

BOARD AGENDA

INDEPENDENT SCHOOL DISTRICT 191

Burnsville High School Senior Campus
Diamondhead Education Center
Regular Meeting
April 28, 2016
6:30 PM

(6:00 PM Superintendent Listening Session with Dr. Joe Gothard, Superintendent and Lisa Rider, Executive Director of Business Services)

I. Call to Order

- A. Welcome Public
- B. Pledge of Allegiance
- C. Public Recognition
 - 1. One91 Spirit of Excellence Award
Presenter: Dr. Joe Gothard, Superintendent
 - 2. Burnsville High School Student Successes

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 Meeting Minutes 3
- 2. Approve Personnel Recommendations 6
- 3. Adopt a Resolution to Accept Donations 7
- 4. Payroll, Expenditures, Receipts, and Investments 10
- 5. Budget Analysis 55
- 6. Approve Change Orders #058, #092, #110, #111, #112, #113, #114, #115 and #116 for the 2015 Additions and Alterations to Burnsville High School 62
- 7. Approve Change Order #02 and #03 for the 2016 Alterations to Nicollet Junior High, Edward Neill, Sky Oaks and Harriet Bishop Elementary schools 85

III. New Business

- A. Report on School Improvement Plan Process 91
Presenter: Dave Watkins, Dr. Elizabeth Vaught and Kristine Black
- B. Report on Burnsville Youth Collaborative 112
Presenter: Tom Umhoefer, Director of Community Education
- C. Adopt a Resolution to Proclaim the Year of 2016 as Burnsville Lions Club's 50th Anniversary 125
Presenter: Dan Luth, Chair
- D. Approve the 2016-17 Early Childhood Special Education Birth-to-Three Program and Evaluation Team Calendar 126

| | |
|--|-----|
| Presenter: Stephanie Corbey, Executive Director of Individualized Student Services | |
| E. Adopt a Resolution Relating to the Termination of Teaching Contracts for Named Long-Term Substitute Teachers Effective at the Close of the 2015-2016 School Year | 128 |
| Presenter: Stacey Sovine, Executive Director of Human Resources | |
| F. Adopt a Resolution Relating to the Termination and Nonrenewal of that Portion of Teaching Contracts in Excess of 1.0 and/or Beyond Contractual Rights at the Conclusion of the 2015-2016 School Year | 130 |
| Presenter: Stacey Sovine, Executive Director of Human Resources | |
| G. Proposed Discharge of Teacher under Minnesota Statutes Section 122A.40 | 132 |
| Presenter: Stacey Sovine, Executive Director of Human Resources | |
| H. Approve, on a First Reading Basis, Board Policies 720: <i>Vending Machines</i> (rescind DFF & DFF-R), 208: <i>Development, Adoption, and Implementation of Policies</i> , 410: <i>Family Medical Leave Policy</i> , 414: <i>Mandated Reporting of Child Neglect or Physical or Sexual Abuse</i> , 415: <i>Mandated Reporting of Maltreatment of Vulnerable Adults</i> and 514: <i>Bullying Prohibition Policy</i> | 133 |
| Presenter: Dr. Joe Gothard, Superintendent | |
| IV. Committee Reports | 176 |
| V. Report on April 14, 2016 Board Listening Session | 177 |
| Presenter: Abigail Alt, Vice Chair | |
| VI. Adjourn to a Closed Session as Permitted by Minnesota State Statute §13D.03 to Discuss ISD 191's Labor Negotiations Strategy | |
| Presenter: Stacey Sovine, Executive Director of Human Resources | |

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 April 14, 2016

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

Call to Order

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

Attendance

Alt welcomed the audience and asked Hill to lead the Pledge of Allegiance.

Pledge of Allegiance

Public recognition was given to Bowls for BrainPower and the Inclusive Education Award recipient and nominees.

Public Recognition

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

Agenda

Moved by Currier, seconded by Alt, to approve the consent agenda:

Consent Agenda

- Approve minutes of the March 24, 2016 regular school board meeting.
- Approve personnel recommendations for K. Hall, M. Madson, R Malsom, S. O'Malia, S. Reid, A. Tofte, L. Lange, M. McLaughlin, H. Abdirahman, J. Kiehn, A. Wolpers, B. Becker, L. Brown, N. Ryan, K. Cleveland, R. Boehm, D. Reck, M. Smith-Dennis and E. Shreeve.
- Adopt a resolution to approve and accept donations.
- Approve, on a second reading basis, Board Policies 409: *Employee Publications, Instructional Materials, Inventions, and Creations* with edits (rescind GCQB); 606: *Instructional Resources* (rescind IIAA, IIAC, KLB, KLBA); 705: *Investments* (rescind DG); 707: *Transportation of Students*; 708: *Transportation of Nonpublic Students*; 710: *Extracurricular Transportation*; 711: *Video Recording on School Buses*; 712: *Video Surveillance Other than on Buses*; 713: *Student Activity Accounting*; 715: *Purchasing and Bid Equipment*; and 805: *Waste Reduction and Recycling* (rescind ECR and ECR-R).
- Approve the final field trip request for Eagle Ridge Junior High School ninth grade students to travel to England June 13-24, 2016.
- Approve change order #001 for the 2016 Additions and Alterations to Metcalf Junior High, William Byrne Elementary and Rahn Elementary schools.
- Approve change order #01 for the 2016 Alterations to Nicollet Junior High, Edward Neill, Sky Oaks and Harriet Bishop Elementary schools.
- Approve change orders #078, #079, #080, #082, #086, #087, #088, #091, #093, #094, #097, #098, #099, #100, #101, #102, #103, #104, #105 #106, #107 and #108 for the 2015 Additions and Alterations to

Minutes
 Human Resources

Donations
 Policies

Extended Field
 Trip to England
 Change Orders

Burnsville High School.
Motion carried unanimously (7, 0).

Received a report on #BurnsvilleStrong from Burnsville High School students.

#BurnsvilleStrong

Moved by Hill, seconded by Mackall, to approve The Hartford as the provider for LTD and Life insurance and the FY17 premiums and rates for employee benefits. Motion carried unanimously after discussion (7, 0).

LTD, Life Insurance and Premium Rates

Moved by Currier, seconded by Schmid, to approve the revisions and readopt the unchanged language in the 2015-2017 Master Agreements with the Information Technology Specialists. Motion carried unanimously after discussion (7, 0).

Information Technology Specialists

Received verbal reports from Student Representative Abegaz, Superintendent Gothard and Board Members Currier, Alt, and Luth.

Reports

Moved by Alt, seconded by Currier, to adjourn at 7:27 p.m.

Adjourn

April 28, 2016

Jim Schmid, clerk

Date Approved

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
April 18, 2016

The retreat of the Board of Education was called to order by Chair Luth at 5:00 p.m. at the ISD 191 Administrative Services Center, 100 River Ridge Court, Burnsville, MN, 55337.

Call to Order

Members present: Directors VandenBoom, Alt, Currier, Schmid, Mackall, Hill and Chair Luth.

Attendance

J. Gothard, C. Amoroso, R. Dunn, L. Rider, S. Sovine, S. Stanley, D. Lindsey, B. Nicol and P. Leatherman were also present.

The purpose of the retreat was the Strategic Roadmap Scorecard/CPSS (Culturally Proficient School System) and 2016-17 planning.

Purpose

The retreat adjourned at 9:15 p.m.

Adjourn

April 28, 2016

Jim Schmid, clerk

Date Approved

**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: April 28, 2016

RE: Recommended Personnel Changes

Certified

Resignation

Sacia Williams *Teacher, ST, effective 6/10/16

Retirement

Charlene Ostendorf *Teacher, WB, after 23 years in the District, effective 6/10/16

Classified

Appointment

Michelle Jacobs *New-Burnsville Promise Coordinator, 6 hrs/day, ASC, effective 5/9/16

Pamela Lundberg-Schmidt -Replacement Custodian Level I, 8hrs/day, NJH, effective 5/2/16

Evan Moore *Replacement-AVID Tutor, NJH, effective 2015/2016 school year

Resignation

Jenny Campos *AVID Tutor, District-Wide, effective 5/13/16

Tunhi Nguyen *EA Level II, HB, effective 4/22/16

Sandra Sanderson -Food Service Associate, ER, effective 6/10/16

Coaches/Co-Curricular Appointment

Brandon Jacobson *Replacement-Assistant Lacrosse Coach, BHS, effective Spring Season



**Agenda II.B.3
April 28, 2016**

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

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

Date: April 21, 2016

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 April 28, 2016.

Jim Schmid

Clerk – Board of Education

| Date | Donor | Recipient | Terms | Donation |
|-------------|---|---------------------------------|---|---|
| 4/7/2016 | Dianne Priebe Brunsvold | ISD 191 | Bowls for BrainPower | \$100.00 |
| 4/7/2016 | Sheryl and Mike Burkhardt | ISD 191 | BrainPower in a Backpack | \$50.00 |
| 4/8/2016 | Wells Fargo Matching Gift Program | Harriet Bishop Elementary | To help support our students and staff | \$150.00 |
| 4/6/2016 | Whole Kids Foundation | The Giving Garden at BHS | Grant for the Giving Garden | \$2,000 |
| 4/7/2016 | William Byrne Elementary School | ISD 191 | BrainPower in a Backpack | \$68.83 and many boxes of donated food |
| 4/15/2016 | Wings Financial Credit Union | Harriet Bishop Elementary | To be used for the HB Service Club | \$150.00 |
| 4/15/2016 | Youth Service America | Harriet Bishop Elementary | To be used for the HB Service Club | \$400.00 |
| 4/15/2016 | Rotary of Savage | Harriet Bishop Elementary | To be used for the HB Service Club | \$200.00 |
| 3/22/2016 | Macy's and Lions Club | Gideon Pond Elementary | Reading is Fundamental Program | Books |
| 4/11/2016 | Wells Fargo Matching Gift Program | Hidden Valley Elementary | To be used towards school beautification/playground fund | \$70.00 |
| 4/14/2016 | Bowls for BrainPower Fundraiser | ISD 191 | BrainPower in a Backpack | \$16,303.00 |
| 4/19/2016 | Greater Twin Cities United Way | Burnsville High School | Funding to support the implementation of a makerspace in the school library or other academic space. The makerspace will be an opportunity to expose students to the educational opportunities in their own school. Similar to the way the Pathways are reshaping education and equipping students with hands-on experience that bring learning to life, makerspaces are revolutionizing the teaching and learning experience. They are also | \$5,000.00 |

| | | | | |
|-----------|--------------------------------------|------------------------|---|---|
| | | | redefining the shape and function learning opportunities in and out of school. | |
| 4/19/2016 | Greater Twin Cities United Way | Burnsville High School | Funding to support the implementation of a makerspace in the school library or other academic space. The makerspace will be an opportunity to expose students to the educational opportunities in their own school. Similar to the way the Pathways are reshaping education and equipping students with hands-on experience that bring learning to life, makerspaces are revolutionizing the teaching and learning experience. They are also redefining the shape and function learning opportunities in and out of school. | \$5,000.00 |
| 4/18/2016 | Mendell, Inc Precision Manufacturing | Burnsville High School | To support instruction in the Fab Lab, including subtractive manufacturing processes that use power-driven machine tools such as lathes, saws, milling machines, and drill presses, which have sharp cutting tools to physically remove material in the form of chips. Machining is required when tight tolerances and finishes are required to achieve the desired geometry. The movement and operations of machining equipment today are computer numerically controlled (CNC). Some examples of machining techniques include drilling, turning, grinding, and milling. | 3,000 lbs of raw stock made from aluminum, brass, plastics, titanium, and tool steels (value \$9,000) |
| 4/18/2016 | Walmart | Sky Oaks Elementary | For 2016-2017 Sky Oaks students | 3 boxes of new hats, gloves, mittens, scarves |

Total monetary contributions to accept: **\$29,423.00**



**Agenda II.B.4
April 28, 2016**

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

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

DATE: April 20, 2016

RE: March Payroll, Claims and Receipts

RECOMMENDATION: That the Board approves March payroll checks numbered 718420-718440, and Direct Deposit notices numbered 602700-605700, in the net amount of \$4,457,249.88. Mar & Apr claims to date represented by checks numbered 445477-445983, 154-156, 1015256-1015514, and 101353-101395 and wire transfers and adjustments totaling \$11,476,496.43. Also, that the Board accepts Mar receipts of \$13,217,059.98 and investments for the General Fund, 2012A Alt Facilities, 2015A School Building Bonds and OPEB of \$89,842,054.69 as of March 31, 2016.

March 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
March 2016**

Cash Receipts

| | |
|---------------------------|-----------------|
| Receipts | \$13,217,059.98 |
| Miscellaneous Adjustments | |

TOTAL MARCH CASH RECEIVED

13,217,059.98

CASH DISBURSEMENTS

Mar

| | | |
|------------------------|---------------|----------------|
| Regular Payroll Checks | 718420-718440 | \$4,457,249.88 |
| Direct Deposit Notices | 602700-605700 | |

| | |
|-----------------------------------|----------------|
| Feb Payables previously approved: | \$235,422.97 |
| Mar Claims previously approved: | \$1,173,808.40 |

| | | |
|-------------|-----------------|----------------|
| Mar Claims: | 445477-445691 | \$2,675,156.64 |
| | 154-156 | |
| | 1015256-1015399 | |
| | 101353-101371 | |

| | |
|---------------------------|-------------------|
| Mar Wire Transfers | \$5,532,632.15 |
| Miscellaneous Adjustments | <u>\$7,456.07</u> |

TOTAL MAR CASH DISBURSED

14,081,726.11

TOTAL EXPENSES TO BE APPROVED

| | |
|---------------------------------|-----------------|
| Mar Cash Disbursed | \$14,081,726.11 |
| Less: Items Previously Approved | -\$1,409,231.37 |

| | |
|--------------------|--------------|
| Plus: Mar Payables | \$241,750.62 |
| Checks | |

| | |
|-------------|----------------|
| Apr Claims: | \$3,019,500.95 |
| Checks | |

TOTAL TO BE APPROVED

15,933,746.31

| | <u>Money Market</u> | <u>(Original Cost) Investments</u> | <u>Total 3/31/2016</u> |
|--|-----------------------|--|------------------------|
| GENERAL FUND | \$1,253,157.15 | \$20,582,632.80 | \$21,835,789.95 |
| OPEB | \$27,994.93 | \$9,831,562.00 | \$9,859,556.93 |
| OPEB EQUITY INV THROUGH JANUARY 31, 2016 | \$69,856.97 | \$4,189,859.90 | \$4,259,716.87 |
| 2015A SCHOOL BUILDING BONDS | \$3,181,837.54 | \$46,321,150.01 | \$49,502,987.55 |
| 2012A ALT FACILITIES | \$3,783,168.63 | \$0.00 | \$3,783,168.63 |
| ALT FACILITY FUND | \$600,834.76 | \$0.00 | \$600,834.76 |
| | <u>\$8,916,849.98</u> | <u>\$80,925,204.71</u> | <u>\$89,842,054.69</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: 03/31/16

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

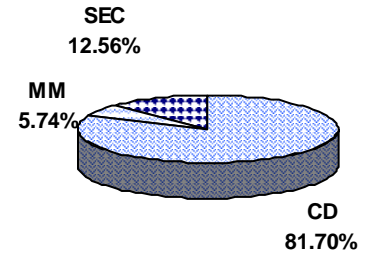
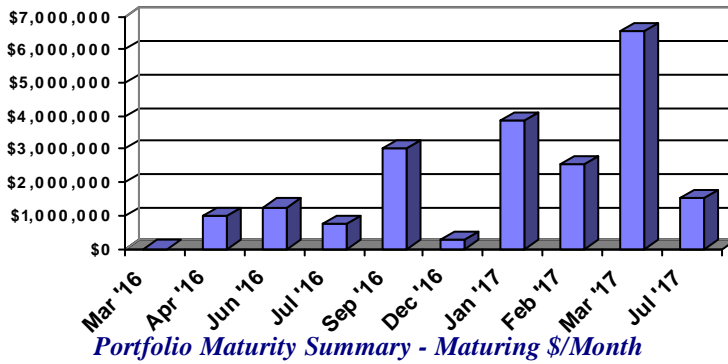
| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|--------|-----|----------|----------|---|-------------------|----------------|-------|
| MM | | | | | Investment Shares Portfolio | \$1,253,157.15 | \$1,253,157.15 | |
| CD | 208545 | 1 | 04/02/15 | 04/01/16 | STATE BANK OF INDIA (NY) | \$249,952.09 | \$249,300.00 | 0.262 |
| CD | 208546 | 1 | 04/02/15 | 04/01/16 | BANCO POPULAR NORTH AMERICA | \$82,505.75 | \$82,300.00 | 0.250 |
| CD | 208547 | 1 | 04/02/15 | 04/01/16 | BANCO POPULAR NORTH AMERICA | \$84,210.00 | \$84,000.00 | 0.250 |
| CD | 208548 | 1 | 04/02/15 | 04/01/16 | BANCO POPULAR NORTH AMERICA | \$83,207.50 | \$83,000.00 | 0.250 |
| SEC | 34466 | 1 | 04/09/15 | 04/06/16 | Bank Of India Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.351 |
| SEC | 34467 | 1 | 04/16/15 | 04/15/16 | Synovus Bank Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.250 |
| CD | 210440 | 1 | 06/03/15 | 06/02/16 | COMMUNITY CAPITAL BANK OF VIRGINIA | \$249,951.11 | \$249,300.00 | 0.261 |
| CD | 210441 | 1 | 06/03/15 | 06/02/16 | MRV BANKS | \$249,902.84 | \$249,300.00 | 0.242 |
| CD | 210442 | 1 | 06/03/15 | 06/02/16 | ROYAL BUSINESS BANK / TOMATOBANK NA | \$249,446.88 | \$248,800.00 | 0.260 |
| CD | 210443 | 1 | 06/03/15 | 06/02/16 | WESTERN ALLIANCE BANK / TORREY PINES BANK | \$249,946.37 | \$249,200.00 | 0.300 |
| CD | 210444 | 1 | 06/03/15 | 06/02/16 | HIAWATHA BANK AND TRUST COMPANY | \$249,927.34 | \$249,200.00 | 0.292 |
| CD | 208542 | 1 | 04/02/15 | 07/26/16 | METROPOLITAN COMMERCIAL BANK | \$249,959.80 | \$249,000.00 | 0.293 |
| CD | 208543 | 1 | 04/02/15 | 07/26/16 | ROCKFORD B&TC | \$249,959.80 | \$249,000.00 | 0.293 |
| CD | 208544 | 1 | 04/02/15 | 07/26/16 | GREAT MIDWEST BANK | \$249,946.44 | \$249,300.00 | 0.197 |
| CD | 215193 | 1 | 09/04/15 | 09/02/16 | PENTAGON FEDERAL CREDIT UNION (183 day and out) | \$2,760,666.39 | \$2,750,000.00 | 0.390 |
| SEC | 36017 | 1 | 09/15/15 | 09/15/16 | Everbank Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.450 |
| SEC | 34831 | 1 | 06/12/15 | 12/12/16 | Berkshire Bank Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.517 |
| CD | 220225 | 1 | 02/11/16 | 01/26/17 | MAINSTREET BANK | \$249,929.19 | \$248,400.00 | 0.642 |
| CD | 220226 | 1 | 02/11/16 | 01/26/17 | BREMER BANK, NA | \$249,943.31 | \$248,400.00 | 0.648 |
| CD | 220227 | 1 | 02/11/16 | 01/26/17 | NOA BANK | \$249,988.64 | \$248,700.00 | 0.540 |
| CD | 220248 | 1 | 02/12/16 | 01/26/17 | BOFI FEDERAL BANK | \$3,120,232.59 | \$3,104,500.00 | 0.530 |
| CD | 220214 | 1 | 02/11/16 | 02/13/17 | MODERN BANK, NATIONAL ASSOCIATION | \$139,800.10 | \$138,765.00 | 0.740 |
| CD | 220215 | 1 | 02/11/16 | 02/13/17 | ERICSON STATE BANK | \$249,926.60 | \$248,200.00 | 0.690 |
| CD | 220216 | 1 | 02/11/16 | 02/13/17 | AFFILIATED BANK | \$249,926.60 | \$248,200.00 | 0.690 |
| CD | 220217 | 1 | 02/11/16 | 02/13/17 | COMMUNITY STATE BANK - OK | \$249,945.36 | \$248,200.00 | 0.697 |
| CD | 220218 | 1 | 02/11/16 | 02/13/17 | SAVOY BANK | \$249,902.43 | \$248,300.00 | 0.640 |
| CD | 220219 | 1 | 02/11/16 | 02/13/17 | CRESTMARK BANK | \$249,902.43 | \$248,300.00 | 0.640 |
| CD | 220220 | 1 | 02/11/16 | 02/13/17 | NEWBANK, NA | \$249,902.43 | \$248,300.00 | 0.640 |
| CD | 220221 | 1 | 02/11/16 | 02/13/17 | TALMER BANK AND TRUST | \$249,960.14 | \$248,200.00 | 0.703 |
| CD | 220222 | 1 | 02/11/16 | 02/13/17 | FLAGLER BANK | \$127,703.13 | \$126,935.00 | 0.600 |
| CD | 220223 | 1 | 02/11/16 | 02/13/17 | TWO RIVERS BANK & TRUST | \$249,903.03 | \$248,300.00 | 0.640 |
| CD | 220224 | 1 | 02/11/16 | 02/13/17 | CENTRUE BANK | \$249,921.80 | \$248,300.00 | 0.648 |
| SEC | 36016 | 1 | 09/10/15 | 03/10/17 | Capital One Bank (usa), National Association Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.718 |
| CD | 221437 | 1 | 03/01/16 | 03/13/17 | CENTRAL BANK | \$249,950.14 | \$248,300.00 | 0.640 |
| CD | 221438 | 1 | 03/01/16 | 03/13/17 | ABC BANK / AUSTIN BANK OF CHICAGO | \$249,985.42 | \$248,300.00 | 0.657 |
| CD | 221439 | 1 | 03/01/16 | 03/13/17 | BANK OF THE WEST | \$249,969.70 | \$248,400.00 | 0.612 |
| CD | 221519 | 1 | 03/02/16 | 03/13/17 | TALMER BANK AND TRUST - C | \$1,764,997.36 | \$1,755,000.00 | 0.553 |
| CD | 215192 | 1 | 09/04/15 | 03/28/17 | PENTAGON FEDERAL CREDIT UNION (183 day and out) | \$3,779,332.19 | \$3,750,000.00 | 0.500 |
| SEC | 36587 | 1 | 11/24/15 | 07/14/17 | Federal Home Loan Mortgage Corporation Note | \$1,500,000.00 | \$1,499,932.80 | 0.753 |

| 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 --> | \$21,934,862.05 | \$21,835,789.95 |

Time and Dollar Weighted Portfolio Yield: 0.564 %

Weighted Average Portfolio Maturity: 259.89 Days

MM: 5.74%
CD's: 81.71%
CP: 0.00%
SEC: 12.55%



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 03/31/16

PMA Financial Network, Inc.

