class supplies
10/31/2015	David & Marion Gustafson	Sky Oaks Elementary	For Sky Oaks Kindergarten students	\$117.50 for cost of yarn for knit hats
11/9/2015	Peter & Monica Dorow	Sky Oaks Elementary	For Sky Oaks students	\$300 for 3 Eagle Bluff scholarships
12/1/2015	Presbyterian Church of Apostles/Marjean McGuire	Sky Oaks Elementary	For Sky Oaks students	School supplies on a monthly basis (approx \$50 per month)
12/7/2015	Community Ed Sr Citizens/Tom Umhoefer	Sky Oaks Elementary	For Sky Oaks students	Large bag of knit hats, mittens, scarves
12/8/2015	Sonja Langsjoen	Sky Oaks Elementary	For Sky Oaks students	\$288 check for t-shirts
12/3/2015	Daniel Kuhl and Tien Cai	Burnsville High School	Burnsville High School General Fund	\$10,000.00
12/3/2015	Daniel Kuhl and Tien Cai	Harriet Bishop Elementary	Harriet Bishop Elementary School's Strings program	\$2,000.00

Total monetary contributions to accept: **\$17,412.65**



**Agenda II.B.4
Dec 17th, 2015**

TO: Dr. Joe Gothard, Superintendent and Board of Education

FROM: Lisa K. Rider, Executive Director of Business Services

DATE: Dec 17th, 2015

RE: November Payroll, Claims and Receipts

RECOMMENDATION: That the Board approves November payroll checks numbered 718298-718319, and Direct Deposit notices numbered 590718-593644, in the net amount of \$3,601,856.00. Nov & Dec claims to date represented by checks numbered 443264-443742, 138-143, 1014291-1014499, and 101199-101221 and wire transfers and adjustments totaling \$9,091,272.47. Also, that the Board accepts Nov receipts of \$8,805,271.80 and investments for the General Fund, 2012A Alt Facilities, 2015A School Building Bonds and OPEB of \$105,481,563.98 as of November 30, 2015.

November payroll, wire transfers, claims and receipts have been prepared under the direction of Gordon Winterlin, Director of Accounting, and are presented for approval by the School Board. I would be glad to answer any questions.

LKR/mw

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
November 2015**

Cash Receipts

Receipts	\$8,805,271.80
Miscellaneous Adjustments	

TOTAL NOVEMBER CASH RECEIVED

8,805,271.80

CASH DISBURSEMENTS

Nov

Regular Payroll Checks	718298-718319	\$3,601,856.00
Direct Deposit Notices	590718-593644	

Oct Payables previously approved:	\$382,844.02
Nov Claims previously approved:	\$595,330.40

Nov Claims:	443264-443463	\$2,919,794.13
	138-143	
	1014291-1014471	
	101199-101216	

Nov Wire Transfers	\$4,801,594.65
Miscellaneous Adjustments	<u>\$7,698.29</u>

TOTAL NOV CASH DISBURSED

12,309,117.49

TOTAL EXPENSES TO BE APPROVED

Nov Cash Disbursed	\$12,309,117.49
Less: Items Previously Approved	-\$978,174.42

Plus: Nov Payables	443464-443538	\$251,296.85
Checks	443672-443742	

Dec Claims:	443539-443671	\$1,110,888.55
Checks	1014472-1014499	
	101217-101221	

TOTAL TO BE APPROVED

12,693,128.47

	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>Total 11/30/2015</u>
GENERAL FUND	\$1,267,079.69	\$27,189,083.99	\$28,456,163.68
OPEB	\$2,638.67	\$9,794,062.00	\$9,796,700.67
OPEB EQUITY INV THROUGH OCTOBER 31, 2015	\$51,904.82	\$4,539,247.74	\$4,591,152.56
2015A SCHOOL BUILDING BONDS	\$760,149.84	\$56,854,869.79	\$57,615,019.63
2012A ALT FACILITIES	\$781,086.17	\$3,000,078.90	\$3,781,165.07
ALT FACILITY FUND	<u>\$1,241,362.37</u>	<u>\$0.00</u>	<u>\$1,241,362.37</u>
	<u>\$4,104,221.56</u>	<u>\$101,377,342.42</u>	<u>\$105,481,563.98</u>

Note: The attached investment reports are provided by our investment advisor, PMA Financial Network, Inc. These reports include our investment and money market balances.



Total Portfolio Report CAR

As of: 11/30/15

PMA Financial Network, Inc.

2135 CityGate Lane
7th Floor
Naperville, Illinois 60563
Telephone . 630-657-6400
Facsimile . 630-718-8701

BURNSVILLE ISD 191 / GENERAL FUND

2960

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$1,267,079.69	\$1,267,079.69	
TS	209285	1	5/6/15	12/29/15	MN TRUST TERM SERIES	\$1,000,779.18	\$1,000,000.00	0.120
TS	215224	1	9/4/15	1/11/16	MN TRUST TERM SERIES	\$2,000,989.59	\$2,000,000.00	0.140
SEC	33790	1	1/23/15	1/22/16	Bank Of Baroda Certificate of Deposit	\$248,000.00	\$248,000.00	0.300
SEC	33793	1	1/23/15	1/22/16	Firstmerit Bank NA Certificate of Deposit	\$248,000.00	\$248,000.00	0.250
TS	209624	1	5/19/15	1/26/16	MN TRUST TERM SERIES	\$961,313.23	\$960,451.19	0.130
CD	193379	1	1/30/14	1/27/16	MECHANICS SAVINGS BANK	\$249,928.83	\$247,700.00	0.453
CD	195418	1	4/2/14	1/27/16	ABC BANK / AUSTIN BANK OF CHICAGO	\$249,991.37	\$248,700.00	0.285
CD	195419	1	4/2/14	1/27/16	NATIONAL BANK OF COXSACKIE	\$249,992.64	\$248,900.00	0.241
CD	195420	1	4/2/14	1/27/16	EAST WEST BANK	\$249,912.05	\$248,800.00	0.246
CD	195421	1	4/2/14	1/27/16	ORRSTOWN BANK	\$249,992.66	\$248,900.00	0.241
CD	196228	1	5/6/14	1/27/16	FAR EAST NATIONAL BANK	\$100,466.68	\$100,000.00	0.270
CD	196229	1	5/6/14	1/27/16	FINANCIAL FEDERAL BANK	\$249,306.09	\$248,400.00	0.211
CD	196274	1	5/8/14	1/27/16	EAST WEST BANK	\$4,049,392.45	\$4,030,000.00	0.280
CD	196749	1	5/22/14	1/27/16	ACCESS NATIONAL BANK	\$249,956.86	\$248,700.00	0.300
CD	205378	1	1/20/15	1/27/16	AFFILIATED BANK	\$249,999.29	\$249,130.00	0.342
CD	205379	1	1/20/15	1/27/16	FIRST COMMONS BANK NA	\$249,997.37	\$249,350.00	0.248
CD	205380	1	1/20/15	1/27/16	FIRST ADVANTAGE BANK- TN	\$249,996.05	\$249,380.00	0.242
CD	205381	1	1/20/15	1/27/16	BANKVISTA	\$249,979.27	\$249,110.00	0.342
CD	205382	1	1/20/15	1/27/16	BREMER BANK, NA	\$249,991.75	\$249,230.00	0.300
SEC	33791	1	1/28/15	1/28/16	Santander Bank, N.A. / Sovereign Bank Certificate of Deposit	\$248,000.00	\$248,000.00	0.300
CD	193377	1	1/30/14	2/1/16	SEASIDE NATIONAL BANK & TRUST	\$249,934.94	\$247,700.00	0.450
CD	193378	1	1/30/14	2/1/16	PRIVATE BANK - MI	\$249,932.47	\$247,400.00	0.510
CDR	193423	1	2/6/14	2/4/16	Landmark Bank, N.A.	\$243,372.87	\$241,235.77	0.449
CDR	193423	2	2/6/14	2/4/16	Standing Stone National Bank	\$243,372.87	\$241,235.77	0.449
CDR	193423	3	2/6/14	2/4/16	First State Bank	\$243,372.87	\$241,235.77	0.449
CDR	193423	4	2/6/14	2/4/16	Norway Savings Bank (MHC)	\$243,372.87	\$241,235.77	0.449
CDR	193423	5	2/6/14	2/4/16	F&M Bank and Trust Company	\$243,372.87	\$241,235.77	0.449
CDR	193423	6	2/6/14	2/4/16	Citizens Security Bank & Trust Company	\$217,609.47	\$215,698.61	0.449
CDR	193423	7	2/6/14	2/4/16	Southern Bank	\$217,291.71	\$215,383.64	0.449
CDR	193423	8	2/6/14	2/4/16	LegacyTexas Bank / ViewPoint Bank (MHC)	\$140,667.23	\$139,432.01	0.449
CDR	193423	9	2/6/14	2/4/16	Mutual of Omaha Bank	\$124,399.26	\$123,306.89	0.449
CD	194320	1	3/3/14	3/14/16	POST OAK BANK, NA	\$249,914.78	\$247,900.00	0.400
CD	194321	1	3/3/14	3/14/16	PREMIER BANK	\$249,927.32	\$248,100.00	0.362
CD	194322	1	3/3/14	3/14/16	INDEPENDENT BANK / BANK OF HOUSTON	\$249,965.07	\$248,200.00	0.350
CD	194323	1	3/3/14	3/14/16	STATE BANK OF DAVIS	\$249,932.51	\$248,200.00	0.348
CD	194324	1	3/3/14	3/14/16	LENA STATE BANK	\$249,927.31	\$248,200.00	0.342
CD	208545	1	4/2/15	4/1/16	STATE BANK OF INDIA (NY)	\$249,952.09	\$249,300.00	0.262
CD	208546	1	4/2/15	4/1/16	BANCO POPULAR NORTH AMERICA	\$82,505.75	\$82,300.00	0.250
CD	208547	1	4/2/15	4/1/16	BANCO POPULAR NORTH AMERICA	\$84,210.00	\$84,000.00	0.250
CD	208548	1	4/2/15	4/1/16	BANCO POPULAR NORTH AMERICA	\$83,207.50	\$83,000.00	0.250
SEC	34466	1	4/9/15	4/6/16	Bank Of India Certificate of Deposit	\$248,000.00	\$248,000.00	0.351
SEC	34467	1	4/16/15	4/15/16	Synovus Bank Certificate of Deposit	\$248,000.00	\$248,000.00	0.250
CD	210440	1	6/3/15	6/2/16	COMMUNITY CAPITAL BANK OF VIRGINIA	\$249,951.11	\$249,300.00	0.261
CD	210441	1	6/3/15	6/2/16	MRV BANKS	\$249,902.84	\$249,300.00	0.242

BURNSVILLE ISD 191 / GENERAL FUND

2960

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
CD	210442	1	6/3/15	6/2/16	TOMATOBANK NA	\$249,446.88	\$248,800.00	0.260
CD	210443	1	6/3/15	6/2/16	WESTERN ALLIANCE BANK / TORREY PINES BANK	\$249,946.37	\$249,200.00	0.300
CD	210444	1	6/3/15	6/2/16	HIAWATHA BANK AND TRUST COMPANY	\$249,927.34	\$249,200.00	0.292
CD	208542	1	4/2/15	7/26/16	METROPOLITAN COMMERCIAL BANK	\$249,959.80	\$249,000.00	0.293
CD	208543	1	4/2/15	7/26/16	ROCKFORD B&TC	\$249,959.80	\$249,000.00	0.293
CD	208544	1	4/2/15	7/26/16	GREAT MIDWEST BANK	\$249,946.44	\$249,300.00	0.197
CD	215193	1	9/4/15	9/2/16	PENTAGON FEDERAL CREDIT UNION (183 day and out)	\$2,760,666.39	\$2,750,000.00	0.390
SEC	36017	1	9/15/15	9/15/16	Everbank Certificate of Deposit	\$248,000.00	\$248,000.00	0.450
SEC	34831	1	6/12/15	12/12/16	Berkshire Bank Certificate of Deposit	\$249,000.00	\$249,000.00	0.517
SEC	36016	1	9/10/15	3/10/17	Capital One Bank (usa), National Association Certificate of Deposit	\$248,000.00	\$248,000.00	0.718
CD	215192	1	9/4/15	3/28/17	PENTAGON FEDERAL CREDIT UNION (183 day and out)	\$3,779,332.19	\$3,750,000.00	0.500
SEC	36587	1	11/24/15	7/14/17	Federal Home Loan Mortgage Corporation Note	\$1,500,000.00	\$1,499,932.80	0.753

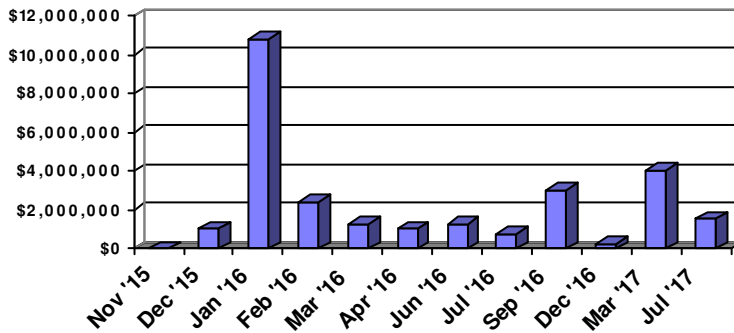
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Total Amount --> \$28,569,345.97 \$28,456,163.68

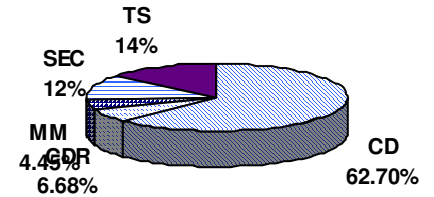
Time and Dollar Weighted Portfolio Yield: 0.472 %

Weighted Average Portfolio Maturity: 182.41 Days

MM: 4.45%
CD's: 62.71%
CP: 0.00%
SEC: 12.25%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 11/30/15

PMA Financial Network, Inc.

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BURNSVILLE ISD 191 / 2009 OPEB TRUST

3596

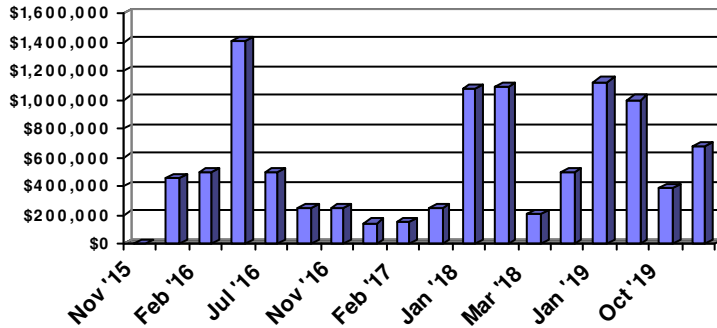
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$2,638.67	\$2,638.67	
CD	181996	1	1/16/13	1/19/16	BANK OF THE WEST	\$249,980.28	\$246,200.00	0.510
CD	181997	1	1/16/13	1/19/16	MIDLAND STATES BANK	\$206,595.48	\$203,800.00	0.456
CD	182847	1	2/19/13	2/19/16	EAST BOSTON SAVINGS BANK	\$249,956.54	\$245,900.00	0.550
CD	182848	1	2/19/13	2/19/16	BRIDGEWATER BANK	\$249,899.41	\$245,800.00	0.556
CD	186939	1	6/21/13	6/21/16	FIFTH THIRD BANK	\$155,206.99	\$152,000.00	0.703
CD	187204	1	6/27/13	6/27/16	FIFTH THIRD BANK	\$92,008.39	\$90,000.00	0.743
SEC	29761	1	6/28/13	6/28/16	BMW Bank Of North America Certificate of Deposit	\$249,000.00	\$249,000.00	0.753
CD	208035	1	3/24/15	6/30/16	CFG COMMUNITY BANK	\$249,921.56	\$248,500.00	0.450
CD	208036	1	3/24/15	6/30/16	IDB BANK- NY	\$100,497.94	\$100,000.00	0.392
CD	208037	1	3/24/15	6/30/16	GBC INTERNATIONAL BANK	\$203,045.66	\$202,500.00	0.212
CD	217111	1	10/15/15	6/30/16	MODERN BANK, NATIONAL ASSOCIATION	\$110,196.19	\$110,000.00	0.251
SEC	34379	1	3/30/15	6/30/16	Safra National Bank Certificate of Deposit	\$249,000.00	\$249,000.00	0.360
CD	187467	1	7/2/13	7/5/16	FIRST CAPITAL BANK	\$249,919.20	\$244,400.00	0.750
CD	187468	1	7/2/13	7/5/16	LUANA SAVINGS BANK	\$248,891.44	\$245,200.00	0.500
SEC	31043	1	10/23/13	10/24/16	Sallie Mae Bank Certificate of Deposit	\$248,000.00	\$248,000.00	1.155
CD	187466	1	7/2/13	11/14/16	DAKOTA COMMUNITY BANK	\$249,965.13	\$244,200.00	0.700
CD	192889	1	1/13/14	1/13/17	FAR EAST NATIONAL BANK	\$144,811.46	\$140,800.00	0.949
SEC	23783	1	12/20/10	2/1/17	Woodridge Illinois Taxable	\$150,000.00	\$150,000.00	3.350
SEC	30736	1	9/25/13	9/25/17	Cit Bank Certificate of Deposit	\$247,000.00	\$247,000.00	1.508
CD	205079	1	1/8/15	1/8/18	FIRST FREEDOM BANK	\$164,252.21	\$159,400.00	1.012
CD	205080	1	1/8/15	1/8/18	TRUSTONE FINANCIAL FEDERAL CREDIT UNION	\$249,684.73	\$241,600.00	1.111
CD	205081	1	1/8/15	1/8/18	HIBERNIA BANK	\$207,054.62	\$201,000.00	1.003
CD	192888	1	1/13/14	1/16/18	INDUSTRIAL & COMMERCIAL BANK OF CHINA	\$210,686.40	\$200,000.00	1.332
SEC	33742	1	1/14/15	1/16/18	Goldman Sachs Bank USA Certificate of Deposit	\$248,000.00	\$248,000.00	1.404
CD	205817	1	2/3/15	2/5/18	ADIRONDACK BANK	\$240,475.35	\$234,000.00	0.921
CD	205818	1	2/3/15	2/5/18	FIRST NB OF MCGREGOR	\$102,681.43	\$100,000.00	0.891
CD	205819	1	2/3/15	2/5/18	FIRST NATIONAL BANK	\$249,815.96	\$243,000.00	0.932
SEC	33857	1	2/5/15	2/5/18	Ally Bank Certificate of Deposit	\$248,000.00	\$248,000.00	1.154
CD	182782	1	2/15/13	2/15/18	PLAINS COMMERCE BANK	\$249,902.70	\$236,400.00	1.142
CD	208034	1	3/24/15	3/26/18	PEAPACK-GLADSTONE BANK	\$208,860.51	\$203,000.00	0.960
SEC	30731	1	9/25/13	9/25/18	Discover Bank Certificate of Deposit	\$247,000.00	\$247,000.00	2.013
SEC	30738	1	9/25/13	9/25/18	Compass Bank Certificate of Deposit	\$247,000.00	\$247,000.00	1.962
CD	192886	1	1/13/14	1/14/19	M.Y. SAFRA BANK	\$248,142.42	\$228,500.00	1.717
CD	192887	1	1/13/14	1/14/19	STEARNS BANK NA (N)	\$248,500.88	\$230,700.00	1.542
SEC	28287	1	10/9/12	1/15/19	Lakewood Township NJ Ref	\$630,000.00	\$630,000.00	1.580
SEC	28397	1	11/15/12	8/15/19	DENTON TX INDEP SCH DIST TXBL -REF - SER C	\$1,000,000.00	\$1,000,000.00	1.520
SEC	28316	1	10/15/12	10/15/19	ABERDEEN TWP NJ REF	\$390,000.00	\$390,000.00	1.570
SEC	28317	1	10/16/12	12/1/19	FAIRFIELD & UNION OH LOCAL SCH DIST	\$330,000.00	\$294,162.00	1.620
SEC	28355	1	10/19/12	12/1/19	COOK CNTY IL HIGH SCH DIST #205 THORNTON TWP	\$350,000.00	\$350,000.00	1.939

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
<i>Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.</i>						Total Amount -->	\$9,976,591.55	\$9,796,700.67

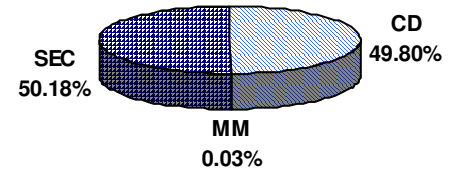
Time and Dollar Weighted Portfolio Yield: 1.432 %

Weighted Average Portfolio Maturity: 750.45 Days

MM: 0.03%
CD's: 51.01%
CP: 0.00%
SEC: 48.97%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 11/30/15

PMA Financial Network, Inc.

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BURNSVILLE ISD 191 / 2015A BONDS

5762

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$760,149.84	\$760,149.84	
SDA					Savings Deposit Account - CITIBANK (SDA)	\$18,759,949.34	\$18,759,949.34	
SEC	34635	1	5/15/15	12/1/15	WILMETTE IL	\$270,000.00	\$270,000.00	0.200
TS	209625	1	5/19/15	1/26/16	MN TRUST TERM SERIES	\$3,002,692.61	\$3,000,000.00	0.130
TS	217911	1	11/16/15	1/26/16	MN TRUST TERM SERIES	\$11,246,700.54	\$11,243,420.45	0.150
CD	209399	1	5/12/15	5/11/16	FIRST NATIONAL BANK OF PARK FALLS	\$249,263.58	\$248,400.00	0.348
SEC	34641	1	5/14/15	5/12/16	IOWA ST HGR EDU LOAN AUTH RANS- UNIV OF DUBUQUE	\$4,900,000.00	\$4,900,000.00	0.550
SEC	34615	1	5/15/15	5/13/16	First Niagara Bank Certificate of Deposit	\$249,000.00	\$249,000.00	0.251
CD	209360	1	5/8/15	5/19/16	FIELDPOINT PRIVATE BANK & TRUST	\$249,900.26	\$249,000.00	0.351
CD	209361	1	5/8/15	5/19/16	BANK OF CHINA	\$249,993.70	\$249,200.00	0.308
CD	209362	1	5/8/15	5/19/16	FARMERS & MERCHANTS UNION BANK	\$249,951.19	\$249,200.00	0.292
CD	209363	1	5/8/15	5/19/16	IDB BANK- NY	\$148,446.13	\$148,000.00	0.292
SEC	34614	1	5/20/15	5/20/16	Bankunited, NA Certificate of Deposit	\$248,000.00	\$248,000.00	0.250
SEC	34616	1	5/20/15	5/20/16	Investors Bank (mhc) Certificate of Deposit	\$248,000.00	\$248,000.00	0.250
SEC	34617	1	5/13/15	6/1/16	waukee ia csd	\$725,000.00	\$725,000.00	0.350
SEC	34625	1	5/14/15	6/15/16	UMATILLA SD 008R-A	\$330,000.00	\$330,000.00	0.370
CD	209397	1	5/12/15	6/16/16	OREGON COMMUNITY BANK & TRUST	\$249,334.69	\$248,400.00	0.343
CD	209398	1	5/12/15	6/16/16	ASIAN PACIFIC NATIONAL BANK	\$249,253.06	\$248,300.00	0.349
CD	216903	1	10/6/15	6/16/16	BRIDGEWATER BANK	\$1,001,427.54	\$1,000,000.00	0.205
CD	209396	1	5/12/15	7/21/16	SUMMIT BANK - OR	\$249,173.29	\$248,100.00	0.363
CD	213963	1	8/12/15	7/21/16	HomeBank of Arkansas	\$249,996.15	\$249,400.00	0.254
CD	213964	1	8/12/15	7/21/16	UNITY NATIONAL BANK OF HOUSTON	\$249,912.38	\$249,300.00	0.261
CD	213965	1	8/12/15	7/21/16	BANK OF THE OZARKS	\$249,995.95	\$249,500.00	0.211
CD	213966	1	8/12/15	7/21/16	CENTRAL BANK OF OKLAHOMA / ONB BANK AND TRUST COMPANY	\$249,995.52	\$249,500.00	0.211
CD	213967	1	8/12/15	7/21/16	PACIFIC WESTERN BANK	\$249,970.75	\$249,500.00	0.200
CD	213968	1	8/12/15	7/21/16	COMMUNITY WEST BANK	\$249,927.29	\$249,500.00	0.182
CD	213969	1	8/12/15	7/21/16	BANK 7	\$249,942.32	\$249,400.00	0.231
CD	213970	1	8/12/15	7/21/16	FIRST GUARANTY BANK	\$249,982.27	\$249,600.00	0.163
CD	216901	1	10/6/15	7/21/16	SECURITY BANK & TRUST CO	\$100,197.14	\$100,000.00	0.249
CD	216902	1	10/6/15	7/21/16	BRIDGEWATER BANK	\$651,312.45	\$650,000.00	0.255
SEC	34620	1	5/13/15	8/1/16	Huntsville AL	\$150,000.00	\$150,000.00	0.370
CD	213962	1	8/12/15	8/11/16	PLAINSCAPITAL BANK	\$249,936.03	\$249,300.00	0.255
CD	209381	1	5/12/15	8/18/16	HIGHLAND BANK	\$1,004,437.22	\$1,000,000.00	0.349
CD	212776	1	7/3/15	8/18/16	FIRST HOME BANK	\$249,921.59	\$249,100.00	0.293
CD	212777	1	7/3/15	8/18/16	STRATFORD STATE BANK	\$249,915.94	\$249,200.00	0.251
CD	213958	1	8/12/15	8/18/16	ENERBANK USA	\$249,915.62	\$249,000.00	0.361
CD	213959	1	8/12/15	8/18/16	GRANDPOINT BANK	\$249,993.67	\$249,100.00	0.345
CD	213960	1	8/12/15	8/18/16	CITIZENS COMMUNITY BANK	\$249,976.51	\$249,200.00	0.300
CD	213961	1	8/12/15	8/18/16	PAN AMERICAN BANK	\$249,989.58	\$249,200.00	0.306
CD	216897	1	10/6/15	8/18/16	LANDMARK COMMUNITY BANK	\$249,930.51	\$249,300.00	0.291
CD	216898	1	10/6/15	8/18/16	BOFI FEDERAL BANK	\$249,955.48	\$249,200.00	0.350
CD	216899	1	10/6/15	8/18/16	AMERICAN INVESTORS BANK AND MORTGAGE	\$249,540.64	\$249,000.00	0.250
CD	216900	1	10/6/15	8/18/16	WOLVERINE BANK, FSB	\$249,952.31	\$249,400.00	0.255
SEC	35761	1	8/19/15	8/19/16	Tcf National Bank - Dtc Certificate of Deposit	\$248,000.00	\$248,000.00	0.350

BURNSVILLE ISD 191 / 2015A BONDS

5762

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
SEC	35763	1	8/19/15	8/19/16	Mizuho Bank (USA) Certificate of Deposit	\$248,000.00	\$248,000.00	0.400
SEC	35759	1	8/25/15	8/25/16	Bbcn Bank Certificate of Deposit	\$249,000.00	\$249,000.00	0.400
SEC	34618	1	6/4/15	9/1/16	LEAVENWORTH CNTY KS UNIF SCH DIST #458	\$995,000.00	\$995,000.00	0.540
SEC	34624	1	6/4/15	9/1/16	GEARY CNTY KS UNIF SCH DIST #475	\$555,000.00	\$555,000.00	0.400
SEC	34628	1	6/1/15	9/1/16	NORTH CENTRL WI TECH CLG DIST	\$1,540,000.00	\$1,540,000.00	0.400
CD	209358	1	5/8/15	9/15/16	GLOBAL BANK	\$249,986.60	\$249,000.00	0.292
CD	209359	1	5/8/15	9/15/16	MIDDLEFIELD BANKING COMPANY	\$249,918.22	\$249,100.00	0.242
CD	209379	1	5/12/15	9/15/16	HIGHLAND BANK	\$249,969.88	\$248,300.00	0.499
CD	209380	1	5/12/15	9/15/16	HIGHLAND BANK	\$755,742.08	\$751,700.00	0.399
SEC	34619	1	5/13/15	9/15/16	MONROE CNTY PA	\$275,000.00	\$275,000.00	0.460
SEC	34621	1	5/14/15	9/15/16	BRISTOL TWP PA	\$500,000.00	\$500,000.00	0.450
CD	209365	1	5/11/15	10/21/16	BRIDGEWATER BANK	\$1,005,875.25	\$1,000,000.00	0.406
CD	209357	1	5/8/15	11/17/16	SONABANK	\$249,995.36	\$248,100.00	0.499

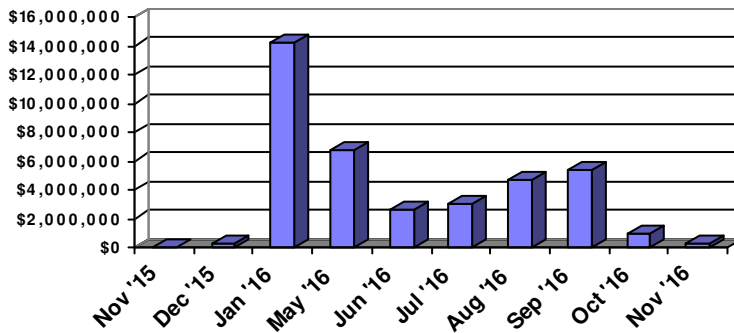
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Total Amount --> \$57,662,420.48 \$57,615,019.63

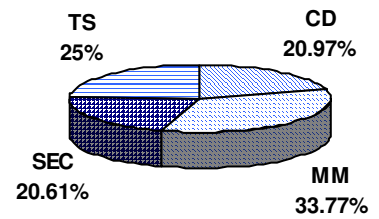
Time and Dollar Weighted Portfolio Yield: 0.346 %

Weighted Average Portfolio Maturity: 109.17 Days

MM: 33.88%
CD's: 21.04%
CP: 0.00%
SEC: 20.36%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 11/30/15

PMA Financial Network, Inc.