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

BURNSVILLE ISD 191 / 2009 OPEB TRUST

3596

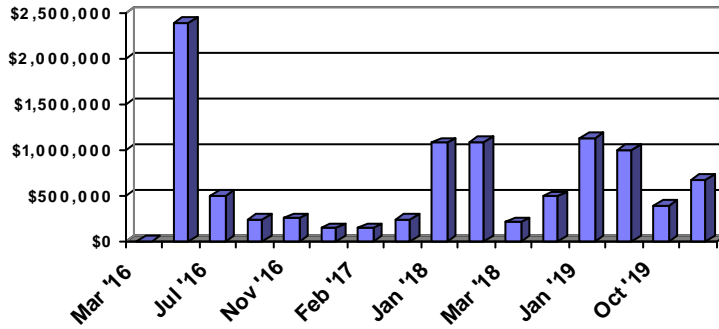
| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|--------|-----|----------|----------|--|-------------------|----------------|-------|
| MM | | | | | Investment Shares Portfolio | \$27,994.93 | \$27,994.93 | |
| CD | 186939 | 1 | 06/21/13 | 06/21/16 | FIFTH THIRD BANK | \$155,206.99 | \$152,000.00 | 0.703 |
| CD | 187204 | 1 | 06/27/13 | 06/27/16 | FIFTH THIRD BANK | \$92,008.39 | \$90,000.00 | 0.743 |
| SEC | 29761 | 1 | 06/28/13 | 06/28/16 | BMW Bank Of North America Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.753 |
| CD | 208035 | 1 | 03/24/15 | 06/30/16 | CFG COMMUNITY BANK | \$249,921.56 | \$248,500.00 | 0.450 |
| CD | 208036 | 1 | 03/24/15 | 06/30/16 | IDB BANK- NY | \$100,497.94 | \$100,000.00 | 0.392 |
| CD | 208037 | 1 | 03/24/15 | 06/30/16 | GBC INTERNATIONAL BANK | \$203,045.66 | \$202,500.00 | 0.212 |
| CD | 217111 | 1 | 10/15/15 | 06/30/16 | MODERN BANK, NATIONAL ASSOCIATION | \$110,196.19 | \$110,000.00 | 0.251 |
| CD | 219475 | 1 | 01/25/16 | 06/30/16 | FARMERS STATE BANK WATERLOO | \$249,920.62 | \$249,500.00 | 0.392 |
| CD | 219476 | 1 | 01/25/16 | 06/30/16 | EDGAR COUNTY B&TC | \$230,847.02 | \$230,500.00 | 0.350 |
| CD | 220577 | 1 | 02/19/16 | 06/30/16 | ENTERPRISE BANK & TRUST | \$249,979.57 | \$249,600.00 | 0.421 |
| CD | 220578 | 1 | 02/19/16 | 06/30/16 | FIRST NATIONAL BANK / THE FIRST, NA | \$249,979.55 | \$249,600.00 | 0.420 |
| SEC | 34379 | 1 | 03/30/15 | 06/30/16 | Safra National Bank Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.360 |
| CD | 187467 | 1 | 07/02/13 | 07/05/16 | FIRST CAPITAL BANK | \$249,919.20 | \$244,400.00 | 0.750 |
| CD | 187468 | 1 | 07/02/13 | 07/05/16 | 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 | 07/02/13 | 11/14/16 | DAKOTA COMMUNITY BANK | \$249,965.13 | \$244,200.00 | 0.700 |
| CD | 192889 | 1 | 01/13/14 | 01/13/17 | FAR EAST NATIONAL BANK | \$144,811.46 | \$140,800.00 | 0.949 |
| SEC | 23783 | 1 | 12/20/10 | 02/01/17 | Woodridge Illinois Taxable | \$150,000.00 | \$150,000.00 | 3.350 |
| SEC | 30736 | 1 | 09/25/13 | 09/25/17 | Cit Bank Certificate of Deposit | \$247,000.00 | \$247,000.00 | 1.508 |
| CD | 205079 | 1 | 01/08/15 | 01/08/18 | FIRST FREEDOM BANK | \$164,252.21 | \$159,400.00 | 1.012 |
| CD | 205080 | 1 | 01/08/15 | 01/08/18 | TRUSTONE FINANCIAL FEDERAL CREDIT UNION | \$249,684.73 | \$241,600.00 | 1.111 |
| CD | 205081 | 1 | 01/08/15 | 01/08/18 | HIBERNIA BANK | \$207,054.62 | \$201,000.00 | 1.003 |
| CD | 192888 | 1 | 01/13/14 | 01/16/18 | INDUSTRIAL & COMMERCIAL BANK OF CHINA | \$210,686.40 | \$200,000.00 | 1.332 |
| SEC | 33742 | 1 | 01/14/15 | 01/16/18 | Goldman Sachs Bank USA Certificate of Deposit | \$248,000.00 | \$248,000.00 | 1.404 |
| CD | 205817 | 1 | 02/03/15 | 02/05/18 | ADIRONDACK BANK | \$240,475.35 | \$234,000.00 | 0.921 |
| CD | 205818 | 1 | 02/03/15 | 02/05/18 | FIRST NB OF MCGREGOR | \$102,681.43 | \$100,000.00 | 0.891 |
| CD | 205819 | 1 | 02/03/15 | 02/05/18 | FIRST NATIONAL BANK | \$249,815.96 | \$243,000.00 | 0.932 |
| SEC | 33857 | 1 | 02/05/15 | 02/05/18 | Ally Bank Certificate of Deposit | \$248,000.00 | \$248,000.00 | 1.154 |
| CD | 182782 | 1 | 02/15/13 | 02/15/18 | PLAINS COMMERCE BANK | \$249,902.70 | \$236,400.00 | 1.142 |
| CD | 208034 | 1 | 03/24/15 | 03/26/18 | PEAPACK-GLADSTONE BANK | \$208,860.51 | \$203,000.00 | 0.960 |
| SEC | 30731 | 1 | 09/25/13 | 09/25/18 | Discover Bank Certificate of Deposit | \$247,000.00 | \$247,000.00 | 2.013 |
| SEC | 30738 | 1 | 09/25/13 | 09/25/18 | Compass Bank Certificate of Deposit | \$247,000.00 | \$247,000.00 | 1.962 |
| CD | 192886 | 1 | 01/13/14 | 01/14/19 | M.Y. SAFRA BANK | \$248,142.42 | \$228,500.00 | 1.717 |
| CD | 192887 | 1 | 01/13/14 | 01/14/19 | STEARNS BANK NA (N) | \$248,500.88 | \$230,700.00 | 1.542 |
| SEC | 28287 | 1 | 10/09/12 | 01/15/19 | Lakewood Township NJ Ref | \$630,000.00 | \$630,000.00 | 1.580 |
| SEC | 28397 | 1 | 11/15/12 | 08/15/19 | 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 | 12/01/19 | FAIRFIELD & UNION OH LOCAL SCH DIST | \$330,000.00 | \$294,162.00 | 1.620 |
| SEC | 28355 | 1 | 10/19/12 | 12/01/19 | 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 --> \$10,026,242.86 | \$9,859,556.93 | |

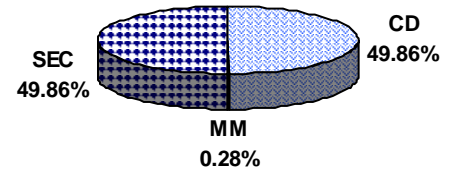
Time and Dollar Weighted Portfolio Yield: 1.459 %

Weighted Average Portfolio Maturity: 638.85 Days

MM: 0.28%
CD's: 51.06%
CP: 0.00%
SEC: 48.65%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 03/31/16

PMA Financial Network, Inc.

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

BURNSVILLE ISD 191 / 2015A BONDS

5762

| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|--------|-----|----------|----------|---|-------------------|-----------------|-------|
| MM | | | | | Investment Shares Portfolio | \$3,181,837.54 | \$3,181,837.54 | |
| SDA | | | | | Savings Deposit Account - CITIBANK (SDA) | \$1,450.01 | \$1,450.01 | |
| TS | 221380 | 1 | 03/01/16 | 04/04/16 | MN TRUST TERM SERIES | \$10,003,726.03 | \$10,000,000.00 | 0.400 |
| CD | 209399 | 1 | 05/12/15 | 05/11/16 | FIRST NATIONAL BANK OF PARK FALLS | \$249,263.58 | \$248,400.00 | 0.348 |
| SEC | 34641 | 1 | 05/14/15 | 05/12/16 | IOWA ST HGR EDU LOAN AUTH RANS-UNIV OF DUBUQUE | \$4,900,000.00 | \$4,900,000.00 | 0.550 |
| SEC | 34615 | 1 | 05/15/15 | 05/13/16 | First Niagara Bank Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.251 |
| CD | 209360 | 1 | 05/08/15 | 05/19/16 | FIELDPOINT PRIVATE BANK & TRUST | \$249,900.26 | \$249,000.00 | 0.351 |
| CD | 209361 | 1 | 05/08/15 | 05/19/16 | BANK OF CHINA | \$249,993.70 | \$249,200.00 | 0.308 |
| CD | 209362 | 1 | 05/08/15 | 05/19/16 | FARMERS & MERCHANTS UNION BANK | \$249,951.19 | \$249,200.00 | 0.292 |
| CD | 209363 | 1 | 05/08/15 | 05/19/16 | IDB BANK- NY | \$148,446.13 | \$148,000.00 | 0.292 |
| SEC | 34614 | 1 | 05/20/15 | 05/20/16 | Bankunited, NA Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.250 |
| SEC | 34616 | 1 | 05/20/15 | 05/20/16 | Investors Bank (mhc) Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.250 |
| SEC | 34617 | 1 | 05/13/15 | 06/01/16 | waukee ia csd | \$725,000.00 | \$725,000.00 | 0.350 |
| SEC | 34625 | 1 | 05/14/15 | 06/15/16 | UMATILLA SD 008R-A | \$330,000.00 | \$330,000.00 | 0.370 |
| CD | 209397 | 1 | 05/12/15 | 06/16/16 | OREGON COMMUNITY BANK & TRUST | \$249,334.69 | \$248,400.00 | 0.343 |
| CD | 209398 | 1 | 05/12/15 | 06/16/16 | ASIAN PACIFIC NATIONAL BANK | \$249,253.06 | \$248,300.00 | 0.349 |
| CD | 216903 | 1 | 10/06/15 | 06/16/16 | BRIDGEWATER BANK | \$1,001,427.54 | \$1,000,000.00 | 0.205 |
| CD | 209396 | 1 | 05/12/15 | 07/21/16 | SUMMIT BANK - OR | \$249,173.29 | \$248,100.00 | 0.363 |
| CD | 213963 | 1 | 08/12/15 | 07/21/16 | HomeBank of Arkansas | \$249,996.15 | \$249,400.00 | 0.254 |
| CD | 213964 | 1 | 08/12/15 | 07/21/16 | UNITY NATIONAL BANK OF HOUSTON | \$249,912.38 | \$249,300.00 | 0.261 |
| CD | 213965 | 1 | 08/12/15 | 07/21/16 | BANK OF THE OZARKS | \$249,995.95 | \$249,500.00 | 0.211 |
| CD | 213966 | 1 | 08/12/15 | 07/21/16 | CENTRAL BANK OF OKLAHOMA / ONB BANK AND TRUST COMPANY | \$249,995.52 | \$249,500.00 | 0.211 |
| CD | 213967 | 1 | 08/12/15 | 07/21/16 | PACIFIC WESTERN BANK | \$249,970.75 | \$249,500.00 | 0.200 |
| CD | 213968 | 1 | 08/12/15 | 07/21/16 | COMMUNITY WEST BANK | \$249,927.29 | \$249,500.00 | 0.182 |
| CD | 213969 | 1 | 08/12/15 | 07/21/16 | BANK 7 | \$249,942.32 | \$249,400.00 | 0.231 |
| CD | 213970 | 1 | 08/12/15 | 07/21/16 | FIRST GUARANTY BANK | \$249,982.27 | \$249,600.00 | 0.163 |
| CD | 216901 | 1 | 10/06/15 | 07/21/16 | SECURITY BANK & TRUST CO | \$100,197.14 | \$100,000.00 | 0.249 |
| CD | 216902 | 1 | 10/06/15 | 07/21/16 | BRIDGEWATER BANK | \$651,312.45 | \$650,000.00 | 0.255 |
| CD | 219409 | 1 | 01/22/16 | 07/21/16 | BOFI FEDERAL BANK | \$5,010,889.36 | \$5,000,000.00 | 0.440 |
| SEC | 34620 | 1 | 05/13/15 | 08/01/16 | Huntsville AL | \$150,000.00 | \$150,000.00 | 0.370 |
| CD | 213962 | 1 | 08/12/15 | 08/11/16 | PLAINSCAPITAL BANK | \$249,936.03 | \$249,300.00 | 0.255 |
| CD | 209381 | 1 | 05/12/15 | 08/18/16 | HIGHLAND BANK | \$1,004,437.22 | \$1,000,000.00 | 0.349 |
| CD | 212776 | 1 | 07/03/15 | 08/18/16 | FIRST HOME BANK | \$249,921.59 | \$249,100.00 | 0.293 |
| CD | 212777 | 1 | 07/03/15 | 08/18/16 | STRATFORD STATE BANK | \$249,915.94 | \$249,200.00 | 0.251 |
| CD | 213958 | 1 | 08/12/15 | 08/18/16 | ENERBANK USA | \$249,915.62 | \$249,000.00 | 0.361 |
| CD | 213959 | 1 | 08/12/15 | 08/18/16 | GRANDPOINT BANK | \$249,993.67 | \$249,100.00 | 0.345 |
| CD | 213960 | 1 | 08/12/15 | 08/18/16 | CITIZENS COMMUNITY BANK | \$249,976.51 | \$249,200.00 | 0.300 |
| CD | 213961 | 1 | 08/12/15 | 08/18/16 | PAN AMERICAN BANK | \$249,989.58 | \$249,200.00 | 0.306 |
| CD | 216897 | 1 | 10/06/15 | 08/18/16 | LANDMARK COMMUNITY BANK | \$249,930.51 | \$249,300.00 | 0.291 |
| CD | 216898 | 1 | 10/06/15 | 08/18/16 | BOFI FEDERAL BANK | \$249,955.48 | \$249,200.00 | 0.350 |
| CD | 216899 | 1 | 10/06/15 | 08/18/16 | AMERICAN INVESTORS BANK AND MORTGAGE | \$249,540.64 | \$249,000.00 | 0.250 |
| CD | 216900 | 1 | 10/06/15 | 08/18/16 | WOLVERINE BANK, FSB | \$249,952.31 | \$249,400.00 | 0.255 |
| CD | 219408 | 1 | 01/22/16 | 08/18/16 | BOFI FEDERAL BANK | \$5,012,574.96 | \$5,000,000.00 | 0.440 |
| CD | 220585 | 1 | 02/19/16 | 08/18/16 | SOUTHERN STATES BANK | \$249,719.41 | \$249,200.00 | 0.420 |

BURNSVILLE ISD 191 / 2015A BONDS

5762

| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|--------|-----|----------|----------|--|-------------------|----------------|-------|
| CD | 220586 | 1 | 02/19/16 | 08/18/16 | THE FARMERS BANK OF WILLARDS | \$249,719.92 | \$249,200.00 | 0.421 |
| CD | 220587 | 1 | 02/19/16 | 08/18/16 | CENTIER BANK | \$249,520.29 | \$249,000.00 | 0.421 |
| CD | 220588 | 1 | 02/19/16 | 08/18/16 | COMMERCE BANK, NA - MO - N | \$249,620.33 | \$249,100.00 | 0.421 |
| SEC | 35761 | 1 | 08/19/15 | 08/19/16 | Tcf National Bank - Dtc Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.350 |
| SEC | 35763 | 1 | 08/19/15 | 08/19/16 | Mizuho Bank (USA) Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.400 |
| SEC | 35759 | 1 | 08/25/15 | 08/25/16 | Bbcn Bank Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.400 |
| SEC | 34618 | 1 | 06/04/15 | 09/01/16 | LEAVENWORTH CNTY KS UNIF SCH DIST #458 | \$995,000.00 | \$995,000.00 | 0.540 |
| SEC | 34624 | 1 | 06/04/15 | 09/01/16 | GEARY CNTY KS UNIF SCH DIST #475 | \$555,000.00 | \$555,000.00 | 0.400 |
| SEC | 34628 | 1 | 06/01/15 | 09/01/16 | NORTH CENTRL WI TECH CLG DIST | \$1,540,000.00 | \$1,540,000.00 | 0.400 |
| CD | 209358 | 1 | 05/08/15 | 09/15/16 | GLOBAL BANK | \$249,986.60 | \$249,000.00 | 0.292 |
| CD | 209359 | 1 | 05/08/15 | 09/15/16 | MIDDLEFIELD BANKING COMPANY | \$249,918.22 | \$249,100.00 | 0.242 |
| CD | 209379 | 1 | 05/12/15 | 09/15/16 | HIGHLAND BANK | \$249,969.88 | \$248,300.00 | 0.499 |
| CD | 209380 | 1 | 05/12/15 | 09/15/16 | HIGHLAND BANK | \$755,742.08 | \$751,700.00 | 0.399 |
| CD | 220581 | 1 | 02/19/16 | 09/15/16 | ORRSTOWN BANK | \$249,399.71 | \$248,800.00 | 0.421 |
| CD | 220582 | 1 | 02/19/16 | 09/15/16 | PATRIOT BANK - OK | \$249,399.71 | \$248,800.00 | 0.421 |
| CD | 220583 | 1 | 02/19/16 | 09/15/16 | PRUDENTIAL SAVINGS BANK | \$249,599.75 | \$249,000.00 | 0.421 |
| CD | 220584 | 1 | 02/19/16 | 09/15/16 | SECURITY BANK | \$249,500.33 | \$248,900.00 | 0.421 |
| SEC | 34619 | 1 | 05/13/15 | 09/15/16 | MONROE CNTY PA | \$275,000.00 | \$275,000.00 | 0.460 |
| SEC | 34621 | 1 | 05/14/15 | 09/15/16 | BRISTOL TWP PA | \$500,000.00 | \$500,000.00 | 0.450 |
| CD | 209365 | 1 | 05/11/15 | 10/21/16 | BRIDGEWATER BANK | \$1,005,875.25 | \$1,000,000.00 | 0.406 |
| CD | 209357 | 1 | 05/08/15 | 11/17/16 | SONABANK | \$249,995.36 | \$248,100.00 | 0.499 |
| CD | 220579 | 1 | 02/19/16 | 11/17/16 | T BANK, NA | \$249,946.67 | \$249,000.00 | 0.510 |
| CD | 220580 | 1 | 02/19/16 | 11/17/16 | FINANCIAL FEDERAL BANK | \$249,927.78 | \$249,000.00 | 0.500 |
| CD | 218112 | 1 | 12/01/15 | 12/01/16 | KS STATE BANK / KANSAS STATE BANK OF MANHATTAN | \$249,965.10 | \$248,200.00 | 0.711 |

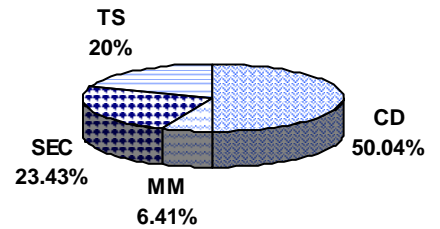
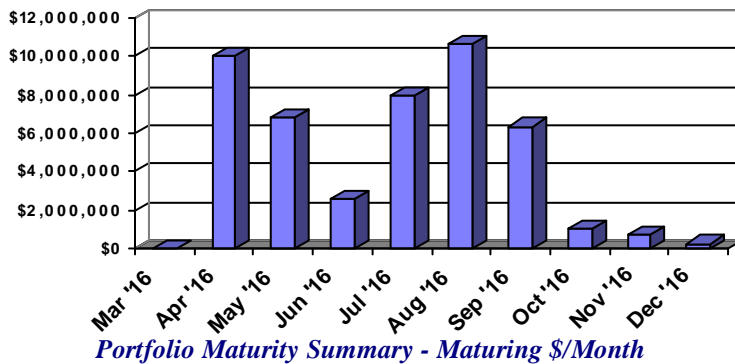
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Total Amount --> \$49,579,725.05 \$49,502,987.55

Time and Dollar Weighted Portfolio Yield: 0.403 %

Weighted Average Portfolio Maturity: 88.17 Days

MM: 6.43%
CD's: 50.22%
CP: 0.00%
SEC: 23.15%





Total Portfolio Report CAR

As of: 03/31/16

PMA Financial Network, Inc.

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

BURNSVILLE ISD 191 / 2012A ALT FACILITY

5070

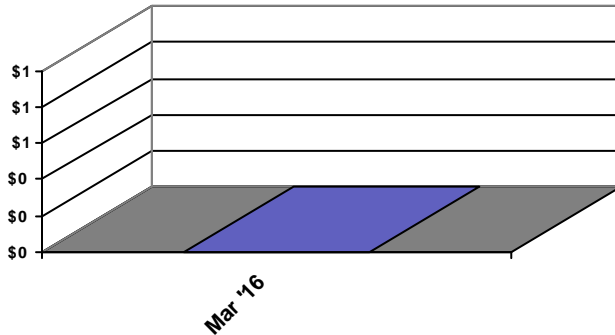
| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|-------|-----|----------|----------|-----------------------------|-------------------|----------------|------|
| MM | | | | | Investment Shares Portfolio | \$3,783,168.63 | \$3,783,168.63 | |

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

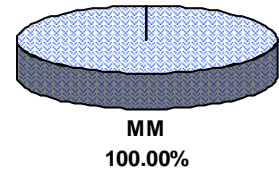
Total Amount --> \$3,783,168.63 \$3,783,168.63

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



Total Portfolio Report CAR

As of: 03/31/16

PMA Financial Network, Inc.

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

BURNSVILLE ISD 191 / ALT FACILITY FUND

5298

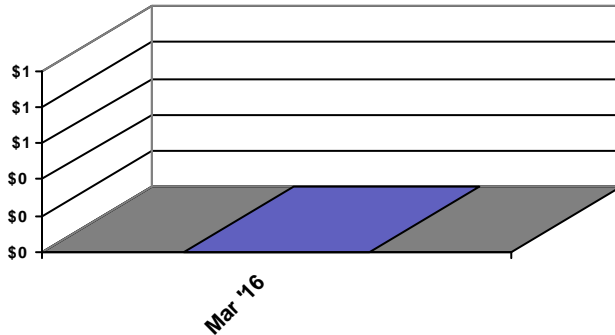
| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|-------|-----|----------|----------|-----------------------------|-------------------|---------------|------|
| MM | | | | | Investment Shares Portfolio | \$600,834.76 | \$600,834.76 | |

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

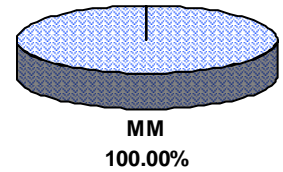
Total Amount --> **\$600,834.76** **\$600,834.76**

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

March 2016
Wire Transfers

| Date | From | To | Amount | For |
|-------------|--------------------|--------------------------------|---------------|------------------------------------|
| 030116 | MSDLAF | US Bank | 50,000.00 | Prefunding wire - P-Card |
| 030116 | MSDLAF | Internal Revenue Service | 750,385.06 | Feb 29th Payroll - Federal Taxes |
| 030116 | MSDLAF | State of Minnesota | 120,964.82 | Feb 29th Payroll - State Taxes |
| 030116 | MSDLAF | State of Minnesota | 3,307.60 | Feb 29th Payroll - Child Support |
| 030116 | MSDLAF | Preferred One | 71,185.21 | Health Insurance |
| 030316 | State of Minnesota | MSDLAF | 1,567.35 | MN State - MMB |
| 030316 | MSDLAF | Delta Dental | 25,304.08 | Dental Insurance |
| 030416 | MSDLAF | Corporate Health | 8,350.26 | Medical Claims |
| 030416 | MSDLAF | Corporate Health | 16,169.79 | Flex Claims |
| 030716 | MSDLAF | Preferred One | 297,727.31 | Health Insurance |
| 030916 | State of Minnesota | MSDLAF | 30,118.20 | MN State - MMB |
| 030916 | MSDLAF | Delta Dental | 17,108.29 | Dental Insurance |
| 031016 | State of Minnesota | MSDLAF | 5,188.04 | MN State - MMB |
| 031016 | MSDLAF | TRA | 330,993.53 | Feb 29th Payroll - TRA wire |
| 031016 | MSDLAF | PERA | 105,338.80 | Feb 29th Payroll - PERA wire |
| 031116 | MSDLAF | Corporate Health | 12,623.90 | Medical Claims |
| 031116 | MSDLAF | Corporate Health | 15,723.04 | Flex Claims |
| 031116 | MSDLAF | Neopost | 5,000.00 | Postage |
| 031416 | MSDLAF | Preferred One | 351,108.20 | Health Insurance |
| 031516 | State of Minnesota | MSDLAF | 5,326,853.41 | MN State - MMB |
| 031516 | MSDLAF | People's Bank | 181,734.21 | March 15th Payroll - TSA wire |
| 031516 | MSDLAF | Teacher's Federal Credit Union | 38,385.20 | March 15th Payroll - Teachers Dues |
| 031616 | MSDLAF | Internal Revenue Service | 1,036,228.74 | March 15th Payroll - Federal Taxes |
| 031616 | MSDLAF | State of Minnesota | 179,266.05 | March 15th Payroll - State Taxes |
| 031616 | MSDLAF | Delta Dental | 16,549.78 | Dental Insurance |
| 031616 | MSDLAF | State of Minnesota | 3,307.60 | March 15th Payroll - Child Support |
| 031716 | State of Minnesota | MSDLAF | 644,082.22 | MN State - MMB |
| 031816 | MSDLAF | Corporate Health | 5,498.71 | Medical Claims |
| 031816 | MSDLAF | Corporate Health | 13,769.24 | Flex Claims |
| 032116 | MSDLAF | Preferred One | 485,080.07 | Health Insurance |

March 2016

Wire Transfers

| Date | From | To | Amount | For |
|-------------|--------------------|--------------------------------|---------------|---------------------------------------|
| 032216 | MSDLAF | US Bank | 20,000.00 | Prefunding wire - Payment Plus |
| 032216 | MSDLAF | US Bank | 70,000.00 | Prefunding wire - P-Card |
| 032216 | MSDLAF | US Bank | 3,000.00 | Prefunding wire - Fleet Card |
| 032316 | Dakota County | MSDLAF | 19,797.50 | Taxes Incoming wire |
| 032316 | State of Minnesota | MSDLAF | 40,402.44 | MN State - MMB |
| 032316 | MSDLAF | Delta Dental | 13,647.40 | Dental Insurance |
| 032416 | State of Minnesota | MSDLAF | 8,196.05 | MN State - MMB |
| 032516 | MSDLAF | Corporate Health | 7,073.05 | Medical Claims |
| 032516 | MSDLAF | Corporate Health | 7,396.37 | Flex Claims |
| 032816 | MSDLAF | PERA | 104,445.91 | March 15th Payroll - PERA wire |
| 032816 | MSDLAF | TRA | 492,237.71 | March 15th Payroll - TRA wire |
| 032816 | MSDLAF | Preferred One | 406,713.36 | Health Insurance |
| 033016 | MSDLAF | Delta Dental | 15,853.09 | Dental Insurance |
| 033016 | State of Minnesota | MSDLAF | 6,214,571.81 | MN State - MMB |
| 033116 | US Bank | MSDLAF | 3,000.00 | Prefunding wire - Fleet Card returned |
| 033116 | State of Minnesota | MSDLAF | 8,344.57 | MN State - MMB |
| 033116 | MSDLAF | People's Bank | 182,466.15 | March 31st Payroll - TSA wire |
| 033116 | MSDLAF | Teacher's Federal Credit Union | 38,419.33 | March 31st Payroll - Teachers Dues |

Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---------------------------|
| 1 | 1015256 | | \$45.00 | Mar 16, 2016 | 88888 | 10140 | MACKEY, GALE M |
| 1 | 1015257 | | \$75.00 | Mar 16, 2016 | 88888 | 10288 | TOMOSON, RHONDA G |
| 1 | 1015258 | | \$41.74 | Mar 16, 2016 | 88888 | 10543 | WURDEMAN, SCOTT |
| 1 | 1015259 | | \$41.21 | Mar 16, 2016 | 88888 | 12095 | PRAYFROCK, JUDIE A |
| 1 | 1015260 | | \$8.61 | Mar 16, 2016 | 88888 | 12901 | MCCUE, MICHELLE |
| 1 | 1015261 | | \$133.78 | Mar 16, 2016 | 88888 | 13315 | SANDS, ANNE KIKUE ARAKAWA |
| 1 | 1015262 | | \$134.68 | Mar 16, 2016 | 88888 | 13381 | NESVIG, ERIKA |
| 1 | 1015263 | | \$17.71 | Mar 16, 2016 | 88888 | 15133 | MOBERG, CARLENE |
| 1 | 1015264 | | \$43.00 | Mar 16, 2016 | 88888 | 16712 | QUAST, LUCIA JANE |
| 1 | 1015265 | | \$52.13 | Mar 16, 2016 | 88888 | 16979 | SYLVESTER, GREGORY |
| 1 | 1015266 | | \$47.00 | Mar 16, 2016 | 88888 | 17155 | TEAL, DARLA L |
| 1 | 1015267 | | \$170.00 | Mar 16, 2016 | 88888 | 17581 | RAEBEL, BETH A |
| 1 | 1015268 | | \$56.92 | Mar 16, 2016 | 88888 | 17827 | SCHMEICHEL, MATTHEW T |
| 1 | 1015269 | | \$8.00 | Mar 16, 2016 | 88888 | 18008 | TOMALA, CRYSTAL M |
| 1 | 1015270 | | \$8.75 | Mar 16, 2016 | 88888 | 18008 | TOMALA, CRYSTAL M |
| 1 | 1015271 | | \$49.25 | Mar 16, 2016 | 88888 | 18074 | SHAW, OKSANA |
| 1 | 1015272 | | \$36.45 | Mar 16, 2016 | 88888 | 18215 | WATKINS, DAVID |
| 1 | 1015273 | | \$21.00 | Mar 16, 2016 | 88888 | 18437 | SCOTT, NICOLE R |
| 1 | 1015274 | | \$71.31 | Mar 16, 2016 | 88888 | 18612 | MALLINGER, MELINDA |
| 1 | 1015275 | | \$18.90 | Mar 16, 2016 | 88888 | 18657 | MCINNIS, MARNIE JO |
| 1 | 1015276 | | \$17.44 | Mar 16, 2016 | 88888 | 18740 | SWAIN, SHAWN L |
| 1 | 1015277 | | \$43.52 | Mar 16, 2016 | 88888 | 4467 | BARLAGE, SUSAN |
| 1 | 1015278 | | \$5.45 | Mar 16, 2016 | 88888 | 5747 | CORDAHL, AMBER |
| 1 | 1015279 | | \$18.85 | Mar 16, 2016 | 88888 | 7847 | KOLSTAD, MICHELE M |
| 1 | 1015280 | | \$28.08 | Mar 16, 2016 | 88888 | 8284 | JEFFERS, LUCRETIA |
| 1 | 1015281 | | \$15.82 | Mar 16, | 88888 | 11345 | DILLE, BARBARA L |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
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| | | | | 2016 | | | |
| 1 | 1015282 | | \$15.00 | Mar 16, 2016 | 88888 | 11817 | ALVEY, HEATHER |
| 1 | 1015283 | | \$10.00 | Mar 16, 2016 | 88888 | 12411 | ERZ, MARCIA |
| 1 | 1015284 | | \$186.85 | Mar 16, 2016 | 88888 | 13189 | HOUTMAN, JENNIFER L |
| 1 | 1015285 | | \$11.18 | Mar 16, 2016 | 88888 | 13415 | ENGELHARDT, ANGELA C |
| 1 | 1015286 | | \$97.75 | Mar 16, 2016 | 88888 | 15021 | DALY, JULIE |
| 1 | 1015287 | | \$58.77 | Mar 16, 2016 | 88888 | 15372 | BANE, DEANNA S |
| 1 | 1015288 | | \$71.00 | Mar 16, 2016 | 88888 | 15522 | HERBY, BETH ANN |
| 1 | 1015289 | | \$255.00 | Mar 16, 2016 | 88888 | 15983 | BAGGOT, LYNN |
| 1 | 1015290 | | \$105.73 | Mar 16, 2016 | 88888 | 16015 | EICHTEN, HEIDI J |
| 1 | 1015291 | | \$29.16 | Mar 16, 2016 | 88888 | 16448 | HENRICH, SARAH L |
| 1 | 1015292 | | \$43.71 | Mar 16, 2016 | 88888 | 16514 | GRAFF, SALLY M |
| 1 | 1015293 | | \$15.56 | Mar 16, 2016 | 88888 | 17003 | ARIAS, ANGELA JOY |
| 1 | 1015294 | | \$91.10 | Mar 16, 2016 | 88888 | 17322 | CZAPAR, KELLY N |
| 1 | 1015295 | | \$19.00 | Mar 16, 2016 | 88888 | 17333 | JONES, GARY A |
| 1 | 1015296 | | \$62.37 | Mar 16, 2016 | 88888 | 17435 | LUND, ELLIOTT J |
| 1 | 1015297 | | \$70.70 | Mar 16, 2016 | 88888 | 18189 | LINDBERG, CHARLOTTE |
| 1 | 1015298 | | \$84.75 | Mar 16, 2016 | 88888 | 18702 | AKERSON, REBECCA D |
| 1 | 1015299 | | \$63.72 | Mar 23, 2016 | 88888 | 7269 | BARTH, TAMI RAE |
| 1 | 1015300 | | \$36.51 | Mar 23, 2016 | 88888 | 8255 | HILL, KARI L |
| 1 | 1015301 | | \$73.92 | Mar 23, 2016 | 88888 | 8737 | HAMMES, TIMOTHY |
| 1 | 1015302 | | \$145.37 | Mar 23, 2016 | 88888 | 9267 | HOLDEN, MATTHEW J |
| 1 | 1015303 | | \$57.00 | Mar 23, 2016 | 88888 | 9373 | BROWN, MARY KAY |
| 1 | 1015304 | | \$31.88 | Mar 23, 2016 | 88888 | 10591 | DAY, RANDELL |
| 1 | 1015305 | | \$18.26 | Mar 23, 2016 | 88888 | 10637 | KUGLER, JULIE |
| 1 | 1015306 | | \$204.58 | Mar 23, 2016 | 88888 | 11756 | ERICKSON, CONSTANCE |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
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| 1 | 1015307 | | \$428.04 | Mar 23, 2016 | 88888 | 11818 | HAMMER, JEFFREY |
| 1 | 1015308 | | \$62.00 | Mar 23, 2016 | 88888 | 11971 | GOODING, DIANE |
| 1 | 1015309 | | \$35.59 | Mar 23, 2016 | 88888 | 14147 | KLINNERT, ELIZABETH |
| 1 | 1015310 | | \$105.00 | Mar 23, 2016 | 88888 | 14189 | HIEBERT, TRACY |
| 1 | 1015311 | | \$49.00 | Mar 23, 2016 | 88888 | 14501 | HARRISON, STACY LYNN |
| 1 | 1015312 | | \$21.58 | Mar 23, 2016 | 88888 | 14633 | LEIGHTON, ELIZABETH M |
| 1 | 1015313 | | \$51.84 | Mar 23, 2016 | 88888 | 15209 | GRANT, HEIDI A |
| 1 | 1015314 | | \$13.00 | Mar 23, 2016 | 88888 | 15745 | ENGDAHL, ANN MARY |
| 1 | 1015315 | | \$56.57 | Mar 23, 2016 | 88888 | 15982 | ANDERSON, BJORN RS |
| 1 | 1015316 | | \$34.29 | Mar 23, 2016 | 88888 | 16004 | JORGENSEN, SHANNON E |
| 1 | 1015317 | | \$40.00 | Mar 23, 2016 | 88888 | 16794 | DONNOHUE, ROSE MARIE |
| 1 | 1015318 | | \$9.18 | Mar 23, 2016 | 88888 | 16946 | DAHL, SABRINA LYNN |
| 1 | 1015319 | | \$49.46 | Mar 23, 2016 | 88888 | 17246 | CANTON, EMILIE J |
| 1 | 1015320 | | \$1,393.52 | Mar 23, 2016 | 88888 | 17422 | HARVEY, CHRISTOPHER M |
| 1 | 1015321 | | \$110.06 | Mar 23, 2016 | 88888 | 17521 | KREBS, TYLER JON |
| 1 | 1015322 | | \$76.20 | Mar 23, 2016 | 88888 | 17540 | BARRY, AMBER LEIGH |
| 1 | 1015323 | | \$41.97 | Mar 23, 2016 | 88888 | 17563 | BLACK, KRISTINE C |
| 1 | 1015324 | | \$119.79 | Mar 23, 2016 | 88888 | 17784 | BELGRAVE, ANGELA I |
| 1 | 1015325 | | \$2.00 | Mar 23, 2016 | 88888 | 18092 | FIAGLE, BETHANY |
| 1 | 1015326 | | \$15.00 | Mar 23, 2016 | 88888 | 18150 | CHRISTENSEN, MARY |
| 1 | 1015327 | | \$12.54 | Mar 23, 2016 | 88888 | 18297 | KOCH, REBECCA M |
| 1 | 1015328 | | \$12.00 | Mar 23, 2016 | 88888 | 18545 | KROHN, JULIE C |
| 1 | 1015329 | | \$78.14 | Mar 23, 2016 | 88888 | 18545 | KROHN, JULIE C |
| 1 | 1015330 | | \$187.00 | Mar 23, 2016 | 88888 | 18715 | BAZZACHINI, ERIN B |
| 1 | 1015331 | | \$12.96 | Mar 23, 2016 | 88888 | 18788 | GROVE, EMILY A |
| 1 | 1015332 | | \$15.00 | Mar 23, | 88888 | 7145 | RIGGS, MARK D |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|-------------------------|
| | | | | 2016 | | | |
| 1 | 1015333 | | \$30.01 | Mar 23, 2016 | 88888 | 7838 | MOULSOFF, NORINE L |
| 1 | 1015334 | | \$34.13 | Mar 23, 2016 | 88888 | 9239 | OPATZ, LARRY |
| 1 | 1015335 | | \$49.98 | Mar 23, 2016 | 88888 | 9295 | WAGNER-SMITH, SHERRY |
| 1 | 1015336 | | \$154.95 | Mar 23, 2016 | 88888 | 9501 | MOSEY, PATRICIA |
| 1 | 1015337 | | \$150.98 | Mar 23, 2016 | 88888 | 9771 | PLUCINAK, JODY L |
| 1 | 1015338 | | \$10.00 | Mar 23, 2016 | 88888 | 10614 | SPANGLER, JOHN A |
| 1 | 1015339 | | \$36.10 | Mar 23, 2016 | 88888 | 11212 | PROCHEL, WENDY |
| 1 | 1015340 | | \$16.43 | Mar 23, 2016 | 88888 | 11828 | MARSHALL, JEFFREY |
| 1 | 1015341 | | \$340.09 | Mar 23, 2016 | 88888 | 11828 | MARSHALL, JEFFREY |
| 1 | 1015342 | | \$166.96 | Mar 23, 2016 | 88888 | 12338 | WELLS, DIRK |
| 1 | 1015343 | | \$124.70 | Mar 23, 2016 | 88888 | 13000 | TUCCI, AMY J |
| 1 | 1015344 | | \$34.67 | Mar 23, 2016 | 88888 | 13898 | TORGENSEN, SHERRY LYNN |
| 1 | 1015345 | | \$70.85 | Mar 23, 2016 | 88888 | 14961 | SPRY, KARIE |
| 1 | 1015346 | | \$100.00 | Mar 23, 2016 | 88888 | 15566 | MOSEY, BRITNEY |
| 1 | 1015347 | | \$125.00 | Mar 23, 2016 | 88888 | 16013 | PETERSON, JULIE A |
| 1 | 1015348 | | \$282.00 | Mar 23, 2016 | 88888 | 16016 | SCHWENN, JEFFREY A |
| 1 | 1015349 | | \$106.92 | Mar 23, 2016 | 88888 | 16213 | STAHLY, JANICE |
| 1 | 1015350 | | \$101.64 | Mar 23, 2016 | 88888 | 16491 | VITALI, ALICIA F |
| 1 | 1015351 | | \$5.59 | Mar 23, 2016 | 88888 | 16679 | MERKLING, ANGELA MARTIN |
| 1 | 1015352 | | \$83.40 | Mar 23, 2016 | 88888 | 16970 | RAMOS, VERONICA |
| 1 | 1015353 | | \$38.02 | Mar 23, 2016 | 88888 | 17324 | MALONE, MEGGAN J |
| 1 | 1015354 | | \$131.68 | Mar 23, 2016 | 88888 | 17903 | PETROSKEY, KELLIE A |
| 1 | 1015355 | | \$89.27 | Mar 23, 2016 | 88888 | 18475 | SHIBLEY, HAYLEY B |
| 1 | 1015356 | | \$50.70 | Mar 23, 2016 | 88888 | 18671 | MANZ, GRACE |
| 1 | 1015357 | | \$29.00 | Mar 30, 2016 | 88888 | 7047 | JAEGER, JEAN M |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
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| 1 | 1015358 | | \$86.94 | Mar 30, 2016 | 88888 | 7255 | HAUER, PAMELA A |
| 1 | 1015359 | | \$22.03 | Mar 30, 2016 | 88888 | 8189 | BRAUN, JEAN C |
| 1 | 1015360 | | \$12.66 | Mar 30, 2016 | 88888 | 8284 | JEFFERS, LUCRETIA |
| 1 | 1015361 | | \$17.01 | Mar 30, 2016 | 88888 | 9302 | BOHR, JENNIFER L |
| 1 | 1015362 | | \$72.90 | Mar 30, 2016 | 88888 | 10290 | BRADY, STEVE |
| 1 | 1015363 | | \$21.38 | Mar 30, 2016 | 88888 | 10841 | CENCI, BARB |
| 1 | 1015364 | | \$35.21 | Mar 30, 2016 | 88888 | 12319 | CIN, STEPHANIE P |
| 1 | 1015365 | | \$3.78 | Mar 30, 2016 | 88888 | 14641 | ENGSTROM, HEATHER L |
| 1 | 1015366 | | \$35.96 | Mar 30, 2016 | 88888 | 15074 | CHAMERLIK, KAREN |
| 1 | 1015367 | | \$18.00 | Mar 30, 2016 | 88888 | 15977 | HEIM, WILLIAM V |
| 1 | 1015368 | | \$400.00 | Mar 30, 2016 | 88888 | 17994 | GOTHARD, JOSEPH M |
| 1 | 1015369 | | \$200.00 | Mar 30, 2016 | 88888 | 18043 | AMOROSO, CYNTHIA |
| 1 | 1015370 | | \$61.78 | Mar 30, 2016 | 88888 | 18313 | GREGORY, AMANDA |
| 1 | 1015371 | | \$360.00 | Mar 30, 2016 | 88888 | 18320 | CHESLA, PATRICK J |
| 1 | 1015372 | | \$200.00 | Mar 30, 2016 | 88888 | 18391 | JOHNSON, DOUGLAS A |
| 1 | 1015373 | | \$379.91 | Mar 30, 2016 | 88888 | 18545 | KROHN, JULIE C |
| 1 | 1015374 | | \$278.06 | Mar 30, 2016 | 88888 | 6624 | WESSEN, JANE E |
| 1 | 1015375 | | \$322.20 | Mar 30, 2016 | 88888 | 7268 | MESARCHIK, MARY L |
| 1 | 1015376 | | \$55.85 | Mar 30, 2016 | 88888 | 8371 | MEAGHER, LORI A |
| 1 | 1015377 | | \$151.30 | Mar 30, 2016 | 88888 | 8627 | ORTH, STEVEN D. R. |
| 1 | 1015378 | | \$14.74 | Mar 30, 2016 | 88888 | 10299 | WEIGHTMAN, ELIZABETH C |
| 1 | 1015379 | | \$56.11 | Mar 30, 2016 | 88888 | 11462 | VAURIO, SONYA |
| 1 | 1015380 | | \$75.00 | Mar 30, 2016 | 88888 | 11522 | RAMLOW, NANCY |
| 1 | 1015381 | | \$10.96 | Mar 30, 2016 | 88888 | 13470 | SMALLEY, AMY C |
| 1 | 1015382 | | \$22.35 | Mar 30, 2016 | 88888 | 13672 | RINGGER, TRACY A |
| 1 | 1015383 | | \$14.58 | Mar 30, | 88888 | 13693 | NEAL, BRYENY B |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
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| | | | | 2016 | | | |
| 1 | 1015384 | | \$50.22 | Mar 30, 2016 | 88888 | 13905 | WENDLING, PAULA L |
| 1 | 1015385 | | \$127.76 | Mar 30, 2016 | 88888 | 14127 | ZONDAG, KIMBERLY |
| 1 | 1015386 | | \$120.10 | Mar 30, 2016 | 88888 | 14609 | ROESKE, MELISSA L |
| 1 | 1015387 | | \$21.82 | Mar 30, 2016 | 88888 | 14671 | SMITH, TRACY J |
| 1 | 1015388 | | \$34.56 | Mar 30, 2016 | 88888 | 14998 | NEUER, MICHELLE E |
| 1 | 1015389 | | \$47.00 | Mar 30, 2016 | 88888 | 15815 | MOSSER, DAWN M |
| 1 | 1015390 | | \$206.82 | Mar 30, 2016 | 88888 | 15911 | WILLSON, DAWN M |
| 1 | 1015391 | | \$200.00 | Mar 30, 2016 | 88888 | 16166 | RIDER, LISA K |
| 1 | 1015392 | | \$53.08 | Mar 30, 2016 | 88888 | 16999 | RENKEN, CARISSA M |
| 1 | 1015393 | | \$10.00 | Mar 30, 2016 | 88888 | 17155 | TEAL, DARLA L |
| 1 | 1015394 | | \$200.00 | Mar 30, 2016 | 88888 | 17487 | SOVINE, STACEY |
| 1 | 1015395 | | \$57.08 | Mar 30, 2016 | 88888 | 17586 | PERLICH, SHAWN |
| 1 | 1015396 | | \$9.00 | Mar 30, 2016 | 88888 | 17927 | STEEVES, CALEB |
| 1 | 1015397 | | \$22.45 | Mar 30, 2016 | 88888 | 18071 | MCPARLAND, SHANNON |
| 1 | 1015398 | | \$200.00 | Mar 30, 2016 | 88888 | 18287 | STANLEY, STACIE L |
| 1 | 1015399 | | \$200.00 | Mar 30, 2016 | 88888 | 18405 | WINTERLIN, GORDON D |
| 1 | 1015400 | | \$148.01 | Apr 6, 2016 | 88888 | 5573 | WEILER, ROBERT M |
| 1 | 1015401 | | \$24.84 | Apr 6, 2016 | 88888 | 5728 | SAUERMAN-PAGE, KARIN G |
| 1 | 1015402 | | \$43.47 | Apr 6, 2016 | 88888 | 6874 | STEAD, AMY JO |
| 1 | 1015403 | | \$77.27 | Apr 6, 2016 | 88888 | 7829 | ROCZNIAK, EUGENE A |
| 1 | 1015404 | | \$104.19 | Apr 6, 2016 | 88888 | 9771 | PLUCINAK, JODY L |
| 1 | 1015405 | | \$31.24 | Apr 6, 2016 | 88888 | 11481 | STEENSGARD, ANN M |
| 1 | 1015406 | | \$37.53 | Apr 6, 2016 | 88888 | 15179 | WENDORF, ERIC S |
| 1 | 1015407 | | \$15.74 | Apr 6, 2016 | 88888 | 15856 | TOUSIGNANT, HOLLY |
| 1 | 1015408 | | \$235.00 | Apr 6, 2016 | 88888 | 16046 | STRAHOTA, SARA J |
| 1 | 1015409 | | \$23.76 | Apr 6, 2016 | 88888 | 16574 | ROBASSE, CHRISTINE M |
| 1 | 1015410 | | \$23.76 | Apr 6, 2016 | 88888 | 16574 | ROBASSE, CHRISTINE M |
| 1 | 1015411 | | \$83.32 | Apr 6, 2016 | 88888 | 17169 | VAUGHT, ELIZABETH C |
| 1 | 1015412 | | \$30.16 | Apr 6, 2016 | 88888 | 17240 | SCHNOBRICH, ANGELA M |
| 1 | 1015413 | | \$33.00 | Apr 6, 2016 | 88888 | 17691 | MILLER, LORI A |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
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| 1 | 1015414 | | \$20.00 | Apr 6, 2016 | 88888 | 17694 | WOLLERSHEIM, CHRISTIAN P |
| 1 | 1015415 | | \$22.24 | Apr 6, 2016 | 88888 | 17852 | SPIELER, VICKI J |
| 1 | 1015416 | | \$52.22 | Apr 6, 2016 | 88888 | 18071 | MCPARLAND, SHANNON |
| 1 | 1015417 | | \$32.98 | Apr 6, 2016 | 88888 | 18679 | MEYER, JESSICA M |
| 1 | 1015418 | | \$53.40 | Apr 6, 2016 | 88888 | 18793 | SMITH, NATALIE |
| 1 | 1015419 | | \$1,843.32 | Apr 6, 2016 | 88888 | 3547 | HUGSTAD-VAA, JENNIFER JO |
| 1 | 1015420 | | \$27.00 | Apr 6, 2016 | 88888 | 7399 | GILES, SHARI M THEIS |
| 1 | 1015421 | | \$55.70 | Apr 6, 2016 | 88888 | 8735 | GRANT, ANNETTE |
| 1 | 1015422 | | \$2.24 | Apr 6, 2016 | 88888 | 9236 | LIPPKA, JONALYN |
| 1 | 1015423 | | \$11.88 | Apr 6, 2016 | 88888 | 9500 | DEBRONSKY, ROBIN |
| 1 | 1015424 | | \$21.60 | Apr 6, 2016 | 88888 | 10142 | HOLCOMBE, SARA J |
| 1 | 1015425 | | \$200.39 | Apr 6, 2016 | 88888 | 12806 | CORBAY, STEPHANIE A |
| 1 | 1015426 | | \$21.59 | Apr 6, 2016 | 88888 | 13256 | FANDRICH, KARI M |
| 1 | 1015427 | | \$23.85 | Apr 6, 2016 | 88888 | 14112 | HARTL, ARAN J |
| 1 | 1015428 | | \$8.44 | Apr 6, 2016 | 88888 | 16428 | JORDAN, ALLISON A |
| 1 | 1015429 | | \$34.02 | Apr 6, 2016 | 88888 | 16789 | KRONABETTER, JULIE R |
| 1 | 1015430 | | \$15.56 | Apr 6, 2016 | 88888 | 17003 | ARIAS, ANGELA JOY |
| 1 | 1015431 | | \$40.07 | Apr 6, 2016 | 88888 | 17175 | FUNSTON, KATHY L |
| 1 | 1015432 | | \$29.60 | Apr 6, 2016 | 88888 | 17292 | CALNON, JENNIFER |
| 1 | 1015433 | | \$84.77 | Apr 6, 2016 | 88888 | 17644 | HENDERSON, SEAN M |
| 1 | 1015434 | | \$68.00 | Apr 6, 2016 | 88888 | 17647 | LUBKE, JOELLE F |
| 1 | 1015435 | | \$15.57 | Apr 6, 2016 | 88888 | 17804 | KACMARYNSKI, KRISTINE |
| 1 | 1015436 | | \$13.50 | Apr 6, 2016 | 88888 | 17804 | KACMARYNSKI, KRISTINE |
| 1 | 1015437 | | \$2,190.00 | Apr 6, 2016 | 88888 | 17873 | DERDEN, WILLIAM M |
| 1 | 1015438 | | \$56.70 | Apr 6, 2016 | 88888 | 18265 | BROWN, JACKLYN D |
| 1 | 1015439 | | \$25.92 | Apr 6, 2016 | 88888 | 18369 | HAGEL, AVERYEL F |
| 1 | 1015440 | | \$93.16 | Apr 6, 2016 | 88888 | 18627 | ABDIWAHAB, MOHAMED S |
| 1 | 1015441 | | \$15.34 | Apr 6, 2016 | 88888 | 18649 | BLUHM, WILLIAM AE |
| 1 | 1015442 | | \$399.00 | Apr 13, 2016 | 88888 | 3833 | LAMB, CYNTHIA L |
| 1 | 1015443 | | \$35.32 | Apr 13, 2016 | 88888 | 4467 | BARLAGE, SUSAN |
| 1 | 1015444 | | \$28.51 | Apr 13, 2016 | 88888 | 7304 | GOSSMAN, LISA ANN |
| 1 | 1015445 | | \$5.40 | Apr 13, 2016 | 88888 | 7572 | KAISER, TANYA J |
| 1 | 1015446 | | \$19.73 | Apr 13, 2016 | 88888 | 7805 | CHEREP, NANCY M |
| 1 | 1015447 | | \$13.72 | Apr 13, 2016 | 88888 | 7847 | KOLSTAD, MICHELE M |
| 1 | 1015448 | | \$39.58 | Apr 13, 2016 | 88888 | 8255 | HILL, KARI L |
| 1 | 1015449 | | \$11.34 | Apr 13, 2016 | 88888 | 8309 | HENDRIX, EUGENIA M |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
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| 1 | 1015450 | | \$218.70 | Apr 13, 2016 | 88888 | 8309 | HENDRIX, EUGENIA M |
| 1 | 1015451 | | \$23.10 | Apr 13, 2016 | 88888 | 8678 | HARTMAN, THOMAS P |
| 1 | 1015452 | | \$48.71 | Apr 13, 2016 | 88888 | 9689 | FINN, FAY E |
| 1 | 1015453 | | \$75.00 | Apr 13, 2016 | 88888 | 10524 | KAISER, DEBRA |
| 1 | 1015454 | | \$67.72 | Apr 13, 2016 | 88888 | 12301 | HJERMSTAD, HEATHER |
| 1 | 1015455 | | \$62.52 | Apr 13, 2016 | 88888 | 13256 | FANDRICH, KARI M |
| 1 | 1015456 | | \$49.48 | Apr 13, 2016 | 88888 | 13396 | HUTCHINSON, JENNIFER L |
| 1 | 1015457 | | \$37.60 | Apr 13, 2016 | 88888 | 13413 | COLEMAN, COLLEEN M |
| 1 | 1015458 | | \$60.26 | Apr 13, 2016 | 88888 | 13495 | BROWN, CHRISTOPHER M |
| 1 | 1015459 | | \$31.70 | Apr 13, 2016 | 88888 | 14479 | KIBLER, JEANNE |
| 1 | 1015460 | | \$65.88 | Apr 13, 2016 | 88888 | 14594 | HEWETT, THOMAS |
| 1 | 1015461 | | \$43.53 | Apr 13, 2016 | 88888 | 14751 | KELLER, KATIE |
| 1 | 1015462 | | \$38.03 | Apr 13, 2016 | 88888 | 15209 | GRANT, HEIDI A |
| 1 | 1015463 | | \$46.04 | Apr 13, 2016 | 88888 | 15527 | LIMBERG, MINDI L |
| 1 | 1015464 | | \$156.43 | Apr 13, 2016 | 88888 | 15691 | KING, LAURIE J |
| 1 | 1015465 | | \$112.34 | Apr 13, 2016 | 88888 | 15922 | DUNN, RUTH C |
| 1 | 1015466 | | \$142.13 | Apr 13, 2016 | 88888 | 16001 | FRITZ, KIMBERLY A |
| 1 | 1015467 | | \$136.56 | Apr 13, 2016 | 88888 | 16244 | GILBERTSON, SHERRY A |
| 1 | 1015468 | | \$20.63 | Apr 13, 2016 | 88888 | 16377 | ALEXON, BETH J |
| 1 | 1015469 | | \$33.15 | Apr 13, 2016 | 88888 | 16448 | HENRICH, SARAH L |
| 1 | 1015470 | | \$5.02 | Apr 13, 2016 | 88888 | 16605 | CRAWFORD, CINDY Y |
| 1 | 1015471 | | \$52.00 | Apr 13, 2016 | 88888 | 16654 | GILRAY, REBECCA J |
| 1 | 1015472 | | \$28.51 | Apr 13, 2016 | 88888 | 17216 | CHOUANARD, MARY E |
| 1 | 1015473 | | \$90.34 | Apr 13, 2016 | 88888 | 17322 | CZAPAR, KELLY N |
| 1 | 1015474 | | \$56.05 | Apr 13, 2016 | 88888 | 17435 | LUND, ELLIOTT J |
| 1 | 1015475 | | \$19.44 | Apr 13, | 88888 | 18140 | KAHIYE, AXMAD |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|-------------------------|
| | | | | 2016 | | | |
| 1 | 1015476 | | \$15.66 | Apr 13, 2016 | 88888 | 18166 | KASTLER, ANN |
| 1 | 1015477 | | \$81.00 | Apr 13, 2016 | 88888 | 18297 | KOCH, REBECCA M |
| 1 | 1015478 | | \$241.27 | Apr 13, 2016 | 88888 | 18325 | DIETRICH, KELLY J |
| 1 | 1015479 | | \$95.58 | Apr 13, 2016 | 88888 | 18645 | EBENHOH, TEEGAN M |
| 1 | 1015480 | | \$105.19 | Apr 13, 2016 | 88888 | 18797 | GOODBUFFALO, DOMINIC E |
| 1 | 1015481 | | \$130.68 | Apr 13, 2016 | 88888 | 4356 | SIMON, GLENN D. |
| 1 | 1015482 | | \$22.68 | Apr 13, 2016 | 88888 | 5728 | SAUERMANN-PAGE, KARIN G |
| 1 | 1015483 | | \$209.46 | Apr 13, 2016 | 88888 | 6803 | MACNAUGHTON, LAURA |
| 1 | 1015484 | | \$19.96 | Apr 13, 2016 | 88888 | 7207 | OSTDIEK, TERESA L |
| 1 | 1015485 | | \$315.00 | Apr 13, 2016 | 88888 | 7339 | PODRATZ, ANNE MARIE |
| 1 | 1015486 | | \$43.94 | Apr 13, 2016 | 88888 | 7858 | WARMKA, CHERI R |
| 1 | 1015487 | | \$112.15 | Apr 13, 2016 | 88888 | 8180 | NORDMARK, PAMELA J |
| 1 | 1015488 | | \$20.73 | Apr 13, 2016 | 88888 | 9239 | OPATZ, LARRY |
| 1 | 1015489 | | \$544.86 | Apr 13, 2016 | 88888 | 9915 | SWEENEY, ANN M |
| 1 | 1015490 | | \$18.06 | Apr 13, 2016 | 88888 | 11354 | SCHAFFER, KRISTY J |
| 1 | 1015491 | | \$38.08 | Apr 13, 2016 | 88888 | 12901 | MCCUE, MICHELLE |
| 1 | 1015492 | | \$32.40 | Apr 13, 2016 | 88888 | 13441 | TESMER, RUSSELL |
| 1 | 1015493 | | \$125.76 | Apr 13, 2016 | 88888 | 13445 | WENDLING, KATHRYN |
| 1 | 1015494 | | \$75.00 | Apr 13, 2016 | 88888 | 14292 | NEHER, TAMALA SUE |
| 1 | 1015495 | | \$82.62 | Apr 13, 2016 | 88888 | 14961 | SPRY, KARIE |
| 1 | 1015496 | | \$21.65 | Apr 13, 2016 | 88888 | 15133 | MOBERG, CARLENE |
| 1 | 1015497 | | \$9.83 | Apr 13, 2016 | 88888 | 15386 | ORLICH-SULLIVAN, MEGAN |
| 1 | 1015498 | | \$11.66 | Apr 13, 2016 | 88888 | 15962 | NIESEN, ELIZABETH A |
| 1 | 1015499 | | \$60.00 | Apr 13, 2016 | 88888 | 16046 | STRAHOTA, SARA J |
| 1 | 1015500 | | \$86.24 | Apr 13, 2016 | 88888 | 16345 | WALCZAK, CHERYL M |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|--------------------|--------------|--------------------|--------------------|--------------|---------------|-----------------------|-------------------------|
| 1 | 1015501 | | \$65.19 | Apr 13, 2016 | 88888 | 16491 | VITALI, ALICIA F |
| 1 | 1015502 | | \$30.29 | Apr 13, 2016 | 88888 | 16669 | PETTINELLI, STEPHEN M |
| 1 | 1015503 | | \$82.06 | Apr 13, 2016 | 88888 | 16740 | NURMELA, CRYSTAL |
| 1 | 1015504 | | \$10.80 | Apr 13, 2016 | 88888 | 16740 | NURMELA, CRYSTAL |
| 1 | 1015505 | | \$33.00 | Apr 13, 2016 | 88888 | 17053 | SCHROEDER, MICHELLE R |
| 1 | 1015506 | | \$77.52 | Apr 13, 2016 | 88888 | 17542 | SMITH, JACQUELINE J |
| 1 | 1015507 | | \$11.93 | Apr 13, 2016 | 88888 | 17719 | NIERENGARTEN, BRIANNA L |
| 1 | 1015508 | | \$77.16 | Apr 13, 2016 | 88888 | 18031 | THOMAS, JESSICA |
| 1 | 1015509 | | \$43.58 | Apr 13, 2016 | 88888 | 18296 | VAN OSDEL, BETHANY A |
| 1 | 1015510 | | \$55.06 | Apr 13, 2016 | 88888 | 18484 | PERRY, BRIAN |
| 1 | 1015511 | | \$71.93 | Apr 13, 2016 | 88888 | 18631 | STONE, KERRY |
| 1 | 1015512 | | \$22.80 | Apr 13, 2016 | 88888 | 18634 | SEAMEN, MICHELLE A |
| 1 | 1015513 | | \$45.20 | Apr 13, 2016 | 88888 | 18635 | MCDOWELL, MORGAN |
| 1 | 1015514 | | \$17.44 | Apr 13, 2016 | 88888 | 18740 | SWAIN, SHAWN L |
| Check Count | 259 | Grand Total | \$24,379.11 | | | | |