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BURNSVILLE ISD 191 / 2012A ALT FACILITY

5070

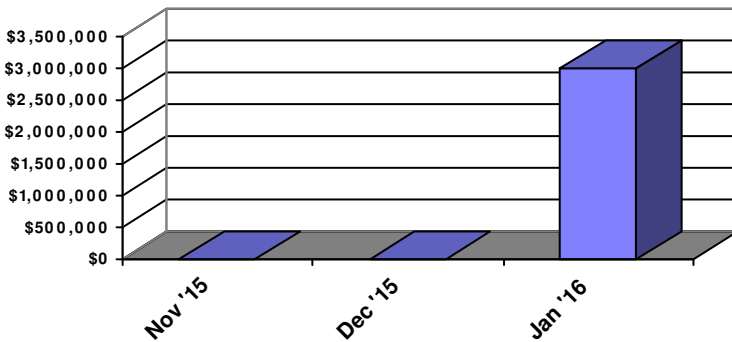
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$781,086.17	\$781,086.17	
SDA					Savings Deposit Account - CITIBANK (SDA)	\$78.90	\$78.90	
TS	218041	1	11/24/15	1/26/16	MN TRUST TERM SERIES	\$3,000,673.16	\$3,000,000.00	0.130
Total Amount -->						\$3,781,838.23	\$3,781,165.07	

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

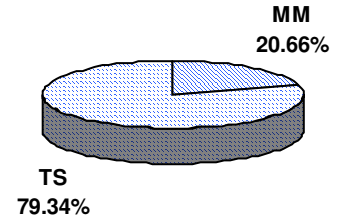
Time and Dollar Weighted Portfolio Yield: 0.130 %

Weighted Average Portfolio Maturity: 45.22 Days

MM: 20.66%
CD's: 0.00%
CP: 0.00%
SEC: 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 11/30/15

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BURNSVILLE ISD 191 / ALT FACILITY FUND

5298

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$1,241,362.37	\$1,241,362.37	
Total Amount -->						\$1,241,362.37	\$1,241,362.37	

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Time and Dollar Weighted Portfolio Yield: 0.000 %

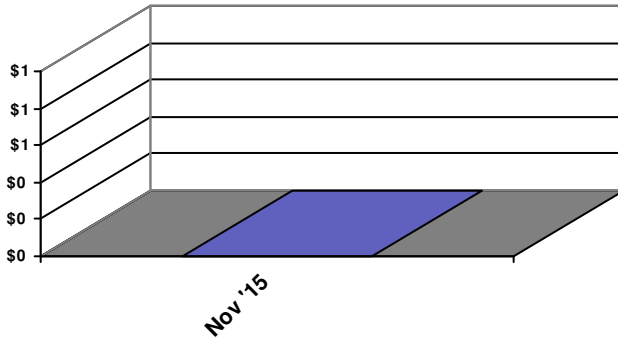
Weighted Average Portfolio Maturity: 0.00 Days

MM: 100.00%

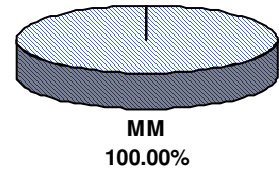
CD's: 0.00%

CP: 0.00%

SEC: 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

November 2015

Wire Transfers

Date	From	To	Amount	For
110215	MSDLAF	Medica	10,444.60	Health Insurance
110215	MSDLAF	Preferred One	67,618.24	Health Insurance
110215	MSDLAF	People's Bank	181,644.52	October 31 Payroll - TSA wire
110215	MSDLAF	Teacher's Federal Credit Union	36,623.24	October 31 Payroll - Teacher's Dues
110215	MSDLAF	State of Minnesota	3,369.50	October 31 Payroll - Child Support
110215	MSDLAF	Internal Revenue Service	723,971.52	October 31 Payroll - Federal Taxes
110215	MSDLAF	State of Minnesota	116,883.38	October 31 Payroll - State Taxes
110215	MSDLAF	Neopost	50.00	Postage Fee
110215	MSDLAF	Preferred One	248,318.44	Health Insurance
110415	Dakota County	MSDLAF	5,519,000.00	Current Tax Advance
110415	Scott County	MSDLAF	1,668,590.99	School/State Advance
110415	State of Minnesota	MSDLAF	470.00	MN State - MMB
110415	State of Minnesota	MSDLAF	25,067.43	MN State - MMB
110515	State of Minnesota	MSDLAF	401,067.76	MN State - MMB
110515	MSDLAF	Delta Dental	17,470.54	Dental Insurance
110615	State of Minnesota	MSDLAF	100.00	MN State - MMB
110615	MSDLAF	Corporate Health	10,181.66	Medical Claims
110615	MSDLAF	Corporate Health	18,942.68	Flex Claims
110915	MSDLAF	Neopost	5,000.00	Postage
110915	MSDLAF	Preferred One	291,144.42	Health Insurance
111215	MSDLAF	Delta Dental	13,851.93	Dental Insurance
111215	MSDLAF	TRA	328,281.63	October 31 Payroll - TRA
111215	MSDLAF	PERA	102,955.55	October 31 Payroll - PERA
111315	MSDLAF	People's Bank	182,733.17	November 15 Payroll - TSA wire
111315	MSDLAF	Teacher's Federal Credit Union	37,902.85	November 15 Payroll - Teachers Dues
111315	State of Minnesota	MSDLAF	6,801.64	MN State - MMB
111315	MSDLAF	Corporate Health	10,352.20	Medical Claims
111315	MSDLAF	Corporate Health	7,978.26	Flex Claims
111615	MSDLAF	State of Minnesota	3,369.50	November 15 Payroll - Child Support
111615	MSDLAF	Internal Revenue Service	686,144.77	November 15 Payroll - Federal Taxes
111615	MSDLAF	State of Minnesota	111,846.79	November 15 Payroll - State Taxes
111615	MSDLAF	Preferred One	309,981.72	Health Insurance
111815	State of Minnesota	MSDLAF	26,015.64	MN State - MMB

November 2015

Wire Transfers

Date	From	To	Amount	For
111815	MSDLAF	US Bank	130,000.00	Prefunding P Card wire
111815	MSDLAF	Wells Fargo	42,843.45	Wells Fargo Lease Payment
111815	MSDLAF	State of Minnesota	34,816.25	Payroll wire
111815	MSDLAF	Delta Dental	13,492.06	Dental Insurance
112015	MSDLAF	Corporate Health	16,372.00	Medical Claims
112015	MSDLAF	Corporate Health	17,360.20	Flex Claims
112315	MSDLAF	Neopost	4,999.00	Postage
112315	MSDLAF	Preferred One	381,762.51	Health Insurance
112415	MSDLAF	TRA	328,545.39	November 15 Payroll - TRA
112415	MSDLAF	PERA	102,797.81	November 15 Payroll - PERA
112415	MSDLAF	Corporate Health	861.99	Medical Claims
112415	MSDLAF	Corporate Health	8,719.85	Flex Claims
112515	State of Minnesota	MSDLAF	336,108.32	MN State - MMB
112515	MSDLAF	Delta Dental	11,839.47	Dental Insurance
112715	Dakota County	MSDLAF	7,824.96	Health Food & Smart Choices
112715	MSDLAF	State of Minnesota	78,407.56	Payroll wire
113015	MSDLAF	People's Bank	182,101.63	November 30 Payroll - TSA wire
113015	MSDLAF	Teacher's Federal Credit Union	37,744.34	November 30 Payroll - Teacher's Dues
113015	MSDLAF	Preferred One	104,973.74	Health Insurance

Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1014291		\$12.54	2015-11-11 00:00:00.0000000	88888	5747	CORDAHL, AMBER
1	1014292		\$36.63	2015-11-11 00:00:00.0000000	88888	7304	GOSSMAN, LISA ANN
1	1014293		\$29.61	2015-11-11 00:00:00.0000000	88888	8309	HENDRIX, EUGENIA M
1	1014294		\$288.65	2015-11-11 00:00:00.0000000	88888	8309	HENDRIX, EUGENIA M
1	1014295		\$60.61	2015-11-11 00:00:00.0000000	88888	8784	CARROLL, MICHELE
1	1014296		\$21.58	2015-11-11 00:00:00.0000000	88888	11818	HAMMER, JEFFREY
1	1014297		\$85.34	2015-11-11 00:00:00.0000000	88888	12217	GRUENKE, BETH N
1	1014298		\$162.85	2015-11-11 00:00:00.0000000	88888	12806	CORBAY, STEPHANIE A
1	1014299		\$25.00	2015-11-11 00:00:00.0000000	88888	13189	HOUTMAN, JENNIFER L
1	1014300		\$11.38	2015-11-11 00:00:00.0000000	88888	13415	ENGELHARDT, ANGELA C
1	1014301		\$71.30	2015-11-11 00:00:00.0000000	88888	13495	BROWN, CHRISTOPHER M
1	1014302		\$19.92	2015-11-11 00:00:00.0000000	88888	14112	HARTL, ARAN J
1	1014303		\$1.04	2015-11-11 00:00:00.0000000	88888	14641	ENGSTROM, HEATHER L
1	1014304		\$201.44	2015-11-11 00:00:00.0000000	88888	14969	DEMPSEY, JODI JEAN
1	1014305		\$59.57	2015-11-11 00:00:00.0000000	88888	15021	DALY, JULIE
1	1014306		\$40.42	2015-11-11 00:00:00.0000000	88888	15074	CHAMERLIK, KAREN
1	1014307		\$255.00	2015-11-11 00:00:00.0000000	88888	15394	BEAULIEU, KOURTNEY A
1	1014308		\$25.13	2015-11-11 00:00:00.0000000	88888	15982	ANDERSON, BJORN RS
1	1014309		\$93.46	2015-11-11 00:00:00.0000000	88888	16244	GILBERTSON, SHERRY A
1	1014310		\$66.40	2015-11-11 00:00:00.0000000	88888	16605	CRAWFORD, CINDY Y
1	1014311		\$201.19	2015-11-11 00:00:00.0000000	88888	16789	KRONABETTER, JULIE R
1	1014312		\$121.98	2015-11-11 00:00:00.0000000	88888	17175	FUNSTON, KATHY L
1	1014313		\$141.62	2015-11-11 00:00:00.0000000	88888	17322	CZAPAR, KELLY N
1	1014314		\$16.49	2015-11-11 00:00:00.0000000	88888	17365	KOPEL, JACLYN C
1	1014315		\$26.91	2015-11-11 00:00:00.0000000	88888	17496	ABDALLAH, HIBO SAAD
1	1014316		\$67.74	2015-11-11	88888	17737	BLAZQUEZ, JAVIER

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
1	1014317		\$35.20	2015-11-11 00:00:00.0000000	88888	17742	BUCK, REBECCA L
1	1014318		\$14.44	2015-11-11 00:00:00.0000000	88888	17771	HELWIG, KRISTINE K
1	1014319		\$11.00	2015-11-11 00:00:00.0000000	88888	17819	ABRAHAMSON, JONATHAN
1	1014320		\$80.69	2015-11-11 00:00:00.0000000	88888	18025	HENDERSON, MICHELLE A
1	1014321		\$66.00	2015-11-11 00:00:00.0000000	88888	18043	AMOROSO, CYNTHIA
1	1014322		\$30.00	2015-11-11 00:00:00.0000000	88888	18246	GINGERY, GARY
1	1014323		\$75.90	2015-11-11 00:00:00.0000000	88888	18313	GREGORY, AMANDA
1	1014324		\$26.73	2015-11-11 00:00:00.0000000	88888	18369	HAGEL, AVERYEL F
1	1014325		\$30.02	2015-11-11 00:00:00.0000000	88888	18645	EBENHOH, TEEGAN M
1	1014326		\$96.55	2015-11-11 00:00:00.0000000	88888	18668	ABDULLAHI, SACDIYO J
1	1014327		\$111.55	2015-11-11 00:00:00.0000000	88888	18691	GULDEN, JANET
1	1014328		\$25.96	2015-11-11 00:00:00.0000000	88888	1524	WENDORF, GREGORY
1	1014329		\$40.88	2015-11-11 00:00:00.0000000	88888	9239	OPATZ, LARRY
1	1014330		\$498.58	2015-11-11 00:00:00.0000000	88888	9554	MEYER, JOSEPH
1	1014331		\$52.33	2015-11-11 00:00:00.0000000	88888	9670	ROBOLE, VICKI M
1	1014332		\$25.00	2015-11-11 00:00:00.0000000	88888	9771	PLUCINAK, JODY L
1	1014333		\$62.00	2015-11-11 00:00:00.0000000	88888	10805	MEUSER, TERESA
1	1014334		\$119.60	2015-11-11 00:00:00.0000000	88888	13692	NIEMIEC, ALICIA
1	1014335		\$26.45	2015-11-11 00:00:00.0000000	88888	13693	NEAL, BRYENY B
1	1014336		\$7.71	2015-11-11 00:00:00.0000000	88888	15821	NAAS, ANNE B
1	1014337		\$119.00	2015-11-11 00:00:00.0000000	88888	15911	WILLSON, DAWN M
1	1014338		\$90.28	2015-11-11 00:00:00.0000000	88888	16213	STAHLY, JANICE
1	1014339		\$44.05	2015-11-11 00:00:00.0000000	88888	16345	WALCZAK, CHERYL M
1	1014340		\$22.48	2015-11-11 00:00:00.0000000	88888	16491	VITALI, ALICIA F
1	1014341		\$96.60	2015-11-11 00:00:00.0000000	88888	16501	NESS, KAREN M

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1014342		\$32.31	2015-11-11 00:00:00.0000000	88888	16970	RAMOS, VERONICA
1	1014343		\$49.16	2015-11-11 00:00:00.0000000	88888	16999	RENKEN, CARISSA M
1	1014344		\$17.98	2015-11-11 00:00:00.0000000	88888	17006	ROSENBERGER, ROSE M
1	1014345		\$42.21	2015-11-11 00:00:00.0000000	88888	17586	PERLICH, SHAWN
1	1014346		\$328.80	2015-11-11 00:00:00.0000000	88888	17785	OLSON-WYMAN, SAMANTHA L
1	1014347		\$57.67	2015-11-11 00:00:00.0000000	88888	17827	SCHMEICHEL, MATTHEW T
1	1014348		\$125.00	2015-11-11 00:00:00.0000000	88888	17953	MUNSCH, JANAYA L
1	1014349		\$122.28	2015-11-11 00:00:00.0000000	88888	18045	VO, KELLY RAE
1	1014350		\$25.59	2015-11-11 00:00:00.0000000	88888	18144	MILINOVICH, TRACY
1	1014351		\$21.05	2015-11-11 00:00:00.0000000	88888	18536	SPAULDING, SHEILA J
1	1014352		\$22.60	2015-11-18 00:00:00.0000000	88888	4467	BARLAGE, SUSAN
1	1014353		\$19.99	2015-11-18 00:00:00.0000000	88888	5853	CHALLGREN, MARK A
1	1014354		\$28.12	2015-11-18 00:00:00.0000000	88888	6452	BERG, JANET
1	1014355		\$39.10	2015-11-18 00:00:00.0000000	88888	7269	BARTH, TAMI RAE
1	1014356		\$33.53	2015-11-18 00:00:00.0000000	88888	7879	BERG, DAVID A
1	1014357		\$10.64	2015-11-18 00:00:00.0000000	88888	8189	BRAUN, JEAN C
1	1014358		\$39.48	2015-11-18 00:00:00.0000000	88888	8737	HAMMES, TIMOTHY
1	1014359		\$47.00	2015-11-18 00:00:00.0000000	88888	9093	JACKSON, DEBORAH K
1	1014360		\$18.11	2015-11-18 00:00:00.0000000	88888	9302	BOHR, JENNIFER L
1	1014361		\$12.65	2015-11-18 00:00:00.0000000	88888	9500	DEBRONSKY, ROBIN
1	1014362		\$46.54	2015-11-18 00:00:00.0000000	88888	9569	ANDREWS, DONNA
1	1014363		\$62.00	2015-11-18 00:00:00.0000000	88888	10851	BURNS, POLLYANNA M
1	1014364		\$43.00	2015-11-18 00:00:00.0000000	88888	11213	BEERLING, LORIE A
1	1014365		\$73.37	2015-11-18 00:00:00.0000000	88888	11756	ERICKSON, CONSTANCE
1	1014366		\$19.44	2015-11-18 00:00:00.0000000	88888	11817	ALVEY, HEATHER
1	1014367		\$29.82	2015-11-18	88888	11833	DOUGLAS, LORI

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
1	1014368		\$8.79	2015-11-18 00:00:00.0000000	88888	12319	CIN, STEPHANIE P
1	1014369		\$35.00	2015-11-18 00:00:00.0000000	88888	12673	DYKSTRA, BRYAN G.
1	1014370		\$19.98	2015-11-18 00:00:00.0000000	88888	13396	HUTCHINSON, JENNIFER L
1	1014371		\$70.67	2015-11-18 00:00:00.0000000	88888	13406	ALLEN, SUSAN M
1	1014372		\$18.81	2015-11-18 00:00:00.0000000	88888	14147	KLINNERT, ELIZABETH
1	1014373		\$20.82	2015-11-18 00:00:00.0000000	88888	14479	KIBLER, JEANNE
1	1014374		\$68.48	2015-11-18 00:00:00.0000000	88888	14594	HEWETT, THOMAS
1	1014375		\$9.36	2015-11-18 00:00:00.0000000	88888	14624	JORDAN, JOANNA
1	1014376		\$23.24	2015-11-18 00:00:00.0000000	88888	14652	HERKENHOFF, PATRICIA ANN
1	1014377		\$99.43	2015-11-18 00:00:00.0000000	88888	14751	KELLER, KATIE
1	1014378		\$32.33	2015-11-18 00:00:00.0000000	88888	14751	KELLER, KATIE
1	1014379		\$33.03	2015-11-18 00:00:00.0000000	88888	15982	ANDERSON, BJORN RS
1	1014380		\$61.99	2015-11-18 00:00:00.0000000	88888	16004	JORGENSON, SHANNON E
1	1014381		\$54.45	2015-11-18 00:00:00.0000000	88888	17246	CANTON, EMILIE J
1	1014382		\$95.34	2015-11-18 00:00:00.0000000	88888	17742	BUCK, REBECCA L
1	1014383		\$12.67	2015-11-18 00:00:00.0000000	88888	17961	KLINKHAMMER, JEFFREY
1	1014384		\$120.99	2015-11-18 00:00:00.0000000	88888	18325	DIETRICH, KELLY J
1	1014385		\$75.00	2015-11-18 00:00:00.0000000	88888	18685	LARSON, ROSS
1	1014386		\$59.01	2015-11-18 00:00:00.0000000	88888	7858	WARMKA, CHERI R
1	1014387		\$164.34	2015-11-18 00:00:00.0000000	88888	8543	TOLLERUD, TERESA JO
1	1014388		\$3.91	2015-11-18 00:00:00.0000000	88888	9277	ZEIGLER, SARAH
1	1014389		\$78.00	2015-11-18 00:00:00.0000000	88888	9802	O'NEILL-MAGER, JENNIFER
1	1014390		\$10.00	2015-11-18 00:00:00.0000000	88888	10140	MACKAY, GALE M
1	1014391		\$6.96	2015-11-18 00:00:00.0000000	88888	10299	WEIGHTMAN, ELIZABETH C
1	1014392		\$102.58	2015-11-18 00:00:00.0000000	88888	11462	VAURIO, SONYA

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1014393		\$7.59	2015-11-18 00:00:00.0000000	88888	11825	SIEBER, ANDREA
1	1014394		\$369.04	2015-11-18 00:00:00.0000000	88888	11828	MARSHALL, JEFFREY
1	1014395		\$32.55	2015-11-18 00:00:00.0000000	88888	12869	SCHEIT, ANDREA
1	1014396		\$98.33	2015-11-18 00:00:00.0000000	88888	13431	PAETZOLD, ROBERT JAMES
1	1014397		\$16.96	2015-11-18 00:00:00.0000000	88888	13470	SMALLEY, AMY C
1	1014398		\$23.40	2015-11-18 00:00:00.0000000	88888	13879	REISINGER, TONETTE A
1	1014399		\$17.83	2015-11-18 00:00:00.0000000	88888	13905	WENDLING, PAULA L
1	1014400		\$33.97	2015-11-18 00:00:00.0000000	88888	14130	MCCROSKEY, SHARI
1	1014401		\$74.00	2015-11-18 00:00:00.0000000	88888	14194	MAYERHOFER, TAMERA K
1	1014402		\$129.73	2015-11-18 00:00:00.0000000	88888	14961	SPRY, KARIE
1	1014403		\$19.21	2015-11-18 00:00:00.0000000	88888	15133	MOBERG, CARLENE
1	1014404		\$31.96	2015-11-18 00:00:00.0000000	88888	15695	THOMPSON, HYE-JEONG M
1	1014405		\$39.70	2015-11-18 00:00:00.0000000	88888	15803	RIGGS, JEANINE L
1	1014406		\$145.98	2015-11-18 00:00:00.0000000	88888	16003	PRANSCHKE, STEPHANIE T
1	1014407		\$45.94	2015-11-18 00:00:00.0000000	88888	16009	MARKHAM, ANGELA L
1	1014408		\$41.32	2015-11-18 00:00:00.0000000	88888	16046	STRAHOTA, SARA J
1	1014409		\$11.20	2015-11-18 00:00:00.0000000	88888	16287	PERALTA, NANCY E
1	1014410		\$11.69	2015-11-18 00:00:00.0000000	88888	16287	PERALTA, NANCY E
1	1014411		\$7.78	2015-11-18 00:00:00.0000000	88888	16491	VITALI, ALICIA F
1	1014412		\$10.00	2015-11-18 00:00:00.0000000	88888	17053	SCHROEDER, MICHELLE R
1	1014413		\$2,190.00	2015-11-18 00:00:00.0000000	88888	17487	SOVINE, STACEY
1	1014414		\$80.50	2015-11-18 00:00:00.0000000	88888	17656	RIPHENBURG, WENDY A
1	1014415		\$53.02	2015-11-18 00:00:00.0000000	88888	17716	NEWBY, MATTHEW
1	1014416		\$39.62	2015-11-18 00:00:00.0000000	88888	17719	NIERENGARTEN, BRIANNA L
1	1014417		\$67.04	2015-11-18 00:00:00.0000000	88888	18215	WATKINS, DAVID
1	1014418		\$40.71	2015-11-18	88888	18310	THOMPSON, DAVID P

Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
1	1014419		\$40.42	2015-11-18 00:00:00.0000000	88888	18631	STONE, KERRY
1	1014420		\$47.15	2015-11-18 00:00:00.0000000	88888	18657	MCINNIS, MARNIE JO
1	1014421		\$229.08	2015-11-25 00:00:00.0000000	88888	3547	HUGSTAD-VAA, JENNIFER JO
1	1014422		\$41.87	2015-11-25 00:00:00.0000000	88888	9689	FINN, FAY E
1	1014423		\$57.50	2015-11-25 00:00:00.0000000	88888	10142	HOLCOMBE, SARA J
1	1014424		\$98.33	2015-11-25 00:00:00.0000000	88888	10290	BRADY, STEVE
1	1014425		\$20.72	2015-11-25 00:00:00.0000000	88888	10591	DAY, RANDELL
1	1014426		\$14.38	2015-11-25 00:00:00.0000000	88888	11833	DOUGLAS, LORI
1	1014427		\$60.43	2015-11-25 00:00:00.0000000	88888	12301	HJERMSTAD, HEATHER
1	1014428		\$57.00	2015-11-25 00:00:00.0000000	88888	12411	ERZ, MARCIA
1	1014429		\$56.74	2015-11-25 00:00:00.0000000	88888	13256	FANDRICH, KARI M
1	1014430		\$8.15	2015-11-25 00:00:00.0000000	88888	13415	ENGELHARDT, ANGELA C
1	1014431		\$28.17	2015-11-25 00:00:00.0000000	88888	14243	LAQUA, NANCY A
1	1014432		\$10.35	2015-11-25 00:00:00.0000000	88888	15689	FRANSSEN, MICHAEL S
1	1014433		\$61.29	2015-11-25 00:00:00.0000000	88888	15922	DUNN, RUTH C
1	1014434		\$140.00	2015-11-25 00:00:00.0000000	88888	16142	BEENKEN, JULIE D
1	1014435		\$419.63	2015-11-25 00:00:00.0000000	88888	16514	GRAFF, SALLY M
1	1014436		\$140.25	2015-11-25 00:00:00.0000000	88888	17076	AHO, ELLA N
1	1014437		\$65.09	2015-11-25 00:00:00.0000000	88888	17435	LUND, ELLIOTT J
1	1014438		\$20.00	2015-11-25 00:00:00.0000000	88888	17515	HUGHES, DEBRA J
1	1014439		\$400.00	2015-11-25 00:00:00.0000000	88888	17994	GOTHARD, JOSEPH M
1	1014440		\$200.00	2015-11-25 00:00:00.0000000	88888	18043	AMOROSO, CYNTHIA
1	1014441		\$55.43	2015-11-25 00:00:00.0000000	88888	18297	KOCH, REBECCA M
1	1014442		\$200.00	2015-11-25 00:00:00.0000000	88888	18391	JOHNSON, DOUGLAS A
1	1014443		\$100.94	2015-11-25 00:00:00.0000000	88888	18691	GULDEN, JANET

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1014444		\$24.00	2015-11-25 00:00:00.0000000	88888	6874	STEAD, AMY JO
1	1014445		\$35.42	2015-11-25 00:00:00.0000000	88888	7829	ROCZNIAK, EUGENE A
1	1014446		\$32.84	2015-11-25 00:00:00.0000000	88888	11828	MARSHALL, JEFFREY
1	1014447		\$43.28	2015-11-25 00:00:00.0000000	88888	11858	MARSHALL, VERONICA JEAN
1	1014448		\$13.80	2015-11-25 00:00:00.0000000	88888	12009	STENE, BARBARA
1	1014449		\$253.00	2015-11-25 00:00:00.0000000	88888	12579	STARKEY, MICHELE M
1	1014450		\$24.73	2015-11-25 00:00:00.0000000	88888	13156	MORRIS, ANGELA J
1	1014451		\$10.35	2015-11-25 00:00:00.0000000	88888	13445	WENDLING, KATHRYN
1	1014452		\$130.00	2015-11-25 00:00:00.0000000	88888	14558	STICKLE, CAROLYN E
1	1014453		\$27.60	2015-11-25 00:00:00.0000000	88888	14998	NEUER, MICHELLE E
1	1014454		\$13.57	2015-11-25 00:00:00.0000000	88888	15179	WENDORF, ERIC S
1	1014455		\$37.77	2015-11-25 00:00:00.0000000	88888	15856	TOUSIGNANT, HOLLY
1	1014456		\$200.00	2015-11-25 00:00:00.0000000	88888	16166	RIDER, LISA K
1	1014457		\$150.00	2015-11-25 00:00:00.0000000	88888	16435	RIDGLEY, ANGELA K
1	1014458		\$71.39	2015-11-25 00:00:00.0000000	88888	16486	SCHMIDT, DWIGHT A
1	1014459		\$12.08	2015-11-25 00:00:00.0000000	88888	16486	SCHMIDT, DWIGHT A
1	1014460		\$22.55	2015-11-25 00:00:00.0000000	88888	16491	VITALI, ALICIA F
1	1014461		\$39.10	2015-11-25 00:00:00.0000000	88888	16669	PETTINELLI, STEPHEN M
1	1014462		\$200.00	2015-11-25 00:00:00.0000000	88888	17487	SOVINE, STACEY
1	1014463		\$51.42	2015-11-25 00:00:00.0000000	88888	18008	TOMALA, CRYSTAL M
1	1014464		\$203.13	2015-11-25 00:00:00.0000000	88888	18069	MCLAUGHLIN, MARILEE
1	1014465		\$20.00	2015-11-25 00:00:00.0000000	88888	18188	TRUE, DIXIE A
1	1014466		\$130.00	2015-11-25 00:00:00.0000000	88888	18279	ORDAHL, AMY
1	1014467		\$200.00	2015-11-25 00:00:00.0000000	88888	18287	STANLEY, STACIE L
1	1014468		\$40.48	2015-11-25 00:00:00.0000000	88888	18296	VAN OSDEL, BETHANY A
1	1014469		\$145.96	2015-11-25	88888	18296	VAN OSDEL, BETHANY A

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
1	1014470		\$200.00	2015-11-25 00:00:00.0000000	88888	18405	WINTERLIN, GORDON D
1	1014471		\$53.65	2015-11-25 00:00:00.0000000	88888	18624	ROEHL, PETER A
1	1014472		\$239.00	2015-12-02 00:00:00.0000000	88888	9363	BIEN, BERNADETTE L
1	1014473		\$133.80	2015-12-02 00:00:00.0000000	88888	11279	BRANDNER, RENEE
1	1014474		\$134.16	2015-12-02 00:00:00.0000000	88888	12806	CORBAY, STEPHANIE A
1	1014475		\$47.16	2015-12-02 00:00:00.0000000	88888	13290	LINDELL, MICHELLE M
1	1014476		\$10.35	2015-12-02 00:00:00.0000000	88888	13413	COLEMAN, COLLEEN M
1	1014477		\$18.20	2015-12-02 00:00:00.0000000	88888	16313	HANSON, DEBRA A
1	1014478		\$184.64	2015-12-02 00:00:00.0000000	88888	16683	HREHA, JUSTIN T
1	1014479		\$15.64	2015-12-02 00:00:00.0000000	88888	17003	ARIAS, ANGELA JOY
1	1014480		\$95.50	2015-12-02 00:00:00.0000000	88888	17175	FUNSTON, KATHY L
1	1014481		\$125.00	2015-12-02 00:00:00.0000000	88888	17807	ANDERSON, EMILY E
1	1014482		\$31.14	2015-12-02 00:00:00.0000000	88888	18030	DAVIDSON, JESSICA J
1	1014483		\$94.42	2015-12-02 00:00:00.0000000	88888	18265	BROWN, JACKLYN D
1	1014484		\$131.34	2015-12-02 00:00:00.0000000	88888	18545	KROHN, JULIE C
1	1014485		\$170.00	2015-12-02 00:00:00.0000000	88888	18562	BLIESE, TRUDY M
1	1014486		\$36.63	2015-12-02 00:00:00.0000000	88888	18649	BLUHM, WILLIAM AE
1	1014487		\$120.00	2015-12-02 00:00:00.0000000	88888	18691	GULDEN, JANET
1	1014488		\$54.05	2015-12-02 00:00:00.0000000	88888	5728	SAUERMANN-PAGE, KARIN G
1	1014489		\$127.37	2015-12-02 00:00:00.0000000	88888	9771	PLUCINAK, JODY L
1	1014490		\$103.68	2015-12-02 00:00:00.0000000	88888	13381	NESVIG, ERIKA
1	1014491		\$46.81	2015-12-02 00:00:00.0000000	88888	14671	SMITH, TRACY J
1	1014492		\$146.98	2015-12-02 00:00:00.0000000	88888	16573	WEILER, TIFFANY M
1	1014493		\$50.72	2015-12-02 00:00:00.0000000	88888	17462	TINKLENBERG, AARON D
1	1014494		\$29.44	2015-12-02 00:00:00.0000000	88888	17462	TINKLENBERG, AARON D

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1014495		\$147.66	2015-12-02 00:00:00.0000000	88888	18071	MCPARLAND, SHANNON
1	1014496		\$142.64	2015-12-02 00:00:00.0000000	88888	18296	VAN OSDEL, BETHANY A
1	1014497		\$87.00	2015-12-02 00:00:00.0000000	88888	18334	SHANLEY, SARAH J
1	1014498		\$136.22	2015-12-02 00:00:00.0000000	88888	18404	POPE, ROBERT J
1	1014499		\$28.26	2015-12-02 00:00:00.0000000	88888	18671	MANZ, GRACE
Check Count	209	Grand Total	\$17,891.34				

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443264	Clear	\$56.50	2015-11-13 00:00:00.0000000	00111	3	ACT
4	443265		\$60.00	2015-11-13 00:00:00.0000000	27129	0	ALI, AMAAL
4	443266	Clear	\$125.00	2015-11-13 00:00:00.0000000	00778	0	ARMSTRONG, MAUREEN
4	443267	Clear	\$40.00	2015-11-13 00:00:00.0000000	00000	7226	BALDWIN, GILBERT
4	443268		\$75.00	2015-11-13 00:00:00.0000000	00000	7225	BAYNES, ELIZABETH
4	443269	Clear	\$125.00	2015-11-13 00:00:00.0000000	05368	0	BURGESON, NANCY
4	443270		\$60.00	2015-11-13 00:00:00.0000000	28260	0	CHOY, SERGIO R.
4	443271	Clear	\$66,606.54	2015-11-13 00:00:00.0000000	00809	0	DAKOTA ELECTRIC ASSOCIATION
4	443272	Clear	\$40.00	2015-11-13 00:00:00.0000000	25905	0	EAST METRO INTEGRATION DISTRICT #6067
4	443273		\$169.50	2015-11-13 00:00:00.0000000	28531	0	EDUCATION MINNESOTA
4	443274	Clear	\$1,877.68	2015-11-13 00:00:00.0000000	08744	1	ENVIRONMENTS
4	443275		\$117.50	2015-11-13 00:00:00.0000000	01343	0	FARRELL, AMERICA JACQUELINE
4	443276	Clear	\$401.00	2015-11-13 00:00:00.0000000	28896	0	FELHABER LARSON
4	443277	Clear	\$120.00	2015-11-13 00:00:00.0000000	03434	0	GENEREUX, PAUL CHRISTOPHER
4	443278		\$378.00	2015-11-13 00:00:00.0000000	05848	0	GREEN, JADAH
4	443279	Clear	\$660.00	2015-11-13 00:00:00.0000000	00000	7224	HAMILL, GERALD
4	443280	Clear	\$59.00	2015-11-13 00:00:00.0000000	01994	0	J&R SCHOOL SUPPLIES, INC.
4	443281	Clear	\$140.00	2015-11-13 00:00:00.0000000	20523	0	JONES, SCOTT
4	443282	Clear	\$31,096.38	2015-11-13 00:00:00.0000000	27633	0	KELLY SERVICES, INC.
4	443283	Clear	\$105.00	2015-11-13 00:00:00.0000000	28421	0	KENDALL, BRUCE
4	443284		\$36.50	2015-11-13 00:00:00.0000000	28978	0	LINDSKOOG BOSCH, ALEJANDRA
4	443285	Clear	\$75.00	2015-11-13 00:00:00.0000000	00000	5975	LUCK, PHYLLIS
4	443286	Clear	\$170.00	2015-11-13 00:00:00.0000000	09951	0	MATH MASTERS OF MN
4	443287	Clear	\$336.00	2015-11-13 00:00:00.0000000	25512	0	MAYER ARTS, INC.
4	443288	Clear	\$1,007.50	2015-11-13 00:00:00.0000000	24921	0	MECA SPORTSWEAR
4	443289	Clear	\$210.00	2015-11-13	23866	0	MESSERLI & KRAMER PA

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443290	Clear	\$31,734.00	2015-11-13 00:00:00.0000000	22012	0	MIDWEST PLAYSCAPES INC
4	443291	Clear	\$75.00	2015-11-13 00:00:00.0000000	00000	7222	MIKKALSON, IRENE
4	443292	Clear	\$573.00	2015-11-13 00:00:00.0000000	24659	0	MINNESOTA SWORD PLAY
4	443293	Clear	\$8.00	2015-11-13 00:00:00.0000000	28234	0	MOORE, LYNN
4	443294	Clear	\$312.00	2015-11-13 00:00:00.0000000	05576	0	MOYNIHAN, CAROLINE
4	443295	Clear	\$15.00	2015-11-13 00:00:00.0000000	03268	0	PACER CENTER, INC.
4	443296	Clear	\$420.00	2015-11-13 00:00:00.0000000	24879	0	PEREZ, MELISSA M.
4	443297	Clear	\$99.00	2015-11-13 00:00:00.0000000	29171	0	PERFORMANT RECOVERY INC
4	443298	Clear	\$1,772.00	2015-11-13 00:00:00.0000000	03184	1	PSAT/NMSQT
4	443299	Clear	\$705.60	2015-11-13 00:00:00.0000000	28168	0	ROARK, RICHARD JEFFREY
4	443300		\$112.50	2015-11-13 00:00:00.0000000	04188	0	RUBIO, ROSA
4	443301	Clear	\$145.00	2015-11-13 00:00:00.0000000	25562	0	SACHS, ALICE
4	443302	Clear	\$175.00	2015-11-13 00:00:00.0000000	26552	3	SCHOOL NUTRITION ASSOCIATION
4	443303	Void	\$592.50	2015-11-13 00:00:00.0000000	25227	0	SOLBERG, STACY
4	443304	Clear	\$182.75	2015-11-13 00:00:00.0000000	26535	0	THREADS AND INKS
4	443305	Clear	\$495.00	2015-11-13 00:00:00.0000000	28197	0	TWO RIGHT FEET
4	443306	Clear	\$529.00	2015-11-13 00:00:00.0000000	02813	5	US DEPARTMENT OF EDUCATION
4	443307	Clear	\$5,659.47	2015-11-13 00:00:00.0000000	00535	1	VERIZON WIRELESS
4	443308	Clear	\$71.00	2015-11-13 00:00:00.0000000	05285	0	VICUNA, ELISA
4	443309		\$60.00	2015-11-13 00:00:00.0000000	25560	0	WARSAME, KADRA
4	443310		\$54.00	2015-11-13 00:00:00.0000000	00000	7223	WETTERLIN, JULIE
4	443311	Clear	\$15,960.86	2015-11-13 00:00:00.0000000	02776	0	XCEL ENERGY
4	443312	Clear	\$119.00	2015-11-13 00:00:00.0000000	29350	0	ZWART, BENJAMIN
4	443313	Clear	\$112.00	2015-11-13 00:00:00.0000000	05046	0	ZWEBER-LANGER, ALBANY
4	443314	Clear	\$30,000.00	2015-11-13 00:00:00.0000000	24032	1	GAME TIME INC

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443315	Clear	\$4,250.00	2015-11-13 00:00:00.0000000	28953	0	LINDSEY, DELORES
4	443316	Clear	\$37,611.24	2015-11-17 00:00:00.0000000	24032	1	GAME TIME INC
4	443317	Clear	\$1,116.76	2015-11-17 00:00:00.0000000	00386	1	BARNES & NOBLE, INC.
4	443318		\$50.00	2015-11-17 00:00:00.0000000	26127	0	BENANAV, JAY
4	443319	Clear	\$123.60	2015-11-17 00:00:00.0000000	09272	2	ECM PUBLISHERS, INC.
4	443320	Clear	\$5,000.00	2015-11-17 00:00:00.0000000	26262	0	EDUCATORS BENEFIT CONSULTANTS, LLC
4	443321	Clear	\$4,000.00	2015-11-17 00:00:00.0000000	27889	0	FIRST
4	443322	Clear	\$11,530.78	2015-11-17 00:00:00.0000000	09327	0	INTERMEDIATE SCHOOL DISTRICT 917
4	443323	Clear	\$60.00	2015-11-17 00:00:00.0000000	20487	0	KIM TONG TRANSLATION SERVICE, INC.
4	443324		\$486.20	2015-11-17 00:00:00.0000000	09589	5	NEOPOST GREAT PLAINS
4	443325	Clear	\$11,111.81	2015-11-17 00:00:00.0000000	06477	0	OFFICE OF ENTERPRISE TECHNOLOGY
4	443326	Clear	\$60.00	2015-11-17 00:00:00.0000000	24879	0	PEREZ, MELISSA M.
4	443327	Clear	\$849.00	2015-11-17 00:00:00.0000000	27421	0	SANBORN EDUCATION ASSOCIATES, INC.
4	443328	Clear	\$3,280.30	2015-11-17 00:00:00.0000000	03802	0	TRIO SUPPLY
4	443329	Clear	\$52.19	2015-11-17 00:00:00.0000000	21190	0	TROUSIL, WANDA
4	443330	Clear	\$27,920.58	2015-11-17 00:00:00.0000000	04417	1	US FOODS INC
4	443331	Unissued	\$0.00	2015-11-17 00:00:00.0000000	04417	1	US FOODS INC
4	443332	Unissued	\$0.00	2015-11-17 00:00:00.0000000	04417	1	US FOODS INC
4	443333		\$450.00	2015-11-17 00:00:00.0000000	04419	0	WESTERN PSYCHOLOGICAL SERVICES
4	443334	Clear	\$75.00	2015-11-20 00:00:00.0000000	20966	0	215 WABASHA PROPERTIES, INC.
4	443335	Clear	\$5,440.77	2015-11-20 00:00:00.0000000	28551	0	ADVANCED IMAGING SOLUTIONS
4	443336	Clear	\$5,510.73	2015-11-20 00:00:00.0000000	08358	0	BERTELSON TOTAL OFFICE SOLUTIONS
4	443337		\$1,269.86	2015-11-20 00:00:00.0000000	05944	0	BURNSVILLE SWIM CLUB, INC.
4	443338	Clear	\$1,020.00	2015-11-20 00:00:00.0000000	00673	0	BURNSVILLE, CITY OF
4	443339	Clear	\$768.07	2015-11-20 00:00:00.0000000	04701	0	CATALYST GRAPHICS, INC.
4	443340	Clear	\$12,880.91	2015-11-20	02519	0	CENTERPOINT ENERGY

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443341	Clear	\$584.62	2015-11-20 00:00:00.0000000	02781	5	CENTURYLINK
4	443342	Clear	\$161.00	2015-11-20 00:00:00.0000000	25513	1	CHURCH OFFSET PRINTING, INC.
4	443343	Clear	\$9,635.18	2015-11-20 00:00:00.0000000	28504	0	CORPORATE HEALTH SYSTEMS, INC.
4	443344	Clear	\$1,222.23	2015-11-20 00:00:00.0000000	29353	0	DRAMATIC PUBLISHING
4	443345	Clear	\$532,025.78	2015-11-20 00:00:00.0000000	28300	1	DURHAM SCHOOL SERVICES
4	443346	Clear	\$100.00	2015-11-20 00:00:00.0000000	01049	1	EAGAN, CITY OF
4	443347	Clear	\$2,679.63	2015-11-20 00:00:00.0000000	02333	1	EARTHGRAINS BAKING CO. INC.
4	443348	Clear	\$1,264.00	2015-11-20 00:00:00.0000000	28753	0	EILEEN'S COLOSSAL COOKIES
4	443349		\$32.00	2015-11-20 00:00:00.0000000	28585	0	FAGER, STEVE
4	443350	Clear	\$155.00	2015-11-20 00:00:00.0000000	24568	0	FARMINGTON, CITY OF
4	443351	Clear	\$3.13	2015-11-20 00:00:00.0000000	01463	0	FEDEX
4	443352		\$55.01	2015-11-20 00:00:00.0000000	28202	0	FOUNDATION 191
4	443353	Clear	\$210.00	2015-11-20 00:00:00.0000000	20540	0	GARDEN & ASSOCIATES, INC
4	443354	Clear	\$683.63	2015-11-20 00:00:00.0000000	01458	1	GOPHER
4	443355		\$100.00	2015-11-20 00:00:00.0000000	02281	1	HASTINGS HIGH SCHOOL
4	443356	Clear	\$97,998.20	2015-11-20 00:00:00.0000000	27811	0	HEADWAY EMOTIONAL HEALTH SERVICES
4	443357		\$289.94	2015-11-20 00:00:00.0000000	01394	0	IND. SCHOOL DIST. 196
4	443358	Clear	\$115.21	2015-11-20 00:00:00.0000000	02483	0	INTEGRA TELECOM
4	443359	Clear	\$60.00	2015-11-20 00:00:00.0000000	22010	0	JASSO, SEVERA E.
4	443360	Clear	\$9.95	2015-11-20 00:00:00.0000000	27225	0	K&K EXPRESS, LLC
4	443361	Clear	\$38,021.44	2015-11-20 00:00:00.0000000	27633	0	KELLY SERVICES, INC.
4	443362	Clear	\$39,235.33	2015-11-20 00:00:00.0000000	28503	1	LINA
4	443363	Clear	\$250.00	2015-11-20 00:00:00.0000000	05220	0	MACPHAIL
4	443364	Clear	\$21,748.00	2015-11-20 00:00:00.0000000	06559	0	MATRIX COMMUNICATIONS, INC.
4	443365	Clear	\$527.00	2015-11-20 00:00:00.0000000	24921	0	MECA SPORTSWEAR

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443366	Clear	\$160.00	2015-11-20 00:00:00.0000000	29160	0	MINNESOTA QUIZ BOWL ALLIANCE (MQBA)
4	443367		\$50.00	2015-11-20 00:00:00.0000000	03333	5	MN ASSOC OF ALTERNATIVE PROGRAMS (MAAP)
4	443368	Clear	\$1,000.00	2015-11-20 00:00:00.0000000	02634	6	MN ASSOC OF SCHOOL BUSINESS OFFICIALS (MASBO)
4	443369	Clear	\$305.00	2015-11-20 00:00:00.0000000	08543	9	MN DEPT OF HEALTH
4	443370		\$265.00	2015-11-20 00:00:00.0000000	06098	1	MN STATE BAR ASSOCIATION
4	443371		\$25.00	2015-11-20 00:00:00.0000000	05320	10	MRPA/MASS
4	443372	Clear	\$54.00	2015-11-20 00:00:00.0000000	03091	4	NCS PEARSON INC
4	443373		\$2,624.54	2015-11-20 00:00:00.0000000	06477	0	OFFICE OF ENTERPRISE TECHNOLOGY
4	443374		\$120.00	2015-11-20 00:00:00.0000000	28607	0	OLSON, ELLEN
4	443375		\$96.83	2015-11-20 00:00:00.0000000	00016	2824	PACKER, RACHEL
4	443376		\$56.00	2015-11-20 00:00:00.0000000	05932	0	PALMER, SAMUEL JACOB
4	443377		\$120.00	2015-11-20 00:00:00.0000000	24879	0	PEREZ, MELISSA M.
4	443378	Clear	\$4,718.70	2015-11-20 00:00:00.0000000	27969	0	READY FOR KINDERGARTEN
4	443379	Clear	\$1,935.34	2015-11-20 00:00:00.0000000	20099	2	RELIASTAR LIFE INSURANCE COMPANY
4	443380	Clear	\$2,020.75	2015-11-20 00:00:00.0000000	20099	3	RELIASTAR LIFE INSURANCE COMPANY
4	443381	Clear	\$152.08	2015-11-20 00:00:00.0000000	03532	2	SCHMITT MUSIC
4	443382	Clear	\$1,355.00	2015-11-20 00:00:00.0000000	01076	3	SWNEWSMEDIA.COM
4	443383		\$2,378.40	2015-11-20 00:00:00.0000000	29345	1	T-MOBILE
4	443384	Clear	\$431.75	2015-11-20 00:00:00.0000000	28502	0	THE MCDOWELL AGENCY, INC.
4	443385	Clear	\$71.90	2015-11-20 00:00:00.0000000	21190	0	TROUSIL, WANDA
4	443386		\$6,820.24	2015-11-20 00:00:00.0000000	04153	1	U.S. POSTMASTER
4	443387	Clear	\$95.00	2015-11-20 00:00:00.0000000	05900	0	UNIQUE SOFTWARE CORPORATION
4	443388	Clear	\$3,659.24	2015-11-20 00:00:00.0000000	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	443389	Unissued	\$0.00	2015-11-20 00:00:00.0000000	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	443390	Clear	\$94.00	2015-11-20 00:00:00.0000000	28298	0	US HEALTH WORKS MEDICAL GRP MN, PC
4	443391		\$11,104.46	2015-11-25	28551	0	ADVANCED IMAGING SOLUTIONS

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443392		\$9,113.00	2015-11-25 00:00:00.0000000	00216	2	ALPHA VIDEO & AUDIO, INC.
4	443393		\$160.00	2015-11-25 00:00:00.0000000	00016	2474	ANDERSON, CHRIS
4	443394	Clear	\$373.95	2015-11-25 00:00:00.0000000	03931	0	BERRY COFFEE COMPANY
4	443395		\$850.00	2015-11-25 00:00:00.0000000	29344	0	BRAVO PROTECTION PRODUCTS
4	443396		\$160.00	2015-11-25 00:00:00.0000000	00000	8434	BROWN, TRACY
4	443397		\$1,950.00	2015-11-25 00:00:00.0000000	29354	0	C8 SCIENCES
4	443398		\$396.89	2015-11-25 00:00:00.0000000	02519	0	CENTERPOINT ENERGY
4	443399		\$345.75	2015-11-25 00:00:00.0000000	00000	2030	CHRISTENSEN, MARYBETH
4	443400		\$30.00	2015-11-25 00:00:00.0000000	01835	4	COMMISSIONER OF EDUCATION
4	443401		\$1,357.50	2015-11-25 00:00:00.0000000	03866	0	CONTINENTAL CLAY COMPANY
4	443402		\$1,153.19	2015-11-25 00:00:00.0000000	28540	0	CORE BEVERAGE
4	443403		\$577.16	2015-11-25 00:00:00.0000000	29348	1	DELICIOSO CATERING
4	443404		\$150.00	2015-11-25 00:00:00.0000000	00016	3039	DICKENSON, KATHY
4	443405		\$150.00	2015-11-25 00:00:00.0000000	00000	6363	DIXON, PAMELA
4	443406		\$30.00	2015-11-25 00:00:00.0000000	28051	0	DO GOOD DIAPERS LLC
4	443407		\$160.00	2015-11-25 00:00:00.0000000	00016	2322	DOBZYNSKI, DONNA
4	443408	Void	\$90.00	2015-11-25 00:00:00.0000000	06299	0	ECKHOLM, EDWARD PAUL
4	443409		\$236.90	2015-11-25 00:00:00.0000000	09272	2	ECM PUBLISHERS, INC.
4	443410		\$478.20	2015-11-25 00:00:00.0000000	26262	0	EDUCATORS BENEFIT CONSULTANTS, LLC
4	443411	Clear	\$130.00	2015-11-25 00:00:00.0000000	00016	3038	FOX, PENNY
4	443412	Clear	\$210.00	2015-11-25 00:00:00.0000000	20540	0	GARDEN & ASSOCIATES, INC
4	443413		\$160.00	2015-11-25 00:00:00.0000000	00016	3037	GEEGAN, AMY
4	443414		\$40.00	2015-11-25 00:00:00.0000000	00016	2063	GILMAN, CHAD OR MELINDA
4	443415		\$160.00	2015-11-25 00:00:00.0000000	00016	2639	GRANT, RICHARD
4	443416		\$1,991.60	2015-11-25 00:00:00.0000000	06321	1	GREAT AMERICAN OPPORTUNITIES, INC.

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443417		\$160.00	2015-11-25 00:00:00.0000000	00016	1717	GREGERSEN, MARY JO OR PAUL
4	443418		\$100.00	2015-11-25 00:00:00.0000000	00016	2924	HAOKENKAMP, BONNIE
4	443419		\$150.00	2015-11-25 00:00:00.0000000	00016	3036	HAMILTON, REBECCA
4	443420	Clear	\$160.00	2015-11-25 00:00:00.0000000	00016	3035	HANEGRAAF, BLAKE
4	443421		\$160.00	2015-11-25 00:00:00.0000000	00016	3034	HARPELL, CARRIE
4	443422	Clear	\$208.57	2015-11-25 00:00:00.0000000	00862	3	HERFF JONES, INC.
4	443423		\$120.00	2015-11-25 00:00:00.0000000	22010	0	JASSO, SEVERA E.
4	443424		\$20.00	2015-11-25 00:00:00.0000000	00016	2279	JOHNSON, RODNEY
4	443425		\$160.00	2015-11-25 00:00:00.0000000	00016	3033	KERWIN, KAREN OR BRUCE
4	443426		\$368.00	2015-11-25 00:00:00.0000000	26743	0	KIDCREATE STUDIO
4	443427		\$160.00	2015-11-25 00:00:00.0000000	00016	3032	KITTLESON, STEVEN OR PAULA
4	443428		\$50.00	2015-11-25 00:00:00.0000000	00016	3011	KOELLER, DAVID
4	443429	Clear	\$2,000.00	2015-11-25 00:00:00.0000000	06874	0	MARSCHALL, NICOLE
4	443430		\$130.00	2015-11-25 00:00:00.0000000	00016	3041	MENESE, WALEED
4	443431		\$212.70	2015-11-25 00:00:00.0000000	24060	0	MEYER, RITA
4	443432		\$3,731.00	2015-11-25 00:00:00.0000000	22012	0	MIDWEST PLAYSCAPES INC
4	443433		\$124.99	2015-11-25 00:00:00.0000000	00016	1702	MILLER, DAWN
4	443434		\$564.00	2015-11-25 00:00:00.0000000	26466	0	MN HIGHWAY SAFETY & RESEARCH CENTER
4	443435		\$160.00	2015-11-25 00:00:00.0000000	00016	3042	MOUNTAIN, JARED
4	443436		\$980.00	2015-11-25 00:00:00.0000000	22324	0	MULTILINGUAL WORD, INC.
4	443437		\$130.00	2015-11-25 00:00:00.0000000	00016	3043	O'LEARY, GISELE
4	443438		\$150.00	2015-11-25 00:00:00.0000000	00016	1793	O'NEIL, CHERYL
4	443439		\$3,286.00	2015-11-25 00:00:00.0000000	03268	0	PACER CENTER, INC.
4	443440	Clear	\$1,016.50	2015-11-25 00:00:00.0000000	29012	0	PACHABELLY DANCE
4	443441		\$156.00	2015-11-25 00:00:00.0000000	26529	0	PLAIN, SUSAN
4	443442		\$426.76	2015-11-25	25931	0	POTHINI, SEEMA

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443443		\$160.00	2015-11-25 00:00:00.0000000	00016	2368	REED, TRACY
4	443444		\$130.00	2015-11-25 00:00:00.0000000	00000	1099	ROBB, TERRI
4	443445		\$37.36	2015-11-25 00:00:00.0000000	00000	688	SCHIPRETT, JIM
4	443446	Clear	\$402.01	2015-11-25 00:00:00.0000000	03532	2	SCHMITT MUSIC
4	443447		\$25.00	2015-11-25 00:00:00.0000000	28332	0	SCHUTTS, STEVE
4	443448		\$150.00	2015-11-25 00:00:00.0000000	00016	3044	SCHWAB, ANGELA
4	443449		\$160.00	2015-11-25 00:00:00.0000000	00016	3045	SEEDORF, BRIAN
4	443450		\$160.00	2015-11-25 00:00:00.0000000	00000	5158	SILLMAN, JEFFREY
4	443451	Clear	\$150.00	2015-11-25 00:00:00.0000000	00016	3046	SINSABAUGH, SEAN
4	443452	Clear	\$130.50	2015-11-25 00:00:00.0000000	00000	9695	STEARNS, FRANCES
4	443453	Clear	\$150.00	2015-11-25 00:00:00.0000000	00016	1350	SWANSON, SUE
4	443454		\$1,145.00	2015-11-25 00:00:00.0000000	03467	0	TAMS WITMARK MUSIC
4	443455		\$160.00	2015-11-25 00:00:00.0000000	00016	3047	THOMAS, CHRISTINE
4	443456	Clear	\$42.56	2015-11-25 00:00:00.0000000	21190	0	TROUSIL, WANDA
4	443457	Clear	\$48,627.08	2015-11-25 00:00:00.0000000	04417	1	US FOODS INC
4	443458	Unissued	\$0.00	2015-11-25 00:00:00.0000000	04417	1	US FOODS INC
4	443459	Unissued	\$0.00	2015-11-25 00:00:00.0000000	04417	1	US FOODS INC
4	443460	Unissued	\$0.00	2015-11-25 00:00:00.0000000	04417	1	US FOODS INC
4	443461	Unissued	\$0.00	2015-11-25 00:00:00.0000000	04417	1	US FOODS INC
4	443462		\$94.00	2015-11-25 00:00:00.0000000	28298	0	US HEALTH WORKS MEDICAL GRP MN, PC
4	443463		\$130.00	2015-11-25 00:00:00.0000000	00001	49	WELLS, BARBARA
4	443464		\$383.51	2015-12-01 00:00:00.0000000	01118	0	ABLENET, INC.
4	443465		\$344.03	2015-12-01 00:00:00.0000000	02623	1	ACCO BRANDS USA LLC
4	443466		\$1,370.53	2015-12-01 00:00:00.0000000	28171	0	ADVANCEPIERRE FOODS
4	443467		\$11,673.15	2015-12-01 00:00:00.0000000	28147	1	AGROPUR