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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 | 445477 | Clear | \$43.94 | Mar 15, 2016 | 04796 | 1 | 409-PRAXAIR DISTRIBUTION INC |
| 4 | 445478 | Clear | \$100.70 | Mar 15, 2016 | 06215 | 0 | AIRPORT TAXI, INC. |
| 4 | 445479 | Clear | \$700.00 | Mar 15, 2016 | 27800 | 0 | ANTHOLOGIE, LLC |
| 4 | 445480 | Clear | \$265.00 | Mar 15, 2016 | 28410 | 0 | AUGUST ASH, INC. |
| 4 | 445481 | Clear | \$1,278.00 | Mar 15, 2016 | 09972 | 0 | BUCK HILL, INC. |
| 4 | 445482 | Clear | \$266.02 | Mar 15, 2016 | 02781 | 5 | CENTURYLINK |
| 4 | 445483 | Clear | \$120.00 | Mar 15, 2016 | 28260 | 0 | CHOY, SERGIO R. |
| 4 | 445484 | Clear | \$297.40 | Mar 15, 2016 | 22061 | 0 | DISTRIBUTED WEBSITE CORPORATION |
| 4 | 445485 | Clear | \$905.50 | Mar 15, 2016 | 00905 | 0 | DODGE NATURE CENTER |
| 4 | 445486 | | \$990.00 | Mar 15, 2016 | 27498 | 1 | EDGE ENTERPRISES, INC. |
| 4 | 445487 | Clear | \$164.50 | Mar 15, 2016 | 28531 | 0 | EDUCATION MINNESOTA |
| 4 | 445488 | Clear | \$1,422.08 | Mar 15, 2016 | 28651 | 0 | FOOD GROUP |
| 4 | 445489 | Clear | \$1,019.00 | Mar 15, 2016 | 20347 | 1 | HOUSE OF PRINT |
| 4 | 445490 | Clear | \$35.00 | Mar 15, 2016 | 29245 | 0 | ILA |
| 4 | 445491 | Clear | \$116.36 | Mar 15, 2016 | 02483 | 0 | INTEGRA TELECOM |
| 4 | 445492 | | \$305.25 | Mar 15, 2016 | 28978 | 0 | LINDSKOOG BOSCH, ALEJANDRA |
| 4 | 445493 | Clear | \$1,888.00 | Mar 15, 2016 | 25512 | 0 | MAYER ARTS, INC. |
| 4 | 445494 | Clear | \$60.00 | Mar 15, 2016 | 03091 | 4 | NCS PEARSON INC |
| 4 | 445495 | | \$60.00 | Mar 15, 2016 | 24879 | 0 | PEREZ, MELISSA M. |
| 4 | 445496 | Clear | \$99.00 | Mar 15, 2016 | 29171 | 0 | PERFORMANT RECOVERY INC |
| 4 | 445497 | Clear | \$184.00 | Mar 15, 2016 | 00488 | 0 | REGION 3AA |
| 4 | 445498 | Clear | \$253.00 | Mar 15, 2016 | 28277 | 0 | ROBERT J. BRUNO, LTD |
| 4 | 445499 | Clear | \$1,650.66 | Mar 15, 2016 | 27607 | 0 | RPM ATHLETICS, LLC |
| 4 | 445500 | Clear | \$225.00 | Mar 15, 2016 | 20491 | 0 | SAVAGE, DAWN |
| 4 | 445501 | Clear | \$75.00 | Mar 15, 2016 | 22306 | 0 | SCHILLER, TOM |
| 4 | 445502 | Clear | \$273.35 | Mar 15, | 26921 | 0 | SOUTH SUBURBAN CONFERENCE |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| | | | | 2016 | | | |
| 4 | 445503 | Clear | \$540.00 | Mar 15, 2016 | 20017 | 2 | SOUTHERN MN REGIONAL SCIENCE&ENGINEERING FAIR |
| 4 | 445504 | Clear | \$5,934.60 | Mar 15, 2016 | 28611 | 0 | SOUTHWEST METRO EDUCATIONAL CO |
| 4 | 445505 | Clear | \$935.00 | Mar 15, 2016 | 28706 | 0 | STRATEGIC STAFFING SOLUTIONS, LLC |
| 4 | 445506 | Clear | \$95.00 | Mar 15, 2016 | 05900 | 0 | UNIQUE SOFTWARE CORPORATION |
| 4 | 445507 | Clear | \$17.65 | Mar 15, 2016 | 04172 | 0 | UNITED PARCEL SERVICE |
| 4 | 445508 | Clear | \$200.00 | Mar 15, 2016 | 08798 | 21 | UNIVERSITY OF MINNESOTA |
| 4 | 445509 | Clear | \$243.43 | Mar 15, 2016 | 02813 | 4 | US DEPARTMENT OF EDUCATION |
| 4 | 445510 | Clear | \$160.00 | Mar 15, 2016 | 23463 | 18 | US DEPT OF TREASURY |
| 4 | 445511 | Clear | \$33,162.31 | Mar 15, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445512 | Unissued | \$0.00 | Mar 15, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445513 | Unissued | \$0.00 | Mar 15, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445514 | Clear | \$60.00 | Mar 15, 2016 | 25560 | 0 | WARSAME, KADRA |
| 4 | 445515 | Clear | \$570.00 | Mar 15, 2016 | 06363 | 0 | YOUTH PERFORMANCE COMPANY |
| 4 | 445516 | Clear | \$400.00 | Mar 18, 2016 | 28551 | 0 | ADVANCED IMAGING SOLUTIONS |
| 4 | 445517 | Clear | \$77.94 | Mar 18, 2016 | 00428 | 0 | ARAMARK |
| 4 | 445518 | Clear | \$479.00 | Mar 18, 2016 | 00673 | 0 | BURNSVILLE, CITY OF |
| 4 | 445519 | Clear | \$354.18 | Mar 18, 2016 | 20289 | 1 | CDW GOVERNMENT, INC. |
| 4 | 445520 | Clear | \$11,440.70 | Mar 18, 2016 | 02519 | 0 | CENTERPOINT ENERGY |
| 4 | 445521 | Clear | \$3,944.27 | Mar 18, 2016 | 00502 | 0 | CORNERSTONE COPY CENTER |
| 4 | 445522 | Clear | \$26.73 | Mar 18, 2016 | 00645 | 0 | CUB FOODS |
| 4 | 445523 | Clear | \$59,917.66 | Mar 18, 2016 | 00809 | 0 | DAKOTA ELECTRIC ASSOCIATION |
| 4 | 445524 | Clear | \$75.00 | Mar 18, 2016 | 00000 | 7252 | DALLY, PAT |
| 4 | 445525 | Clear | \$8,450.00 | Mar 18, 2016 | 29166 | 1 | DOLLAMUR SPORT SURFACES |
| 4 | 445526 | Clear | \$624,163.88 | Mar 18, 2016 | 28300 | 1 | DURHAM SCHOOL SERVICES |
| 4 | 445527 | Clear | \$243.73 | Mar 18, 2016 | 24271 | 1 | EDGE MARKETING & PROMOTIONAL PRODUCTS |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| 4 | 445528 | Clear | \$75.00 | Mar 18, 2016 | 01006 | 0 | EDINA HIGH SCHOOL |
| 4 | 445529 | Clear | \$485.00 | Mar 18, 2016 | 26262 | 0 | EDUCATORS BENEFIT CONSULTANTS, LLC |
| 4 | 445530 | Clear | \$3,800.00 | Mar 18, 2016 | 20802 | 0 | EHLERS & ASSOCIATES, INC. |
| 4 | 445531 | | \$99.00 | Mar 18, 2016 | 00000 | 7240 | ELLING, MARY |
| 4 | 445532 | | \$78.34 | Mar 18, 2016 | 28202 | 0 | FOUNDATION 191 |
| 4 | 445533 | Clear | \$12,972.50 | Mar 18, 2016 | 01475 | 0 | FRIEDGES LANDSCAPING, INC. |
| 4 | 445534 | Clear | \$1,180.50 | Mar 18, 2016 | 20540 | 0 | GARDEN & ASSOCIATES, INC |
| 4 | 445535 | Clear | \$111.53 | Mar 18, 2016 | 00575 | 0 | GROTH MUSIC COMPANY |
| 4 | 445536 | Clear | \$437.50 | Mar 18, 2016 | 01641 | 0 | H&B SPECIALIZED PRODUCTS, INC. |
| 4 | 445537 | Clear | \$6,664.42 | Mar 18, 2016 | 28876 | 0 | IMAGINE DESIGN & CREATIVE CONSULTING, INC |
| 4 | 445538 | Clear | \$6,029.02 | Mar 18, 2016 | 09327 | 0 | INTERMEDIATE SCHOOL DISTRICT 917 |
| 4 | 445539 | Clear | \$45,417.02 | Mar 18, 2016 | 27633 | 0 | KELLY SERVICES, INC. |
| 4 | 445540 | Clear | \$3,000.00 | Mar 18, 2016 | 08356 | 1 | KENNEDY & GRAVEN, CHARTERED |
| 4 | 445541 | Clear | \$110.00 | Mar 18, 2016 | 00016 | 3032 | KITTLESON, PAULA |
| 4 | 445542 | Clear | \$63.00 | Mar 18, 2016 | 00000 | 7253 | KWONG, JIMMY PAK Y |
| 4 | 445543 | Clear | \$40,118.89 | Mar 18, 2016 | 28503 | 1 | LINA |
| 4 | 445544 | | \$47.00 | Mar 18, 2016 | 28978 | 0 | LINDSKOOG BOSCH, ALEJANDRA |
| 4 | 445545 | Clear | \$1,531.78 | Mar 18, 2016 | 03029 | 1 | MINNESOTA ENERGY RESOURCES CORPORATION |
| 4 | 445546 | Clear | \$234.00 | Mar 18, 2016 | 06341 | 0 | MIXED BLOOD THEATRE |
| 4 | 445547 | Clear | \$40.76 | Mar 18, 2016 | 24388 | 0 | MVP LOGISTICS, LLC |
| 4 | 445548 | Clear | \$55.00 | Mar 18, 2016 | 06693 | 0 | POWELL, MALINDA |
| 4 | 445549 | Clear | \$1,917.51 | Mar 18, 2016 | 20099 | 2 | RELIASTAR LIFE INSURANCE COMPANY |
| 4 | 445550 | Clear | \$1,992.75 | Mar 18, 2016 | 20099 | 3 | RELIASTAR LIFE INSURANCE COMPANY |
| 4 | 445551 | Clear | \$47.76 | Mar 18, 2016 | 00000 | 688 | SCHIPRETT, JIM |
| 4 | 445552 | Clear | \$10.00 | Mar 18, 2016 | 03532 | 2 | SCHMITT MUSIC |
| 4 | 445553 | Clear | \$84.48 | Mar 18, | 03196 | 6 | SCHOLASTIC INC. |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| | | | | 2016 | | | |
| 4 | 445554 | Clear | \$782.50 | Mar 18, 2016 | 02397 | 0 | SCHOOL MATE |
| 4 | 445555 | Clear | \$335.00 | Mar 18, 2016 | 26921 | 0 | SOUTH SUBURBAN CONFERENCE |
| 4 | 445556 | | \$386.67 | Mar 18, 2016 | 27808 | 0 | SOUTHPORT CLEANERS |
| 4 | 445557 | Clear | \$265.52 | Mar 18, 2016 | 23094 | 0 | STUDIES WEEKLY, INC. |
| 4 | 445558 | | \$355.00 | Mar 18, 2016 | 27104 | 0 | SUBURBAN LAW ENFORCEMENT ASSOCIATION (SLEA) |
| 4 | 445559 | Clear | \$746.48 | Mar 18, 2016 | 21558 | 0 | THE WILDS |
| 4 | 445560 | Clear | \$179.31 | Mar 18, 2016 | 21190 | 0 | TROUSIL, WANDA |
| 4 | 445561 | Clear | \$5,884.47 | Mar 18, 2016 | 04153 | 1 | U.S. POSTMASTER |
| 4 | 445562 | Clear | \$2,844.36 | Mar 18, 2016 | 28417 | 0 | UNIVERSAL ATHLETIC SERVICE INC. |
| 4 | 445563 | Clear | \$75.00 | Mar 18, 2016 | 00000 | 8509 | WEIGEL, CHRISTINE |
| 4 | 445564 | Clear | \$5,290.00 | Mar 18, 2016 | 07737 | 0 | YOUTH FRONTIERS, INC. |
| 4 | 445565 | Clear | \$4,325.12 | Mar 22, 2016 | 28551 | 0 | ADVANCED IMAGING SOLUTIONS |
| 4 | 445566 | Clear | \$1,500.00 | Mar 22, 2016 | 00199 | 0 | ALUMINUM ATHLETIC EQUIPMENT CO. |
| 4 | 445567 | | \$599.50 | Mar 22, 2016 | 22108 | 0 | AYAQUICA, SHERI |
| 4 | 445568 | Clear | \$796.09 | Mar 22, 2016 | 00386 | 1 | BARNES & NOBLE, INC. |
| 4 | 445569 | | \$105.00 | Mar 22, 2016 | 24379 | 0 | BURNSVILLE LIONS CLUB |
| 4 | 445570 | Clear | \$303.65 | Mar 22, 2016 | 20289 | 1 | CDW GOVERNMENT, INC. |
| 4 | 445571 | Clear | \$574.01 | Mar 22, 2016 | 02781 | 5 | CENTURYLINK |
| 4 | 445572 | | \$559.63 | Mar 22, 2016 | 09654 | 0 | COSTUME RENTALS |
| 4 | 445573 | | \$24.84 | Mar 22, 2016 | 00016 | 3078 | DETTAAS, NICOLE |
| 4 | 445574 | Clear | \$95.00 | Mar 22, 2016 | 20802 | 0 | EHLERS & ASSOCIATES, INC. |
| 4 | 445575 | Clear | \$1,373.75 | Mar 22, 2016 | 20540 | 0 | GARDEN & ASSOCIATES, INC |
| 4 | 445576 | Clear | \$603.00 | Mar 22, 2016 | 23312 | 0 | GORNY, MICHELE |
| 4 | 445577 | Clear | \$44,320.48 | Mar 22, 2016 | 27811 | 0 | HEADWAY EMOTIONAL HEALTH SERVICES |
| 4 | 445578 | Clear | \$180.00 | Mar 22, 2016 | 22010 | 0 | JASSO, SEVERA E. |