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443468	Unissued	\$0.00	2015-12-01 00:00:00.0000000	28147	1	AGROPUR
4	443469	Unissued	\$0.00	2015-12-01 00:00:00.0000000	28147	1	AGROPUR
4	443470	Unissued	\$0.00	2015-12-01 00:00:00.0000000	28147	1	AGROPUR
4	443471	Unissued	\$0.00	2015-12-01 00:00:00.0000000	28147	1	AGROPUR
4	443472	Unissued	\$0.00	2015-12-01 00:00:00.0000000	28147	1	AGROPUR
4	443473	Unissued	\$0.00	2015-12-01 00:00:00.0000000	28147	1	AGROPUR
4	443474	Unissued	\$0.00	2015-12-01 00:00:00.0000000	28147	1	AGROPUR
4	443475		\$309.50	2015-12-01 00:00:00.0000000	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	443476	Unissued	\$0.00	2015-12-01 00:00:00.0000000	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	443477		\$4,766.17	2015-12-01 00:00:00.0000000	27062	1	ANDYMARK, INC.
4	443478		\$2,568.95	2015-12-01 00:00:00.0000000	00106	0	AQUA ENGINEERING, INC.
4	443479		\$593.05	2015-12-01 00:00:00.0000000	00386	1	BARNES & NOBLE, INC.
4	443480		\$165.45	2015-12-01 00:00:00.0000000	03931	0	BERRY COFFEE COMPANY
4	443481		\$9,486.66	2015-12-01 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443482	Unissued	\$0.00	2015-12-01 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443483	Unissued	\$0.00	2015-12-01 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443484	Unissued	\$0.00	2015-12-01 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443485	Unissued	\$0.00	2015-12-01 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443486		\$213.12	2015-12-01 00:00:00.0000000	00172	1	BLICK ART MATERIALS
4	443487		\$35.90	2015-12-01 00:00:00.0000000	02010	0	CADAN TECHNOLOGIES
4	443488		\$19.45	2015-12-01 00:00:00.0000000	00483	0	CASSIDY-TRICKER INDUSTRIAL SALES, INC.
4	443489		\$3,058.93	2015-12-01 00:00:00.0000000	20289	1	CDW GOVERNMENT, INC.
4	443490		\$69.00	2015-12-01 00:00:00.0000000	25513	1	CHURCH OFFSET PRINTING, INC.
4	443491		\$700.00	2015-12-01 00:00:00.0000000	00502	0	CORNERSTONE COPY CENTER
4	443492		\$2,500.00	2015-12-01 00:00:00.0000000	29352	0	CORPORATE MECHANICAL
4	443493		\$14.20	2015-12-01	00645	0	CUB FOODS

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443494		\$7,119.89	2015-12-01 00:00:00.0000000	04186	1	DALCO
4	443495	Unissued	\$0.00	2015-12-01 00:00:00.0000000	04186	1	DALCO
4	443496		\$165.75	2015-12-01 00:00:00.0000000	00837	1	DEMCO, INC.
4	443497		\$7,122.87	2015-12-01 00:00:00.0000000	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	443498	Unissued	\$0.00	2015-12-01 00:00:00.0000000	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	443499		\$280.00	2015-12-01 00:00:00.0000000	24933	0	DURAND MANUFACTURING, INC.
4	443500		\$395.00	2015-12-01 00:00:00.0000000	26949	0	FAIRFIELD GLASS & WINDOW, INC.
4	443501		\$8.75	2015-12-01 00:00:00.0000000	23054	1	FASTENAL
4	443502		\$4,693.87	2015-12-01 00:00:00.0000000	01541	1	GENERAL PARTS, LLC
4	443503		\$1,841.25	2015-12-01 00:00:00.0000000	04387	1	GRAINGER
4	443504	Unissued	\$0.00	2015-12-01 00:00:00.0000000	04387	1	GRAINGER
4	443505		\$11,352.62	2015-12-01 00:00:00.0000000	09318	1	HILLYARD INC - MINNEAPOLIS
4	443506		\$237.07	2015-12-01 00:00:00.0000000	26668	1	HM RECEIVABLES CO LLC
4	443507		\$379.98	2015-12-01 00:00:00.0000000	04818	0	HORIZON COMMERCIAL POOL SUPPLY
4	443508		\$1,808.75	2015-12-01 00:00:00.0000000	27693	0	IDEAL SERVICES, INC.
4	443509		\$122.90	2015-12-01 00:00:00.0000000	22258	1	INDUSTRIAL WASTE SERVICES INC.
4	443510		\$15,150.00	2015-12-01 00:00:00.0000000	28688	0	K12 TRANSPORTATION MANAGEMENT SERVICES, INC.
4	443511		\$280.80	2015-12-01 00:00:00.0000000	01434	0	KULLY SUPPLY, INC.
4	443512		\$50.96	2015-12-01 00:00:00.0000000	02203	0	LAKESHORE LEARNING MATERIALS
4	443513		\$1,652.40	2015-12-01 00:00:00.0000000	27253	0	LANDS BEST FOODS LLC
4	443514		\$257.31	2015-12-01 00:00:00.0000000	23914	0	MIDWEST VENDING
4	443515		\$251.65	2015-12-01 00:00:00.0000000	02526	0	MINNESOTA CLAY USA
4	443516		\$192.00	2015-12-01 00:00:00.0000000	28041	0	MIXMI BRANDS INC.
4	443517		\$126.13	2015-12-01 00:00:00.0000000	28240	0	MN SUPPLY
4	443518		\$137.85	2015-12-01 00:00:00.0000000	28240	1	MN SUPPLY

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443519		\$166.18	2015-12-01 00:00:00.0000000	02704	0	NASCO
4	443520		\$2,839.66	2015-12-01 00:00:00.0000000	25372	4	NCS PEARSON INC
4	443521		\$726.59	2015-12-01 00:00:00.0000000	02765	0	NORCOSTCO, INC.
4	443522		\$570.00	2015-12-01 00:00:00.0000000	27700	0	OLYMPIC COMMUNICATIONS INC.
4	443523		\$16,632.00	2015-12-01 00:00:00.0000000	28897	1	ORGANIX SOLUTIONS
4	443524		\$125.00	2015-12-01 00:00:00.0000000	05511	0	RED WING SHOE STORE
4	443525		\$1,113.75	2015-12-01 00:00:00.0000000	25729	0	RENT N' SAVE PORTABLE SERVICES
4	443526		\$20.00	2015-12-01 00:00:00.0000000	28528	0	ROCK HARD LANDSCAPE SUPPLY
4	443527		\$694.95	2015-12-01 00:00:00.0000000	03537	1	SCHOOL HEALTH SUPPLY CO., INC.
4	443528		\$60.00	2015-12-01 00:00:00.0000000	27563	0	SHRED RIGHT
4	443529		\$1,701.75	2015-12-01 00:00:00.0000000	03587	1	SIMPLEX GRINNELL
4	443530		\$355.50	2015-12-01 00:00:00.0000000	01599	2	STAR TRIBUNE NEWS IN EDUCATION
4	443531		\$406.00	2015-12-01 00:00:00.0000000	23998	2	SUMMIT COMMERCIAL FACILITIES GROUP
4	443532		\$32,554.00	2015-12-01 00:00:00.0000000	28767	1	TEACHSCAPE, INC.
4	443533		\$176.68	2015-12-01 00:00:00.0000000	01377	0	THERAPY SHOPPE
4	443534		\$5,342.80	2015-12-01 00:00:00.0000000	00826	1	TIERNEY BROTHERS, INC.
4	443535		\$4,125.95	2015-12-01 00:00:00.0000000	08203	1	TIES
4	443536		\$286.44	2015-12-01 00:00:00.0000000	08203	2	TIES
4	443537		\$132.77	2015-12-01 00:00:00.0000000	04243	1	VIKING ELECTRIC SUPPLY, INC.
4	443538		\$165.00	2015-12-01 00:00:00.0000000	04419	0	WESTERN PSYCHOLOGICAL SERVICES
4	443539		\$105.00	2015-12-02 00:00:00.0000000	28775	0	ABDULQADIR, FARHIYO
4	443540		\$57.50	2015-12-02 00:00:00.0000000	04895	0	ASSOCIATION OF CLERICAL EMPLOYEES
4	443541		\$1,710.00	2015-12-02 00:00:00.0000000	09991	0	BURNSVILLE ASSOCIATION OF EDUCATIONAL ASSTS
4	443542		\$65.00	2015-12-02 00:00:00.0000000	00000	7230	CARROLL, PATTY
4	443543		\$90.00	2015-12-02 00:00:00.0000000	25919	0	CORDOVA, LETICIA
4	443544		\$25.00	2015-12-02	00930	2	DRIVER VEHICLE SERVICES

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443545		\$128.75	2015-12-02 00:00:00.0000000	09272	2	ECM PUBLISHERS, INC.
4	443546		\$169.50	2015-12-02 00:00:00.0000000	28531	0	EDUCATION MINNESOTA
4	443547		\$399.00	2015-12-02 00:00:00.0000000	28896	0	FELHABER LARSON
4	443548		\$105.00	2015-12-02 00:00:00.0000000	26554	0	GANADO, CESAR
4	443549		\$5,503.50	2015-12-02 00:00:00.0000000	20540	0	GARDEN & ASSOCIATES, INC
4	443550		\$4.94	2015-12-02 00:00:00.0000000	00862	3	HERFF JONES, INC.
4	443551		\$105.00	2015-12-02 00:00:00.0000000	28654	0	HERSI, SANAA
4	443552		\$49.00	2015-12-02 00:00:00.0000000	27499	0	HOLLDORF, CARRIE
4	443553		\$105.00	2015-12-02 00:00:00.0000000	27442	0	IBARRA, HILIANA
4	443554		\$90.00	2015-12-02 00:00:00.0000000	22010	0	JASSO, SEVERA E.
4	443555		\$58.00	2015-12-02 00:00:00.0000000	00000	5578	KALMES, JENNY
4	443556		\$31,889.00	2015-12-02 00:00:00.0000000	02102	0	KRAUS-ANDERSON INS. AGENCY, INC.
4	443557		\$14.00	2015-12-02 00:00:00.0000000	00000	4300	LARSON, CARNA
4	443558		\$150.00	2015-12-02 00:00:00.0000000	29295	0	LARUE, GARY
4	443559		\$126.50	2015-12-02 00:00:00.0000000	28978	0	LINDSKOOG BOSCH, ALEJANDRA
4	443560		\$5,033.22	2015-12-02 00:00:00.0000000	26241	0	M&E REALTY COMPANY
4	443561		\$10.00	2015-12-02 00:00:00.0000000	00016	3048	MISUKANIS, BRENDA
4	443562		\$35.00	2015-12-02 00:00:00.0000000	02599	3	MN ASSOC OF EDUC OFFICE PROFESSIONALS (MAEOP)
4	443563		\$300.00	2015-12-02 00:00:00.0000000	08338	0	MN ASSOC OF SECONDARY SCHOOL PRINCIPAL(MASSP)
4	443564		\$297.50	2015-12-02 00:00:00.0000000	22324	0	MULTILINGUAL WORD, INC.
4	443565		\$112.00	2015-12-02 00:00:00.0000000	08769	0	NCPERS MINNESOTA
4	443566		\$34.00	2015-12-02 00:00:00.0000000	00000	7227	NELSON, RUTH
4	443567		\$216.00	2015-12-02 00:00:00.0000000	09589	2	NEOPOST USA INC
4	443568		\$98.00	2015-12-02 00:00:00.0000000	29171	0	PERFORMANT RECOVERY INC
4	443569		\$10.00	2015-12-02 00:00:00.0000000	00001	1676	PLIEGO GIL, NEUS

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443570		\$25.00	2015-12-02 00:00:00.0000000	24681	0	PROFESSIONAL WIRELESS COMMUNICATIONS
4	443571		\$60.00	2015-12-02 00:00:00.0000000	00000	7228	RUFF, SARA
4	443572		\$20.00	2015-12-02 00:00:00.0000000	09588	4	SAVAGE, CITY OF
4	443573		\$217.00	2015-12-02 00:00:00.0000000	02397	0	SCHOOL MATE
4	443574		\$7,293.07	2015-12-02 00:00:00.0000000	07382	0	SCHOOL SERVICES EMPLOYEES LOCAL 284
4	443575		\$150.88	2015-12-02 00:00:00.0000000	28281	1	SECURITAS SECURITY SERVICES USA, INC
4	443576		\$60.00	2015-12-02 00:00:00.0000000	00000	7229	TASCHER, ROCHELLE
4	443577		\$5,525.48	2015-12-02 00:00:00.0000000	26380	0	TYLER TECHNOLOGIES INC
4	443578		\$19.01	2015-12-02 00:00:00.0000000	04172	0	UNITED PARCEL SERVICE
4	443579		\$530.00	2015-12-02 00:00:00.0000000	02813	5	US DEPARTMENT OF EDUCATION
4	443580		\$94.00	2015-12-02 00:00:00.0000000	28298	0	US HEALTH WORKS MEDICAL GRP MN, PC
4	443581		\$105.00	2015-12-02 00:00:00.0000000	25560	0	WARSAME, KADRA
4	443582		\$244.40	2015-12-04 00:00:00.0000000	06215	0	AIRPORT TAXI, INC.
4	443583		\$90.00	2015-12-04 00:00:00.0000000	22297	0	ANDREASEN, ARNIE
4	443584		\$340.00	2015-12-04 00:00:00.0000000	09426	0	ARNESON, AL
4	443585		\$600.00	2015-12-04 00:00:00.0000000	00673	0	BURNSVILLE, CITY OF
4	443586		\$796.59	2015-12-04 00:00:00.0000000	28540	0	CORE BEVERAGE
4	443587		\$84.00	2015-12-04 00:00:00.0000000	22013	0	CUSTOM WATER WORKS
4	443588		\$85.00	2015-12-04 00:00:00.0000000	06988	0	DEISTING, RANDY
4	443589		\$546.67	2015-12-04 00:00:00.0000000	29348	1	DELICIOSO CATERING
4	443590		\$540,600.24	2015-12-04 00:00:00.0000000	28300	1	DURHAM SCHOOL SERVICES
4	443591		\$1,369.22	2015-12-04 00:00:00.0000000	28651	0	FOOD GROUP
4	443592		\$55.01	2015-12-04 00:00:00.0000000	28202	0	FOUNDATION 191
4	443593		\$4,742.50	2015-12-04 00:00:00.0000000	20540	0	GARDEN & ASSOCIATES, INC
4	443594		\$47,382.48	2015-12-04 00:00:00.0000000	29287	0	GIERTSEN COMPANY OF MN INC
4	443595		\$20.00	2015-12-04	00016	3051	GOTHARD, MARY

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443596		\$160.00	2015-12-04 00:00:00.0000000	06978	0	GREGO, STEPHEN
4	443597		\$2,783.20	2015-12-04 00:00:00.0000000	02483	0	INTEGRA TELECOM
4	443598		\$37,952.66	2015-12-04 00:00:00.0000000	27633	0	KELLY SERVICES, INC.
4	443599		\$1,300.00	2015-12-04 00:00:00.0000000	07287	0	KITTO STATELY, RAMONA
4	443600		\$150.00	2015-12-04 00:00:00.0000000	00016	3050	LACKEY, JOHN
4	443601		\$20.00	2015-12-04 00:00:00.0000000	00000	6131	MARSOLEK, CONNIE
4	443602		\$1,583.81	2015-12-04 00:00:00.0000000	25512	0	MAYER ARTS, INC.
4	443603		\$80.00	2015-12-04 00:00:00.0000000	08865	19	METRO ECSU
4	443604		\$479.84	2015-12-04 00:00:00.0000000	23914	0	MIDWEST VENDING
4	443605		\$896.00	2015-12-04 00:00:00.0000000	02538	0	MN ELEMENTARY SCHOOL PRINCIPALS ASSOC (MESPA)
4	443606		\$1,300.00	2015-12-04 00:00:00.0000000	07038	0	NEERDAELS, ETHAN
4	443607		\$4,275.00	2015-12-04 00:00:00.0000000	06964	0	NICOL, BARBARA
4	443608		\$1,500.00	2015-12-04 00:00:00.0000000	02136	1	NORMAN DALE COMMUNITY COLLEGE
4	443609		\$272.56	2015-12-04 00:00:00.0000000	29262	0	ON DEMAND PRINTING
4	443610		\$150.00	2015-12-04 00:00:00.0000000	00000	6530	PEERBOOM, MARIA
4	443611		\$130.00	2015-12-04 00:00:00.0000000	26529	0	PLAIN, SUSAN
4	443612		\$425.00	2015-12-04 00:00:00.0000000	06693	0	POWELL, MALINDA
4	443613		\$43.00	2015-12-04 00:00:00.0000000	24681	0	PROFESSIONAL WIRELESS COMMUNICATIONS
4	443614		\$275.00	2015-12-04 00:00:00.0000000	08798	12	REGENTS OF THE UNIVERSITY OF MINNESOTA
4	443615		\$174.00	2015-12-04 00:00:00.0000000	25562	0	SACHS, ALICE
4	443616		\$692.01	2015-12-04 00:00:00.0000000	03196	6	SCHOLASTIC INC.
4	443617		\$90.00	2015-12-04 00:00:00.0000000	26374	0	SEVETT, COREY
4	443618		\$3,404.90	2015-12-04 00:00:00.0000000	03369	0	SEXTON PRINTING
4	443619		\$592.50	2015-12-04 00:00:00.0000000	25227	0	SOLBERG, STACY
4	443620		\$298.52	2015-12-04 00:00:00.0000000	27808	0	SOUTHPORT CLEANERS

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443621		\$4,952.50	2015-12-04 00:00:00.0000000	25234	0	STEINBERG-BOHN, JANET
4	443622		\$19.28	2015-12-04 00:00:00.0000000	00016	3049	STONE, CHAD
4	443623		\$4,650.00	2015-12-04 00:00:00.0000000	27742	0	STRATEGIC SOURCE INC
4	443624		\$800.00	2015-12-04 00:00:00.0000000	29340	0	SUMDOG, INC.
4	443625		\$443.25	2015-12-04 00:00:00.0000000	03467	0	TAMS WITMARK MUSIC
4	443626		\$214.95	2015-12-04 00:00:00.0000000	28502	0	THE MCDOWELL AGENCY, INC.
4	443627		\$5,768.00	2015-12-04 00:00:00.0000000	26627	0	THE PLAYS THE THING PRODUCTIONS
4	443628		\$945.00	2015-12-04 00:00:00.0000000	02039	0	THE WORKS
4	443629		\$61,869.13	2015-12-04 00:00:00.0000000	08203	1	TIES
4	443630		\$42,775.00	2015-12-04 00:00:00.0000000	08595	0	UNIVERSITY OF MINNESOTA-TUITION
4	443631		\$50,677.44	2015-12-04 00:00:00.0000000	04417	1	US FOODS INC
4	443632	Unissued	\$0.00	2015-12-04 00:00:00.0000000	04417	1	US FOODS INC
4	443633	Unissued	\$0.00	2015-12-04 00:00:00.0000000	04417	1	US FOODS INC
4	443634	Unissued	\$0.00	2015-12-04 00:00:00.0000000	04417	1	US FOODS INC
4	443635		\$310.20	2015-12-04 00:00:00.0000000	29298	0	WARM HANDS GREEN HEART
4	443636		\$2,175.00	2015-12-04 00:00:00.0000000	04337	1	WENGER CORPORATION
4	443637		\$23,036.20	2015-12-08 00:00:00.0000000	00435	0	BURNSVILLE ICE CENTER
4	443638		\$9,012.63	2015-12-08 00:00:00.0000000	04226	0	BURNSVILLE, CITY OF
4	443639	Unissued	\$0.00	2015-12-08 00:00:00.0000000	04226	0	BURNSVILLE, CITY OF
4	443640		\$262.45	2015-12-08 00:00:00.0000000	02519	0	CENTERPOINT ENERGY
4	443641		\$275.97	2015-12-08 00:00:00.0000000	02519	3	CENTERPOINT ENERGY SERVICES, INC.
4	443642		\$797.80	2015-12-08 00:00:00.0000000	00647	0	CROWN RENTAL, INC.
4	443643		\$400.00	2015-12-08 00:00:00.0000000	29003	0	DAMMAR, LINDSEY
4	443644		\$8,978.81	2015-12-08 00:00:00.0000000	00641	0	DICK'S/LAKEVILLE SANITATION, INC.
4	443645		\$6,848.00	2015-12-08 00:00:00.0000000	27788	3	DISTRICT 2 DECA
4	443646		\$3,056.19	2015-12-08	01002	0	EAGAN, CITY OF

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443647		\$641.60	2015-12-08 00:00:00.0000000	26262	0	EDUCATORS BENEFIT CONSULTANTS, LLC
4	443648		\$1,098.75	2015-12-08 00:00:00.0000000	20540	0	GARDEN & ASSOCIATES, INC
4	443649		\$1,878.00	2015-12-08 00:00:00.0000000	29215	0	GILES OUTDOOR SERVICES, LLC
4	443650		\$643.76	2015-12-08 00:00:00.0000000	01390	0	INTERMEDIATE SCHOOL DISTRICT 287
4	443651		\$33,052.11	2015-12-08 00:00:00.0000000	27633	0	KELLY SERVICES, INC.
4	443652		\$5,604.14	2015-12-08 00:00:00.0000000	03029	1	MINNESOTA ENERGY RESOURCES CORPORATION
4	443653		\$300.00	2015-12-08 00:00:00.0000000	29160	0	MINNESOTA QUIZ BOWL ALLIANCE (MQBA)
4	443654		\$940.00	2015-12-08 00:00:00.0000000	04483	2	MN HIGH SCHOOL QUIZ BOWL, INC (MNHSQB)
4	443655		\$775.00	2015-12-08 00:00:00.0000000	09621	4	MN PERCUSSION ASSOCIATION
4	443656		\$140.00	2015-12-08 00:00:00.0000000	22324	0	MULTILINGUAL WORD, INC.
4	443657		\$3,812.13	2015-12-08 00:00:00.0000000	24335	1	NEW DOMINION SCHOOL
4	443658		\$60.00	2015-12-08 00:00:00.0000000	21343	0	RAMACHER, THUY
4	443659		\$6,743.00	2015-12-08 00:00:00.0000000	00488	0	REGION 3AA
4	443660		\$5,596.55	2015-12-08 00:00:00.0000000	09588	0	SAVAGE, CITY OF
4	443661		\$1,122.15	2015-12-08 00:00:00.0000000	04683	0	SCOTT COUNTY TREASURER
4	443662		\$508.00	2015-12-08 00:00:00.0000000	03587	1	SIMPLEX GRINNELL
4	443663		\$60.00	2015-12-08 00:00:00.0000000	29231	0	SIVONGSAY, KHAMBAY
4	443664		\$798.00	2015-12-08 00:00:00.0000000	03413	0	SOUTH METRO SPORTS
4	443665		\$446.40	2015-12-08 00:00:00.0000000	04565	0	STEP-N-STRETCH
4	443666		\$5.00	2015-12-08 00:00:00.0000000	00016	3053	STOCKMAN, HEIDI
4	443667		\$3,418.00	2015-12-08 00:00:00.0000000	00826	1	TIERNEY BROTHERS, INC.
4	443668		\$800.00	2015-12-08 00:00:00.0000000	28624	0	TNT AUDIO INC.
4	443669		\$160.67	2015-12-08 00:00:00.0000000	E7415	0	UMHOFER, THOMAS C
4	443670		\$1,714.00	2015-12-08 00:00:00.0000000	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	443671		\$13.40	2015-12-08 00:00:00.0000000	02776	0	XCEL ENERGY

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443672		\$9,485.93	2015-12-16 00:00:00.0000000	28147	1	AGROPUR
4	443673	Unissued	\$0.00	2015-12-16 00:00:00.0000000	28147	1	AGROPUR
4	443674	Unissued	\$0.00	2015-12-16 00:00:00.0000000	28147	1	AGROPUR
4	443675	Unissued	\$0.00	2015-12-16 00:00:00.0000000	28147	1	AGROPUR
4	443676	Unissued	\$0.00	2015-12-16 00:00:00.0000000	28147	1	AGROPUR
4	443677	Unissued	\$0.00	2015-12-16 00:00:00.0000000	28147	1	AGROPUR
4	443678	Unissued	\$0.00	2015-12-16 00:00:00.0000000	28147	1	AGROPUR
4	443679		\$290.10	2015-12-16 00:00:00.0000000	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	443680	Unissued	\$0.00	2015-12-16 00:00:00.0000000	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	443681		\$2,496.52	2015-12-16 00:00:00.0000000	00106	0	AQUA ENGINEERING, INC.
4	443682		\$48.46	2015-12-16 00:00:00.0000000	03178	1	AQUA LOGIC, INC.
4	443683		\$105.57	2015-12-16 00:00:00.0000000	00428	0	ARAMARK
4	443684		\$269.96	2015-12-16 00:00:00.0000000	00386	1	BARNES & NOBLE, INC.
4	443685		\$1,047.25	2015-12-16 00:00:00.0000000	08358	0	BERTELSON TOTAL OFFICE SOLUTIONS
4	443686		\$10,629.99	2015-12-16 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443687	Unissued	\$0.00	2015-12-16 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443688	Unissued	\$0.00	2015-12-16 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443689	Unissued	\$0.00	2015-12-16 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443690	Unissued	\$0.00	2015-12-16 00:00:00.0000000	00477	0	BIX PRODUCE COMPANY
4	443691		\$285.73	2015-12-16 00:00:00.0000000	23784	0	BOYER TRUCKS SAVAGE
4	443692		\$87.60	2015-12-16 00:00:00.0000000	00483	0	CASSIDY-TRICKER INDUSTRIAL SALES, INC.
4	443693		\$73.13	2015-12-16 00:00:00.0000000	20289	1	CDW GOVERNMENT, INC.
4	443694		\$129.00	2015-12-16 00:00:00.0000000	25513	1	CHURCH OFFSET PRINTING, INC.
4	443695		\$58.34	2015-12-16 00:00:00.0000000	00645	0	CUB FOODS
4	443696		\$8,268.05	2015-12-16 00:00:00.0000000	04186	1	DALCO
4	443697	Unissued	\$0.00	2015-12-16	04186	1	DALCO

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				00:00:00.0000000			
4	443698		\$4,391.98	2015-12-16 00:00:00.0000000	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	443699	Unissued	\$0.00	2015-12-16 00:00:00.0000000	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	443700		\$500.32	2015-12-16 00:00:00.0000000	01078	0	ELECTRO WATCHMAN, INC.
4	443701		\$22.76	2015-12-16 00:00:00.0000000	23054	1	FASTENAL
4	443702		\$93.65	2015-12-16 00:00:00.0000000	08698	1	FERGUSON ENTERPRISES # 1657
4	443703		\$66.00	2015-12-16 00:00:00.0000000	01541	1	GENERAL PARTS, LLC
4	443704		\$84.09	2015-12-16 00:00:00.0000000	04387	1	GRAINGER
4	443705		\$1,453.50	2015-12-16 00:00:00.0000000	01641	0	H&B SPECIALIZED PRODUCTS, INC.
4	443706		\$275.32	2015-12-16 00:00:00.0000000	09046	0	HI TECH REFRIGERATION
4	443707		\$3,744.50	2015-12-16 00:00:00.0000000	05805	0	HILLER'S FLOORING AMERICA
4	443708		\$462.32	2015-12-16 00:00:00.0000000	09318	1	HILLYARD INC - MINNEAPOLIS
4	443709		\$2,370.25	2015-12-16 00:00:00.0000000	27693	0	IDEAL SERVICES, INC.
4	443710		\$332.71	2015-12-16 00:00:00.0000000	22258	1	INDUSTRIAL WASTE SERVICES INC.
4	443711		\$255.00	2015-12-16 00:00:00.0000000	29071	0	JOBS FOUNDATION/TECH DUMP
4	443712		\$1,675.05	2015-12-16 00:00:00.0000000	05816	0	JOHN A. DAL SIN & SON, INC.
4	443713		\$3,713.85	2015-12-16 00:00:00.0000000	28622	0	JTM PROVISIONS CO. INC.
4	443714		\$206.66	2015-12-16 00:00:00.0000000	01434	0	KULLY SUPPLY, INC.
4	443715		\$145.00	2015-12-16 00:00:00.0000000	05077	0	LOCKSAFE INC.
4	443716		\$3,470.55	2015-12-16 00:00:00.0000000	02196	0	MACKIN EDUCATIONAL RESOURCES
4	443717		\$582.98	2015-12-16 00:00:00.0000000	28612	0	MASTER AUTOMOTIVE TIRE & QUICK LUBE
4	443718		\$21.10	2015-12-16 00:00:00.0000000	27932	1	MATHESON TRI-GAS, INC.
4	443719		\$1,419.00	2015-12-16 00:00:00.0000000	25369	0	MIDWEST PLAYGROUND CONTRACTORS INC
4	443720		\$4,776.00	2015-12-16 00:00:00.0000000	22012	0	MIDWEST PLAYSAPES INC
4	443721		\$1,937.25	2015-12-16 00:00:00.0000000	08999	1	MINNESOTA ELEVATOR INC
4	443722		\$244.81	2015-12-16 00:00:00.0000000	03519	0	NAPA AUTO PARTS

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	443723		\$1,086.50	2015-12-16 00:00:00.0000000	20381	0	NHA HEATING & AIR CONDITIONING, INC.
4	443724		\$561.52	2015-12-16 00:00:00.0000000	02489	1	OFFICE DEPOT COMPANY
4	443725		\$1,743.75	2015-12-16 00:00:00.0000000	28310	1	POWER SECURE
4	443726		\$70.28	2015-12-16 00:00:00.0000000	28785	1	PRODOCON, INC
4	443727		\$348.28	2015-12-16 00:00:00.0000000	05511	0	RED WING SHOE STORE
4	443728		\$77.95	2015-12-16 00:00:00.0000000	25729	0	RENT N' SAVE PORTABLE SERVICES
4	443729		\$2,099.00	2015-12-16 00:00:00.0000000	03532	2	SCHMITT MUSIC
4	443730		\$166.65	2015-12-16 00:00:00.0000000	03196	6	SCHOLASTIC INC.
4	443731		\$628.30	2015-12-16 00:00:00.0000000	03587	1	SIMPLEX GRINNELL
4	443732		\$13.35	2015-12-16 00:00:00.0000000	00826	1	TIERNEY BROTHERS, INC.
4	443733		\$3,091.65	2015-12-16 00:00:00.0000000	08203	1	TIES
4	443734		\$478.34	2015-12-16 00:00:00.0000000	22123	1	TOTAL FILTRATION SERVICES, INC.
4	443735		\$380.00	2015-12-16 00:00:00.0000000	04045	1	TRANE U.S. INC.
4	443736		\$3,416.30	2015-12-16 00:00:00.0000000	03802	0	TRIO SUPPLY
4	443737		\$7,324.00	2015-12-16 00:00:00.0000000	04498	2	TRUGREEN PROCESSING CENTER
4	443738		\$2,878.68	2015-12-16 00:00:00.0000000	02901	1	ULINE
4	443739		\$590.16	2015-12-16 00:00:00.0000000	01197	1	US FOODS CULINARY EQUIPMENT & SUPPLIES LLC
4	443740		\$118.14	2015-12-16 00:00:00.0000000	04243	1	VIKING ELECTRIC SUPPLY, INC.
4	443741		\$279.00	2015-12-16 00:00:00.0000000	04563	0	WENZEL PLUMBING-HEATING-COOLING
4	443742		\$330.30	2015-12-16 00:00:00.0000000	22496	0	WILLIAM V. MACGILL & CO.
Check Count	479	Grand Total	\$2,470,192.53				

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
6	138		\$9,902.50	2015-11-24 00:00:00.0000000	08315	0	MEADOW GREEN LAWN & LANDSCAPE
6	139		\$4,380.47	2015-11-24 00:00:00.0000000	07752	1	MILLER ELECTRIC, INC.
6	140		\$4,296.59	2015-11-24 00:00:00.0000000	20320	0	NORTHERN AIR CORPORATION (NAC)
6	141		\$1,646.16	2015-11-24 00:00:00.0000000	26086	0	ORKIN COMMERCIAL SERVICES
6	142		\$153.62	2015-11-24 00:00:00.0000000	26290	0	PERFORMANCE APPAREL, LLC
6	143		\$227.00	2015-11-24 00:00:00.0000000	04664	0	SUMMIT PRINT COPY AND MAIL SERVICE
Check Count	6	Grand Total	\$20,606.34				

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
3	101199		\$19,000.00	2015-11-13 00:00:00.0000000	29317	0	CROSTOWN MASONRY, INC.
3	101200		\$225,933.75	2015-11-13 00:00:00.0000000	24553	0	EBERT CONSTRUCTION
3	101201		\$3,056.00	2015-11-13 00:00:00.0000000	27736	0	GLOBAL COMMUNICATIONS WIRING & SERVICES
3	101202		\$3,360.00	2015-11-13 00:00:00.0000000	29241	0	JAMES R HILL, INC.
3	101203		\$172,226.92	2015-11-13 00:00:00.0000000	03078	0	KLAMM MECHANICAL CONTRACTORS, INC.
3	101204		\$478,203.87	2015-11-13 00:00:00.0000000	29276	0	MAX STEININGER, INC.
3	101205		\$417,762.50	2015-11-13 00:00:00.0000000	29318	0	NORTHLAND CONCRETE & MASONRY, LLC
3	101206		\$4,009.41	2015-11-13 00:00:00.0000000	29351	0	O'KEEFE INC
3	101207		\$124.96	2015-11-13 00:00:00.0000000	02489	1	OFFICE DEPOT COMPANY
3	101208		\$282,530.00	2015-11-13 00:00:00.0000000	22848	0	PEOPLES ELECTRIC COMPANY, INC
3	101209		\$5,881.45	2015-11-13 00:00:00.0000000	29263	0	VEIT & COMPANY, INC.
3	101210		\$34,250.48	2015-11-13 00:00:00.0000000	29165	0	WENCK CONSTRUCTION, INC.
3	101211		\$2,200.00	2015-11-20 00:00:00.0000000	04400	0	BESTER BROS TRANSFER & STORAGE CO
3	101212		\$288.40	2015-11-20 00:00:00.0000000	09272	2	ECM PUBLISHERS, INC.
3	101213		\$1,267.26	2015-11-20 00:00:00.0000000	01078	0	ELECTRO WATCHMAN, INC.
3	101214		\$10,256.00	2015-11-20 00:00:00.0000000	27736	0	GLOBAL COMMUNICATIONS WIRING & SERVICES
3	101215		\$18,640.00	2015-11-20 00:00:00.0000000	02217	1	SIEMENS INDUSTRY, INC.
3	101216		\$1,875.00	2015-11-20 00:00:00.0000000	27356	0	TERHAAR, ARCHIBALD, PFEFFERLE & GRIEBEL, LLP
3	101217		\$67,700.85	2015-12-04 00:00:00.0000000	07914	3	MN DEPT OF LABOR AND INDUSTRY
3	101218		\$4,400.00	2015-12-04 00:00:00.0000000	04400	0	BESTER BROS TRANSFER & STORAGE CO
3	101219		\$11,302.24	2015-12-04 00:00:00.0000000	29296	0	INTEREUM, INC.
3	101220		\$6,862.23	2015-12-04 00:00:00.0000000	24803	0	L&M BOILER SYSTEMS, INC.
3	101221		\$2,158.00	2015-12-04 00:00:00.0000000	09203	0	MCPHILLIPS BROS ROOFING COMPANY
Check Count	23	Grand Total	\$1,773,289.32				

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**Agenda II.B.5.
December 17, 2015**

To: Board of Education, Members
From: Dr. Joe Gothard, Superintendent
Date: December 11, 2015
Re: Board Policies

RECOMMENDATION: Approve, on a second reading basis, Board Policies 401: *Equal Employment Opportunity*, 402: *Disability Nondiscrimination Policy*, 510: *School Activities* (rescind IGD, IGDD, IGDH, IGDJ), 602: *Organization of School Calendar and School Day* (rescind IC), 604: *Instructional Curriculum*, 605: *Alternative Programs*, 607: *Organization of Grade Levels*, 611: *Home Schooling*, 621: *Educational Research*, 699: *Teaching About Controversial Issues* (rescind INB), 899: *Naming School Buildings or Facilities* (rescind FFB), 901: *Community Education*, 903: *Visitors to School District Buildings and Sites* (rescind KK) and Rescind IGCA: *Summer Schools*

The Policy Review Committee and administration have reviewed these policies and recommend approval on a second reading basis.

The policies are attached for your review.

Adopted: 11/1983
Reviewed: 12/03/2015
Revised: 04/2014, 12/17/2015
Rescinds:

Burnsville-Eagan-Savage School District Policy 401

401 EQUAL EMPLOYMENT OPPORTUNITY

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for Independent School District 191 employment and school district employees.

II. GENERAL STATEMENT OF POLICY

- A. The school district's policy is to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, age, family care leave status, or veteran status. The school district also makes reasonable accommodations for disabled employees.
- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities, or privileges of employment.
- D. Every school district employee is responsible for following this policy.
- E. Any person having a question regarding this policy should discuss it with the Executive Director of Human Resources.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 2615 (Family and Medical Leave Act)
38 U.S.C. § 4211 *et seq.* (Employment and Training of Veterans)
38 U.S.C. § 4301 *et seq.* (Employment and Reemployment Rights of Members of the Uniformed Services)
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Equal Opportunity for Individuals with Disabilities)

Cross References: Burnsville-Eagan-Savage School District Policy 402 (Disability

Nondiscrimination)

Burnsville-Eagan-Savage School District Policy 405 (Veteran's Preference)

Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)

Adopted: 05/2001
Reviewed: 09/2009, 12/03/2015
Revised: 04/2014, 12/17/2015
Rescinds:

Burnsville-Eagan-Savage School District Policy 402

402 DISABILITY NONDISCRIMINATION POLICY

I. PURPOSE

The purpose of this policy is to provide a fair employment setting for all persons in Independent School District 191 and to comply with state and federal law.

II. GENERAL STATEMENT OF POLICY

- A. Independent School District 191 shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.
- B. Independent School District 191 shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. Independent School District 191 shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. Independent School District 191 shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact the Executive Director of Human Resources. This individual is the school district's appointed ADA/Section 504 coordinator.

Legal References: 29 U.S.C. 794 *et seq.* (Rehabilitation Act of 1973, § 504)
42 U.S.C., Ch. 126 § 12112 (Americans with Disabilities Act)
29 C.F.R. Part 32
34 C.F.R. Part 104

Cross References: Burnsville-Eagan-Savage School District Policy 521 (Student Disability Nondiscrimination)

Adopted: 09/1999

Burnsville-Eagan-Savage School District Policy 510

Reviewed: 12/03/2015

Revised: 12/17/2015

Rescinds: IGD, IGDD, IGDH and IGDJ & IGDJ-R

510 SCHOOL ACTIVITIES

I. PURPOSE

The purpose of this policy is to impart to students, employees, and the community the school district's policy related to the student activity program.

II. GENERAL STATEMENT OF POLICY

School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental, social and emotional well-being. They are of secondary importance in relationship to the formal instructional program; however, they complement the instructional program in providing students with additional opportunities for growth and development.

III. GOALS

Co-curricular activities have multiple purposes. The goals listed here serve as ideals in the development of specific procedures in each activity.

- A. To provide students with opportunities to participate in varied activities as resources and facilities permit;
- B. To provide both competitive and noncompetitive programs;
- C. To develop competitive programs that maintain a balance between participation and making a winning effort;
- D. To assist in developing good character and self-discipline in participants;
- E. To teach a knowledge of one's own strengths and weaknesses and how to deal with them;
- F. To teach respect for all people;
- G. To develop an understanding and appreciation of the interpersonal skills required for team or community life;
- H. To teach individual and team skills;
- I. To teach safety and good physical and mental practices;
- J. To take advantage of the opportunities available for students with special interests, talents and abilities;
- K. To instill in students a desire for self-improvement and excellence;
- L. To encourage the highest standards of conduct and scholastic achievement among all participants;
- M. To develop integrity and leadership;
- N. To encourage modesty in victory and graciousness in defeat;
- O. To cooperate with related community programs;
- P. To cooperate with ISD 191 programs at either higher or lower grade levels.

IV. RESPONSIBILITY

- A. The school board expects all students who participate in school sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including parents, employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parents and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal or unsportsmanlike behavior at these activities or events.
- C. The superintendent or designee shall be responsible for disseminating information needed to inform students, parents, staff, and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. Those employees who conduct MSHSL activities shall be responsible for familiarizing students and parents with all applicable rules, penalties, and opportunities.

Legal References: Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

Cross References: Burnsville-Eagan-Savage School District Policy 503 (Student Attendance)
Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
MSBA Service Manual, Chapter 5, Various Educational Programs

Adopted: 4/1991
Reviewed: 5/2010, 12/03/2015
Revised: 3/2013, 12/17/2015
Rescinds: IC, ICA & ID

Burnsville-Eagan-Savage School District Policy 602

602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

I. PURPOSE

The purpose of this policy is to establish a timely process for determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advance, effective planning of the school year.

III. CALENDAR RESPONSIBILITY

A. The school calendar shall be adopted annually by the school board. The calendar shall meet all provisions of Minnesota statutes pertaining to minimum number of minutes and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff, and parents.

1. The superintendent or designee shall submit a calendar recommendation for the following school year to the school board no later than November of each year.
2. The school calendar will establish at least 170 student contact days and 184 work days for instructional staff.

B. The following dates are designated as non-classroom days: Labor Day, two days in October during the annual convention for Education Minnesota, Thanksgiving and the Friday after Thanksgiving, Martin Luther King, Jr., Day, and Memorial Day. A winter break of at least seven days (excluding weekends) will be scheduled.

C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer process.

IV. SCHOOL DAY RESPONSIBILITY

A. The superintendent or designee shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules

shall be met.

- B. In developing the student day schedule, the superintendent or designee shall consider such factors as school bus schedules, cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving of attention.
- C. The superintendent or designee shall establish a schedule for the school day that exceeds the minimum number of hours established in Minnesota statute by at least two instructional days to provide for possible emergency closings.
- D. Proposed changes in the school day shall be subject to review and approval by the school board.

Legal References: Minn. Stat. § 120A.40 (School Calendar)
Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § 120A.42 (Holidays)
Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123A.32 (Interdistrict Cooperation)
Minn. Stat. § 123A.35 (Cooperation and Combination)
Minn. Stat. § 124D.11, Subd. 9 (Revenue for Results-Oriented Charter School)
Minn. Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible Learning Year Programs)
Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)

Cross References: Burnsville-Eagan-Savage School District Policy 425 (Staff Development)

Adopted: 12/17/2015
Reviewed: 12/03/2015
Revised:
Rescinds:

604 INSTRUCTIONAL CURRICULUM

I. PURPOSE

The purpose of this policy is to provide for the development of course offerings for students.

II. GENERAL STATEMENT OF POLICY

- A. The basic instructional program shall meet all standards and other content requirements for each grade level by the Minnesota Department of Education. The instructional approach will be nondiscriminatory.
- B. The school board, at its discretion, may offer additional courses in the instructional program at any grade level.
- C. Each instructional program shall be planned for optimal benefit taking into consideration the financial condition of the school district and to her relevant factors. Each program plan should contain alignment with required standards, goals and objectives, materials, and methods for student evaluation.
- D. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to instructional curriculum.
- E. The school district shall assist all students by no later than grade 9 to explore their college and career interests and aspirations and develop a plan for a smooth and successful transition to postsecondary education or employment.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Involuntary Career Tracking Prohibited)
Minn. Stat. § 120B.236 (Cardiopulmonary Resuscitation and Automatic External Defibrillator Instruction)

Cross References: Burnsville-Eagan-Savage School District Policy 603 (Curriculum Development)
Burnsville-Eagan-Savage School District Policy 605 (Alternative

Programs)

Adopted: 12/17/2015
Reviewed: 12/03/2015
Revised:
Rescinds:

605 ALTERNATIVE PROGRAMS

I. PURPOSE

The purpose of this policy is to recognize the need for alternative education programs for some school district students.

II. GENERAL STATEMENT OF POLICY

The school board recognizes the importance of alternative program options for some students. Circumstances may be such that some students are put at risk of being able to continue or to complete their education programs. It is the policy of the school board that options shall be made available for some students to select educational alternatives that will enhance their opportunity to complete their education programs, recognizing that some students may become successful learners if given an opportunity to learn in a different environment and through a different learning style.

III. RESPONSIBILITY

- A. It shall be the responsibility of the superintendent or designee to identify alternative program opportunities to be made available to students who may be at risk, to recommend such alternative programs to the school board for approval, and to familiarize students and parents with the availability of such alternative programs. The superintendent shall, through cooperative efforts with other schools, agencies, and organizations, periodically recommend additional or modified alternative educational programs to the school board.
- B. The superintendent or designee shall have discretionary authority to develop guidelines and directives to implement school board policy relating to alternative programs.

Legal References: Minn. Stat. § 120A.22, Subd. 8 (Compulsory Instruction)
Minn. Stat. § 121A.41, Subd. 11 (Definitions – Alternative Educational Services)
Minn. Stat. § 121A.45, Subd. 1 (Grounds for Dismissal)
Minn. Stat. § 123A.06 (State-Approved Alternative Programs and Services)
Minn. Stat. § 124D.66 (Assurance of Mastery Programs)
Minn. Stat. § 124D.68 (Graduation Incentives Programs)
Minn. Stat. § 124D.74 (American Indian Language and Cultural

Educational Programs)

Minn. Stat. § 125A.50 (Alternative Delivery of Specialized Instructional Services)

Cross References: Burnsville-Eagan-Savage School District Policy 603 (Curriculum Development)
Burnsville-Eagan-Savage School District Policy 604 (Instructional Curriculum)

Adopted: 12/17/2015
Reviewed: 12/03/2017
Revised:
Rescinds:

607 ORGANIZATION OF GRADE LEVELS

I. PURPOSE

The purpose of this policy is to address the grade level organization of schools within the school district.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to address the groupings of grade levels as recognized in Minn. Stat. § 120A.05, as follows:

1. Through the 2015-16 school year:

Elementary: Grades kindergarten through 6

Junior High: Grades 7-9

High School: Grades 10-12

2. Effective 2016-17 school year and beyond:

Elementary: Grades kindergarten through 5

Middle: Grades 6-8

High School: Grades 9-12

B. The superintendent may seek school board approval to administer certain programs on a nongraded basis or a design different from that indicated. Program proposals that seek school board approval must meet all state requirements and reflect the rationale for the modification.

III. DEFINITIONS

A. “Kindergarten” means a program designed for students five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter first grade the following school year.

Legal References: Minn. Stat. § 120A.05, Subds. 9, 10a, 11, 13, 17 (Public Schools)

Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)

Cross References:

Adopted: 12/17/2015
Reviewed: 12/03/2015
Revised:
Rescinds:

611 HOME SCHOOLING

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request as required by law, the school district will provide textbooks, individualized instructional materials, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

- 1. Minnesota State High School League sponsored activities (where six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school which is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.

- b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
 - c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities where six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation Services

- 1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
- 2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (School Boards May Require Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

Cross References: Burnsville-Eagan-Savage School District Policy 509 (Enrollment of Nonresident Students)
Burnsville-Eagan-Savage School District Policy 510 (School Activities)

Adopted: 4/17/2014
Reviewed: 12/03/2015
Revised: 12/17/2015
Rescinds:

Burnsville-Eagan-Savage School District Policy 621

621 EDUCATIONAL RESEARCH

I. PURPOSE

The purpose of this policy is to establish the authority for the school district to work with other organizations on educational research.

II. GENERAL STATEMENT OF POLICY

A. The school board recognizes the value of educational research in developing, validating, and standardizing new programs and strategies in education. Our policy is to cooperate as much as possible with colleges, universities, and other responsible parties to promote potentially beneficial research. Such research shall not, however, unduly interfere with the normal operation of the schools, nor infringe upon the privacy of employees or students. Guidelines shall be developed by the administration to implement this policy.

B. Research must meet the following:

1. All research projects must have prior approval of the superintendent or designee.
2. The study must have the potential for making a definite contribution to the educational profession in general and/or to the programs of Independent School District 191 in particular.
3. The study must be feasible to carry out in terms of the amount of time involved, the numbers of teachers and students participating, and the possible expense to the district. It must not impose undue burdens upon students or staff.
4. There must be a reasonable certainty that no child in Independent School District 191 will suffer educationally as a result of the research. The Protection and Privacy of Pupil Records details rules and regulations for collection and maintenance of school records. Persons wishing to conduct research in Independent School District 191 shall thoroughly review and abide by this policy.
5. The overall design of the study must be sound and have the potential for successful completion.

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

20 U.S.C. 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. 1232h (Protection of Pupil Rights)
34 C.F.R. Part 99 (Family Educational Rights and Privacy Act
Regulations)
Gonzaga University v. Doe, 536 U.S. 273, 122 S.Ct. 2268, 153 L.Ed. 2d
309 (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School Dist., 427 F.3d. 1197 (9th Cir. 2005)

Cross References: Burnsville-Eagan-Savage School District Policy 406 (Public and Private
Personnel Data)
Burnsville-Eagan-Savage School District Policy 515 (Protection and
Privacy of Pupil Records)
Burnsville-Eagan-Savage School District Policy 520 (Student Surveys)

Adopted: 6/1986
Reviewed: 12/03/2015
Revised: 12/17/2015
Rescinds: INB

Burnsville-Eagan-Savage School District Policy 699

699 TEACHING ABOUT CONTROVERSIAL ISSUES

I. PURPOSE

The development of critical thinking and preparation for citizenship are among the educational goals of the school district. As a result, the school district has a responsibility to include content dealing with current critical issues in various curriculum areas at all grade levels. Some of these issues may be controversial. The purpose of this policy is to recognize the benefit to students of the appropriate study of controversial issues within reasonable parameters. The school board has the final authority to give or withhold consent for any school activity or program.

II. GENERAL STATEMENT OF POLICY

- A. The school district and the individual classroom teachers have a responsibility to give students an opportunity to study controversial issues which have political, economic, or social significance. The course of this study should include access to appropriate, relevant information, including materials that circulate freely in the community, and competent instruction balancing the various points of view in an atmosphere free from bias, prejudice, discrimination, and harassment.
- B. In fulfilling this responsibility, the teacher shall make a deliberate effort to achieve balance within a reasonable period of time in the viewpoints and information to which students are exposed.
- C. Students and parents may express opinions on controversial issues without jeopardizing relations with school staff.
- D. In selecting controversial issues to be included in the instructional program, the staff shall use the following guidelines:
 - 1. The issue should contribute toward helping students develop techniques for examining other controversial issues.
 - 2. The issue should be suitable for students of the maturity and background represented in the class.
 - 3. The issue should be related to the course content and help achieve course objectives.
 - 4. The issue should be of continuing significance.

- E. If a controversial issue that is neither directly related to the course content nor specified as a part of the curriculum unexpectedly arises during a class discussion, for example as the result of a student's questions or comments or in the coverage of current events, the teacher may deal with student interest in the issue by devoting sufficient time to the issue to assure balanced, impartial coverage.

III. COMPLAINTS

- A. The administration shall establish procedures, subject to school board approval, for handling any complaints relative to the study of controversial issues.
- B. Recognizing the difficult position in which teachers will sometimes be placed in carrying out this policy and in giving students an opportunity to study a controversial issue, the school board places trust and confidence in its employees and will support their actions insofar as possible, from anonymous, unreasonable, or ill-considered complaints.

IV. TRAINING

- A. Principals and secondary area leaders shall be responsible for informing all staff members of the policy on coverage of controversial issues in the curriculum. In doing so, they shall emphasize the basic assumption that the school is providing an opportunity for students to study controversial issues, not teaching a viewpoint on controversial issues.
- B. A teacher who is in doubt concerning the advisability of discussing certain issues and materials in the classroom shall confer with his/her principal as to the appropriateness of doing so. If the teacher and principal are unable to agree, the issue shall be referred to the superintendent or superintendent's designee.

Legal References:

Cross References: Burnsville-Eagan-Savage School District Policy 498 (Political Campaigns and Activities)

Adopted: 10/1992
Reviewed: 3/2010, 12/03/2015
Revised: 4/2010, 12/17/2015
Rescinds: FFB

Burnsville-Eagan-Savage School District Policy 899

899 NAMING SCHOOL BUILDINGS OR FACILITIES

I. PURPOSE

The purpose of this policy is to provide guidance for naming school buildings or facilities.

II. GENERAL STATEMENT OF POLICY

The naming or renaming of school buildings or facilities is the responsibility of the school board. If a building or facility is to be named after an individual, that person shall have attained local or national prominence via significant contributions in a field of endeavor. The contributions or the significance of his or her place in history shall be clearly established beyond the generation of the contribution.

The policy of the school board is to name school buildings at the time of construction. Major components of school buildings (media centers, theaters, gymnasiums, fields, *etc.*) may be named at any time on recommendation from the building principal or by action of the school board.

Whether naming a building, facility, or building component, the aforementioned criteria shall apply. The school board may establish a committee including five to seven residents, which will receive suggestions from the community, staff, and students. This committee shall be representative of the entire school district and will propose a name or names to the school board. The school board reserves all rights in the naming or renaming of school buildings, facilities, or components of school buildings.

Collections of works or other major gifts to the school district may be acknowledged and named by individual schools, subject to the district's gift policy.

Legal References:

Cross References:

Adopted: 12/17/2015
Reviewed: 12/03/2015
Revised:
Rescinds:

Burnsville-Eagan-Savage School District Policy 901

901 COMMUNITY EDUCATION

I. PURPOSE

The purpose of this policy is to convey to employees and to the general public the important role of community education within the school 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 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. Educational needs and interest of area residents should be determined periodically.
- C. Community resources and expertise of residents should be utilized to develop a vibrant, well-rounded community education program.
- D. Area residents should be encouraged to actively participate in program opportunities.

III. COMMUNITY EDUCATION ADVISORY COUNCIL

- A. The community education advisory council shall assist in promoting the goals and objectives of the program.
- B. The membership of the community education advisory will consist of members who represent: various service organizations; churches; public and nonpublic schools; local government including elected officials; public and private nonprofit agencies serving youth and families; parents; youth; park, recreation or forestry services of municipal or local government units located in whole or in part within the boundaries of the school district; and any other groups participating in the community education program in the school district.
- C. Bylaws of the community education advisory council shall provide the framework

for the organization including criteria pertaining to membership, officers' duties, frequency and structure of meetings and such other matters as deemed necessary and appropriate.

- D. The community education advisory council will adopt a policy 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.19, Subd. 1 (Community Education Programs; Advisory Council)
Minn. Stat. § 124D.20, Subd. 1 (Community Education Revenue)

Cross References: Burnsville-Eagan-Savage School District Policy 902 (Use of School District Facilities and Equipment)

Adopted: 6/1986
Reviewed: 12/03/2015
Revised: 12/17/2015
Rescinds: KK

Burnsville-Eagan-Savage School District Policy 903

903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

III. RESPONSIBILITY

The school district administration will develop visitor procedures and requirements.

IV. VISITOR LIMITATIONS

- A. An individual or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.
- B. Visitors are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
 - 1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 - 2. if unattended, provide for the removal of the vehicle, at the expense of the

owner or operator, to the nearest convenient garage or other place of safety off of school property.

- C. An individual or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)

Cross References:

Descriptor Term: **Summer Schools**

Descriptor Code: **IGCA**

Issued Date: **6/86**

Reviewed Date:

Revised Date:

Rescinds:

The summer school program, if authorized by the Board of Education, will offer courses which are required for graduation, offered for credit and/or provide enrichment or remediation.

The regular summer school program shall provide for senior high school student participation in remedial opportunities for the purpose of compliance with the School District graduation requirements.

The School District recognizes the need and supports summer programming opportunities for handicapped students as defined by Minnesota Statute.

Descriptor Term: **Summer Schools**

Descriptor Code: **IGCA-R**

Issued Date: **6/86**

Reviewed Date:

Revised Date:

Rescinds:

The levy for summer school will be established and certified by the Board of Education prior to October 10 of each year.

The Board shall approve the summer school program prior to the conclusion of the regular school year.

Staffing

Administration shall determine staffing needs based on eligible student enrollment and level of funding.

Transportation

Transportation shall be provided for handicapped summer school programming.

Facilities

Administration shall determine appropriate facilities for the summer school program.



**Agenda II.B.6.
December 17, 2015**

**To: Members, Board of Education
Superintendent Gothard**

From: Lisa K. Rider, Executive Director of Business Services

Date: December 17, 2015

Re: Change Order #032, #033, #035 and #038 for the 2015 Additions and Alterations to Burnsville High School

RECOMMENDATION: That the Board of Education approve change orders #032, #033, #035 and #038 for the 2015 Additions and Alterations to Burnsville High School Bid Package #1.

On May 28th, 2015 the School Board approved the bids for contracts #0600, #0240, #2600, #3110, and #3300 for the 2015 Additions and Alterations to Burnsville High School Bid Package #1.

Change order #032 for contract #2600 (People's Electric Co. Inc.) is in the amount of \$2144.00. The reason for this change was to remove the chiller electrical feeder back to its source. This was needed to move it out of the way for soil corrections in that area.

Change order #033 for contract #0240 (Veit & Co., Inc.) is in the amount of \$5,847.00. The costs for this change order was to re-mobilize for demolition. The original mobilization schedule for demolition of the west side of the Burnsville High School was delayed due to power and data systems not being demolished by the electrical contractor. Veit & Co., Inc. pulled off the job site and remobilize once the electrical contractor had finished demolition. A credit in this amount is expected in a future change order from the electrical contractor.

Change order #035 for contract #3300 (Veit & Co., Inc.) is in the amount of \$6,876.00. The reason for this change was to add a new fire hydrant instead of using a salvaged one that could not be repaired. Also on this change was the need to change a storm sewer pipe that was coming out from the building uncovered during soil corrections from a high density polyethylene pipe (HDPE) that did not meet state code requirements any longer to a schedule 40 PVC pipe. 140 linear foot of 16" PVC SCH40 was needed to replace the HDPE pipe.