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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 | 445579 | Clear | \$713.00 | Mar 22, 2016 | 23675 | 0 | MAXWELL, KIM |
| 4 | 445580 | Clear | \$357.40 | Mar 22, 2016 | 28979 | 0 | MOHAMED, KASSIM S. |
| 4 | 445581 | Clear | \$853.00 | Mar 22, 2016 | 29012 | 0 | PACHABELLY DANCE |
| 4 | 445582 | Clear | \$1,131.00 | Mar 22, 2016 | 29333 | 0 | PEDIATECH NURSING, LLC |
| 4 | 445583 | | \$540.00 | Mar 22, 2016 | 24879 | 0 | PEREZ, MELISSA M. |
| 4 | 445584 | | \$90.00 | Mar 22, 2016 | 03619 | 0 | SAVAGE CHAMBER OF COMMERCE |
| 4 | 445585 | | \$998.00 | Mar 22, 2016 | 03196 | 3 | SCHOLASTIC INC. |
| 4 | 445586 | Unissued | \$0.00 | Mar 22, 2016 | 03196 | 3 | SCHOLASTIC INC. |
| 4 | 445587 | Unissued | \$0.00 | Mar 22, 2016 | 03196 | 3 | SCHOLASTIC INC. |
| 4 | 445588 | Clear | \$100.00 | Mar 22, 2016 | 20185 | 0 | SHIRTY SOMETHING |
| 4 | 445589 | Clear | \$5,144.20 | Mar 22, 2016 | 29345 | 1 | T-MOBILE |
| 4 | 445590 | Clear | \$69.55 | Mar 22, 2016 | 28502 | 0 | THE MCDOWELL AGENCY, INC. |
| 4 | 445591 | Clear | \$60.00 | Mar 22, 2016 | 24968 | 0 | TRANG, KRISTINE |
| 4 | 445592 | Clear | \$67.62 | Mar 22, 2016 | 04172 | 0 | UNITED PARCEL SERVICE |
| 4 | 445593 | | \$1,680.00 | Mar 22, 2016 | 08798 | 15 | UNIVERSITY OF MINNESOTA-CEED |
| 4 | 445594 | Clear | \$60.00 | Mar 22, 2016 | 25837 | 0 | WILLIAMS, REBECCA |
| 4 | 445595 | Clear | \$370.00 | Mar 22, 2016 | 24245 | 0 | YOUTH ENRICHMENT LEAGUE |
| 4 | 445596 | Clear | \$21,880.74 | Mar 23, 2016 | 24390 | 0 | NELSON AUTO CENTER |
| 4 | 445597 | | \$75.00 | Mar 25, 2016 | 00016 | 3083 | ADAM, FEKADU |
| 4 | 445598 | | \$150.00 | Mar 25, 2016 | 00000 | 9398 | AHCAN, TIM |
| 4 | 445599 | Clear | \$145.50 | Mar 25, 2016 | 06215 | 0 | AIRPORT TAXI, INC. |
| 4 | 445600 | | \$60.00 | Mar 25, 2016 | 27129 | 0 | ALI, AMAAL |
| 4 | 445601 | Clear | \$567.95 | Mar 25, 2016 | 03931 | 0 | BERRY COFFEE COMPANY |
| 4 | 445602 | | \$303.00 | Mar 25, 2016 | 24392 | 0 | BOTANICAL INTERESTS ONLINE, INC. |
| 4 | 445603 | Clear | \$160.00 | Mar 25, 2016 | 00016 | 3084 | BRANHAM, MICHAEL |
| 4 | 445604 | | \$160.00 | Mar 25, | 00000 | 8434 | BROWN, TRACY |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|-----------------------------------|
| | | | | 2016 | | | |
| 4 | 445605 | Clear | \$120.00 | Mar 25, 2016 | 00706 | 0 | BURNSVILLE CHAMBER OF COMMERCE |
| 4 | 445606 | Clear | \$270.00 | Mar 25, 2016 | 24393 | 0 | CASTELLANO, FAYE |
| 4 | 445607 | Clear | \$30,031.79 | Mar 25, 2016 | 02519 | 0 | CENTERPOINT ENERGY |
| 4 | 445608 | Clear | \$2,688.39 | Mar 25, 2016 | 02519 | 3 | CENTERPOINT ENERGY SERVICES, INC. |
| 4 | 445609 | | \$240.00 | Mar 25, 2016 | 07014 | 0 | CHASKA HIGH SCHOOL |
| 4 | 445610 | | \$70.00 | Mar 25, 2016 | 00016 | 3087 | CHOQUE, ELVIRA |
| 4 | 445611 | | \$60.00 | Mar 25, 2016 | 28260 | 0 | CHOY, SERGIO R. |
| 4 | 445612 | Clear | \$148.87 | Mar 25, 2016 | 00000 | 2030 | CHRISTENSEN, MARYBETH |
| 4 | 445613 | | \$200.00 | Mar 25, 2016 | 07158 | 0 | COON RAPIDS HIGH SCHOOL |
| 4 | 445614 | Clear | \$540.00 | Mar 25, 2016 | 25919 | 0 | CORDOVA, LETICIA |
| 4 | 445615 | Clear | \$788.37 | Mar 25, 2016 | 28540 | 0 | CORE BEVERAGE |
| 4 | 445616 | Clear | \$84.00 | Mar 25, 2016 | 22013 | 0 | CUSTOM WATER WORKS |
| 4 | 445617 | | \$755.31 | Mar 25, 2016 | 29348 | 1 | DELICIOSO CATERING |
| 4 | 445618 | Clear | \$160.00 | Mar 25, 2016 | 00016 | 3085 | DROBNICK, JASON |
| 4 | 445619 | | \$100.00 | Mar 25, 2016 | 04069 | 0 | EAGAN HIGH SCHOOL |
| 4 | 445620 | Clear | \$75.00 | Mar 25, 2016 | 24014 | 0 | ESPINOZA, LEO |
| 4 | 445621 | Clear | \$197.00 | Mar 25, 2016 | 06401 | 0 | FEDERAL NEWS SERVICES, INC. |
| 4 | 445622 | Clear | \$94.60 | Mar 25, 2016 | 28948 | 0 | FIRST BOOK NATIONAL BOOK BANK |
| 4 | 445623 | Clear | \$570.00 | Mar 25, 2016 | 20540 | 0 | GARDEN & ASSOCIATES, INC |
| 4 | 445624 | Clear | \$27.99 | Mar 25, 2016 | 00575 | 0 | GROTH MUSIC COMPANY |
| 4 | 445625 | Clear | \$70.00 | Mar 25, 2016 | 25408 | 0 | HISTORY THEATRE, INC. |
| 4 | 445626 | | \$60.00 | Mar 25, 2016 | 29182 | 0 | HUTSAL, OLEKSANDRA |
| 4 | 445627 | | \$175.00 | Mar 25, 2016 | 01880 | 2 | IND. SCHOOL DIST. 194 |
| 4 | 445628 | Clear | \$4,351.20 | Mar 25, 2016 | 29296 | 0 | INTEREUM, INC. |
| 4 | 445629 | Clear | \$48,961.48 | Mar 25, 2016 | 27633 | 0 | KELLY SERVICES, INC. |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|--------------------------------------|
| 4 | 445630 | Clear | \$3,030.00 | Mar 25, 2016 | 21741 | 0 | KENNEDY, JENNIFER |
| 4 | 445631 | Clear | \$697.50 | Mar 25, 2016 | 28098 | 0 | KIRB APPAREL LLC |
| 4 | 445632 | | \$160.00 | Mar 25, 2016 | 00016 | 3086 | LIVINGSTON, DANIEL |
| 4 | 445633 | Clear | \$7,452.11 | Mar 25, 2016 | 24350 | 0 | LOCKRIDGE GRINDAL NAUEN, PLLP. |
| 4 | 445634 | | \$150.00 | Mar 25, 2016 | 26768 | 0 | LUTHERAN SOCIAL SERVICE/FGP |
| 4 | 445635 | Clear | \$1,014.00 | Mar 25, 2016 | 06064 | 0 | MEEKER AND WRIGHT SPECIAL |
| 4 | 445636 | | \$381.67 | Mar 25, 2016 | 23914 | 0 | MIDWEST VENDING |
| 4 | 445637 | Clear | \$70.00 | Mar 25, 2016 | 29160 | 0 | MINNESOTA QUIZ BOWL ALLIANCE (MQBA) |
| 4 | 445638 | Clear | \$66.00 | Mar 25, 2016 | 28234 | 0 | MOORE, LYNN |
| 4 | 445639 | | \$15.00 | Mar 25, 2016 | 13087 | 0 | NIVER, CHRISTY L |
| 4 | 445640 | | \$150.00 | Mar 25, 2016 | 00000 | 9267 | OLSON, LAURA |
| 4 | 445641 | Clear | \$182.00 | Mar 25, 2016 | 29333 | 0 | PEDIATECH NURSING, LLC |
| 4 | 445642 | | \$480.00 | Mar 25, 2016 | 24879 | 0 | PEREZ, MELISSA M. |
| 4 | 445643 | | \$75.00 | Mar 25, 2016 | 00016 | 3079 | POLLARD, JESSICA |
| 4 | 445644 | Clear | \$122.00 | Mar 25, 2016 | 24681 | 0 | PROFESSIONAL WIRELESS COMMUNICATIONS |
| 4 | 445645 | | \$60.00 | Mar 25, 2016 | 21343 | 0 | RAMACHER, THUY |
| 4 | 445646 | | \$150.00 | Mar 25, 2016 | 00016 | 3080 | REMARCIK, COLLEEN |
| 4 | 445647 | Clear | \$313.60 | Mar 25, 2016 | 28168 | 0 | ROARK, RICHARD JEFFREY |
| 4 | 445648 | | \$22.00 | Mar 25, 2016 | 00016 | 3089 | ROSS, EMMY |
| 4 | 445649 | Clear | \$20.00 | Mar 25, 2016 | 00016 | 3081 | RYAN, BARBARA |
| 4 | 445650 | | \$600.00 | Mar 25, 2016 | 09588 | 2 | SAVAGE, CITY OF |
| 4 | 445651 | | \$20.00 | Mar 25, 2016 | 09588 | 4 | SAVAGE, CITY OF |
| 4 | 445652 | Clear | \$45.65 | Mar 25, 2016 | 03532 | 2 | SCHMITT MUSIC |
| 4 | 445653 | Clear | \$1,342.03 | Mar 25, 2016 | 24366 | 0 | SEELYE INC. |
| 4 | 445654 | | \$420.00 | Mar 25, 2016 | 06455 | 1 | SHAKOPEE HIGH SCHOOL |
| 4 | 445655 | Clear | \$3,469.00 | Mar 25, | 22408 | 1 | SKATETIME SCHOOL PROGRAMS |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---------------------------------------|
| | | | | 2016 | | | |
| 4 | 445656 | Clear | \$807.00 | Mar 25, 2016 | 25227 | 0 | SOLBERG, STACY |
| 4 | 445657 | | \$1,100.00 | Mar 25, 2016 | 22453 | 0 | SOUTHERN PLAINS ED. COOP. |
| 4 | 445658 | | \$150.00 | Mar 25, 2016 | 00000 | 7254 | STAFFORD, LARRY |
| 4 | 445659 | Clear | \$1,500.00 | Mar 25, 2016 | 25234 | 0 | STEINBERG-BOHN, JANET |
| 4 | 445660 | | \$148.75 | Mar 25, 2016 | 03658 | 0 | SUBSCRIPTION SERVICES OF AMERICA INC. |
| 4 | 445661 | Clear | \$524.87 | Mar 25, 2016 | 01076 | 3 | SWNEWSMEDIA.COM |
| 4 | 445662 | Clear | \$7,025.00 | Mar 25, 2016 | 27435 | 1 | TEACHING STRATEGIES LLC |
| 4 | 445663 | Clear | \$1,135.00 | Mar 25, 2016 | 24394 | 0 | TERRA GREENHOUSE INC. |
| 4 | 445664 | | \$1,355.00 | Mar 25, 2016 | 28962 | 1 | TOPPERS PIZZA BURNSVILLE |
| 4 | 445665 | Unissued | \$0.00 | Mar 25, 2016 | 28962 | 1 | TOPPERS PIZZA BURNSVILLE |
| 4 | 445666 | | \$120.00 | Mar 25, 2016 | 24968 | 0 | TRANG, KRISTINE |
| 4 | 445667 | Clear | \$75.00 | Mar 25, 2016 | 21190 | 0 | TROUSIL, WANDA |
| 4 | 445668 | Clear | \$600.00 | Mar 25, 2016 | 08258 | 0 | TRUE FRIENDS |
| 4 | 445669 | Clear | \$54.00 | Mar 25, 2016 | 09846 | 0 | WALKER ART CENTER |
| 4 | 445670 | | \$30.00 | Mar 25, 2016 | 00016 | 3082 | WARNS, CARRIE |
| 4 | 445671 | Clear | \$325.00 | Mar 25, 2016 | 23502 | 0 | WONG, PETER |
| 4 | 445672 | Clear | \$10,232.29 | Mar 29, 2016 | 28551 | 0 | ADVANCED IMAGING SOLUTIONS |
| 4 | 445673 | | \$10,064.85 | Mar 29, 2016 | 28551 | 1 | ADVANCED IMAGING SOLUTIONS |
| 4 | 445674 | | \$1,083.02 | Mar 29, 2016 | 08048 | 1 | AMERICAN HEART ASSOCIATION |
| 4 | 445675 | | \$6,825.00 | Mar 29, 2016 | 02422 | 5 | BURNSVILLE YMCA |
| 4 | 445676 | | \$30.00 | Mar 29, 2016 | 28051 | 0 | DO GOOD DIAPERS LLC |
| 4 | 445677 | | \$1,580.00 | Mar 29, 2016 | 24387 | 0 | FLAMINIO, KATHRYN |
| 4 | 445678 | | \$140.00 | Mar 29, 2016 | 20540 | 0 | GARDEN & ASSOCIATES, INC |
| 4 | 445679 | | \$345.00 | Mar 29, 2016 | 22490 | 0 | HENRY, GINA |
| 4 | 445680 | | \$1,000.00 | Mar 29, 2016 | 24378 | 0 | KEVIN M. HARRINGTON Ph.D. PA |

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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 | 445681 | | \$270.00 | Mar 29, 2016 | 28979 | 0 | MOHAMED, KASSIM S. |
| 4 | 445682 | | \$32.15 | Mar 29, 2016 | 24388 | 0 | MVP LOGISTICS, LLC |
| 4 | 445683 | | \$2,956.63 | Mar 29, 2016 | 06477 | 0 | OFFICE OF MN IT SERVICES |
| 4 | 445684 | | \$174.00 | Mar 29, 2016 | 25562 | 0 | SACHS, ALICE |
| 4 | 445685 | | \$80.00 | Mar 29, 2016 | 29231 | 0 | SIVONGSAY, KHAMBAY |
| 4 | 445686 | | \$808.00 | Mar 29, 2016 | 22408 | 1 | SKATETIME SCHOOL PROGRAMS |
| 4 | 445687 | | \$2,842.00 | Mar 29, 2016 | 26627 | 0 | THE PLAYS THE THING PRODUCTIONS |
| 4 | 445688 | | \$180.00 | Mar 29, 2016 | 24968 | 0 | TRANG, KRISTINE |
| 4 | 445689 | | \$71.25 | Mar 29, 2016 | 04172 | 0 | UNITED PARCEL SERVICE |
| 4 | 445690 | Clear | \$1,706.52 | Mar 29, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445691 | | \$120.00 | Mar 29, 2016 | 25837 | 0 | WILLIAMS, REBECCA |
| 4 | 445692 | | \$7,580.24 | Apr 1, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445693 | Unissued | \$0.00 | Apr 1, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445694 | Unissued | \$0.00 | Apr 1, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445695 | Unissued | \$0.00 | Apr 1, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445696 | Unissued | \$0.00 | Apr 1, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445697 | Unissued | \$0.00 | Apr 1, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445698 | | \$141.65 | Apr 1, 2016 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 445699 | | \$105.57 | Apr 1, 2016 | 00428 | 0 | ARAMARK |
| 4 | 445700 | | \$594.03 | Apr 1, 2016 | 00386 | 1 | BARNES & NOBLE, INC. |
| 4 | 445701 | | \$64.95 | Apr 1, 2016 | 03931 | 0 | BERRY COFFEE COMPANY |
| 4 | 445702 | | \$2,244.76 | Apr 1, 2016 | 08358 | 0 | BERTELSON TOTAL OFFICE SOLUTIONS |
| 4 | 445703 | | \$4,966.56 | Apr 1, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445704 | Unissued | \$0.00 | Apr 1, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445705 | Unissued | \$0.00 | Apr 1, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445706 | | \$480.08 | Apr 1, | 20289 | 1 | CDW GOVERNMENT, INC. |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|--|
| | | | | 2016 | | | |
| 4 | 445707 | | \$100.75 | Apr 1, 2016 | 00727 | 2 | CHILDSWORK/CHILDSPLAY |
| 4 | 445708 | | \$239.48 | Apr 1, 2016 | 25513 | 1 | CHURCH OFFSET PRINTING, INC. |
| 4 | 445709 | | \$37.50 | Apr 1, 2016 | 00647 | 0 | CROWN RENTAL, INC. |
| 4 | 445710 | | \$1,349.20 | Apr 1, 2016 | 04186 | 1 | DALCO |
| 4 | 445711 | | \$5,820.00 | Apr 1, 2016 | 29282 | 0 | DIVERSIFIED FOODS, INC. |
| 4 | 445712 | | \$6,340.14 | Apr 1, 2016 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 445713 | Unissued | \$0.00 | Apr 1, 2016 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 445714 | | \$124.18 | Apr 1, 2016 | 24037 | 1 | EARLY CHILDHOOD MANUFACTURERS' DIRECT |
| 4 | 445715 | | \$236.80 | Apr 1, 2016 | 28982 | 0 | EKON-O-PAC, LLC |
| 4 | 445716 | | \$355.96 | Apr 1, 2016 | 01062 | 1 | EPS LITERACY AND INTERVENTION |
| 4 | 445717 | | \$6.54 | Apr 1, 2016 | 23054 | 1 | FASTENAL |
| 4 | 445718 | | \$12.44 | Apr 1, 2016 | 08698 | 1 | FERGUSON ENTERPRISES # 1657 |
| 4 | 445719 | | \$90.00 | Apr 1, 2016 | 26109 | 0 | FIELD ENVIRONMENTAL CONSULTING, INC. |
| 4 | 445720 | | \$616.65 | Apr 1, 2016 | 01231 | 0 | FLINN SCIENTIFIC, INC. |
| 4 | 445721 | | \$54.95 | Apr 1, 2016 | 24391 | 1 | FUN EXPRESS, LLC |
| 4 | 445722 | | \$51.53 | Apr 1, 2016 | 01541 | 1 | GENERAL PARTS, LLC |
| 4 | 445723 | | \$177.35 | Apr 1, 2016 | 04387 | 1 | GRAINGER |
| 4 | 445724 | | \$776.09 | Apr 1, 2016 | 09046 | 0 | HI TECH REFRIGERATION |
| 4 | 445725 | | \$75.02 | Apr 1, 2016 | 09318 | 1 | HILLYARD INC - MINNEAPOLIS |
| 4 | 445726 | | \$336.69 | Apr 1, 2016 | 26668 | 1 | HM RECEIVABLES CO LLC |
| 4 | 445727 | | \$40.00 | Apr 1, 2016 | 02055 | 0 | JANELLE PUBLICATIONS, INC. |
| 4 | 445728 | | \$180.00 | Apr 1, 2016 | 28929 | 0 | JOHN'S SEWER AND DRAIN CLEANING, INC. |
| 4 | 445729 | | \$3,446.92 | Apr 1, 2016 | 28622 | 1 | JTM PROVISIONS CO. INC. |
| 4 | 445730 | | \$15,150.00 | Apr 1, 2016 | 28688 | 0 | K12 TRANSPORTATION MANAGEMENT SERVICES, INC. |
| 4 | 445731 | | \$937.18 | Apr 1, 2016 | 02203 | 0 | LAKESHORE LEARNING MATERIALS |

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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 | 445732 | | \$216.35 | Apr 1, 2016 | 27253 | 0 | LANDS BEST FOODS LLC |
| 4 | 445733 | | \$225.00 | Apr 1, 2016 | 05077 | 0 | LOCKSAFE INC. |
| 4 | 445734 | | \$194.00 | Apr 1, 2016 | 28752 | 0 | LOWERY MCDONNELL COMPANY |
| 4 | 445735 | | \$4,741.67 | Apr 1, 2016 | 02196 | 0 | MACKIN EDUCATIONAL RESOURCES |
| 4 | 445736 | | \$9.00 | Apr 1, 2016 | 27932 | 1 | MATHESON TRI-GAS, INC. |
| 4 | 445737 | | \$310.95 | Apr 1, 2016 | 08316 | 1 | MAYER-JOHNSON |
| 4 | 445738 | | \$110.00 | Apr 1, 2016 | 08865 | 10 | METRO ECSU-REGION 11 ISD#920 |
| 4 | 445739 | | \$204.84 | Apr 1, 2016 | 08999 | 1 | MINNESOTA ELEVATOR INC |
| 4 | 445740 | | \$113.50 | Apr 1, 2016 | 03770 | 3 | MINNESOTA POLLUTION CONTROL AGENCY - MPCA |
| 4 | 445741 | | \$349.20 | Apr 1, 2016 | 28041 | 0 | MIXMI BRANDS INC. |
| 4 | 445742 | | \$151.82 | Apr 1, 2016 | 03519 | 0 | NAPA AUTO PARTS |
| 4 | 445743 | | \$127.20 | Apr 1, 2016 | 02704 | 0 | NASCO |
| 4 | 445744 | | \$167.47 | Apr 1, 2016 | 24563 | 2 | NOBELUS |
| 4 | 445745 | | \$854.71 | Apr 1, 2016 | 02489 | 1 | OFFICE DEPOT COMPANY |
| 4 | 445746 | Unissued | \$0.00 | Apr 1, 2016 | 02489 | 1 | OFFICE DEPOT COMPANY |
| 4 | 445747 | | \$15.98 | Apr 1, 2016 | 20591 | 0 | PAINTERS GEAR, INC. |
| 4 | 445748 | | \$8,411.53 | Apr 1, 2016 | 25193 | 0 | PAPER 101 |
| 4 | 445749 | | \$1,000.00 | Apr 1, 2016 | 28785 | 1 | PRODOCON, INC |
| 4 | 445750 | | \$5,763.00 | Apr 1, 2016 | 24681 | 0 | PROFESSIONAL WIRELESS COMMUNICATIONS |
| 4 | 445751 | | \$476.12 | Apr 1, 2016 | 07235 | 0 | REALLY GOOD STUFF |
| 4 | 445752 | | \$555.00 | Apr 1, 2016 | 23241 | 0 | RYAN MECHANICAL, INC. |
| 4 | 445753 | | \$315.63 | Apr 1, 2016 | 03808 | 1 | SCANTRON CORPORATION |
| 4 | 445754 | | \$234.00 | Apr 1, 2016 | 03537 | 1 | SCHOOL HEALTH SUPPLY CO., INC. |
| 4 | 445755 | | \$98.76 | Apr 1, 2016 | 25097 | 1 | SCHOOL SPECIALTY INC |
| 4 | 445756 | | \$8,120.00 | Apr 1, 2016 | 27010 | 1 | SCHOOLDUDE.COM |
| 4 | 445757 | | \$787.50 | Apr 1, | 03587 | 1 | SIMPLEX GRINNELL |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|---|
| | | | | 2016 | | | |
| 4 | 445758 | | \$25.92 | Apr 1, 2016 | 03640 | 1 | STAPLES ADVANTAGE |
| 4 | 445759 | | \$237.50 | Apr 1, 2016 | 23998 | 2 | SUMMIT COMMERCIAL FACILITIES GROUP |
| 4 | 445760 | | \$192.40 | Apr 1, 2016 | 04308 | 0 | SUPER DUPER SCHOOL CO. |
| 4 | 445761 | | \$210.20 | Apr 1, 2016 | 08186 | 0 | TEXTBOOK WAREHOUSE, INC. |
| 4 | 445762 | | \$1,526.54 | Apr 1, 2016 | 22123 | 1 | TOTAL FILTRATION SERVICES, INC. |
| 4 | 445763 | | \$10,729.49 | Apr 1, 2016 | 03802 | 0 | TRIO SUPPLY |
| 4 | 445764 | Unissued | \$0.00 | Apr 1, 2016 | 03802 | 0 | TRIO SUPPLY |
| 4 | 445765 | | \$284.90 | Apr 1, 2016 | 01197 | 1 | US FOODS CULINARY EQUIPMENT & SUPPLIES LLC |
| 4 | 445766 | | \$389.00 | Apr 1, 2016 | 04195 | 1 | VIKING AUTOMATIC SPRINKLER COMPANY |
| 4 | 445767 | | \$121.20 | Apr 1, 2016 | 04243 | 1 | VIKING ELECTRIC SUPPLY, INC. |
| 4 | 445768 | | \$55.50 | Apr 2, 2016 | 04895 | 0 | ASSOCIATION OF CLERICAL EMPLOYEES |
| 4 | 445769 | | \$1,840.00 | Apr 2, 2016 | 09991 | 0 | BURNSVILLE ASSOCIATION OF EDUCATIONAL ASSTS |
| 4 | 445770 | | \$374.89 | Apr 2, 2016 | 02519 | 0 | CENTERPOINT ENERGY |
| 4 | 445771 | | \$9,504.44 | Apr 2, 2016 | 28504 | 0 | CORPORATE HEALTH SYSTEMS, INC. |
| 4 | 445772 | | \$400.00 | Apr 2, 2016 | 29277 | 0 | CURWICK, DON |
| 4 | 445773 | | \$164.50 | Apr 2, 2016 | 28531 | 0 | EDUCATION MINNESOTA |
| 4 | 445774 | | \$3.10 | Apr 2, 2016 | 01463 | 0 | FEDEX |
| 4 | 445775 | | \$426.00 | Apr 2, 2016 | 28896 | 0 | FELHABER LARSON |
| 4 | 445776 | | \$2,783.59 | Apr 2, 2016 | 02483 | 0 | INTEGRA TELECOM |
| 4 | 445777 | | \$52,050.93 | Apr 2, 2016 | 27633 | 0 | KELLY SERVICES, INC. |
| 4 | 445778 | | \$4,380.74 | Apr 2, 2016 | 26241 | 0 | M&E REALTY COMPANY |
| 4 | 445779 | | \$14,426.41 | Apr 2, 2016 | 03029 | 1 | MINNESOTA ENERGY RESOURCES CORPORATION |
| 4 | 445780 | | \$112.00 | Apr 2, 2016 | 08769 | 0 | NCPERS MINNESOTA |
| 4 | 445781 | | \$99.00 | Apr 2, 2016 | 29171 | 0 | PERFORMANT RECOVERY INC |
| 4 | 445782 | | \$250.00 | Apr 2, 2016 | 28277 | 0 | ROBERT J. BRUNO, LTD |