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Change order #038 for contract #3110 (Max Steininger, Inc.) is in the amount of \$264,454.00. Included in this change are revisions in the work related to moving the long jump & triple jump and pole-vault track events. Also included in this change is soil corrections on the west side addition of the Burnsville High School. The original estimate for soil corrections was \$284,300 based on soil borings however the actual conditions resulted in less corrections so the actual cost for soil corrections was \$224,781. Additional cost on this change order was the result of down time working around a high voltage live electrical line during soil corrections. Northern technologies Inc. verified the quantities of the soil correction.

Total change to the original bid package #1 contract amount of \$3,149,439.00 is 16.00%. New bid package #1 total contract amount with change orders to date is in the amount of \$3,669,083.00.

The total amount of change with all bid packages combined to date is 1%.

The items on these change orders have been reviewed and validated by ATS&R Architects and Engineers and WENCK Construction Inc.

CHANGE ORDER

CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G701/CMa NOV 0 2 2015

OWNER	<input checked="" type="checkbox"/>	PCO #	032
CONSTRUCTION MANAGER	<input checked="" type="checkbox"/>		
ARCHITECT	<input checked="" type="checkbox"/>		
CONTRACTOR	<input checked="" type="checkbox"/>		
FIELD	<input type="checkbox"/>		
OTHER	<input type="checkbox"/>		

(Instructions on reverse side) NOV 2 5 2015

PROJECT: 2015 ADDITIONS & ALTERATIONS TO
 (Name and address) BURNSVILLE HIGH SCHOOL BP #1
 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

TO CONTRACTOR:
 (Name and address) PEOPLES ELECTRIC CO., INC.
 277 FILLMORE AVENUE
 ST. PAUL, MINNESOTA 55107

CHANGE ORDER NO.: 2600.006
 INITIATION DATE: 10/22/15
 PROJECT NOS.: 301504.01
 CONTRACT FOR: Contract #2600
 Electrical
 CONTRACT DATE: 5/28/2015

The Contract is changed as follows:

Provide labor and material as necessary to complete the work for noted on the attached Page #2

RECEIVED

NOV - 6 2015

ARMSTRONG, TORSETH

Not valid until signed by the Owner, Construction Manager, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$	566,500.00
Net change by previously authorized Change Orders	\$	20,504.00
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$	587,004.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$	2,144.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$	589,148.00
The Contract Time will be (increased) (decreased) (unchanged) by	zero	(-0-) days
The date of Substantial Completion as of the date of this Change Order therefore is		unchanged.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

WENCK CONSTRUCTION INC.
 CONSTRUCTION MANAGER
 7500 Olson Memorial Hwy, Golden Valley, MN 55427
 ADDRESS
 BY *[Signature]* DATE 11/2/15

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECTS
 ARCHITECT
 8501 Golden Valley Road, Ste. 300, Mpls., MN 55427
 ADDRESS
 BY *[Signature]* DATE 11/17/15

PEOPLES ELECTRIC CO., INC.
 CONTRACTOR
 277 East Fillmore Avenue, St. Paul, MN 55107
 ADDRESS
 BY *[Signature]* DATE 10/28/15

BURNSVILLE-EAGAN-SAVAGE PUBLIC SCHOOLS
 OWNER
 100 River Ridge Court, Burnsville, MN 55337
 ADDRESS
 BY _____ DATE _____



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Change Order

Burnsville High School

Project # 30150401

Tel: 952-707-2000 Fax: 952-707-2102

Date: 10/22/2015

Contractor:

Peoples Electric Company, Inc.
277 East Fillmore Avenue
St. Paul, MN 55107

Architect's Project No:

Contract Date:

Contract Number: 2600

Change Order Number: 006

The Contract is hereby revised by the following items:

Additional Chiller Feeder Demo

PCO	Item #	Description	Amount
RCO-038	001	Additional chiller feeder demo monitored by WCI site personnel.	2,144

The original Contract (s) Value was.....	566,500
Sum of changes by prior Change Orders.....	20,504
The Contract Value prior to this Change Order was.....	587,004
The Contract Value will be changed by this Change Order in the amount of.....	2,144
The new Contract Value including this Change Order will be.....	589,148
The Contract duration will be changed by.....	0 days
The revised Substantial Completion date as of this Change Order is.....	

CHANGE ORDER

CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G701/CMa

NOV 03 2015

NOV 18 2015

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OWNER	<input checked="" type="checkbox"/>	PCO #	033
CONSTRUCTION MANAGER	<input checked="" type="checkbox"/>		
ARCHITECT	<input checked="" type="checkbox"/>		
CONTRACTOR	<input checked="" type="checkbox"/>		
FIELD	<input type="checkbox"/>		
OTHER	<input type="checkbox"/>		

PROJECT: 2015 ADDITIONS & ALTERATIONS TO
 (Name and address) BURNSVILLE HIGH SCHOOL BP #1
 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 0240.004

INITIATION DATE: 10/26/15

TO CONTRACTOR: VEIT AND COMPANY, INC.
 (Name and address) 14000 VEIT PLACE
 ROGERS, MINNESOTA 55374

PROJECT NOS.: 301504.01

CONTRACT FOR: Contract #0240
Building Demolition

CONTRACT DATE: 5/28/2015

The Contract is changed as follows:

Provide labor and material as necessary to complete the work for noted on the attached Page #2

RECEIVED

NOV - 6 2015

ARMSTRONG, TORSETH
SKOLD & RYDEEN, INC

Not valid until signed by the Owner, Construction Manager, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$	71,039.00
Net change by previously authorized Change Orders	\$	23,261.00
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$	94,300.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$	5,847.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$	100,147.00
The Contract Time will be (increased) (decreased) (unchanged) by	zero	(-0-) days
The date of Substantial Completion as of the date of this Change Order therefore is		unchanged.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

WENCK CONSTRUCTION INC.
 CONSTRUCTION MANAGER
 7500 Olson Memorial Hwy, Golden Valley, MN 55427
 ADDRESS
 BY *[Signature]* DATE 11/3/15

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECTS
 ARCHITECT
 8501 Golden Valley Road, Ste. 300, Mpls., MN 55427
 ADDRESS
 BY *[Signature]* DATE 11/16/15

VEIT AND COMPANY, INC.
 CONTRACTOR
 14000 Veit Place, Rogers, MN 55374
 ADDRESS
 BY *[Signature]* DATE 10/30/15

BURNSVILLE-EAGAN-SAVAGE PUBLIC SCHOOLS
 OWNER
 100 River Ridge Court, Burnsville, MN 55337
 ADDRESS
 BY _____ DATE _____



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Change Order

Burnsville High School

Project # 30150401

Tel: 952-707-2000 Fax: 952-707-2102

Date: 10/26/2015

Contractor:

Veit and Company, Inc.
14000 Veit Place
Rogers, MN 55374

Architect's Project No:

Contract Date:

Contract Number: 0240

Change Order Number: 004

The Contract is hereby revised by the following items:

PCO	Item #	Description	Amount
RCO-033	001	Remobilization charges for demolition.	5,847

The original Contract (s) Value was.....	71,039
Sum of changes by prior Change Orders.....	23,261
The Contract Value prior to this Change Order was.....	94,300
The Contract Value will be changed by this Change Order in the amount of.....	5,847
The new Contract Value including this Change Order will be.....	100,147
The Contract duration will be changed by.....	0 days
The revised Substantial Completion date as of this Change Order is.....	

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CHANGE ORDER

CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G701/CMa

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OWNER PCO # 035
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

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PROJECT: 2015 ADDITIONS & ALTERATIONS TO
 (Name and address) BURNSVILLE HIGH SCHOOL BP #1
 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 3300.004

INITIATION DATE: 10/26/15

TO CONTRACTOR:
 (Name and address) VEIT AND COMPANY, INC.
 14000 VEIT PLACE
 ROGERS, MINNESOTA 55374

PROJECT NOS.: 301504.01

CONTRACT FOR: Contract #3300
 Site Utility Relocation

CONTRACT DATE: 5/28/2015

The Contract is changed as follows:

Provide labor and material as necessary to complete the work for noted on the attached Page #2

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ARMSTRONG, TORSETH
 SKOLD & RYDEEN, INC

Not valid until signed by the Owner, Construction Manager, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$	410,000.00
Net change by previously authorized Change Orders	\$	61,654.00
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$	471,654.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$	6,876.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$	478,530.00
The Contract Time will be (increased) (decreased) (unchanged) by	zero	(-0-) days
The date of Substantial Completion as of the date of this Change Order therefore is		unchanged.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

WENCK CONSTRUCTION INC.

CONSTRUCTION MANAGER
 7500 Olson Memorial Hwy, Golden Valley, MN 55427

ADDRESS
 BY *[Signature]* DATE 11/5/15

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECTS

ARCHITECT
 8501 Golden Valley Road, Ste. 300, Mpls., MN 55427

ADDRESS
 BY *[Signature]* DATE 11/30/15

VEIT AND COMPANY, INC.

CONTRACTOR
 14000 Veit Place, Rogers, MN 55374

ADDRESS
 BY *[Signature]* DATE 10/30/15

BURNSVILLE-EAGAN-SAVAGE PUBLIC SCHOOLS

OWNER
 100 River Ridge Court, Burnsville, MN 55337

ADDRESS
 BY _____ DATE _____



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Change Order

Burnsville High School

Project # 30150401
 Tel: 952-707-2000 Fax: 952-707-2102

Date: 10/26/2015
Contractor:
 Veit and Company, Inc.
 14000 Veit Place
 Rogers, MN 55374

Architect's Project No:
Contract Date:
Contract Number: 3300
Change Order Number: 004

The Contract is hereby revised by the following items:

PCO	Item #	Description	Amount
RCO-042	001	Add new fire hydrant in lieu of salvaged since the existing one did not work.	3,733
RCO-043	001	160' of 16" PVC SCH40 in lieu of 15" HDPE per state code.	3,143

The original Contract (s) Value was.....	410,000
Sum of changes by prior Change Orders.....	61,654
The Contract Value prior to this Change Order was.....	471,654
The Contract Value will be changed by this Change Order in the amount of.....	6,876
The new Contract Value including this Change Order will be.....	478,530
The Contract duration will be changed by.....	0 days
The revised Substantial Completion date as of this Change Order is.....	

Handwritten initials

CHANGE ORDER

CONSTRUCTION MANAGER-ADVISER EDITION

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NOV 19 2015
NOV 25 2015

OWNER
CONSTRUCTION MANAGER
ARCHITECT
CONTRACTOR
FIELD
OTHER

PCO # 038

(Instructions on reverse side)

PROJECT: 2015 ADDITIONS & ALTERATIONS TO
(Name and address) BURNSVILLE HIGH SCHOOL BP #1
600 EAST HIGHWAY 13
BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 3110.005

INITIATION DATE: 10/30/15

PROJECT NOS.: 301504.01

CONTRACT FOR: Contract #3110
Site Demolition &
Improvements

CONTRACT DATE: 5/28/2015

TO CONTRACTOR: MAX STEININGER, INC.
(Name and address) 3080 LEXINGTON AVENUE SOUTH
EAGAN, MINNESOTA 55121

The Contract is changed as follows:

Provide labor and material as necessary to complete the work for noted on the attached Page #2

RECEIVED

NOV 23 2015

ARMSTRONG, TORSETH,
SKOLD & RYDEEN, INC.

Not valid until signed by the Owner, Construction Manager, Architect and Contractor.

The original (Contract Sum) (Contract Maximum Price) was	\$	530,000.00
Net change by previously authorized Change Orders	\$	57,193.00
The (Contract Sum) (Contract Maximum Price) prior to this Change Order was	\$	587,193.00
The (Contract Sum) (Contract Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$	264,454.00
The new (Contract Sum) (Contract Maximum Price) including this Change Order will be	\$	851,647.00
The Contract Time will be (increased) (decreased) (unchanged) by	zero	(-0-) days
The date of Substantial Completion as of the date of this Change Order therefore is		unchanged.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

WENCK CONSTRUCTION INC.

CONSTRUCTION MANAGER
7500 Olson Memorial Hwy, Golden Valley, MN 55427

ADDRESS
BY *[Signature]* DATE 11/19/15

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECTS

ARCHITECT
8501 Golden Valley Road, Ste. 300, Mpls., MN 55427

ADDRESS
BY *[Signature]* DATE 11/23/15

MAX STEININGER, INC.

CONTRACTOR
3080 Lexington Avenue South, Eagan, MN 55121

ADDRESS
BY *[Signature]* DATE 11-16-15

BURNSVILLE-EAGAN-SAVAGE PUBLIC SCHOOLS

OWNER
100 River Ridge Court, Burnsville, MN 55337

ADDRESS
BY _____ DATE _____



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Change Order

Burnsville High School

Project # 30150401

Tel: 952-707-2000 Fax: 952-707-2102

Date: 10/30/2015

Contractor:

Max Steininger, Inc.
3080 Lexington Avenue South
Eagan, MN 55121

Architect's Project No:

Contract Date:

Contract Number: 3110

Change Order Number: 005

The Contract is hereby revised by the following items:

PCO	Item #	Description	Amount
PR-005R	002	Earthwork revisions per PR 05R including remobilization, additional retaining wall, added rigid insulation below long jump/ triple jump pits, change to a temporary bituminous path and additional grading.	27,727
RCO-012	002	Provide 6,754 CY of soil corrections at agreed upon unit price of \$26.50 per cubic yard.	180,781
RCO-012	003	Additional cost for downtime working around live electrical feed during soil corrections.	11,946
RCO-013	002	Steininger alternative pricing	44,000

The original Contract (s) Value was.....	530,000
Sum of changes by prior Change Orders.....	57,193
The Contract Value prior to this Change Order was.....	587,193
The Contract Value will be changed by this Change Order in the amount of.....	264,454
The new Contract Value including this Change Order will be.....	851,647
The Contract duration will be changed by.....	0 days
The revised Substantial Completion date as of this Change Order is.....	

ln



**Agenda II.B.7.
December 17, 2015**

To: Members, Board of Education
Joe Gothard, superintendent

From: Lisa K. Rider, Executive Director of Business Services

Date: December 10, 2015

Re: Extended Field Trip to England

RECOMMENDATION: that the Board of Education approves a preliminary request for an extended field trip for Burnsville High School 9th grade students to travel to England from June 12-23, 2017.

Burnsville High School has submitted an application for preliminary approval of an extended field trip to England from June 12-23, 2017. This trip has been offered at Eagle Ridge Junior High for the past 12 years.

Students will have an opportunity to visit places they will study in English 9 and honors English 9. Students will explore and learn about Shakespeare's England and relevant British History. The trip objectives are to enrich students' understanding of the life and times of William Shakespeare, to become global learners and learn how the Tudor dynasty changed the world.

The trip will cost approximately \$4,320.00 per student. It is estimated that 36-43 students will register for the trip and there are six adult chaperones. All chaperones will have completed and passed a background check with our district.

Board Policy IICA states travel outside the continental U.S. requires board approval.

LKR:jmk



**Agenda III.A
December 17, 2015**

To: Members, Board of Education

From: Lisa K. Rider, Executive Director of Business Services

Date: December 10, 2015

Re: Award the Burnsville High School Bid Package #4 Part 4

RECOMMENDATION: That the Board of Education award the Burnsville High School Bid Package #4 prime contracts, including the base bid and Alternates #1 through #7, and #9 through #11 to the following contractors and authorize the signing of contracts with said contractors.

Contract#	Type	Contractor	Amount
1420	Elevators	ThyssenKrupp Elevator Americas	\$200,047
2100	Fire Protection	Total Fire Protection, Inc.	418,890
	Total all Contracts		\$618,937

On Tuesday October 13, 2015 the Burnsville-Eagan-Savage School District opened sealed bids at 2pm. Wenck Construction, ATS&R and Glenn Simon were present for the bid opening. Bid Pack #4 included 13 (thirteen) alternates. Note Alternates #8,#12 and #13 were rejected. A description of the alternates are attached. The attached recommendation letter from Wenck Construction includes the details of the proposed bid and the recommended lowest responsible bidder for the final contracts related to both Elevator and Fire Protection base and accepted alternates for Part 4.

As a part of Bid Pack #4 Part 2 on November 5, 2015; the Board of Education rejected all bids for contract #2100 Fire Protection as clarification was needed for specs. Therefore, the fire protection was re-bid and sealed bids were opened on Tuesday December 1, 2015 at 2pm with Wenck Construction, ATS&R and Glenn Simon again present.

As for the elevator contract, there was not a qualified bid received at the initial bid opening. Therefore Wenck conducted a series of negotiations with TKE due to the elevator being a time critical contract. The end result after modifications to the plans is a contract for an elevator package that will serve our needs into the future.



Due to this project utilizing a Construction Management as agent (WCI) there is not one general contractor; rather, there is a number of prime contractors which will require awarding of bids to each and the signing of a contract with each prime contractor.

Due to the large number of contracts included in Bid Package #4 (25); the process of interviews and verification of bid numbers has expected taken some time and has been recommended in four (4) parts. Therefore on October 22, the board approved those contracts most time critical for which the process had progressed enough to be able to award the bid as Part 1. November 5, the board approved Part 2, November 19, the board approved Part 3, and tonight is the final contract still open as Part 4.

The contracts for contractors have been developed with the assistance of our construction attorney, Michael Rowley of Terhaar, Archibald, Pfefferle, and Griebel, LLP (TAP&G); Wenck Construction Incorporated (WCI); and Krause Anderson (Property Casualty Insurance) representation. This contract will be finalized in the coming weeks. We ask that the board authorize the signing of these contracts to allow for the work to begin as soon as possible.

Attachments:

- Complete list of all Contracts Part 1; Part 2; Part 3; and Part 4
- WCI recommendation for base and accepted alternates, Part 4
- Bid tab summary - complete
- Description of Alternates
- Budget Report



Complete List of All Contracts Bid Pack #4 and Owner Direct Purchases

Contract#	Type	Contractor	Amount
0335	Polished Concrete Floors	Centimark d.b.a QuestmarkFlooring	15,969
0511	Misc. Metals Erection	Red Cedar Steel Erectors, Inc.	126,500
0550	Misc. Metals Fabrication	American Structural Metals, Inc.	802,450
0610	Selective Demo/Carpentry	George F. Cook Construction Co.	1,443,000
0750	Roofing/Metal Panels	Palmer West Construction Company, Inc.	1,603,200
0790	Caulking/Firestopping/Traffic Coatings	The Caulking Company, Inc.	86,900
0810	Doors/Frames/Hardware Supply	Kendell Doors & Hardware, Inc.	409,848
0833	Overhead/Coiling Doors	Overhead Door of the Northland	73,689
0840	Alum. Entr./Curtainwall/Skylights/Glass	Envision Glass, Inc.	1,276,534
0920	Drywall/Cold Formed Metal Framing/DEFS	Commercial Drywall, Inc.	609,850
0930	Tile	Multiple Concepts Interiors, Inc.	1,324,000
0950	Acoustical Ceilings	Kirk Acoustics	300,280
0965	Resilient Flooring/Carpet	Floors by Beckers, Inc.	431,132
0966	Epoxy Terrazzo Flooring	Advance Terrazzo & Tile Co. Inc.	508,000
0990	Painting	Fransen Decorating, Inc.	230,305
1022	Folding Panel Partitions	W.L.Hall Company	52,904
1044	Signage	Walker Sign Holdings, Inc. d.b.a Lawrence Sign	32,425

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1140	Food Service Equipment	Advanced Contract Equipment and Design d.b.a. Rapids Foodservice Contract and Design	18,381
1420	Elevators	ThyssenKrupp Elevator Americas	200,047
1440	Wheelchair Lifts	DRN Enterprises, d.b.a Arrow Lift	26,989
2100	Fire Protection	Total Fire Protection, Inc.	418,890
2200	Plumbing/ Heat Piping	El-Jay Plumbing & Heating, Inc.	3,269,000
2302	HVAC/Temperature Controls	Thelen Heating & Roofing, Inc.	2,751,800
2305	Testing & Balancing	Marcus Global, Inc. D.b.a Systems Management & Balancing of Minnesota	67,800
2601	Electrical/Communications/Security/Paging	Peoples Electric Company	3,558,650
Total all Contracts			\$19,638,543

Contract#	Type – Owner Direct Purchase	Contractor	Amount
0980M	Owner Direct Purchase Finishes, Specialties and Equipment - Materials	Haldeman-Homme, Inc.	\$831,373
0980L	Owner Direct Purchase Finishes, Specialties and Equipment – Labor	Haldeman-Homme, Inc.	253,408
2380M	Chiller Plant Materials	Trane Co.	849,680
2380L	Chiller Plan Purchase	Trane Co.	446,900
Total all Owner Direct Purchase			\$2,381,361



Responsive partner. Exceptional outcomes.

December 9, 2015

Independent School District #191
100 River Ridge Court
Burnsville, Minnesota 55337

ATTENTION: Mr. Glenn Simon

RE: ADDITIONS AND ALTERATIONS TO BURNSVILLE HIGH SCHOOL - BID PACKAGE #4

Dear Mr. Simon:

Based upon bid results and the results of our pre-award conferences with the apparent low bidder(s), we are making a recommendation for award of the following prime contracts, including the base bid and Alternates #1-#7, and #9-#11.

Contract # Description/Contractor

1420 Elevators
ThyssenKrupp Elevator Americas
2601 49th Avenue North, Suite 100
Minneapolis, Minnesota 55430

Base Bid	\$	200,047
Alternate #1	\$	0
Alternate #2	\$	0
Alternate #3	\$	0
Alternate #4	\$	0
Alternate #5	\$	0
Alternate #6	\$	0
Alternate #7	\$	0
Alternate #9	\$	0
Alternate #10	\$	0
Alternate #11	\$	0

Contract Amount **\$200,047**

2100 Fire Protection
Total Fire Protection, Inc.
1004 7th Avenue North
Brandon, South Dakota 57005

Base Bid	\$ 415,225
Alternate #1	\$ 2,385
Alternate #2	\$ 0
Alternate #3	\$ 0
Alternate #4	\$ 0
Alternate #5	\$ 0
Alternate #6	\$ 0
Alternate #7	\$ 1,280
Alternate #9	\$ 0
Alternate #10	\$ 0
Alternate #11	\$ 0
Contract Amount	\$418,890

TOTAL \$ 618,937

Thank you, and please call with any questions.

Yours very truly,

Mark Hovelson
Project Executive

MH:mh

cc: Architect

File. 301504-01

PROJECT: BURNSVILLE HIGH SCHOOL ADDITIONS & ALTERATIONS - BP4 BID ANALYSIS SHEET

PREPARED BY: BOSSARDT CORPORATION

BID CATEGORY: #1420 Elevators

BID DATE: 10/13/15

	1	2	3	4	5
BIDDER NAME	ThyssenKrupp				
BASE BID	\$ 199,250				
PERFORMANCE BOND	\$ 797				
ALTERNATES					
# A1	\$ -				
# A2	\$ -				
# A3	\$ -				
# A4	\$ -				
# A5	\$ -				
# A6	\$ -				
# A7	\$ -				
# A8	\$ -				
# A9	\$ -				
#A10	\$ -				
#A11	\$ -				
#A12	\$ -				
#A13	\$ -				
LABOR & MATERIAL	YES				
LABOR ONLY					
MATERIAL ONLY					
TAX	INCL				
BID SECURITY	NO				
TOTAL	\$ 200,047	\$ -	\$ -	\$ -	\$ -
ADDENDUM #1	YES				
ADDENDUM #2	YES				
UNIT PRICES					
GENERAL INCLUSIONS					
GENERAL EXCLUSIONS					
NOTES	Negotiated Contract				

PROJECT: BURNSVILLE HIGH SCHOOL ADDITIONS & ALTERATIONS - BP4 BID ANALYSIS SHEET

REBID

PREPARED BY: WENCK CONSTRUCTION

BID CATEGORY: #2100 FIRE PROTECTION

BID DATE: 12/01/15

	1	2	3	4	5
BIDDER NAME	TOTAL FIRE	BRETH-ZENZEN	VIKING	SUMMIT	
BASE BID	\$ 415,225	\$ 476,000	\$ 492,000	\$ 650,000	
PERFORMANCE BONDS	INCL				
BID SECURITY	INCL	INCL	INCL	INCL	
TOTAL	\$ 415,225	\$ 476,000	\$ 492,000	\$ 650,000	\$ -
ADDENDUM # 1	YES	YES	YES	YES	
ADDENDUM # 2	YES	YES	YES	YES	
ADDENDUM # 3					
ADDENDUM # 4					
ALTERNATES 1	2,385	3,800	0	0	
ALTERNATES 7	1,280	0	0	0	
TOTAL	418,890	479,800	492,000	650,000	
UNIT PRICES					
GENERAL INCLUSIONS	COMPLETE BID				
GENERAL EXCLUSIONS					
NOTES					

15002.4

SECTION 01 23 00

1.03 DESCRIPTION OF ALTERNATES

- A. **Alternate 1 - Pool Locker Room Alterations:** State amount on Bid Form to be added to the Base Bid to provide alterations in Girls and Boys Locker Areas Rooms 6-107, 6-108, 6-110, 6-111, 6-112, 6-113, 6-114, 6-115, 6-116, 6-117, 6-121, 6-122, 6-123 and 6-124 as indicated on Sheets A2.2, A3.2, A13.2, MD3.1, MD3.3, MD4.1, MD4.3, M3.02, M3.3, M4.1, M4.4, M5.3, M8.4, E2.3 and E5.1 of the Drawings and related details and Specifications.
- B. **Alternate 2 - Musical Instrument Casework:** State amount on Bid Form to be added to the Base Bid to provide Musical Instrument Casework in Orchestra 7-107 and Band Room 7-109 as indicated in Details 3/A11.3, 3A/A11.3, 3B/A11.3 and as specified in Specification Section 12 32 17. Refer to Electrical Drawings for the abandoning electrical outlets being covered by new casework under this Alternate.
- C. **Alternate 3 - Epoxy Terrazzo Flooring:** State amount on Bid Form to be added to or deducted from the Base Bid to provide Epoxy Terrazzo Flooring, as specified in Section 09 66 23 of the Specifications in lieu of the Base Bid floor finish in Rooms identified on the Room Finish Schedules. Refer to Room Finish Note 14.
- D. **Alternate 4 - Painting of Walls:** State amount on Bid Form to be added to the Base Bid to paint walls in Rooms as indicated on the Room Finish Schedules, as specified in Section 09 91 00 of the Specifications. Refer to Room Finish Note 15.
- E. **Alternate 5 - Electronically Tintable Insulated Glass:** State amount on Bid Form to be added to the Base Bid to provide Electronically Tintable Insulated Glass at the exterior Glazed Aluminum Curtain Wall assembly in Commons Room 10-117, in lieu of Base Bid insulated glazing as specified in Specification Section 08 88 37 and 26 09 00. Refer to Curtain Wall Elevations 2/A9.3 and 2A/A9.3, and Drawings E3.10 and E3.11.
- F. **Alternate 6 - Exterior Sun Control Devices:** State amount on Bid Form to be added to the Base Bid to provide additional Exterior Sun Control Devices as indicated on Exterior Elevations 4A/A4.1 and 3/A4.2 and as specified in Specification Section 10 71 13.
- G. **Alternate 7 - Barrel Metal Framed Skylights:** State amount on Bid Form to be added to the Base Bid to provide the two (2) Barrel Metal Framed Skylights above Room 11-209 per Reflected Ceiling Plan 4A/A7.1 and Detail 6A/A7.3, 1/A13.8 and 4/A13.1, and as specified in Specification Section 08 63 15.
- H. **Alternate 8 - Exterior Plaza LED Light Fixtures:** State amount on Bid Form to be added to or deducted from the Base Bid to provide the Alternate Exterior Plaza LED Light Fixtures, Type DD-ALT in lieu of the Base Bid Exterior Plaza LED Light Fixtures Type DD. Refer to Specification Section 26 06 51 and Sheet E1.1.

15002.4

SECTION 01 23 00

- I. **Alternate 9 - Category 6 Cabling to D1X Data Locations:** State amount on Bid Form to be added to the Base Bid to provide Category 6 cabling to all D1X data outlet locations. Refer to Electrical Systems Drawings.
- J. **Alternate 10 - Classroom Audio Enhancement System:** State amount on Bid Form to be added to the Base Bid to provide the Classroom Audio Enhancement System. Refer to Electrical Systems Drawings and Specification Section 27 41 40.
- K. **Alternate 11 - EMCS Provided by Northern Air Corporation (NAC):** State amount to be added to Base Bid to have Alerton Energy Management and Control System provided by Northern Air Corporation (NAC) as indicated in Sections 23 09 13, 23 09 23, 23 09 93 and on Drawings.
- L. **Alternate 12 - EMCS Provided by Direct Digital Controls (DDC):** State amount to be added to Base Bid to have Alerton Energy Management and Control System provided by Direct Digital Controls (DDC) as indicated in Sections 23 09 13, 23 09 23, 23 09 93 and on Drawings.

PART 2 - PRODUCTS

Not Used

PART 3 - EXECUTION

Not Used

END OF SECTION

M. Alternate 13 - Pollution Liability Coverage

Budget Report with Change Orders

Information	Company	Wenck Estimates	Awarded Bid	Change Orders To Date	Percent of Change	Numer of Change Orders	Contract Amount With Change Orders	Percent of Completion
Bid Pack #1								
Contract #0600 General Construction Shop Annex	Ebert Construction	\$919,600.00	\$671,900.00	\$66,808.00	9.94%	11	\$738,708.00	82.88%
Contract #2300 Mechanical	Klamm Mechanical	\$647,800.00	\$900,000.00	\$10,903.00	1.21%	3	\$910,903.00	72.40%
Contract #2600 Electrical	Peoples Electric	\$293,600.00	\$566,500.00	\$22,648.00	4.00%	6	\$589,148.00	97.72%
Contract #3110 Site Demolition and Improvements	Max Steininger Inc.	\$775,285.10	\$530,000.00	\$321,647.00	60.69%	5	\$851,647.00	61.82%
Contract #3300 Site Utility Relocation	Veit & Co.	\$243,170.00	\$410,000.00	\$68,530.00	16.71%	4	\$478,530.00	90.79%
Contract #0240 Building Demolition	Veit & Co.	\$366,047.14	\$71,039.00	\$29,108.00	40.97%	4	\$100,147.00	83.35%
		<u>\$3,245,502.24</u>	<u>\$3,149,439.00</u>	<u>\$519,644.00</u>			<u>\$3,669,083.00</u>	
Bid Pack #2								
Contract #0345 Precast Concrete Wall Panels	Wells Concrete	\$2,403,594.00	\$2,615,000.00	(\$120,000.00)	-4.59%	1	\$2,495,000.00	2.99%
		<u>\$2,403,594.00</u>	<u>\$2,615,000.00</u>	<u>(\$120,000.00)</u>			<u>\$2,495,000.00</u>	
Bid Pack #3								
Contract #0420 Masonry	Crosstown Masonry Incorporated	\$1,305,616.00	\$1,240,000.00	\$0.00	0.00%	0	\$1,240,000.00	3.09%
Contract #3301 Site Utilities	Metro Utilities, Inc.	\$181,880.00	\$288,750.00	\$0.00	0.00%	0	\$288,750.00	4.99%
Contract #3290 Landscaping/Irrigation Systems	Urban Companies, LLC	\$305,275.00	\$240,069.00	\$4,120.00	1.72%	1	\$244,189.00	0.00%
Contract #3210 Asphalt Paving/Curbs	Midwest Asphalt Corporation	\$1,244,655.00	\$921,900.00	\$0.00	0.00%	0	\$921,900.00	0.00%
Contract #3100 Earthwork/Site Demolition	Max Steininger Inc.	\$1,179,458.00	\$1,071,000.00	\$0.00	0.00%	0	\$1,071,000.00	36.41%
Contract #2202 Structural Steel Supply	Klamm Mechanical	\$551,250.00	\$872,000.00	\$0.00	0.00%	0	\$872,000.00	5.38%
Contract #0510 Structural Steel Erection	Red Cedar Steel Erectors, Inc.	\$599,057.00	\$582,300.00	\$0.00	0.00%	0	\$582,300.00	0.00%
Contract #0340 Structural Precast Concrete	Wells Concrete	\$1,013,719.00	\$933,340.00	\$0.00	0.00%	0	\$933,340.00	0.00%
Contract #0330 Cast-In-Place Concrete	Northland Concrete & Masonry, LLC	\$2,739,043.00	\$2,617,189.00	\$9,244.00	0.35%	1	\$2,626,433.00	22.16%
Contract #0241 Building Demolition	Lloyd's Construction Services Inc.	\$146,221.00	\$285,155.00	\$0.00	0.00%	0	\$285,155.00	0.00%
Contract #0512 Structural Steel Supply	American Structural Metals, Inc.	\$788,856.00	\$898,900.00	\$0.00	0.00%	0	\$898,900.00	0.00%

Information	Company	Wenck Estimates	Awarded Bid	Change Orders To Date	Percent of Change	Numer of Change Orders	Contract Amount With Change Orders	Percent of Completion
		<u>\$10,055,030.00</u>	<u>\$9,950,603.00</u>	<u>\$13,364.00</u>			<u>\$9,963,967.00</u>	
Bid Pack #4								
Contract #0790 Caulking/Firestopping/Traffic Coatings	The Caulkers Company, Inc.	\$96,495.00	\$86,900.00	\$0.00	0.00%	0	\$86,900.00	0.00%
Contract #0335 Polished Concrete Floors	Questmark Flooring	\$33,633.60	\$15,969.00	\$0.00	0.00%	0	\$15,969.00	0.00%
Contract #0511 Miscellaneous Metals - Erection	Red Cedar Steel Erectors, Inc.	\$58,387.35	\$126,500.00	\$0.00	0.00%	0	\$126,500.00	0.00%
Contract #0550 Miscellaneous Metals Fabrication- Supply	American Structural Metals, Inc.	\$411,285.00	\$802,450.00	\$0.00	0.00%	0	\$802,450.00	0.00%
Contract #0990 Painting	Fransen Decorating, Inc.	\$401,378.25	\$230,305.00	\$0.00	0.00%	0	\$230,305.00	0.00%
Owner Direct - Architectural Purchase	Haldeman-Homme Inc.	\$1,636,582.50	\$1,084,781.00	\$0.00	0.00%	0	\$1,084,781.00	0.00%
Contract #2601 Electrical/Communications/Security/Paging	Peoples Electric	\$3,736,950.00	\$3,558,650.00	\$0.00	0.00%	0	\$3,558,650.00	0.00%
Contract #2305 Testing and Balancing	Marcus Global, Inc.	\$71,299.20	\$67,800.00	\$0.00	0.00%	0	\$67,800.00	0.00%
Contract #2302 HVAC/Temperature Controls	Thelen Heating & Roofing, Inc.	\$3,479,700.00	\$2,751,800.00	\$0.00	0.00%	0	\$2,751,800.00	0.00%
Contract #2200 Plumbing and Heating	El-Jay Plumbing & Heating, Inc.	\$3,709,440.00	\$3,269,000.00	\$0.00	0.00%	0	\$3,269,000.00	0.00%
Contract #2100 Fire Protection	Total Fire Protection, Inc.	\$427,798.35	\$418,890.00	\$0.00	0.00%	0	\$418,890.00	0.00%
Contract #1440 Wheelchair Lift	DRN Enterprises, d.b.a Arrow Lift	\$15,750.00	\$26,989.00	\$0.00	0.00%	0	\$26,989.00	0.00%
Contract #1420 Elevators	ThyssenKrupp Elevator Americas	\$189,000.00	\$200,047.00	\$0.00	0.00%	0	\$200,047.00	0.00%
Contract #1140 Food Service Equipment	Advanced Contract Equipment and Design	\$15,750.00	\$18,381.00	\$0.00	0.00%	0	\$18,381.00	0.00%
Contract #0610 Selective Demolition/Carpentry	George F. Cook Construction Co.	\$1,521,190.65	\$1,443,000.00	\$0.00	0.00%	0	\$1,443,000.00	0.00%
Contract #1022 Folding Panel Partitions	W.L. Hall Company	\$61,425.00	\$52,904.00	\$0.00	0.00%	0	\$52,904.00	0.00%
Contract #0750 Roofing and Metal Panels	Palmer West Construction Company, Inc.	\$2,206,743.00	\$1,603,200.00	\$0.00	0.00%	0	\$1,603,200.00	0.00%
Contract #0966 Epoxy Terrazzo Flooring	Advance Terrazzo Flooring	\$612,417.75	\$508,000.00	\$0.00	0.00%	0	\$508,000.00	0.00%
Contract #0965 Resilient Flooring/Carpet	Floors by Becker, Inc.	\$368,131.05	\$431,132.00	\$0.00	0.00%	0	\$431,132.00	0.00%
Contract #0950 Acoustical Ceilings	Kirk Acoustics	\$383,939.85	\$300,280.00	\$0.00	0.00%	0	\$300,280.00	0.00%
Contract #0930 Tile	Multiple Concepts Interiors, Inc.	\$886,415.25	\$1,324,000.00	\$0.00	0.00%	0	\$1,324,000.00	0.00%

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Information	Company	Wenck Estimates	Awarded Bid	Change Orders To Date	Precent of Change	Numer of Change Orders	Contract Amount With Change Orders	Precent of Completion
Contract #0920 Drywall/Cold Formed Metal Framing/DEF	Commercial Drywall, Inc.	\$1,222,033.05	\$609,850.00	\$0.00	0.00%	0	\$609,850.00	0.00%
Contract #0840 Aluminum Entrances I Storefronts I Curta	Envision Glass, Inc.	\$1,668,936.15	\$1,276,534.00	\$0.00	0.00%	0	\$1,276,534.00	0.00%
Contract #0833 Coiling/Overhead Doors	Overhead Door of the Northland	\$76,125.00	\$73,689.00	\$0.00	0.00%	0	\$73,689.00	0.00%
Contract #0810 Doors/Frames/Hardware - Supply	Kendell Doors & Hardware, Inc.	\$445,068.75	\$409,848.00	\$0.00	0.00%	0	\$409,848.00	0.00%
Owner Direct - Chiller Plant Purchase	Train Co.	\$1,470,000.00	\$1,296,580.00	\$0.00	0.00%	0	\$1,296,580.00	0.00%
Contract #1044 Signage	Walker Sign Holdings, Inc.	\$47,250.00	\$32,425.00	\$0.00	0.00%	0	\$32,425.00	0.00%
		<u>\$25,253,124.75</u>	<u>\$22,019,904.00</u>	<u>\$0.00</u>			<u>\$22,019,904.00</u>	
	Grand Totals	<u>\$40,957,250.99</u>	<u>\$37,734,946.00</u>	<u>\$413,008.00</u>	1.0%		<u>\$38,147,954.00</u>	
							<u>\$41,716,739.00</u>	

REVIEW AND COMMENT CONSTRUCTION BUDGET WITH ALTERNATIVE FACILITIES FUNDING

\$41,716,739.00



**Agenda III.B
December 17, 2015**

To: Members, Board of Education

From: Lisa K. Rider, Executive Director of Business Services

Date: December 10, 2015

Re: Award the Byrne-Rahn-Metcalf Contract

RECOMMENDATION: That the Board of Education award the Byrne-Rahn-Metcalf prime contracts, including the base bid and Alternates #2 accepted while Alternates #1, #3, #4 & #5 are rejected to the following contractors and authorize the signing of contracts with said contractors.

Contract#	Type	Contractor	Amount
0610	General Construction	Morcon Construction Co., Inc.	\$2,949,700
2300	Mechanical	NAC Mechanical & Electrical Services	790,900
2600	Electrical/Communications/Security /Sound	AJ Moore Electric, Inc.	602,000
	Total all Contracts		\$4,342,600

On Tuesday November 17, 2015 the Burnsville-Eagan-Savage School District opened sealed bids at 2pm. Wenck Construction, ATS&R and Glenn Simon were present for the bid opening. Byrne-Rahn-Metcalf included 5 (five) alternates as follows:

- Alternate 1- Byrne Elementary: Operable Partition in Rooms B 139/B 140 / **rejected**
- Alternate 2- Byrne Elementary: Loading Dock Improvements / **accepted**
- Alternate 3- Rahn Elementary: Kitchenette in Room A100 /**rejected**
- Alternate 4- Rahn Elementary: Window in Existing Exterior Wall / **rejected**
- Alternate 5- Rahn Elementary: Washer/Dryer in Room A109 / **rejected**



Note Alternates #1,#3,#4, and #5 were rejected. The attached recommendation letter from Wenck Construction includes the details of each proposed bid and the recommended lowest responsible bidder for the final contract Byrne-Rahn-Metcalf Base and Alternate #2. Due to this project utilizing a Construction Management as agent (WCI) there is not one general contractor; rather, there is a number of prime contractors which will require awarding of bids to each and the signing of a contract with each prime contractor.

The contracts for contractors have been developed with the assistance of our construction attorney, Michael Rowley of Terhaar, Archibald, Pfefferle, and Griebel, LLP (TAP&G); Wenck Construction Incorporated (WCI); and Krause Anderson (Property Casualty Insurance) representation. This contract will be finalized in the coming weeks. We ask that the board authorize the signing of these contracts to allow for the work to begin as soon as possible.

Attachments:

- WCI recommendation for base and accepted alternate #2
- Bid tab summary - complete
- Budget Report



December 8, 2015

Independent School District #191
100 River Ridge Court
Burnsville, MN 55337

ATTENTION: Mr. Glenn Simon

**RE: ISD #191 – BYRNE ES/RAHN ES/METCALF JHS
RECOMMENDATION FOR CONTRACT AWARD**

Dear Mr. Simon:

Based upon bid & RFP results and the results of pre-award conferences with the apparent responsive low bidders, we are making a recommendation for award of the following base bid prime contracts.

The following is a summary of our recommendation for contract award. Alternates #1,3,4 & 5 are to be rejected and Alternate #2 is accepted.

<u>Contract #</u>	<u>Contractor/Description</u>	<u>Contract Amount</u>
#0610	General Construction Morcon Construction Co., Inc. 5905 Golden Valley Rd. Golden Valley, MN 55422	
	Alternate #2 Accepted	\$15,000.00
	Total Contract Amount	\$2,949,700.00
#2300	Mechanical NAC Mechanical & Electrical Services 1001 Labore Industrial Court Vadnais Heights, MN 55110	
	Total Contract Amount	\$790,900.00
#2600	Electrical/Communication/Security/Sound AJ Moore Electric, Inc. 27155 Hickory Ridge Drive	



Responsive partner.
Exceptional outcomes.

Elko/New Market, MN 55020

Total Contract Amount

\$602,000.00

Bid Package Total

\$4,342,600.00

Authorization to award the above referenced contracts at the School Board meeting on Thursday, December 17, 2015, will allow the projects to proceed on schedule

Thank you, and please call with any questions.

Yours very truly,

A handwritten signature in black ink that reads 'Shane Butler'.

Shane Butler
Project Manager

SB:sb

cc: Architect

File. 301504-02.430

BYRNE ES/RAHN ES/METCALF JHS ADDITIONS & ALTERATIONS



Bid Tabulation 11/18/15

Prepared by Wenck Construction, Inc.

Bidder Name	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Unit Price #1
Contract #0610 - General Construction							
Morcon Construction Company, Inc	\$ 2,934,700.00	\$ 26,000.00	\$ 15,000.00	\$ 13,800.00	\$ 6,200.00	\$ 6,200.00	\$ 39.50
CM Construction Company, Inc	\$ 3,020,000.00	\$ 27,800.00	\$ 11,000.00	\$ 13,000.00	\$ 2,000.00	\$ 1,500.00	
Brennan Construciton of Minnesota, Inc	\$ 3,076,248.00	\$ 33,271.00	\$ 12,867.00	\$ 16,606.00	\$ 10,855.00	\$ 1,779.00	\$ 22.00
Meisinger Construction Company, Inc	\$ 3,195,000.00	\$ 27,900.00	\$ 14,000.00	\$ 20,000.00	\$ 12,000.00	\$ 3,200.00	\$ 45.00
Ebert, Inc	\$ 3,293,400.00	\$ 27,700.00	\$ 19,900.00	\$ 11,200.00	\$ 2,800.00	\$ 600.00	\$ 22.00
Contract #2300 Mechanical							
Northern Air Corperation (NAC)	\$ 790,900.00			\$ 9,200.00		\$ 5,500.00	
Weidner Plumbing and Heating Company	\$ 837,500.00			\$ 10,000.00		\$ 7,500.00	
Northland Mechanical Contractors, Inc	\$ 929,800.00						
Klamm Mechanical Contractors, Inc	\$ 951,500.00			\$ 6,900.00		\$ 4,000.00	
Contract #2600 Electrical							
A.J. Moore Electric, Inc.	\$ 602,000.00	\$ -	\$ -	\$ 800.00	\$ -	\$ 500.00	
Phasor Electric Company	\$ 633,400.00	\$ (150.00)	\$ -	\$ 2,100.00	\$ -	\$ 700.00	
Schammel Electric, Inc.	\$ 775,000.00	\$ 1,000.00	\$ -	\$ 1,500.00	\$ -	\$ 1,000.00	

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Budget Report with Change Orders

Information	Company	Wenck Estimates	Awarded Bid	Change Orders To Date	Percent of Change	Numer of Change Orders	Contract Amount With Change Orders	Percent of Completion
Metcalf,Rahn,Byrne								
Contract #2600 Electrical/Communication/Security/Sound	A.J. Moore Electric, Inc.	\$524,800.00	\$602,000.00	\$0.00	0.00%	0	\$602,000.00	0.00%
Contract #2300 Mechanical	Norther Air Corporation	\$911,550.00	\$790,900.00	\$0.00	0.00%	0	\$790,900.00	0.00%
Contract #0610 General Construction	Morcon Construction	\$3,075,056.00	\$2,949,700.00	\$0.00	0.00%	0	\$2,949,700.00	0.00%
		<u>\$4,511,406.00</u>	<u>\$4,342,600.00</u>	<u>\$0.00</u>			<u>\$4,342,600.00</u>	
	Grand Totals	<u>\$4,511,406.00</u>	<u>\$4,342,600.00</u>	<u>\$0.00</u>	0.00%		<u>\$4,342,600.00</u>	
							<u>\$3,682,129.00</u>	

REVIEW AND COMMENT CONSTRUCTION BUDGET WITH ALTERNATIVE FACILITIES FUNDING

\$3,682,129.00

BURNSVILLE EAGAN SAVAGE
Independent School District 191
Human Resources

AGENDA ITEM: III.C.

To: Members of the Board of Education
Superintendent Joseph Gothard

From: Stacey Sovine
Executive Director of Human Resources

Date: December 17, 2015

RE: **Proposed adoption of the Terms and Conditions of Employment for Community Education Employees of Independent School District 191.**

RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVE THE PROPOSED REVISIONS AND RE-ADOPT THE UNCHANGED LANGUAGE IN THE 2015 - 2017 TERMS AND CONDITIONS OF EMPLOYMENT FOR THE COMMUNITY EDUCATION EMPLOYEES OF INDEPENDENT SCHOOL DISTRICT #191.

There are over 200 full-time, part-time, and seasonal Community Education employees. The Terms are reviewed and updated every two years. Positions under these Terms are considered At-Will unless a State License is specifically required under statute. Employees under the Terms receive salary packages in alignment with comparable positions in other units and are in compliance under Pay Equity regulations by the state.

The major language items include:

- Clarifying the distinction between part-time employment and casual / seasonal employees
- Called out the contribution amount toward the HRA in the medical insurance plan
- Included attendance incentive language similar to other negotiated contracts

Economic terms include:

Total

- 2.46% increase on the 2015-2016 salary schedule and 1.44% on the 2016-2017 salary schedule
- Increased cost \$188,000
- MSBA increase is 6.38%

**2015-2017 GENERAL TERMS AND CONDITIONS OF EMPLOYMENT:
COMMUNITY EDUCATION EMPLOYEES**

Purpose. This policy outlines the general terms and conditions of employment for Community Education employees (“employee” or “employees”) of Independent School District No. 191, Burnsville (“District” or “School Board”). This policy does not create an express or implied contract between any employee and the District. The School Board may modify this policy at any time, without prior notice, as the Board sees fit. The terms and conditions in this policy will remain in effect until the Board modifies this policy.

Community Education Employees. For purposes of this policy, individuals holding any of the following positions are deemed to be “Community Education employees”:

Coordinator Levels I, II, and III, Program Specialists, Program Supervisors, Program Associates, Program Assistants, and Program Aides

This Policy does not apply to independent contractors who provide services to the School District’s Community Education Program.

At-Will Employment. The employees covered by this policy are employed on an at-will basis regardless of any statements, representations, procedures, or other policies that may be made or promulgated by the District or its agents or representatives. As a result, the District may discipline or discharge an employee as the District sees fit and for any reason that is not unlawful. The District is not required to show cause when disciplining or discharging an employee. Employees may resign from the District at any time and for any reason. This paragraph does not apply to any employee who is required to hold a license from the Minnesota Department of Education or the Minnesota Board of Teaching.

Performance of Duties. Employees must faithfully perform, at a professional level of competence, the services and duties prescribed by the District, regardless of whether such duties are specifically described in this policy, in a job description, in a notice of assignment, or in another document. Prompt and regular attendance is an essential function of each employee’s job. Employees must also comply with all lawful directives issued by the Superintendent or by any other individual with supervisory authority. In addition, employees must comply with all applicable federal and state laws and with all rules, regulations, and policies established by the District. Employees may not, directly or indirectly, engage or participate in any action or conduct which conflicts in any respect with the interests of the District. Toward that end, employees may not engage or participate in any action or conduct that is inconsistent with their job duties, the basic educational mission of the District, or the desired image of the District.

Assignment. The annual, weekly and daily work schedule for Community Education employees shall be determined by the School District. Work schedules shall include the start and end times of a work day. Daily, weekly or annual work assignments are subject to modification by the School District. Employees who are assigned to work more than six (6) hours a day will be provided an unpaid duty-free lunch period of 1/2 hour.

- a. **Definitions. Full-Time Employees:** Full-time employees are employees assigned at the start of a fiscal year to work a minimum of 1,560 hours in a single position during the fiscal year (July 1 – June 30).

Part-Time Employees: Effective July 1, 2015, part-time employees are employees assigned at the start of a fiscal year to work a minimum of 1,040 725 hours in a single position during the fiscal year, but less than 1,560 hours.

Seasonal, Substitute Or Temporary Employees: Effective July 1, 2015, employees who work an irregular, infrequent or on an “as-needed” basis or work a temporary or seasonal position for no more than 3 months for ~~assigned at the start of a fiscal year to work~~ 1,039 724 hours or less in a single position or combination of positions during the fiscal year are casual, substitute or temporary employees.

- b. **Overtime.** Employees who hold a non-exempt position will receive one and one-half (1.5) times their regular rate of pay for all time worked in excess of forty (40) hours per week. Vacation days, personal days, compensatory time, or sick leave and paid holiday hours will not be counted as hours worked when determining overtime obligations in a given week. Overtime must be pre-approved by the employee’s Supervisor. Employees may elect compensatory time off in lieu of overtime pay, as mutually agreed upon between the employee and Supervisor. Such election must be made on the date overtime is assigned/approved. If compensatory time is elected, the employee must specify the date(s) that the compensatory time will be taken, and such date(s) must be within the same pay period or if sufficient time does not exist within the same pay period, no later than the end of the following pay period. Beyond the basic duty day, all employees may be required to attend and participate in meetings and school-sponsored events and activities.
- c. **Modification of assignment.** The Executive Director of Human Resources may reassign an employee or modify an employee’s assignment at any time and for any reason. In addition, the Executive Director of Human Resources may modify an existing job description for an employee’s position or create a new job description at any time.
- d. **Temporary Assignments.** A Community Education employee who temporarily replaces an employee in a higher Pay Grade for an assignment of 30 or more consecutive working days, shall be paid the wage for the higher Pay Grade retroactive to the first day of the assignment. The step level of the employee shall not be changed (increased or decreased) during a temporary assignment.

Individual Contracts. In accordance with Minnesota law, the District will issue an individual contract to each employee who is required to hold a license from the Minnesota Department of Education or the Minnesota Board of Teaching.

Compensation. The Board will determine the compensation of each employee covered by this policy. For the ~~2013-2014~~ 2015-2016 school year and the ~~2014-2015~~ 2016-2017 school year, the Board will set wages for full-time and part-time employees is set forth in Wage Schedule No. 1 of this Policy and wages for casual, substitute or temporary employees is set forth in Wage Schedule No. 2 of this Policy.

Step Placement/Advancement.

- a. The Step levels (Steps 1 through 7) of Wage Schedule No. 1 of this Policy shall apply only to full-time and part-time employees. New hires or employees who are assigned to a different position shall be placed at an initial step level, as determined by the School District, based on the employee's background and experience.
- b. Full-time and part-time employees covered by Wage Schedule No. 1 shall be eligible for step advancement, as determined by the School District, based on assessment of the employee's performance. Step advancement shall be determined on July 1 of each fiscal year. Employees hired prior to January 1 shall be eligible for step advancement on July 1. Employees hired after January 1 shall not be eligible for step advancement until July 1 of the following calendar year.

Additional Compensation.

- a. ~~Effective July 1, 2013, full-time and part-time employees, as defined in this Policy, who have successfully completed ten (10) years of consecutive years of service in the Community Education Department, shall receive an additional \$1.00 per hour above their hourly base rate of pay. Employees who have successfully completed fifteen (15) consecutive years of employment in the Community Education Department, will receive an additional \$1.50 per hour above their hourly base rate of pay. Full-time and part-time employees who have successfully completed twenty (20) years of consecutive years of service in the Community Education Department, shall receive an additional \$1.75 per hour above their hourly base rate of pay. Effective Beginning July 1, 2014 2015, employees full-time and part-time employees, as defined in this Policy, who have successfully completed ten (10) years of consecutive years of service in the Community Education Department as a full-time or part-time employee, as defined in this Policy, shall receive an additional \$1.00 per hour above their hourly base rate of pay. Full-time and part-time Employees who have successfully completed fifteen (15) consecutive years of employment in the Community Education Department as a full-time or part-time employee, as defined in this Policy, will receive an additional \$1.50 per hour above their hourly base rate of pay. Full-time and part-time Employees who have successfully completed twenty (20) years of consecutive years of service in the Community Education Department as a full-time or part-time employee, as defined in this Policy, shall receive an additional \$1.50 \$2.00 per hour above their hourly base rate of pay.~~
- b. Effective July 1, 2015, full-time and part-time employees, as defined in this Policy, who received longevity pay prior to July 1, 2015 shall continue to accrue longevity credit

without loss of previous experience. Individuals that did not receive longevity pay will accrue credit beginning July 1, 2015.

- c. Effective July 1, 2011, seasonal, substitute or temporary employees, as defined in this Policy, who were employed prior to July 30, 2005 and who have successfully completed ten (10) years of consecutive years of service in the Community Education Department, shall receive an additional \$1.00 per hour above their hourly base rate of pay. Employees who have successfully completed fifteen (15) consecutive years of employment in the Community Education Department, will receive an additional \$1.50 per hour above their hourly base rate of pay.

Daily Rate of Pay. In the event the District needs to determine a daily rate of pay for an employee, the employee's annual salary will be divided by the number of duty days assigned to the employee.

Holidays. In the absence of an emergency or a change in the school calendar, employees are not expected to work on the following holidays:

- | | |
|-----------------------|------------------------------|
| 1. New Year's Eve Day | 6. Thanksgiving Day |
| 2. New Year's Day | 7. Day after Thanksgiving |
| 3. Memorial Day | 8. Christmas Eve Day |
| 4. Independence Day | 9. Christmas Day |
| 5. Labor Day | 10. One (1) Floating Holiday |

Holiday pay shall be prorated for full-time employees who are assigned less than an eight hour work day. Floating Holiday must be approved by supervisor prior to taking. Part-time and seasonal, substitute or temporary employees shall not be entitled to paid holidays.

Insurance Benefits. As described below, the District will contribute toward the cost of the premium for certain types of insurance for full-time employees who otherwise qualify for and enroll in the insurance policy, plan, or program. The District will select the insurance policies, plans, and programs. To the extent permitted by law, upon separating from employment with the District a former employee may continue to participate in a group health insurance plan, but such participation will be at the former employee's sole expense.

- a. **Single Health and Hospitalization Insurance.** The District will contribute an amount equal to 95% of the composite premium for a full-time an eligible employee who enrolls in the single plan. The composite premium will be based on a health care insurance plan with an HRA (Health Reimbursement Account) whereby \$1,000 shall be redirected to the employee's HRA. and the in-network deductible equals the in-network out-of-pocket maximum. The remainder of the cost of the plan will be borne by the employee via payroll deduction.
- b. **Dependent Health and Hospitalization Insurance.** The District will contribute an amount equal to 70% of the composite premium for a full-time an eligible employee who enrolls in the dependent health insurance plan. The composite premium will be

based on a health care insurance plan with an HRA (Health Reimbursement Account) whereby \$2,000 shall be redirected to the employee's HRA. and the in-network deductible equals the in-network out of pocket maximum. The remainder of the cost of the plan will be borne by the employee via payroll deduction.