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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 | 445783 | | \$472.00 | Apr 2, 2016 | 26552 | 3 | SCHOOL NUTRITION ASSOCIATION |
| 4 | 445784 | | \$7,203.60 | Apr 2, 2016 | 07382 | 0 | SCHOOL SERVICES EMPLOYEES LOCAL 284 |
| 4 | 445785 | | \$4,650.00 | Apr 2, 2016 | 27742 | 0 | STRATEGIC SOURCE INC |
| 4 | 445786 | | \$238.08 | Apr 2, 2016 | 02813 | 4 | US DEPARTMENT OF EDUCATION |
| 4 | 445787 | | \$157.00 | Apr 2, 2016 | 23463 | 18 | US DEPT OF TREASURY |
| 4 | 445788 | | \$58,601.23 | Apr 2, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445789 | Unissued | \$0.00 | Apr 2, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445790 | Unissued | \$0.00 | Apr 2, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445791 | Unissued | \$0.00 | Apr 2, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445792 | Unissued | \$0.00 | Apr 2, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445793 | | \$5,769.32 | Apr 2, 2016 | 00535 | 1 | VERIZON WIRELESS |
| 4 | 445794 | | \$13.95 | Apr 2, 2016 | 02776 | 0 | XCEL ENERGY |
| 4 | 445795 | | \$68.00 | Apr 8, 2016 | 28551 | 0 | ADVANCED IMAGING SOLUTIONS |
| 4 | 445796 | | \$375.00 | Apr 8, 2016 | 29258 | 0 | AKERSON, ELIZABETH |
| 4 | 445797 | | \$540.00 | Apr 8, 2016 | 23909 | 0 | ALEMENY-JONES, AUREA |
| 4 | 445798 | | \$165.00 | Apr 8, 2016 | 27129 | 0 | ALI, AMAAL |
| 4 | 445799 | | \$300.00 | Apr 8, 2016 | 22108 | 0 | AYAQUICA, SHERI |
| 4 | 445800 | | \$2,916.67 | Apr 8, 2016 | 26720 | 0 | BLUE BELL ENTERPRISES, INC. |
| 4 | 445801 | | \$333.20 | Apr 8, 2016 | 00016 | 2541 | BOOS, KRISTA |
| 4 | 445802 | | \$18.00 | Apr 8, 2016 | 00016 | 3090 | BRUHA, SHAWNA |
| 4 | 445803 | | \$2,437.04 | Apr 8, 2016 | 05944 | 0 | BURNSVILLE SWIM CLUB, INC. |
| 4 | 445804 | | \$10,756.41 | Apr 8, 2016 | 04226 | 0 | BURNSVILLE, CITY OF |
| 4 | 445805 | Unissued | \$0.00 | Apr 8, 2016 | 04226 | 0 | BURNSVILLE, CITY OF |
| 4 | 445806 | | \$227.50 | Apr 8, 2016 | 01025 | 0 | CAMP ST. CROIX |
| 4 | 445807 | | \$266.02 | Apr 8, 2016 | 02781 | 5 | CENTURYLINK |
| 4 | 445808 | | \$345.00 | Apr 8, | 28401 | 0 | CHOY, KEREN |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|---------------------------------------|
| | | | | 2016 | | | |
| 4 | 445809 | | \$577.50 | Apr 8, 2016 | 28260 | 0 | CHOY, SERGIO R. |
| 4 | 445810 | | \$283.08 | Apr 8, 2016 | 27279 | 1 | COLE PAPERS INC. |
| 4 | 445811 | | \$9.02 | Apr 8, 2016 | 26565 | 1 | COMCAST |
| 4 | 445812 | | \$120.00 | Apr 8, 2016 | 25919 | 0 | CORDOVA, LETICIA |
| 4 | 445813 | | \$1,733.58 | Apr 8, 2016 | 00502 | 0 | CORNERSTONE COPY CENTER |
| 4 | 445814 | | \$122.50 | Apr 8, 2016 | 29348 | 1 | DELICIOSO CATERING |
| 4 | 445815 | | \$100.00 | Apr 8, 2016 | 20524 | 0 | DEWALD, RINA C. |
| 4 | 445816 | | \$775.00 | Apr 8, 2016 | 22061 | 0 | DISTRIBUTED WEBSITE CORPORATION |
| 4 | 445817 | | \$182.00 | Apr 8, 2016 | 25222 | 0 | EAGAN ROTARY CLUB |
| 4 | 445818 | | \$719.90 | Apr 8, 2016 | 01002 | 0 | EAGAN, CITY OF |
| 4 | 445819 | | \$9,368.67 | Apr 8, 2016 | 26379 | 0 | EPN TRAVEL SERVICES, INC. |
| 4 | 445820 | | \$99.00 | Apr 8, 2016 | 28948 | 0 | FIRST BOOK NATIONAL BOOK BANK |
| 4 | 445821 | | \$1,176.42 | Apr 8, 2016 | 28651 | 0 | FOOD GROUP |
| 4 | 445822 | | \$78.34 | Apr 8, 2016 | 28202 | 0 | FOUNDATION 191 |
| 4 | 445823 | | \$165.00 | Apr 8, 2016 | 26554 | 0 | GANADO, CESAR |
| 4 | 445824 | | \$7,367.50 | Apr 8, 2016 | 20540 | 0 | GARDEN & ASSOCIATES, INC |
| 4 | 445825 | Unissued | \$0.00 | Apr 8, 2016 | 20540 | 0 | GARDEN & ASSOCIATES, INC |
| 4 | 445826 | | \$180.00 | Apr 8, 2016 | 21339 | 0 | GOMEZ, THERESA |
| 4 | 445827 | | \$16,508.63 | Apr 8, 2016 | 20347 | 1 | HOUSE OF PRINT |
| 4 | 445828 | | \$142.50 | Apr 8, 2016 | 29182 | 0 | HUTSAL, OLEKSANDRA |
| 4 | 445829 | | \$550.00 | Apr 8, 2016 | 01994 | 0 | J&R SCHOOL SUPPLIES, INC. |
| 4 | 445830 | | \$53,212.59 | Apr 8, 2016 | 27633 | 0 | KELLY SERVICES, INC. |
| 4 | 445831 | | \$150.00 | Apr 8, 2016 | 26282 | 0 | LEE, WAI YEE |
| 4 | 445832 | | \$2,937.34 | Apr 8, 2016 | 05220 | 0 | MACPHAIL |
| 4 | 445833 | | \$13,853.78 | Apr 8, 2016 | 07448 | 0 | MINNESOTA VALLEY ELECTRIC COOPERATIVE |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|----------------------------------|
| 4 | 445834 | | \$478.00 | Apr 8, 2016 | 28979 | 0 | MOHAMED, KASSIM S. |
| 4 | 445835 | | \$1,715.00 | Apr 8, 2016 | 03216 | 0 | MROS, RICHARD |
| 4 | 445836 | | \$487.50 | Apr 8, 2016 | 24243 | 0 | MUNOZ, MARIBEL |
| 4 | 445837 | | \$3,971.20 | Apr 8, 2016 | 04476 | 0 | NATIONAL TREASURE KUNG FU INC |
| 4 | 445838 | | \$318.00 | Apr 8, 2016 | 09589 | 5 | NEOPOST GREAT PLAINS |
| 4 | 445839 | | \$300.00 | Apr 8, 2016 | 24397 | 0 | OUTFRONT MINNESOTA |
| 4 | 445840 | | \$915.00 | Apr 8, 2016 | 24879 | 0 | PEREZ, MELISSA M. |
| 4 | 445841 | | \$180.00 | Apr 8, 2016 | 22793 | 0 | RABINOWICZ, JACK |
| 4 | 445842 | | \$18.00 | Apr 8, 2016 | 00016 | 3080 | REMARCIK, COLLEEN |
| 4 | 445843 | | \$3,875.00 | Apr 8, 2016 | 06079 | 0 | RICHFIELD BUS COMPANY |
| 4 | 445844 | | \$225.20 | Apr 8, 2016 | 24398 | 0 | ROSEMOUNT, CITY OF |
| 4 | 445845 | | \$7,320.00 | Apr 8, 2016 | 26796 | 0 | SAFeway DRIVING SCHOOL |
| 4 | 445846 | | \$4,926.63 | Apr 8, 2016 | 09588 | 0 | SAVAGE, CITY OF |
| 4 | 445847 | | \$231.72 | Apr 8, 2016 | 09588 | 4 | SAVAGE, CITY OF |
| 4 | 445848 | | \$932.55 | Apr 8, 2016 | 03537 | 1 | SCHOOL HEALTH SUPPLY CO., INC. |
| 4 | 445849 | | \$1,835.00 | Apr 8, 2016 | 22408 | 1 | SKATETIME SCHOOL PROGRAMS |
| 4 | 445850 | | \$480.00 | Apr 8, 2016 | 26857 | 0 | SOTO, NESTOR DAVID |
| 4 | 445851 | | \$32.12 | Apr 8, 2016 | 00000 | 9695 | STEARNS, FRANCES |
| 4 | 445852 | | \$308.75 | Apr 8, 2016 | 28502 | 0 | THE MCDOWELL AGENCY, INC. |
| 4 | 445853 | | \$2,003.91 | Apr 8, 2016 | 08203 | 1 | TIES |
| 4 | 445854 | | \$95.79 | Apr 8, 2016 | E7415 | 0 | UMHOFER, THOMAS C |
| 4 | 445855 | | \$2,500.00 | Apr 8, 2016 | 06860 | 0 | UNION DEPOT/RCRRA |
| 4 | 445856 | | \$325.00 | Apr 8, 2016 | 26645 | 1 | VENUWORKS OF BURNSVILLE LLC/BPAC |
| 4 | 445857 | | \$120.00 | Apr 8, 2016 | 25560 | 0 | WARSAME, KADRA |
| 4 | 445858 | | \$217.07 | Apr 8, 2016 | 20007 | 0 | WASTE MANAGEMENT |
| 4 | 445859 | | \$120.00 | Apr 8, | 25837 | 0 | WILLIAMS, REBECCA |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| | | | | 2016 | | | |
| 4 | 445860 | | \$5,685.00 | Apr 8, 2016 | 07737 | 0 | YOUTH FRONTIERS, INC. |
| 4 | 445861 | | \$240.00 | Apr 12, 2016 | 28551 | 0 | ADVANCED IMAGING SOLUTIONS |
| 4 | 445862 | | \$90.00 | Apr 12, 2016 | 23652 | 0 | ALL IN ONE TRANSLATION AGENCY, LLC |
| 4 | 445863 | | \$211.50 | Apr 12, 2016 | 27125 | 0 | ALLEN, DARIEL J. |
| 4 | 445864 | | \$50.00 | Apr 12, 2016 | 29343 | 0 | CARSON, WENDY |
| 4 | 445865 | | \$5,024.99 | Apr 12, 2016 | 21968 | 0 | CEL PUBLIC RELATIONS, INC. |
| 4 | 445866 | | \$345.00 | Apr 12, 2016 | 28260 | 0 | CHOY, SERGIO R. |
| 4 | 445867 | | \$525.00 | Apr 12, 2016 | 21384 | 0 | CLARK, BARBARA |
| 4 | 445868 | | \$120.00 | Apr 12, 2016 | 25919 | 0 | CORDOVA, LETICIA |
| 4 | 445869 | | \$195.00 | Apr 12, 2016 | 00001 | 1686 | DUNSMORE, MEGAN |
| 4 | 445870 | | \$199.10 | Apr 12, 2016 | 09272 | 2 | ECM PUBLISHERS, INC. |
| 4 | 445871 | | \$2,949.80 | Apr 12, 2016 | 24349 | 1 | FINISHING TOUCH PLUS |
| 4 | 445872 | | \$35.17 | Apr 12, 2016 | 29168 | 0 | FREE THE CHILDREN |
| 4 | 445873 | | \$3,193.75 | Apr 12, 2016 | 20540 | 0 | GARDEN & ASSOCIATES, INC |
| 4 | 445874 | | \$15.00 | Apr 12, 2016 | 00016 | 3092 | HIRANO, MICHELE |
| 4 | 445875 | | \$2,550.00 | Apr 12, 2016 | 28876 | 0 | IMAGINE DESIGN & CREATIVE CONSULTING, INC |
| 4 | 445876 | | \$3,354.82 | Apr 12, 2016 | 08682 | 2 | LIFETOUCH |
| 4 | 445877 | | \$1,343.01 | Apr 12, 2016 | 24395 | 0 | MODERN PRESS |
| 4 | 445878 | | \$16.00 | Apr 12, 2016 | 28234 | 0 | MOORE, LYNN |
| 4 | 445879 | | \$2,650.76 | Apr 12, 2016 | 24335 | 1 | NEW DOMINION SCHOOL |
| 4 | 445880 | | \$119.00 | Apr 12, 2016 | 28905 | 0 | NICE GUY TECHNOLOGY LLC |
| 4 | 445881 | | \$110.00 | Apr 12, 2016 | 00016 | 3075 | PANICH, NATTARADEE |
| 4 | 445882 | | \$606.00 | Apr 12, 2016 | 29333 | 0 | PEDIATECH NURSING, LLC |
| 4 | 445883 | | \$450.00 | Apr 12, 2016 | 24879 | 0 | PEREZ, MELISSA M. |
| 4 | 445884 | | \$360.00 | Apr 12, 2016 | 21343 | 0 | RAMACHER, THUY |

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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 | 445885 | | \$5,008.00 | Apr 12, 2016 | 27010 | 1 | SCHOOLDUDE.COM |
| 4 | 445886 | | \$15,895.62 | Apr 12, 2016 | 23848 | 0 | SFM |
| 4 | 445887 | | \$67.56 | Apr 12, 2016 | 27563 | 0 | SHRED RIGHT |
| 4 | 445888 | | \$60.00 | Apr 12, 2016 | 29231 | 0 | SIVONGSAY, KHAMBAY |
| 4 | 445889 | | \$445.00 | Apr 12, 2016 | 27951 | 0 | SONIC SOUND ENTERTAINMENT |
| 4 | 445890 | | \$60.00 | Apr 12, 2016 | 26857 | 0 | SOTO, NESTOR DAVID |
| 4 | 445891 | | \$350.00 | Apr 12, 2016 | 23594 | 0 | SOUTHWEST WEST CENTRAL SERVICE COOPERATIVE |
| 4 | 445892 | | \$8,400.00 | Apr 12, 2016 | 24396 | 0 | SPLASHTOP |
| 4 | 445893 | | \$274.00 | Apr 12, 2016 | 01209 | 0 | STAGES THEATRE COMPANY |
| 4 | 445894 | | \$4,977.50 | Apr 12, 2016 | 24346 | 0 | STRATEGIC BEHAVIORAL SOLUTIONS |
| 4 | 445895 | | \$60.00 | Apr 12, 2016 | 24968 | 0 | TRANG, KRISTINE |
| 4 | 445896 | | \$1,087.00 | Apr 12, 2016 | 03469 | 0 | TWIN CITIES REGIONAL SCIENCE FAIR (TCRSF) |
| 4 | 445897 | | \$43,167.12 | Apr 12, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445898 | Unissued | \$0.00 | Apr 12, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445899 | Unissued | \$0.00 | Apr 12, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445900 | Unissued | \$0.00 | Apr 12, 2016 | 04417 | 1 | US FOODS INC |
| 4 | 445901 | | \$1,109.18 | Apr 12, 2016 | 20019 | 0 | VERNON COMPANY |
| 4 | 445902 | | \$345.00 | Apr 12, 2016 | 25560 | 0 | WARSAME, KADRA |
| 4 | 445903 | | \$455.40 | Apr 16, 2016 | 01118 | 0 | ABLENET, INC. |
| 4 | 445904 | | \$1,998.97 | Apr 16, 2016 | 00027 | 0 | ACADEMIC THERAPY PUBLICATIONS |
| 4 | 445905 | | \$12,919.31 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445906 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445907 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445908 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445909 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445910 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---------------------------------------|
| | | | | 2016 | | | |
| 4 | 445911 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445912 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445913 | Unissued | \$0.00 | Apr 16, 2016 | 28147 | 1 | AGROPUR |
| 4 | 445914 | | \$5,445.00 | Apr 16, 2016 | 00216 | 2 | ALPHA VIDEO & AUDIO, INC. |
| 4 | 445915 | | \$524.55 | Apr 16, 2016 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 445916 | Unissued | \$0.00 | Apr 16, 2016 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 445917 | Unissued | \$0.00 | Apr 16, 2016 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 445918 | | \$8,199.00 | Apr 16, 2016 | 00249 | 1 | APPLE COMPUTER INC. |
| 4 | 445919 | | \$62.90 | Apr 16, 2016 | 03178 | 1 | AQUA LOGIC, INC. |
| 4 | 445920 | | \$219.64 | Apr 16, 2016 | 00386 | 1 | BARNES & NOBLE, INC. |
| 4 | 445921 | | \$873.75 | Apr 16, 2016 | 24371 | 0 | BAYFIELD FRUIT CO. |
| 4 | 445922 | | \$121.33 | Apr 16, 2016 | 08358 | 0 | BERTELSON TOTAL OFFICE SOLUTIONS |
| 4 | 445923 | | \$1,495.00 | Apr 16, 2016 | 03544 | 2 | BEST BUY BUSINESS ADVANTAGE ACCOUNT |
| 4 | 445924 | | \$13,163.21 | Apr 16, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445925 | Unissued | \$0.00 | Apr 16, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445926 | Unissued | \$0.00 | Apr 16, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445927 | Unissued | \$0.00 | Apr 16, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445928 | Unissued | \$0.00 | Apr 16, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445929 | Unissued | \$0.00 | Apr 16, 2016 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 445930 | | \$3,249.89 | Apr 16, 2016 | 26720 | 0 | BLUE BELL ENTERPRISES, INC. |
| 4 | 445931 | | \$4,002.00 | Apr 16, 2016 | 29306 | 0 | C.G.T. LIMITED |
| 4 | 445932 | | \$17,026.80 | Apr 16, 2016 | 20289 | 1 | CDW GOVERNMENT, INC. |
| 4 | 445933 | | \$69.00 | Apr 16, 2016 | 25513 | 1 | CHURCH OFFSET PRINTING, INC. |
| 4 | 445934 | | \$345.45 | Apr 16, 2016 | 23509 | 0 | COOL AIR MECHANICAL, INC. |
| 4 | 445935 | | \$138.38 | Apr 16, 2016 | 00647 | 0 | CROWN RENTAL, INC. |

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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 | 445936 | | \$4,743.75 | Apr 16, 2016 | 22059 | 0 | DAKOTA OUTDOORS LLC |
| 4 | 445937 | | \$31,627.69 | Apr 16, 2016 | 04186 | 1 | DALCO |
| 4 | 445938 | Unissued | \$0.00 | Apr 16, 2016 | 04186 | 1 | DALCO |
| 4 | 445939 | Unissued | \$0.00 | Apr 16, 2016 | 04186 | 1 | DALCO |
| 4 | 445940 | Unissued | \$0.00 | Apr 16, 2016 | 04186 | 1 | DALCO |
| 4 | 445941 | Unissued | \$0.00 | Apr 16, 2016 | 04186 | 1 | DALCO |
| 4 | 445942 | | \$105.99 | Apr 16, 2016 | 00837 | 1 | DEMCO, INC. |
| 4 | 445943 | | \$5,889.42 | Apr 16, 2016 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 445944 | Unissued | \$0.00 | Apr 16, 2016 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 445945 | | \$73.60 | Apr 16, 2016 | 01064 | 2 | EARL F. ANDERSEN |
| 4 | 445946 | | \$6.89 | Apr 16, 2016 | 23054 | 1 | FASTENAL |
| 4 | 445947 | | \$152.08 | Apr 16, 2016 | 01541 | 1 | GENERAL PARTS, LLC |
| 4 | 445948 | | \$1,537.27 | Apr 16, 2016 | 08530 | 1 | GLOBAL EQUIPMENT CO. INC. |
| 4 | 445949 | | \$174.63 | Apr 16, 2016 | 01458 | 1 | GOPHER |
| 4 | 445950 | | \$760.51 | Apr 16, 2016 | 04387 | 1 | GRAINGER |
| 4 | 445951 | Unissued | \$0.00 | Apr 16, 2016 | 04387 | 1 | GRAINGER |
| 4 | 445952 | | \$178.70 | Apr 16, 2016 | 09046 | 0 | HI TECH REFRIGERATION |
| 4 | 445953 | | \$601.51 | Apr 16, 2016 | 09318 | 1 | HILLYARD INC - MINNEAPOLIS |
| 4 | 445954 | | \$233.18 | Apr 16, 2016 | 04818 | 0 | HORIZON COMMERCIAL POOL SUPPLY |
| 4 | 445955 | | \$1,677.50 | Apr 16, 2016 | 27693 | 0 | IDEAL SERVICES, INC. |
| 4 | 445956 | | \$309.28 | Apr 16, 2016 | 24274 | 1 | INNOVATIVE OFFICE SOLUTIONS |
| 4 | 445957 | | \$1,585.71 | Apr 16, 2016 | 05816 | 0 | JOHN A. DALSIN & SON, INC. |
| 4 | 445958 | | \$255.00 | Apr 16, 2016 | 28929 | 0 | JOHN'S SEWER AND DRAIN CLEANING, INC. |
| 4 | 445959 | | \$520.00 | Apr 16, 2016 | 08955 | 0 | KELLEHER, HELMRICH AND ASSOCIATES |
| 4 | 445960 | | \$536.65 | Apr 16, 2016 | 27253 | 0 | LANDS BEST FOODS LLC |
| 4 | 445961 | | \$486.77 | Apr 16, | 02196 | 0 | MACKIN EDUCATIONAL RESOURCES |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|--------------------|--------------|--------------------|-----------------------|--------------|---------------|-----------------------|--|
| | | | | 2016 | | | |
| 4 | 445962 | | \$279.50 | Apr 16, 2016 | 27932 | 1 | MATHESON TRI-GAS, INC. |
| 4 | 445963 | | \$65.09 | Apr 16, 2016 | 27342 | 1 | MONOPRICE |
| 4 | 445964 | | \$492.57 | Apr 16, 2016 | 03519 | 0 | NAPA AUTO PARTS |
| 4 | 445965 | | \$822.24 | Apr 16, 2016 | 25372 | 4 | NCS PEARSON INC |
| 4 | 445966 | | \$985.60 | Apr 16, 2016 | 09258 | 2 | NEWBRIDGE |
| 4 | 445967 | | \$1,049.90 | Apr 16, 2016 | 02489 | 1 | OFFICE DEPOT COMPANY |
| 4 | 445968 | | \$498.00 | Apr 16, 2016 | 27700 | 0 | OLYMPIC COMMUNICATIONS INC. |
| 4 | 445969 | | \$429.79 | Apr 16, 2016 | 02948 | 1 | OXFORD UNIVERSITY PRESS |
| 4 | 445970 | | \$191.00 | Apr 16, 2016 | 03101 | 0 | PUMP AND METER SERVICE, INC. |
| 4 | 445971 | | \$125.00 | Apr 16, 2016 | 05511 | 0 | RED WING SHOE STORE |
| 4 | 445972 | | \$5,635.00 | Apr 16, 2016 | 24399 | 1 | RIVARD COMPANIES |
| 4 | 445973 | | \$435.00 | Apr 16, 2016 | 23241 | 0 | RYAN MECHANICAL, INC. |
| 4 | 445974 | | \$264.12 | Apr 16, 2016 | 25097 | 1 | SCHOOL SPECIALTY INC |
| 4 | 445975 | | \$371.28 | Apr 16, 2016 | 03587 | 1 | SIMPLEX GRINNELL |
| 4 | 445976 | | \$1,000.00 | Apr 16, 2016 | 03640 | 5 | STAPLES PRINT SOLUTIONS |
| 4 | 445977 | | \$508.50 | Apr 16, 2016 | 23998 | 2 | SUMMIT COMMERCIAL FACILITIES GROUP |
| 4 | 445978 | | \$2,074.00 | Apr 16, 2016 | 24955 | 0 | THERMO-DYNE, INC |
| 4 | 445979 | | \$1,166.12 | Apr 16, 2016 | 22123 | 1 | TOTAL FILTRATION SERVICES, INC. |
| 4 | 445980 | | \$2,931.77 | Apr 16, 2016 | 03802 | 0 | TRIO SUPPLY |
| 4 | 445981 | | \$429.65 | Apr 16, 2016 | 01197 | 1 | US FOODS CULINARY EQUIPMENT & SUPPLIES LLC |
| 4 | 445982 | | \$88.32 | Apr 16, 2016 | 04243 | 1 | VIKING ELECTRIC SUPPLY, INC. |
| 4 | 445983 | | \$138.87 | Apr 16, 2016 | 04435 | 0 | WEST MUSIC COMPANY |
| Check Count | 507 | Grand Total | \$1,846,531.24 | | | | |

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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 | 154 | | \$3,676.88 | Mar 24, 2016 | 20320 | 0 | NORTHERN AIR CORPORATION (NAC) |
| 6 | 155 | | \$1,346.16 | Mar 24, 2016 | 26086 | 0 | ORKIN COMMERCIAL SERVICES |
| 6 | 156 | | \$1,051.00 | Mar 24, 2016 | 04664 | 0 | SUMMIT PRINT COPY AND MAIL SERVICE |
| Check Count | 3 | Grand Total | \$6,074.04 | | | | |

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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 | 101353 | | \$178,758.65 | Mar 18, 2016 | 29367 | 0 | AMERICAN STRUCTURAL METALS, INC. |
| 3 | 101354 | | \$1,900.00 | Mar 18, 2016 | 04400 | 0 | BESTER BROS TRANSFER & STORAGE CO |
| 3 | 101355 | | \$20,429.75 | Mar 18, 2016 | 29362 | 0 | COMMERCIAL DRYWALL, INC. |
| 3 | 101356 | | \$143,602.00 | Mar 18, 2016 | 29317 | 0 | CROSTOWN MASONRY, INC. |
| 3 | 101357 | | \$219,002.34 | Mar 18, 2016 | 29358 | 0 | EL-JAY PLUMBING & HEATING, INC |
| 3 | 101358 | | \$189,832.61 | Mar 18, 2016 | 29369 | 0 | ENVISION GLASS INC. |
| 3 | 101359 | | \$4,814.60 | Mar 18, 2016 | 01774 | 1 | HALDEMAN-HOMME, INC./ANDERSON LADD, INC. |
| 3 | 101360 | | \$39,490.55 | Mar 18, 2016 | 01774 | 1 | HALDEMAN-HOMME, INC./ANDERSON LADD, INC. |
| 3 | 101361 | | \$11,148.25 | Mar 18, 2016 | 01774 | 1 | HALDEMAN-HOMME, INC./ANDERSON LADD, INC. |
| 3 | 101362 | | \$11,966.29 | Mar 18, 2016 | 29371 | 0 | KENDELL DOORS & HARDWARE |
| 3 | 101363 | | \$39,604.08 | Mar 18, 2016 | 03078 | 0 | KLAMM MECHANICAL CONTRACTORS, INC. |
| 3 | 101364 | | \$117,990.00 | Mar 18, 2016 | 29318 | 0 | NORTHLAND CONCRETE & MASONRY, LLC |
| 3 | 101365 | | \$167,789.00 | Mar 18, 2016 | 03757 | 0 | PALMER WEST CONSTRUCTION COMPANY, INC. |
| 3 | 101366 | | \$149,443.55 | Mar 18, 2016 | 22848 | 0 | PEOPLES ELECTRIC COMPANY, INC |
| 3 | 101367 | | \$67,450.00 | Mar 18, 2016 | 29357 | 0 | RED CEDAR STEEL ERECTORS, INC |
| 3 | 101368 | | \$3,850.00 | Mar 18, 2016 | 27677 | 0 | THE RETROFIT COMPANIES, INC. |
| 3 | 101369 | | \$6,080.00 | Mar 18, 2016 | 29363 | 0 | THELEN HEATING & ROOFING INC. |
| 3 | 101370 | | \$24,577.45 | Mar 18, 2016 | 29370 | 0 | TOTAL FIRE PROTECTION, INC. |
| 3 | 101371 | | \$92,433.78 | Mar 18, 2016 | 29316 | 0 | WELLS CONCRETE |
| 3 | 101372 | | \$192,284.15 | Apr 1, 2016 | 26500 | 0 | ARMSTRONG TORSETH SKOLD & RYDEEN INC. |
| 3 | 101373 | | \$2,240.00 | Apr 1, 2016 | 29241 | 0 | JAMES R HILL, INC. |
| 3 | 101374 | | \$155,961.50 | Apr 1, 2016 | 27700 | 0 | OLYMPIC COMMUNICATIONS INC. |
| 3 | 101375 | | \$3,093.50 | Apr 1, 2016 | 07724 | 1 | PROFESSIONAL SERVICE INDUSTRIES, INC. |
| 3 | 101376 | | \$167,299.75 | Apr 15, 2016 | 29367 | 0 | AMERICAN STRUCTURAL METALS, INC. |
| 3 | 101377 | | \$16,860.12 | Apr 15, 2016 | 29362 | 0 | COMMERCIAL DRYWALL, INC. |
| 3 | 101378 | | \$26,781.45 | Apr 15, | 24553 | 0 | EBERT CONSTRUCTION |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|--------------------|--------------|--------------------|-----------------------|--------------|---------------|-----------------------|------------------------------------|
| | | | | 2016 | | | |
| 3 | 101379 | | \$411,247.51 | Apr 15, 2016 | 29358 | 0 | EL-JAY PLUMBING & HEATING, INC |
| 3 | 101380 | | \$7,381.50 | Apr 15, 2016 | 29369 | 0 | ENVISION GLASS INC. |
| 3 | 101381 | | \$35,657.49 | Apr 15, 2016 | 29368 | 0 | GEORGE F COOK CONSTRUCTION CO |
| 3 | 101382 | | \$1,998.75 | Apr 15, 2016 | 29296 | 0 | INTEREUM, INC. |
| 3 | 101383 | | \$21,121.24 | Apr 15, 2016 | 29371 | 0 | KENDELL DOORS & HARDWARE |
| 3 | 101384 | | \$61,558.10 | Apr 15, 2016 | 03078 | 0 | KLAMM MECHANICAL CONTRACTORS, INC. |
| 3 | 101385 | | \$36,940.75 | Apr 15, 2016 | 29276 | 0 | MAX STEININGER, INC. |
| 3 | 101386 | | \$6,175.00 | Apr 15, 2016 | 02822 | 0 | MIDWEST FENCE & MFG. |
| 3 | 101387 | | \$16,139.75 | Apr 15, 2016 | 27888 | 1 | NORTHERN TECHNOLOGIES, INC. |
| 3 | 101388 | | \$144,691.65 | Apr 15, 2016 | 29318 | 0 | NORTHLAND CONCRETE & MASONRY, LLC |
| 3 | 101389 | | \$167,439.40 | Apr 15, 2016 | 22848 | 0 | PEOPLES ELECTRIC COMPANY, INC |
| 3 | 101390 | | \$49,400.00 | Apr 15, 2016 | 29357 | 0 | RED CEDAR STEEL ERECTORS, INC |
| 3 | 101391 | | \$10,400.00 | Apr 15, 2016 | 27619 | 1 | SRI CONSULTANTS, INC. |
| 3 | 101392 | | \$187,911.90 | Apr 15, 2016 | 29363 | 0 | THELEN HEATING & ROOFING INC. |
| 3 | 101393 | | \$69,114.87 | Apr 15, 2016 | 29370 | 0 | TOTAL FIRE PROTECTION, INC. |
| 3 | 101394 | | \$594,917.69 | Apr 15, 2016 | 29316 | 0 | WELLS CONCRETE |
| 3 | 101395 | | \$182,644.85 | Apr 15, 2016 | 29165 | 0 | WENCK CONSTRUCTION, INC. |
| Check Count | 43 | Grand Total | \$4,059,423.82 | | | | |

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**Agenda II.B.5
April 28, 2016**

TO: Dr. Joe Gothard, Superintendent and Board of Education
FROM: Lisa K. Rider, Executive Director of Business Services
DATE: April 20, 2016
RE: Budget Analysis for the Month Ending March 31, 2016

RECOMMENDATION: That the Board accepts the Budget Analysis for the month ending March 31, 2016

The March Budget Reports are presented for Board information and review. The reports indicate the following:

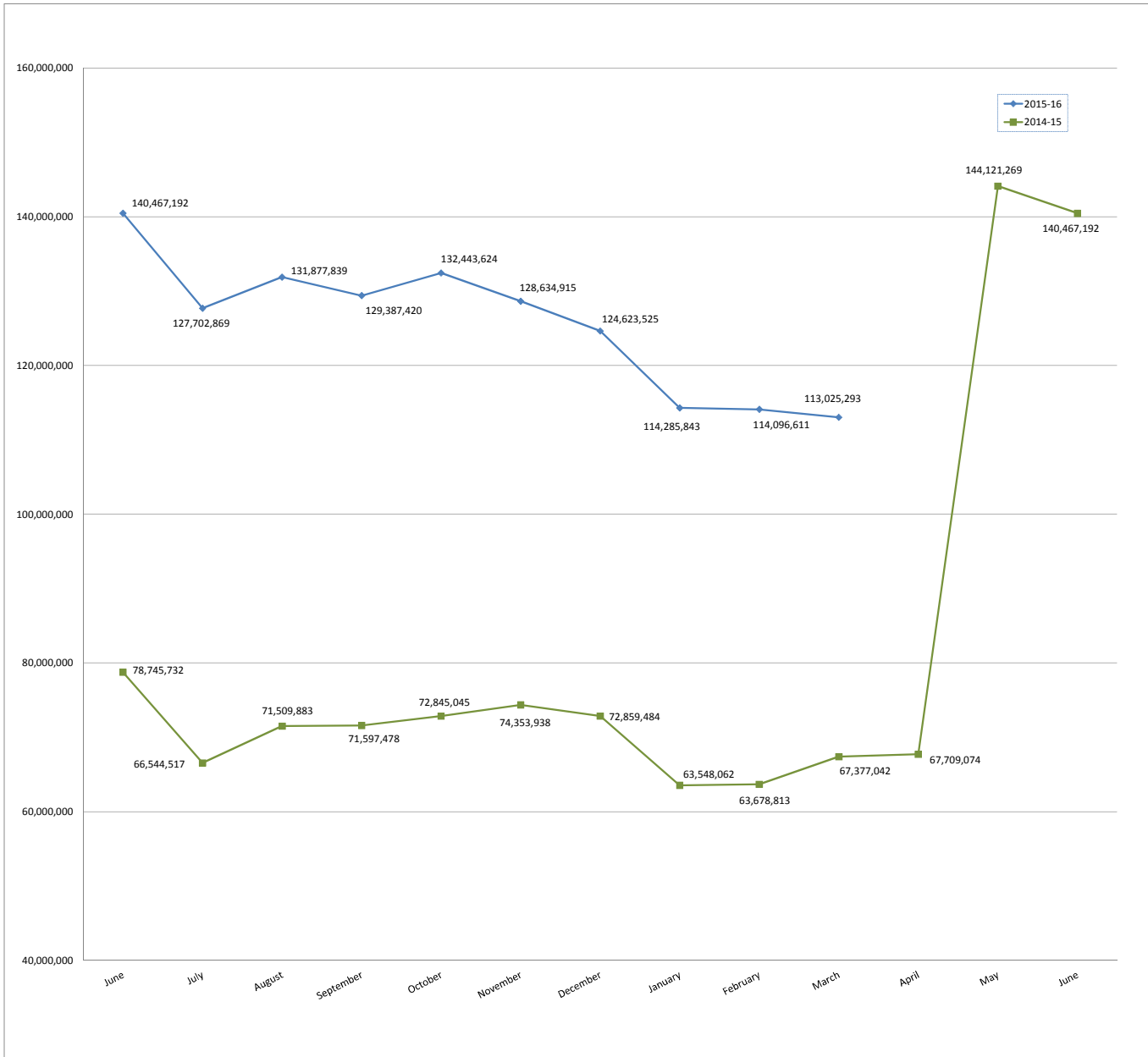
| | <u>Year-to-Date Revenue</u> | <u>% of Adopted Budget</u> | <u>Year-to-Date Expenditures</u> | <u>% of Adopted Budget</u> |
|--------------|---------------------------------|--------------------------------|--------------------------------------|--------------------------------|
| All Funds | \$ 90,285,615 | 55.53% | \$ 127,360,079 | 53.79% |
| General Fund | \$ 67,001,225 | 56.76% | \$ 76,193,365 | 62.85% |

To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

Cash and Investments by Month for Last year and Current year
 Revenues Year-to-Date for Last two years and Current year
 Expenditures Year-to-Date for Last two years and Current year

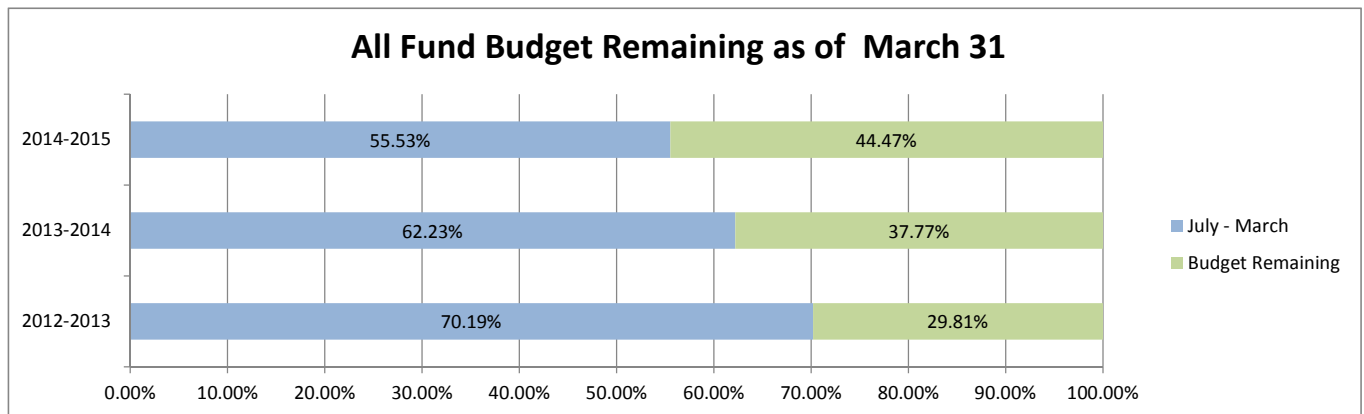
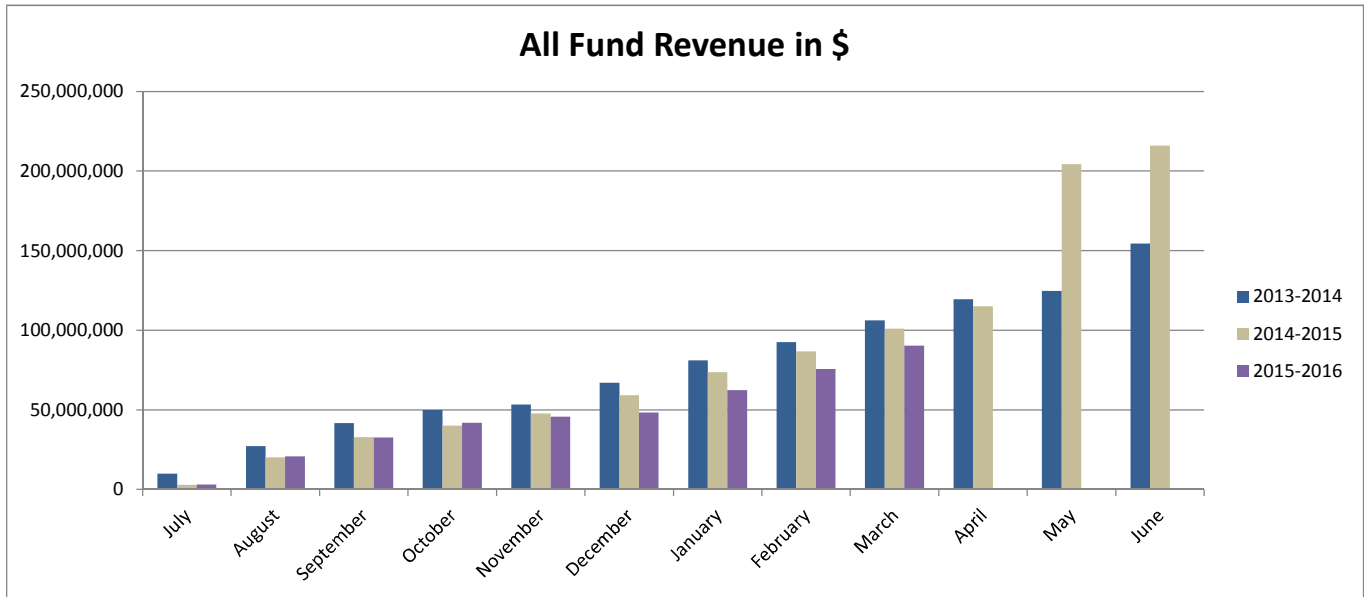
All of the reports and graphs show last year's actual figures, this year's budget and this year's activity to day. Additional detail is available upon request. I would be glad to answer any questions regarding these reports.

ALL FUNDS CASH AND INVESTMENTS
2014-15 AND 2015-16



**REVENUE COMPARISON
ALL FUNDS**

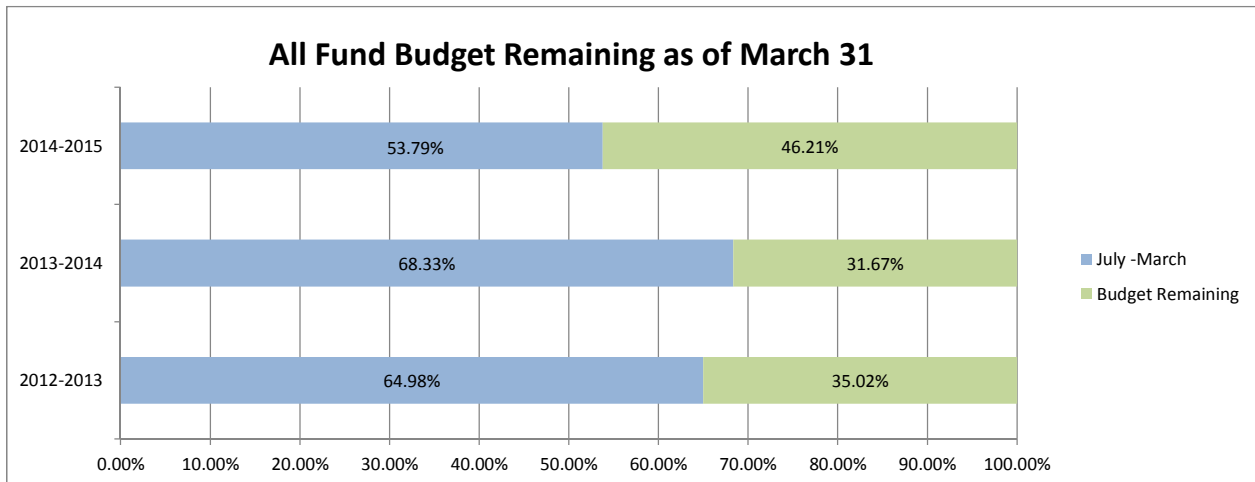
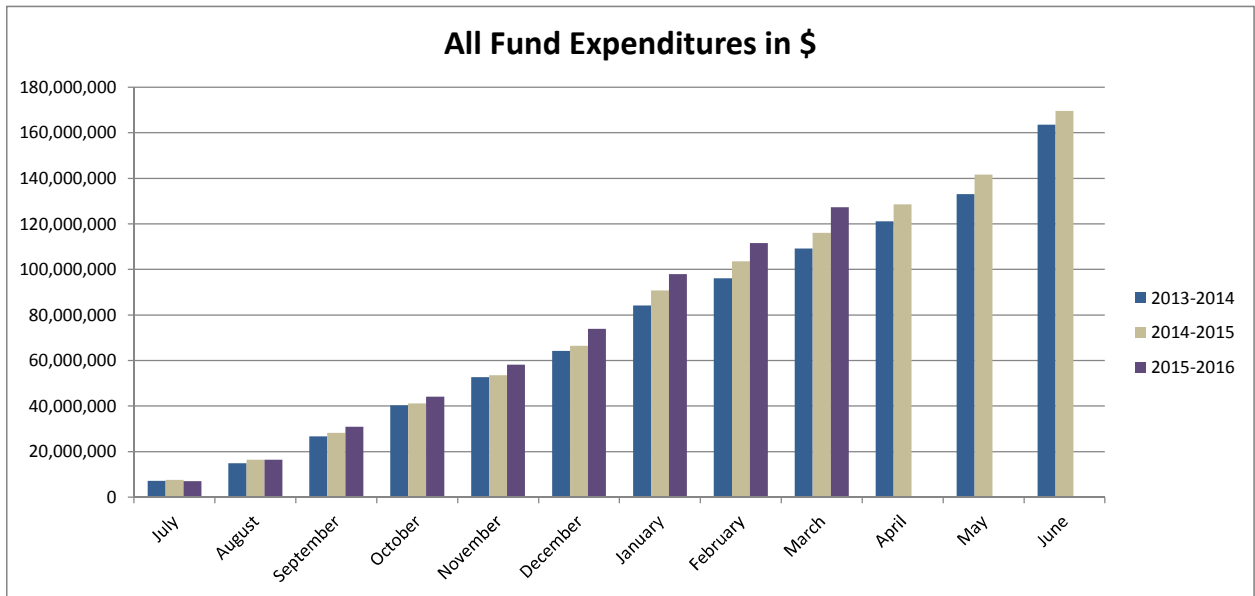
| | 2013-2014 | | 2014-2015 | | 2015-2016 | |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
| | \$ | % | \$ | % | \$ | % |
| July | 9,962,088 | 6.59% | 2,850,387 | 1.76% | 3,044,376 | 1.87% |
| August | 27,156,320 | 17.96% | 20,097,761 | 12.38% | 20,776,436 | 12.78% |
| September | 41,620,021 | 27.53% | 32,867,875 | 20.25% | 32,729,505 | 20.13% |
| October | 49,945,312 | 33.03% | 40,162,882 | 24.75% | 41,826,417 | 25.73% |
| November | 53,270,705 | 35.23% | 47,710,427 ** | 29.40% | 45,631,362 ** | 28.07% |
| December | 66,951,638 | 44.28% | 59,268,168 | 36.52% | 48,389,298 | 29.76% |
| January | 81,044,548 | 53.60% | 73,682,714 | 45.40% | 62,310,017 | 38.33% |
| February | 92,574,079 | 61.23% | 86,673,781 | 53.41% | 75,637,174 | 46.52% |
| March | 106,129,747 | 70.19% | 100,985,658 | 62.23% | 90,285,615 | 55.53% |
| April | 119,537,187 | 79.06% | 115,060,703 | 70.90% | | 0.00% |
| May | 124,812,839 | 82.55% | 204,278,857 | 125.87% | | 0.00% |
| June | 154,456,907 | 102.15% | 215,999,627 | 133.10% | | 0.00% |
| BUDGET | 151,200,818 | 100.00% | 162,289,404 | 100.00% | 162,577,015 | 100.00% |



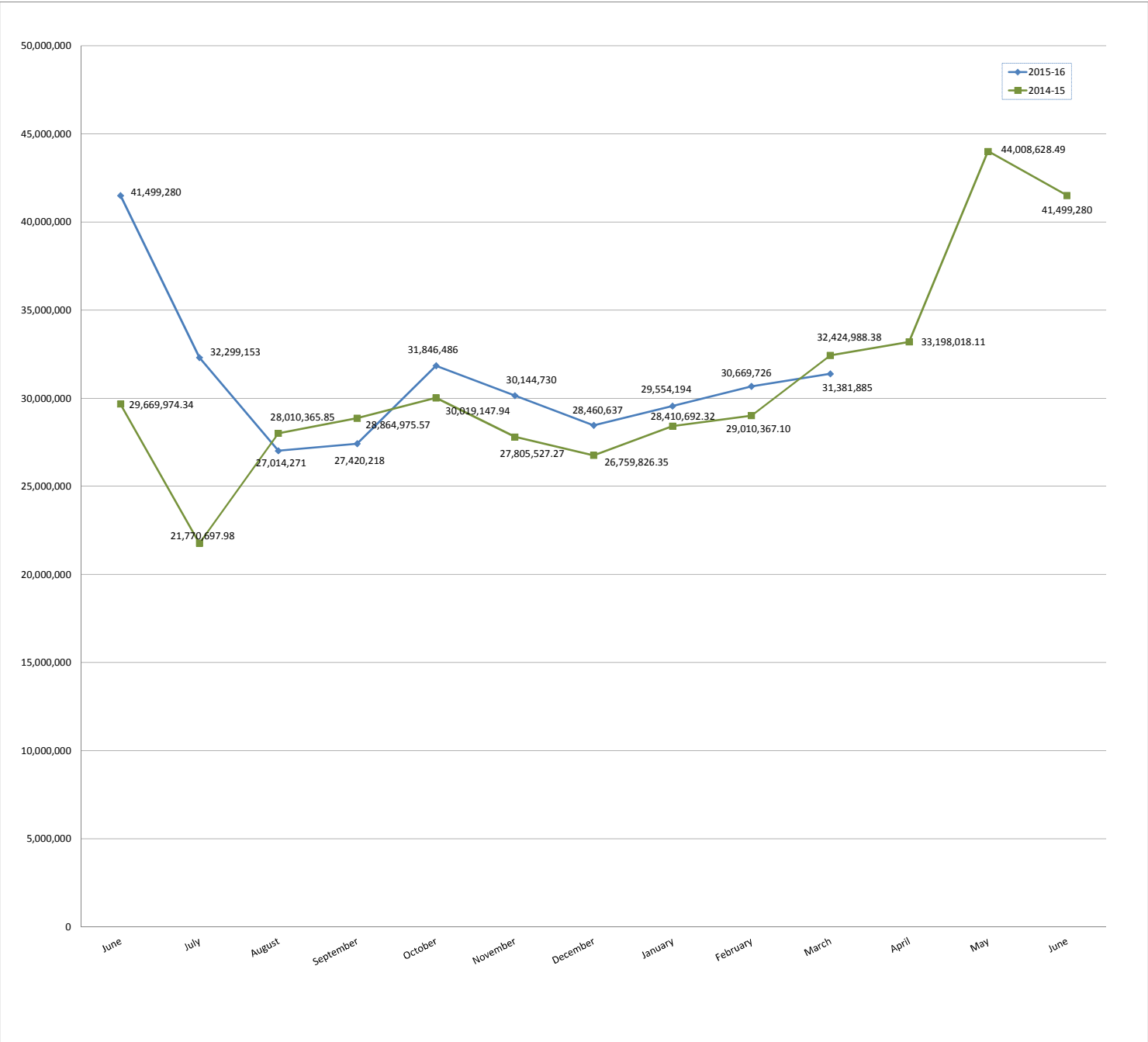
** The year to year comparison will vary due to the timing of the reversal of prior year accruals.

**EXPENDITURE COMPARISON
ALL FUNDS**

| | 2013-2014 | | 2014-2015 | | 2015-2016 | |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
| | \$ | % | \$ | % | \$ | % |
| July | 7,158,138 | 4.26% | 7,547,048 | 4.45% | 7,049,033 | 2.98% |
| August | 14,925,772 | 8.89% | 16,483,027 | 9.71% | 16,404,117 | 6.93% |
| September | 26,723,106 | 15.92% | 28,293,796 | 16.67% | 30,882,275 | 13.04% |
| October | 40,284,425 | 23.99% | 41,129,759 | 24.23% | 44,144,329 | 18.65% |
| November | 52,655,277 | 31.36% | 53,531,556 | 31.54% | 58,247,227 | 24.60% |
| December | 64,273,426 | 38.28% | 66,513,786 | 39.18% | 73,968,194 | 31.24% |
| January | 84,162,075 | 50.12% | 90,772,024 | 53.47% | 97,976,121 | 41.38% |
| February | 96,072,892 | 57.22% | 103,617,253 | 61.04% | 111,499,625 | 47.10% |
| March | 109,116,145 | 64.98% | 115,995,927 | 68.33% | 127,360,079 | 53.79% |
| April | 121,080,912 | 72.11% | 128,584,685 | 75.75% | | 0.00% |
| May | 133,051,690 | 79.24% | 141,606,925 | 83.42% | | 0.00% |
| June | 163,502,430 | 97.37% | 169,539,828 | 99.88% | | |
| BUDGET | 167,911,404 | 100.00% | 169,749,976 | 100.00% | 236,752,755 | 100.00% |

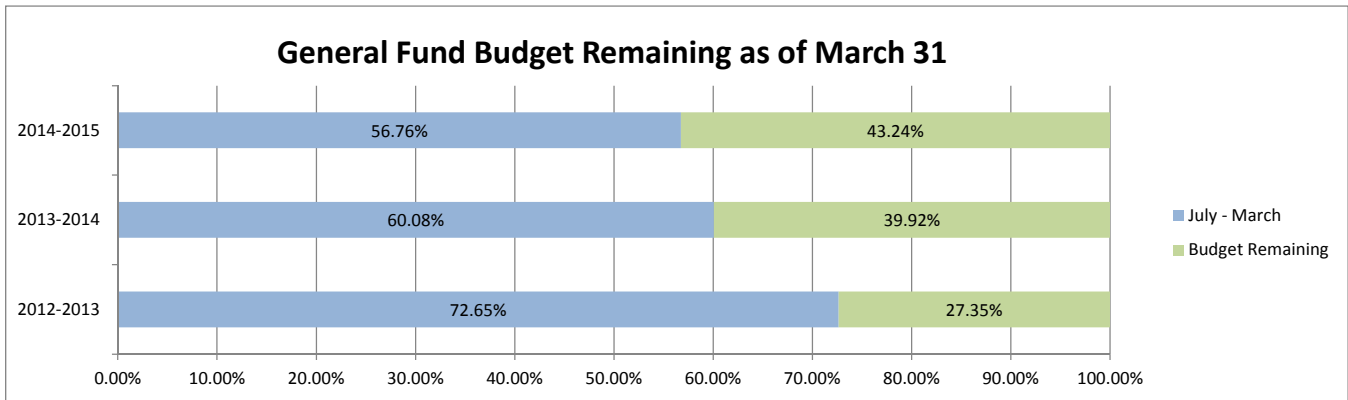
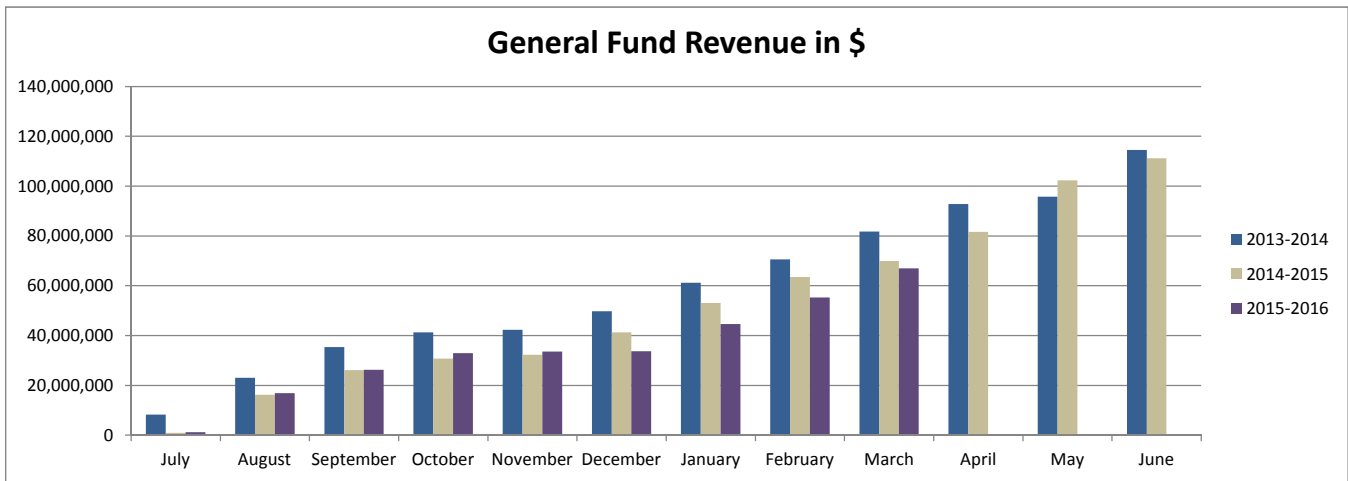