- c. **Dental Insurance.** The District will pay the equivalent of 100% of the premium for single insurance toward either single or dependent coverage for a full-time employee who elects to participate in the District's group dental plan.
- d. **Group Term Life Insurance.** The District will pay 100% of the premium for a group term life insurance policy with a death benefit of twenty thousand dollars (\$20,000) for each full-time employee who qualifies for life insurance.
- e. **Long-Term Disability (LTD) Insurance.** Income Protection coverage will be provided each full-time employee at District expense. Disability pay will be governed by the policy in effect. After a Community Education employee has been ill or disabled for more than thirty (30) consecutive days, the employee may use sick leave on a fractional basis, together with the income protection plan to equal full salary for an additional sixty (60) days. Maximum of (20) full sick days per illness may be used in this manner, provided the employee has sufficient accumulated days.
- g. **Disclaimer.** No claim or cause of action may be brought against the District for any claim that is not covered or paid by insurance. The District is not insuring or guaranteeing that any particular claim will be paid or covered by any insurance policy, plan, or program, or that any specific amount will be paid out under any policy, plan, or program. Any description of insurance benefits in this policy is intended to be general and informational only and is subject to change in the discretion of the School Board. The eligibility any particular employee and the employee's dependent(s) is governed by the terms of the actual insurance policy, plan, or program. The District's only obligation is to make the premium contributions that are identified in this policy, as it currently is written or as amended at any time in the future, for full-time employees who otherwise qualify for and enroll in the particular insurance plan or program.

Sick Leave. Each full-time employee will earn sick leave at the rate of thirteen (13) days per school year and may accumulate a maximum of 60 days of sick leave. Part-time employees will earn sick leave on a prorated basis. An employee's use of sick leave is subject to the following conditions:

- a. The Superintendent may allow an employee to use up to five days of annual sick leave in advance of the monthly accrual, but the advance of sick leave will be deducted from subsequent accrual in that year. Any absences due to illness that are in excess of the employee's accumulated sick leave and annual accrual will be without pay.
- b. An employee may use accumulated sick leave whenever he/she is absent due to illness or a serious health condition that prevents his/her attendance or the performance of his/her job duties; to care for a sick or injured child who is eighteen years of age or

younger; and for any other reason expressly permitted by state or federal law. An employee may use up to five (5) days of accumulated sick leave to care for a spouse who is suffering from an illness or serious health condition. In addition, an employee may use up to one (1) day of accumulated sick leave per school year to attend the funeral of an individual who is not in the employee's immediate family. Sick leave may not be used to conduct personal business.

- c. If the employee reports being absent due to illness or serious health condition, the District may require the employee to provide a certification from a qualified physician stating that the absence was due to an illness or a serious health condition. The District will make the final determination as to whether the employee is entitled to receive sick leave for a given absence.
- d. Upon separating from employment with the District for any reason, an employee will have no right to receive any compensation for any unused days of accumulated sick leave.
- e. Effective July 1, 2015, an employee who as of July 1 has accumulated leave time in excess of two hundred and eighty (280) hours determined as of June 15th of the same tax year, and has taken one (1) or less leave days in the concluding fiscal year shall have sufficient leave days converted at the rate equal to three hundred dollars (\$300) which shall be contributed to an active ISD 191 approved 403(b) plan by the July 15th payroll.

An employee who as of July 1 has accumulated leave time in excess of two hundred and eighty hours (280) hours determined as of June 15th of the same tax year, and has taken more than 1 leave day up to three (3) leave days in the concluding fiscal year shall have sufficient leave days converted at the rate of equal to one hundred fifty dollars (\$150) which shall be contributed to an active ISD 191 approved 403(b) plan by the July 15th payroll.

An employee that takes more than three (3) leave days during the measurement period is not eligible for the conversion of leave days to a 403(b) contribution.

"Leave days" include all absences except Vacation, Bereavement and paid days substituted for unpaid leave under the Family and Medical Leave Act of 1993 (FMLA), as amended.

Effective July 1, 2015 the conversion rate for leave days shall be fifty dollars (\$50) per day.

Bereavement Leave. An employee may take up to five (5) days of paid bereavement leave per year for any death(s) that occurs in the employee's immediate family. For purposes of this Agreement, "immediate family" includes a spouse, children, parents, siblings, grandparents, grandchildren, and in-laws (mother-in-law, father-in-law, son-in-law, brother-in-law, and sister-in-law). The Executive Director of Human Resources may, in his/her sole discretion, grant up to ten (10) additional days of

bereavement leave per school year for reasons such as multiple deaths in the immediate family and out-of-state funerals.

Vacation.

- a. **Eligibility.** Full-time Community Education employees are eligible for paid vacation days. Part-time and casual, substitute or temporary employees are not eligible for paid vacation.
- b. **Vacation Accrual and Use.** Ten (10) paid vacation days shall be credited to each full-time employee at the beginning of each fiscal year (July 1). A vacation day shall be paid in an amount equivalent to the hours of an employee's assigned work day. Vacation leave must be scheduled in advance with the employee's immediate supervisor. Vacation leave credited to an employee must be taken during the same fiscal year, or within the following twelve (12) months, or it is forfeited.
- c. **Additional Vacation Leave.** Full-time employees at Pay Grade 4 and above shall be credited with additional paid vacation leave each fiscal year as follows: eight (8) hours of paid vacation leave multiplied by the employee's consecutive years of employment with the Community Education Department, up to a maximum of an additional 64 hours of vacation leave in a fiscal year. Under no circumstances may an employee's paid vacation leave exceed 18 days.
- d. **Termination.** If an employee leaves the district in good standing, the employee shall be paid for unused vacation leave prorated by the actual time worked in the fiscal year of termination. If on the date of termination the employee has taken more vacation leave than his/her prorated vacation leave, he/she shall be required to pay the difference back to the District.

Parental Leave. Full-time and part-time employees may apply for an unpaid parental leave. Such applications must be submitted to the Executive Director of Human Resources, and leaves may be granted solely at the discretion of the School Board. The terms of unpaid parental leaves are as follows:

- a. A parental leave of absence may be granted for a period of time immediately subsequent to the birth of an employee's child, or in the case of adoption, for a period of time immediately after a child is physically placed with the employee.
- b. Under no circumstances will unpaid parental leave be granted pursuant to this Section unless the employee applies at least two (2) calendar months prior to the estimated date of the child's birth or adoption.
- c. The length of an unpaid parental leave pursuant to this Section is at the discretion of the School District. An employee may apply to extend a parental leave of absence; however, under no circumstances will a parental leave of absence exceed two (2) fiscal years. Employees on unpaid parental leave of absence pursuant to this Section shall be

eligible to continue coverage under the School District's group health/dental insurance plans, if the employee would otherwise be eligible as an active employee, subject to the limitations of the insurance carrier and COBRA. The employee shall be responsible for the full cost of premiums during continued participation in the School District's group health insurance plans during a parental leave of absence.

- d. Employees on unpaid parental leaves of absence pursuant to this Section shall not receive step advancement or any other increase in wages during the period of their leave, nor shall the period of the leave of absence be counted toward eligibility for longevity pay under the applicable Wage Schedule.

Jury Duty. An employee who is called for jury duty will be reimbursed for the difference between the amount paid for serving on the jury and the employee's regular salary during the period of service. To the extent possible, employees will be expected to report or otherwise perform their regular duties when temporarily excused from attending court.

Other Types of Leave. To the extent required by law, the District will grant other types of leave. In addition, the School Board may, in its discretion, grant additional types of leave that are not required by law.

Emergency Dismissal. If a Community Education employee is notified not to report to work due to inclement weather or an emergency situation, he/she shall not be paid for that work day(s). If a Community Education employee is dismissed during a work day by authority of the Executive Director of Human Resources, he/she shall be paid wages for actual time worked up to the time of notification of dismissal. Notification that school is cancelled or delayed for children is NOT notification that Community Education employees are excused from work, and they are expected to report to work unless otherwise directed by the Executive Director of Human Resources or his/her designee.

Expense Reimbursement. The District will reimburse employees for mileage and reasonable expenses of job related activities. Employees may be given time to participate in professional conferences and seminars, and will be reimbursed for reasonable expenses associated with attending such conferences and seminars, provided that the conference or seminar was approved in advance by the supervising administrator or the Superintendent. To obtain reimbursement, employees must submit the required forms in accordance with School Board policy.

Flexible Benefit Plan. The District has established a Flexible Benefit Plan under IRS Code 125. Regulations and procedures are available in the Human Resources Office. A School Board policy and accompanying regulations have been developed and will be updated annually to comply with IRS Regulations.

Matching Contribution Eligibility. Employees may participate in a tax- sheltered annuity pursuant to United States Public Law No. 87-370, Minnesota Statutes section 123B.02, subdivision 15, and School District policy. To the extent permitted by federal and state law, including Minnesota Statutes section 356.24, the District will match up to \$~~470.50~~ 500.00 per year to an approved Minnesota deferred compensation program for an employee who has completed one year of service with the District. Part-

time employees will receive a pro-rated contribution to a Minnesota deferred compensation program based on their F.T.E. equivalency as of July 1.

- a. **Employees on Leave.** An employee on an unpaid leave of absence is not eligible to participate in the plan.
- b. **Plan Year Begins July 1.** The annual year for the School District contributions is July 1 through June 30. Changes in District matching amounts must occur on July 1 of each year.
- c. **Employee Application.** Employees must apply to participate in the eligible TSA plan by July 1 for upcoming school year. Once an eligible employee elects to participate in the TSA investment program, the election will remain in effect for that school year and for each subsequent year unless modified by the employee.
- d. **Compliance with Federal and State Laws.** The plan is subject to applicable code provisions of the Minnesota Statutes, IRS Code Section 403(b).
- e. **Enrollment Limited to Participating Companies.** Tax sheltered annuity purchases will be limited to companies approved by the District.
- f. **Maximum District Contribution.** The amount the District contributes to an employee's matching TSA plan may not exceed thirty thousand dollars (\$30,000) during the employee's entire period of employment with the District.

Section 457 Plan. Employees are eligible to participate in Section 457 deferred compensation plans, subject to applicable state and federal law. Elective deferrals must be with vendors approved by the School District and on file with the Office of Human Resources. The School District shall not make matching contributions to a Section 457 Plan.

Independent School District No. 191 is an Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, disability, status with regard to public assistance, sexual orientation, or age.

**RATE SCHEDULE NO. 1
FOR FULL AND PART-TIME EMPLOYEES**

Effective July 1, **2013 2015**

Pay Grade	Title	Step 1/2	Step 3/4	Step 5/6	Step 7
9	Coordinator III Youth Services Coordinator Site Area Coordinator-Child Care	\$21.00	\$22.50	\$24.00	\$25.00
8	Coordinator II Activities Coordinator	\$20.00	\$21.50	\$23.00	\$24.00
7	Coordinator I / Program Specialist II Pool Coordinator Team Coordinator-School Age Team Coordinator-Early Childhood Team Coordinator-Dual Language Safety and Security Specialist	\$18.00	\$19.50	\$21.00	\$22.00
6	Program Supervisor Supervisor-Early Childhood Supervisor-School Age	\$13.95	\$14.95	\$16.20	\$16.85
5	Program Specialist I Welcome Center Family Support Community Greeter	\$12.75	\$13.70	\$14.70	\$15.35
4	Program Associate Associate-Early Childhood Associate-School Age	\$11.65	\$12.45	\$13.15	\$13.80
3	Program Assistant Assistant-Early Childhood Assistant-School Age	\$9.70	\$10.40	\$10.80	\$11.40
2	Program Aide Aide-Early Childhood Aide-School Age	\$9.00	\$9.00	\$9.00	\$9.00

**RATE SCHEDULE NO. 1
FOR FULL AND PART-TIME EMPLOYEES**

Effective July 1, **2014-2016**

Pay Grade	Title	Step 1/2	Step 3/4	Step 5/6	Step 7
9	Coordinator III Youth Services Coordinator Site Area Coordinator-Child Care	\$21.50	\$23.00	\$24.50	\$25.50
8	Coordinator II Activities Coordinator	\$20.25	\$21.75	\$23.25	\$24.25
7	Coordinator I / Program Specialist II Pool Coordinator Team Coordinator- School Age Team Coordinator-Early Childhood Team Coordinator-Dual Language Safety and Security Specialist	\$18.75	\$20.25	\$21.75	\$22.75
6	Program Supervisor Supervisor- Early Childhood Supervisor- School Age	\$14.00	\$15.00	\$16.25	\$17.00
5	Program Specialist I Welcome Center Family Support Community Greeter	\$12.80	\$13.75	\$14.75	\$15.50
4	Program Associate Associate- School Age Associate- Early Childhood	\$11.75	\$12.50	\$13.25	\$14.00
3	Program Assistant Assistant- Early Childhood Assistant- School Age	\$9.75	\$10.50	\$10.90	\$11.50
2	Program Aide Aide- Early Childhood Aide- School Age	\$9.00	\$9.00	\$9.00	\$9.00

**WAGE SCHEDULE NO. 2
FOR SEASONAL, SUBSTITUTE AND TEMPORARY EMPLOYEES**

Effective July 1, **2013 2015** - July 1, **2015 2017**

Pay Grade	Title	Hourly Wage	
		7/1/ 2013 2015	7/1/ 2014 2016
9	Coordinator III Youth Services Coordinator / <u>Sub</u> Site Coordinator-Child Care / <u>Sub</u>	\$21.00	\$21.25
8	Coordinator II Institute Coordinator-Gifted & Talented Examiner-GED Activities Coordinator	\$20.00	\$20.25
7	Coordinator I Pool Coordinator Team Coordinator / <u>Sub-School Age</u> Team Coordinator- Early Childhood Facilitator- Computer Lab Assessment Coordinator- ABE	\$18.00	\$18.75
6	Program Supervisor Supervisor-Early Childhood / <u>Sub</u> Supervisor-School Age / <u>Sub</u> Instructor-Water Safety Supervisor-Youth Services / <u>Sub</u>	\$13.95	\$14.00
5	Program Specialist Specialist-Welcome Center Family Support / <u>Sub</u>	\$12.75	\$12.80
4	Program Associate Associate-Early Childhood / <u>Sub</u> Associate-School Age / <u>Sub</u>	\$11.65	\$11.75
3	Program Assistant Assistant-Youth Programs / <u>Sub</u> Assistant-Early Childhood / <u>Sub</u> Assistant-School Age / <u>Sub</u> Aide-Water Safety Lifeguard Building Monitor	\$9.70	\$9.75
2	Program Aide Aide-Early Childcare/ <u>Sub</u> Aide-School Age / <u>Sub</u> Deck Guard	\$9.00	\$9.00



**Agenda III.D.
December 17, 2015**

To: Board of Education, Members
From: Dr. Joe Gothard, Superintendent
Date: December 10, 2015
Re: Report on donations

Dr. Joe Gothard, superintendent will give a report on donations.

THANKS!

Giving in District 191

August 2014 to December 2015



INDEPENDENT SCHOOL DISTRICT 191
Each Student Real-World Ready

390
total donations

from
PT
rel
em

from

PTOs, businesses, nonprofits
religious groups, individuals
employees, students, residents

132

\$362,945

total contributions received
by the Board of Education

Monetary Donations by Category

Theatre - \$1,350	Service Clubs - \$1,500			BHS Hall of Fame - \$4,065
	Playgrounds - \$52,974			
		Scholarships to Graduates		
		\$91,350		
		Strings - \$4,000		Robotics - \$9,000
		BrainPower in a BackPack - \$26,723		Band - \$8,321

Plants & Soil for BHS Giving Garden

Food for BrainPower

In-Kind Donations

29 Chromebooks

Winter coats, hats, mittens

559 Backpacks

Musical Instruments

5 Automobiles

\$72,706

Parent-Teacher Organizations



Burnsville Lions



scholarships



playgrounds



dictionaries

Bosch Systems

\$22,000 grant



Illumination Church



56 backpacks filled with school supplies

Burnsville Education Association



Class Acts!

\$15,600 in Scholarships

March 10-12, 2016

Donate

Tax Deductible

952-707-2005

Help us make each student
real-world ready



INDEPENDENT SCHOOL DISTRICT 191
Each Student Real-World Ready



THANKS!

Giving in District 191
 865
 390
 total donations
 \$362,945

2017-2018
 100%
 of the District 191
 community's
 contributions

29 Chromebooks
 and Backpacks

\$12,706

Bookstore

Bookstore

Bookstore

Bookstore

Bookstore



To: Board of Education, Members **Agenda Item III.E.**

From: Exec. Director Lisa Rider, Asst. Superintendent Cindy Amoroso

Re: Report on 2016-17 School Start times

Date: December 17, 2015

With the reconfiguration and reprogramming of schools beginning fall of 2016, the District has been working with our transportation partners to create options for our school start times. A report will be given on the two options being considered and the process used to develop them; feedback on the two options from a staff survey; and the upcoming parent survey.

Report to
Burnsville-Eagan-Savage Board of Education

2016-17 Start Times

December 17, 2015

Lisa Rider, Executive Director of Business Services
Cindy Amoroso, Assistant Superintendent

The logo for One91, featuring the word "One" in black and "91" in white, both on a yellow rectangular background. The "One" is underlined.

Why Change Start Times?

- Middle School Length of Day
- Move to Two Tier Bus Schedule
- Criteria
 - No more than 2 tier
 - Elementary aligned; secondary aligned to support PD and collaboration

Process Used to Draft Options

- Met with routing company beginning in spring 2015
- Established priorities
- Drafted options
- Revised options
- Received principal feedback on options
- Revised options based on feedback
- Narrowed the choices to two options to move forward

Current Schedule of Start and End Times

School Start Time Options

CURRENT SCHOOL	<u>am arrival time</u>	<u>Start Time</u>	<u>End Time</u>	<u>pm depart time</u>	<u>Length of Day</u>
BHS	7:10	7:33	2:09	2:20	6hours 36min
CEDAR	7:30	7:35	2:05	2:10	6hours 30min
METCALF	7:22	7:37	2:16	2:24	6hours 39min
NICOLLET	7:27	7:43	2:20	2:28	6hours 37min
ER	8:10	8:25	3:00	3:07	6hours 35min
TOTAL FIRST TIER					
WBRN	8:15	8:30	2:55	3:02	6hours 25min
GIDEON PND	8:15	8:30	2:55	3:02	6hours 25min
NEIL	8:15	8:30	2:55	3:02	6hours 25min
RAHN	8:10	8:30	2:55	3:02	6hours 25min
SIOUX TRL	8:15	8:30	2:55	3:02	6hours 25min
TOTAL SECOND TIER					
HB	9:00	9:15	3:40	3:47	6hours 25min
HIDDEN V	9:00	9:15	3:40	3:47	6hours 25min
MW SAVAGE	9:00	9:15	3:40	3:47	6hours 25min
SKY OAKS	9:00	9:15	3:40	3:47	6hours 25min
VISTA VIEW	9:00	9:15	3:40	3:47	6hours 25min
TOTAL THIRD TIER					

Option A

School Start Time Options

OPTION A

Two-tier. 7:48 BHS start, with all middle schools. All elementaries aligned later at their current start time.

Middle school length of day extended to 7 hours. Middle school students have 20 minute wait in PM departure.

Could easily extend elementary length of days moving to an early start time in AM.

SCHOOL	<u>am arrival time</u>	<u>Start Time</u>	<u>End Time</u>	<u>pm depart time</u>	<u>Length of Day</u>
METCALF	7:10	7:35	2:35	2:55	7hours 0min
NICOLLET	7:10	7:35	2:35	2:55	7hours 0min
ER	7:10	7:35	2:35	2:55	7hours 0min
BHS/CEDAR	7:30	7:48	2:24	2:34	6hours 36min
TOTAL FIRST TIER					
WBRN	9:15	9:30	3:55	4:02	6hours 25min
GIDEON PND	9:15	9:30	3:55	4:02	6hours 25min
NEIL	9:15	9:30	3:55	4:02	6hours 25min
RAHN	9:15	9:30	3:55	4:02	6hours 25min
SOUIX TRL	9:15	9:30	3:55	4:02	6hours 25min
HB	9:15	9:30	3:55	4:02	6hours 25min
HIDDEN V	9:15	9:30	3:55	4:02	6hours 25min
MW SAVAGE	9:15	9:30	3:55	4:02	6hours 25min
SKY OAKS	9:15	9:30	3:55	4:02	6hours 25min
VISTA VIEW	9:15	9:30	3:55	4:02	6hours 25min
TOTAL SECOND TIER					

Option B

School Start Time Options

OPTION B

Two-tier. BHS 3:20 dismissal, with all middle schools. All elementaries aligned early. Middle school Length of day extended to 7 hours. BHS school length of day extended to 6 hours 46 minutes, could go to 7 hours. Could easily extend elementary length of days moving to a later end time in PM.

SCHOOL	<u>am arrival time</u>	<u>Start Time</u>	<u>End Time</u>	<u>pm depart time</u>	<u>Length of Day</u>
WBRN	7:15	7:30	1:55	2:02	6hours 25min
GIDEON PND	7:15	7:30	1:55	2:02	6hours 25min
NEIL	7:15	7:30	1:55	2:02	6hours 25min
RAHN	7:15	7:30	1:55	2:02	6hours 25min
SOUIX TRL	7:15	7:30	1:55	2:02	6hours 25min
HB	7:15	7:30	1:55	2:02	6hours 25min
HIDDEN V	7:15	7:30	1:55	2:02	6hours 25min
MW SAVAGE	7:15	7:30	1:55	2:02	6hours 25min
SKY OAKS	7:15	7:30	1:55	2:02	6hours 25min
VISTA VIEW	7:15	7:30	1:55	2:02	6hours 25min
TOTAL FIRST TIER					
BHS/CEDAR	8:05	8:34	3:20	3:30	6hours 46min
METCALF	8:25	8:40	3:40	3:50	7hours 0min
NICOLLET	8:25	8:40	3:40	3:50	7hours 0min
ER	8:25	8:40	3:40	3:50	7hours 0min
TOTAL SECOND TIER					

Staff Feedback

- A survey solicited staff input December 3-10
- Survey was not a vote for preference
- An FAQ was shared the morning of December 10 based on comments and questions raised in survey responses
- Administrative team will identify themes and areas to address for each option based on feedback

Parent feedback

- Survey for parent feedback opened today through Dec. 23
- Administrative team will identify themes and areas to address for each option based on feedback

Next Steps

- Administrative team will consider survey feedback
 - Adjust current options and/or
 - Make recommendation to Board of Education

Questions or For More Information

Communications Department

Ruth Dunn, Director of Communications

(952) 707-2020

rdunn@isd191.org

One91

Thank You





Agenda Item III.F.
December 17, 2015

TO: Members, Board of Education
Dr. Joe Gothard, Superintendent

FROM: Lisa Rider, Executive Director of Business Services

DATE: December 16, 2015

RE: Approve Contract with Inver Hills Community College for Post-Secondary Enrollment Options (PSEO)

Recommendation: That the Board of Education approves an income contract with State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities on behalf of Inver Hills Community College for Post-Secondary Enrollment Options (PSEO).

This agreement will require us to pay invoices directly billed by Inver Hills Community College at the rate of \$225 per credit hour. This process will result in a greater amount of revenue being retained by the college as well as ISD 191 through the funds allocation with the Contract with College process versus the traditional PSEO process.

We would be looking to implement this agreement effective for the second semester of the 2015-2016 school year.

Attachment: State of Minnesota Inver Hills Community College
Minnesota State Colleges and Universities Income Contract

F.Y.	Cost Center	Obj. Code	Amount	Vendor #	P.O. #

STATE OF MINNESOTA

Inver Hills Community College

MINNESOTA STATE COLLEGES AND UNIVERSITIES

INCOME CONTRACT

This contract is by and between Independent School District 191 (hereinafter " SCHOOL DISTRICT") and the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Inver Hills Community College (hereinafter " MnSCU ").

WHEREAS, the SCHOOL DISTRICT has a need for a specific service; and

WHEREAS, MnSCU, is empowered to enter into income contracts pursuant to Minnesota Statutes, Chapter 136F;

NOW, THEREFORE, it is agreed:

1. DUTIES OF MnSCU. The MnSCU agrees to provide the following:

Enter into this agreement for services to be provided under contract with SCHOOL DISTRICT.

- Communicate eligibility requirements.
- Provide course and other services at the same level as provided to general MnSCU students.
- Provide textbooks and other required course materials.
- Award MnSCU credit to students upon successful completion of courses.
- Provide course grades/transcripts to the SCHOOL DISTRICT at the conclusion of each semester
- Bear initial legal fees and other expenses associated with the drafting of this agreement.

In Addition

- Create invoices for the SCHOOL DISCTRICT for credits being taken by SCHOOL DISTRICT students.

2. DUTIES OF SCHOOL DISTRICT: The SCHOOL agrees to provide the following:

Entering into this agreement for Post-Secondary Enrollment Option (PSEO) services to be directly contracted with MnSCU.

- Assume travel reimbursement costs for eligible low income students
- Complete the Post-Secondary Enrollment Options Program Notice of Registration Form (ED01763-15) for each student participating in this program.

- Authorize enrollment/course selection for eligible high school students at MnSCU. Eligible students are the same students defined as eligible for the Post-Secondary Enrollment Options program in the following three authorities: (A) Minnesota Statutes 124D.09 (B) Inver Hills Community College Policy, and (C) Minnesota State College and University policy.

In addition:

- Communicate to students that textbooks are the property of MnSCU and must be returned at the end of each semester. Textbooks are not returned will result in a hold preventing the student from registering in the future terms.
- Communicate application deadlines with students. Students need to apply by July 1 for Fall Semester and December 31 for Spring Semester.
- Students are not eligible to take courses with course fees greater than or equal to \$85.00.
- Communicate how to arrange educational accommodations. MnSCU retains authority to determine whether a request for an educational accommodation is appropriate for classes taken for MnSCU credit.
- Pay MnSCU for all registered credits as of midnight the 15th business day of each semester.
- MnSCU cannot control/limit the number of credits a student registers for and thus the total amount is the districts responsibility.

3. CONSIDERATION AND TERMS OF PAYMENT.

- a. Consideration for all services performed and goods or materials supplied by MnSCU pursuant to this contract shall be paid by the SCHOOL DISTRICT as follows:

The school district will be billed by MnSCU at the rate of \$225 per credit hour per student. As of the drafting of this agreement, \$225 represents the same rate as standard MnSCU tuition and fees and a per credit charge for textbook rental. These rates may change in the future contracts.

- b. Terms of Payment. Payment shall be made by the SCHOOL DISTRICT as follows:

Invoices will be sent to the SCHOOL DISTRICT by October 1 for Fall enrollment and April 1 for Spring enrollment.

Payments to MnSCU for tuition/fees/textbook charges will be made by the SCHOOL DISTRICT by December 1 for Fall Semester and June 1 for Spring Semester.

4. TERM OF CONTRACT. This contract shall be effective on December 17, 2015, **or upon the date that the final required signature is obtained by MnSCU**, whichever occurs later, and shall remain in effect until June 30, 2016, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.
5. CANCELLATION. This contract may be canceled by the SCHOOL DISTRICT or MnSCU at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the MnSCU shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed
6. AUTHORIZED REPRESENTATIVES.
- a. The MnSCU Authorized Representative for the purposes of administration of this contract is:

Name: Sue Dion
Title: Associate Dean
Address: 2500 80th Street E IGH MN 55076
Telephone: 651/450-3568
E-Mail: sdion@inverhills.edu
Fax:

- b. SCHOOL DISTRICT 'S Authorized Representative for the purposes of administration of this contract is:

Name: Lisa Rider
Title: Executive Director of Business Services
Address: 100 River Ridge Court, Burnsville, MN 55337
Telephone: 952-707-2050
E-Mail: lrider@isd191.org
Fax: 952-707-2096

Each authorized representative shall have final authority for acceptance of services of the other party and shall have responsibility to ensure that all payments due to the other party are paid pursuant to the terms of this contract.

7. ASSIGNMENT. Neither the SCHOOL DISTRICT nor MnSCU shall assign or transfer any rights or obligations under this contract without the prior written approval of the other party.
8. LIABILITY. Each party shall be responsible for its own acts and behaviors and the results thereof. The MnSCU's liability is governed by the Minnesota Tort Claims, Act, Minn. Stat. §3.736, and other applicable laws.
9. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). The SCHOOL DISTRICT is responsible for complying with the Americans with Disabilities Act, 42 U. S. C. 12101, et. seq. and regulations promulgated pursuant to it. MnSCU IS NOT responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.
10. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.
11. GOVERNMENT DATA PRACTICES ACT. The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this contract. The SCHOOL DISTRICT and MnSCU must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by MnSCU in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the SCHOOL DISTRICT in accordance with this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the SCHOOL DISTRICT or MnSCU.

In the event the SCHOOL DISTRICT receives a request to release the data referred to in this clause, the SCHOOL DISTRICT must immediately notify MnSCU. MnSCU will give the SCHOOL DISTRICT instructions concerning the release of the data to the requesting party before the data is released.

12. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be located only in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. STATE AUDITS. The books, records, documents, and accounting procedures and practices of the SCHOOL DISTRICT relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor.
14. OTHER PROVISIONS. (Attach additional page(s) if necessary): “NONE”

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. MINNESOTA STATE COLLEGES AND UNIVERSITIES

Inver Hills Community College

By (authorized signature)
Title
Date

2. SCHOOL DISTRICT:
SCHOOL DISTRICT certifies that the appropriate person(s) have executed the contract on behalf of PURCHASER as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title
Date

By (authorized signature)
Title
Date

3. AS TO FORM AND EXECUTION:

By (authorized college/university/system office initiating agreement)
Title
Date