GENERAL FUND CASH AND INVESTMENTS 2014-15 AND 2015-16



**REVENUE COMPARISON
GENERAL FUND**

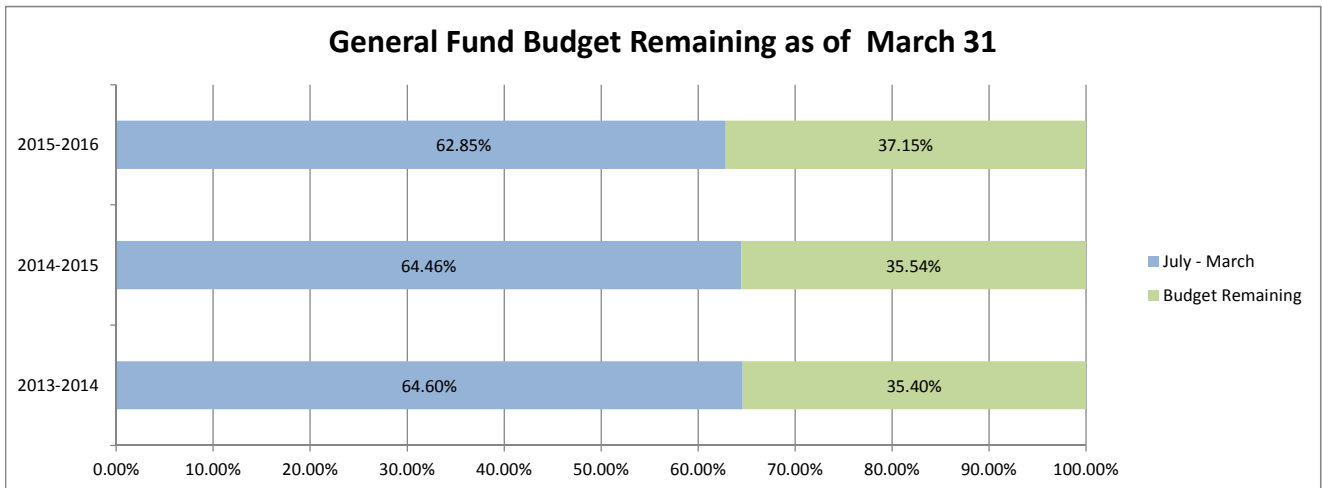
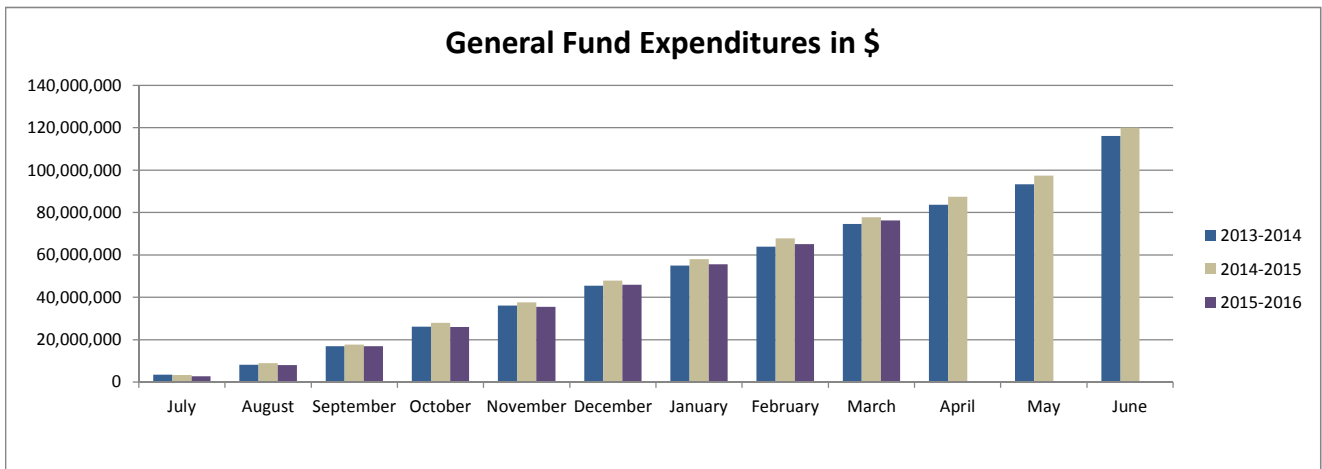
| | 2013-2014 | | 2014-2015 | | 2015-2016 | |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
| | \$ | % | \$ | % | \$ | % |
| July | 8,213,239 | 7.30% | 998,299 | 0.86% | 1,172,002 | 0.99% |
| August | 23,035,862 | 20.48% | 16,255,179 | 13.98% | 16,819,666 | 14.25% |
| September | 35,369,620 | 31.44% | 26,150,902 | 22.49% | 26,303,462 | 22.28% |
| October | 41,313,574 | 36.72% | 30,774,320 | 26.46% | 32,868,210 | 27.84% |
| November | 42,329,912 | 37.63% | 32,344,957 ** | 27.81% | 33,523,977 ** | 28.40% |
| December | 49,821,048 | 44.29% | 41,271,780 | 35.49% | 33,750,953 | 28.59% |
| January | 61,240,048 | 54.44% | 53,037,217 | 45.61% | 44,669,701 | 37.84% |
| February | 70,541,317 | 62.71% | 63,519,175 | 54.62% | 55,293,029 | 46.84% |
| March | 81,730,478 | 72.65% | 69,865,296 | 60.08% | 67,001,225 | 56.76% |
| April | 92,855,155 | 82.54% | 81,679,509 | 70.24% | | 0.00% |
| May | 95,758,464 | 85.12% | 102,274,231 | 87.95% | | 0.00% |
| June | 114,521,447 | 101.80% | 111,161,850 | 95.59% | | |
| BUDGET | 112,496,929 | 100.00% | 116,289,398 | 100.00% | 118,046,063 | 100.00% |



** The year to year comparison will vary due to the timing of the reversal of prior year accruals.

**EXPENDITURE COMPARISON
GENERAL FUND**

| | 2013-2014 | | 2014-2015 | | 2015-2016 | |
|---------------|--------------------|----------------|--------------------|----------------|--------------------|----------------|
| | \$ | % | \$ | % | \$ | % |
| July | 3,493,163 | 3.03% | 3,337,696 | 2.77% | 2,684,247 | 2.21% |
| August | 8,175,160 | 7.09% | 8,947,182 | 7.41% | 7,972,377 | 6.58% |
| September | 16,950,675 | 14.69% | 17,645,205 | 14.62% | 16,911,827 | 13.95% |
| October | 26,176,565 | 22.69% | 27,881,276 | 23.10% | 25,943,715 | 21.40% |
| November | 36,060,193 | 31.26% | 37,625,436 | 31.17% | 35,429,463 | 29.23% |
| December | 45,489,506 | 39.43% | 47,847,779 | 39.64% | 45,930,671 | 37.89% |
| January | 54,985,329 | 47.66% | 57,981,560 | 48.04% | 55,592,345 | 45.86% |
| February | 63,905,214 | 55.39% | 67,797,669 | 56.17% | 65,071,177 | 53.68% |
| March | 74,531,071 | 64.60% | 77,794,585 | 64.46% | 76,193,365 | 62.85% |
| April | 83,716,830 | 72.57% | 87,372,670 | 72.39% | | 0.00% |
| May | 93,317,546 | 80.89% | 97,383,134 | 80.69% | | 0.00% |
| June | 116,061,352 | 100.60% | 120,005,229 | 99.43% | | 0.00% |
| BUDGET | 115,368,022 | 100.00% | 120,691,888 | 100.00% | 121,227,919 | 100.00% |





**Agenda II.B.6.
April 28, 2016**

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

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

Date: April 28, 2016

**Re: Change Orders #058, #092, #110, #111, #112, #113, #114, #115 and #116 for the
2015 Additions and Alterations to Burnsville High School**

RECOMMENDATION: That the Board of Education approve change orders #058, #092, #110, #111, #112, #113, #114, #115 and #116 for the 2015 Additions and Alterations to Burnsville High School.

On May 28th, 2015 the school board awarded contracts for bid package #1, on June 25, 2015 the school board awarded one contract for bid package #2, on August 13, 2015 the school board awarded contracts for bid package #3 and on October 22, November 5, November 19 and December 17, 2015 school board awarded contracts for bid package #4 for the 2015 Additions and Alterations to the Burnsville High School.

Change order #058 for contract #3290 (G Urban Companies, LLC) is in the amount of \$5400.00. The added cost to this contract is to turn a bituminous area back into green space on the north side of the high school. We did receive a credit for not restoring the bituminous area.

Change order #092 for contract #0920 (Commercial Drywall, Inc.) is in the amount of \$1265.00. The added cost to this contract is for additional cutting and patching around receptacles that were added to the scope of the project.

Change order #110 for contract #2200 (EI-Jay Plumbing & Heating, Inc.) is a deduct in the amount of (\$-1178.00). The reduction in cost for this contract is a result of another contractor doing the work of raising AHU 11.

Change order #111 for contract #2600 (People's Electric CO. Inc.) is in the amount of \$9387.00. Wiring modifications in the welding room and switches to hook up industrial equipment in the Annex were the reasons for these added costs.



Change order #112 for contract #3290 (G Urban Companies, LLC) is in the amount of \$7844.00. The reason for this cost change is to add landscaping at the new ticket booth on the north east side of the football stadium.

Change order #113 for contract #3301 (Metro Utilities, Inc.) is in the amount of \$1452.00. The cost increase to this contract was to modify an existing catch basin by the new ticket booth.

Change order #114 for contract #0241 (Lloyd's Construction Services Inc.) is in the amount of \$6950.00. The additional costs to this contract was to provide dumpsters for the disposal of the ticket booth that is being replaced on the east side of the football stadium and additional demolition work that did not get bid in bid package #4.

Change order #115 for contract #2302 (Thelen Heating & Roofing, Inc.) is in the amount of \$2733.00. The increase in cost to this contract is the result of many revisions made to the heating and cooling ductwork in the Westside addition.

Change order #116 for contract #0966 (Advance Terrazzo & Tile Company Inc.) Is in the amount of \$6100.00. The cost increase is to remove a carpet insert in the West addition and replace it with Epoxy Terrazzo.

To date total change orders in amount of \$1,017,232.00 to the 45 original contract amounts of \$37,734,946.00 brings the total contracts with change orders to \$38,752,178.00. This represents change orders of 2.70% of original bid amounts.

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 **MAR 31 2016**

APR 08 2016

(Instructions on reverse side)

| | |
|----------------------|-------------------------------------|
| OWNER | <input checked="" type="checkbox"/> |
| CONSTRUCTION MANAGER | <input checked="" type="checkbox"/> |
| ARCHITECT | <input checked="" type="checkbox"/> |
| CONTRACTOR | <input type="checkbox"/> |
| FIELD | <input type="checkbox"/> |
| OTHER | <input type="checkbox"/> |

PCO # 058

PROJECT: 2015 ADDITIONS & ALTERATIONS TO
 (Name and address) BURNSVILLE HIGH SCHOOL BP #3
 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 3290.003
 INITIATION DATE: 12/16/15
 PROJECT NOS.: 301504.01
 CONTRACT FOR: Contract #3290
 Landscaping/Irrigation
 Systems
 CONTRACT DATE: 8/13/2015

TO CONTRACTOR: G URBAN COMPANIES, LLC
 (Name and address) 3781 LABORE ROAD
 ST PAUL, MINNESOTA 55110

The Contract is changed as follows:

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

RECEIVED

APR 4 2016

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 | \$ | 240,069.00 |
| Net change by previously authorized Change Orders | \$ | 5,740.00 |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ | 245,809.00 |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | 5,400.00 |
| The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be ... | \$ | 251,209.00 |
| 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 3/31/16

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECTS
 ARCHITECT
 8501 Golden Valley Road, Ste. 300, Mpls., MN 55427
 ADDRESS
 BY *[Signature]* DATE 4/6/16

G URBAN COMPANIES, LLC
 CONTRACTOR
 3781 LaBore Road, St. Paul, MN 55110
 ADDRESS
 BY *[Signature]* DATE 3/25/16

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: 12/16/2015

Contractor:

Urban Companies
378 1 Labore Road
St. Paul, MN 55110

Architect's Project No:

Contract Date:

Contract Number: 3290

Change Order Number: 003

The Contract is hereby revised by the following items:

Additional Sod

| PCO | Item # | Description | Amount |
|--------|--------|--------------------------------|--------|
| PR-024 | 002 | Sod to be installed per PR 24. | 5,400 |

| | |
|---|---------|
| The original Contract (s) Value was..... | 240,069 |
| Sum of changes by prior Change Orders..... | 5,740 |
| The Contract Value prior to this Change Order was..... | 245,809 |
| The Contract Value will be changed by this Change Order in the amount of..... | 5,400 |
| The new Contract Value including this Change Order will be..... | 251,209 |
| 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

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APR 05 2016

(Instructions on reverse side)

OWNER
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

PCO # 092

PROJECT: 2015 ADDITIONS & ALTERATIONS TO
 (Name and address) BURNSVILLE HIGH SCHOOL BP #4
 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 0920.001

INITIATION DATE: 02/12/16

PROJECT NOS.: 301504.01

CONTRACT FOR: Contract #0920
Drywall/Cold Formed
Metal Framing/DEFS

CONTRACT DATE: 11/5/2015

TO CONTRACTOR:
 (Name and address) COMMERCIAL DRYWALL, INC.
 3026 161ST AVENUE NW
 ANDOVER, MINNESOTA 55304

The Contract is changed as follows:

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

RECEIVED

MAR 31 2016

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 | \$ | 609,850.00 |
| Net change by previously authorized Change Orders | \$ | 0.00 |
| The (Contract Sum) (Contract Maximum Price) prior to this Change Order was | \$ | 609,850.00 |
| The (Contract Sum) (Contract Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | 1,265.00 |
| The new (Contract Sum) (Contract Maximum Price) including this Change Order will be | \$ | 611,115.00 |
| 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 *[Signature]*
 BY *[Signature]* DATE *3/24/16*

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT

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

ADDRESS *[Signature]*
 BY *[Signature]* DATE *4/3/16*

COMMERCIAL DRYWALL, INC.

CONTRACTOR
 3028 161st Avenue NW, Andover, MN 55304

ADDRESS *[Signature]*
 BY *[Signature]* DATE *2/23/16*

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: 2/12/2016

Contractor:

Commercial Drywall, Inc.
3026 161st Avenue NW
Andover, MN 55304

Architect's Project No:

Contract Date:

Contract Number: 0920

Change Order Number: 001

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|--------|--------|------------------------------------|--------|
| PR-036 | 002 | Additional drywall work per PR 36. | 1,265 |

| | |
|---|---------|
| The original Contract (s) Value was..... | 609,850 |
| Sum of changes by prior Change Orders..... | 0 |
| The Contract Value prior to this Change Order was..... | 609,850 |
| The Contract Value will be changed by this Change Order in the amount of..... | 1,265 |
| The new Contract Value including this Change Order will be..... | 611,115 |
| 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 MAR 24 2016

APR 05 2016

(Instructions on reverse side)

| | | |
|----------------------|-------------------------------------|-----------|
| OWNER | <input checked="" type="checkbox"/> | PCO # 110 |
| 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 #4
 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 2200.003
 INITIATION DATE: 03/07/16
 PROJECT NOS.: 301504.01
 CONTRACT FOR: Contract #2200
 Plumbing & Heating
 CONTRACT DATE: 10/22/2015

TO CONTRACTOR: EL-JAY PLUMBING & HEATING, INC.
 (Name and address) 520 APOLLO AVENUE NE
 ST. CLOUD, MINNESOTA 56304

The Contract is changed as follows:

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

RECEIVED

MAR 31 2016

ARMSTRONG, TORSETH
SKOLD & RYDEEN, INC.

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

| | | |
|--|------|--------------|
| The original (Contract Sum) (Contracted Maximum Price) was | \$ | 3,269,000.00 |
| Net change by previously authorized Change Orders | \$ | 38,683.00 |
| The (Contract Sum) (Contracted Maximum Price) prior to this Change Order was | \$ | 3,307,683.00 |
| The (Contract Sum) (Contracted Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | (1,178.00) |
| The new (Contract Sum) (Contracted Maximum Price) including this Change Order will be ... | \$ | 3,306,505.00 |
| 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 *[Signature]* 3/20/16
BY DATE

EL-JAY PLUMBING & HEATING, INC.

CONTRACTOR
520 Apollo Avenue NE, St. Cloud, MN 56304

ADDRESS *[Signature]* 3-22-2016
BY DATE

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT

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

ADDRESS *[Signature]* 4/3/16
BY DATE

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: 3/7/2016
Contractor:
 El-Jay Plumbing & Heating, Inc.
 520 Apollo Avenue
 St. Cloud, MN 56304

Architect's Project No:
Contract Date:
Contract Number: 2200
Change Order Number: 003

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|---------|--------|--|--------|
| RCO-084 | 002 | Adding piping, valves, and caps associated with the raising of AHU-11 done by Klamm. | -1,178 |

| | |
|---|-----------|
| The original Contract (s) Value was..... | 3,269,000 |
| Sum of changes by prior Change Orders..... | 38,683 |
| The Contract Value prior to this Change Order was..... | 3,307,683 |
| The Contract Value will be changed by this Change Order in the amount of..... | -1,178 |
| The new Contract Value including this Change Order will be..... | 3,306,505 |
| 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

MAR 23 2016

APR 05 2016

| | | |
|----------------------|-------------------------------------|-----------|
| OWNER | <input checked="" type="checkbox"/> | PCO # 111 |
| 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)

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

CHANGE ORDER NO.: 2600.016
 INITIATION DATE: 03/11/16
 PROJECT NOS.: 301504.01
 CONTRACT FOR: Contract #2600
 Electrical
 CONTRACT DATE: 5/28/2015

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

The Contract is changed as follows:

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

RECEIVED

MAR 31 2016

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 | \$ | 566,500.00 |
| Net change by previously authorized Change Orders | \$ | 81,004.00 |
| The (Contract Sum) (Contract Maximum Price) prior to this Change Order was | \$ | 647,504.00 |
| The (Contract Sum) (Contract Maximum Price) will be (increased) (decreased) (<u>unchanged</u>) by this Change Order | \$ | 9,387.00 |
| The new (Contract Sum) (Contract Maximum Price) including this Change Order will be ... | \$ | 656,891.00 |
| The Contract Time will be (increased) (decreased) (<u>unchanged</u>) 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 *Add Drew* 3/24/16
 BY DATE

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT

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

ADDRESS *[Signature]* 4/3/16
 BY DATE

PEOPLES ELECTRIC CO., INC.

CONTRACTOR
 277 East Fillmore Avenue, St. Paul, MN 55107

ADDRESS *[Signature]* 3/21/16
 BY DATE

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: 3/11/2016

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: 016

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|---------|--------|---|--------|
| PR-034 | 002 | OHD interlock hook ups and wiring changes to welding room per PR 034. | 4,395 |
| RCO-066 | 001 | Provide Electrical Switches for Equipment in the Annex. | 4,992 |

| | |
|---|---------|
| The original Contract (s) Value was..... | 566,500 |
| Sum of changes by prior Change Orders..... | 81,004 |
| The Contract Value prior to this Change Order was..... | 647,504 |
| The Contract Value will be changed by this Change Order in the amount of..... | 9,387 |
| The new Contract Value including this Change Order will be..... | 656,891 |
| The Contract duration will be changed by..... | 0 days |
| The revised Substantial Completion date as of this Change Order is..... | |

pm

CHANGE ORDER

CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G701/CMA

MAR 31 2016

APR 08 2016

OWNER PCO # 112
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

(Instructions on reverse side)

PROJECT: 2015 ADDITIONS & ALTERATIONS TO
 (Name and address) BURNSVILLE HIGH SCHOOL BP #3
 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 3290.004

INITIATION DATE: 03/21/16

TO CONTRACTOR: G URBAN COMPANIES, LLC
 (Name and address) 3781 LABORE ROAD
 ST PAUL, MINNESOTA 55110

PROJECT NOS.: 301504.01

CONTRACT FOR: Contract #3290
 Landscaping/Irrigator
 Systems

CONTRACT DATE: 8/13/2015

The Contract is changed as follows:

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

RECEIVED

APR 4 2016

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 | \$ | 240,069.00 |
| Net change by previously authorized Change Orders | \$ | 11,140.00 |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ | 251,209.00 |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | 7,844.00 |
| The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be | \$ | 259,053.00 |
| 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 *[Signature]* 3/31/16
 BY DATE

G URBAN COMPANIES, LLC

CONTRACTOR
 3781 LaBore Road, St. Paul, MN 55110

ADDRESS *[Signature]* 3/25/16
 BY DATE

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT

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

ADDRESS *[Signature]* 4/6/16
 BY DATE

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: 3/21/2016

Contractor:

Urban Companies
3781 Labore Road
St. Paul, MN 55110

Architect's Project No:

Contract Date:

Contract Number: 3290

Change Order Number: 004

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|--------|--------|---|--------|
| PR-039 | 005 | Additional shrubs, mulch, and steel edging per PR 39. | 7,844 |

| | |
|---|---------|
| The original Contract (s) Value was..... | 240,069 |
| Sum of changes by prior Change Orders..... | 11,140 |
| The Contract Value prior to this Change Order was..... | 251,209 |
| The Contract Value will be changed by this Change Order in the amount of..... | 7,844 |
| The new Contract Value including this Change Order will be..... | 259,053 |
| 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

MAR 28 2016
APR 05 2016

(Instructions on reverse side)

OWNER
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

PCO # 113

PROJECT: 2015 ADDITIONS & ALTERATIONS TO
 BURNSVILLE HIGH SCHOOL BP #3
 (Name and address) 600 EAST HIGHWAY 13
 BURNSVILLE, MINNESOTA 55337

CHANGE ORDER NO.: 3301.003
 INITIATION DATE: 03/21/16
 PROJECT NOS.: 301504.01
 CONTRACT FOR: Contract #3301
 Site Utilities
 CONTRACT DATE: 08/13/15

TO CONTRACTOR: METRO UTILITIES, INC.
 (Name and address) 9656 161ST AVENUE NW
 ELK RIVER, MINNESOTA, 55330

The Contract is changed as follows:

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

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MAR 31 2016

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 | \$ | 288,750.00 |
| Net change by previously authorized Change Orders | \$ | 20,821.00 |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ | 309,571.00 |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | 1,452.00 |
| The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be | \$ | 311,023.00 |
| 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 *[Signature]*
 BY *[Signature]* DATE 3/28/16

METRO UTILITIES, INC.
 CONTRACTOR
 9656 161st Avenue NW, Elk River, MN 55330
 ADDRESS *[Signature]*
 BY *[Signature]* DATE 3-24-16

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT
 ARCHITECT
 8501 Golden Valley Road, Ste. 300, Mpls., MN 55427
 ADDRESS *[Signature]*
 BY *[Signature]* DATE 4/3/16

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: 3/21/2016

Contractor:

Metro Utilities, Inc.
9656 161st Avenue NW
Elk River, MN 55330

Architect's Project No:

Contract Date:

Contract Number: 3301

Change Order Number: 003

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|--------|--------|--|--------|
| PR-039 | 006 | Modifying existing catch basin per PR 039. | 1,452 |

| | |
|---|---------|
| The original Contract (s) Value was..... | 288,750 |
| Sum of changes by prior Change Orders..... | 20,821 |
| The Contract Value prior to this Change Order was..... | 309,571 |
| The Contract Value will be changed by this Change Order in the amount of..... | 1,452 |
| The new Contract Value including this Change Order will be..... | 311,023 |
| 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

APR 07 2016

APR 13 2016

OWNER PCO # 114
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

(Instructions on reverse side)

PROJECT: 2015 ADDITIONS & ALTERATIONS TO BURNSVILLE HIGH SCHOOL BP #3
 (Name and address) 600 EAST HIGHWAY 13 BURNSVILLE, MINNESOTA 55337

TO CONTRACTOR: LLOYD'S CONSTRUCTION SERVICES, INC.
 (Name and address) 7207 W 128TH STREET SAVAGE, MINNESOTA 55378

CHANGE ORDER NO.: 0241.001
 INITIATION DATE: 03/21/16
 PROJECT NOS.: 301504.01
 CONTRACT FOR: Contract #0241 Building Demolition
 CONTRACT DATE: 08/13/15

The Contract is changed as follows:

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

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APR 11 2016

ARMSTRONG, TORSETH
 SKOLD & RYDEEN, INC.

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

| | | |
|---|------|--------------|
| The original (Contract Sum) (Contracted Maximum Price) was | \$ | 285,155.00 |
| Net change by previously authorized Change Orders | \$ | 0.00 |
| The (Contract Sum) (Contracted Maximum Price) prior to this Change Order was | \$ | 285,155.00 |
| The (Contract Sum) (Contracted Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | 6,950.00 |
| The new (Contract Sum) (Contracted Maximum Price) including this Change Order will be | \$ | 292,105.00 |
| 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 *Todd Dorn* DATE 4/7/16

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT
 ARCHITECT
 8501 Golden Valley Road, Ste. 300, Mpls., MN 55427
 ADDRESS
 BY *W. J. J. J.* DATE 4/11/16

LLOYD'S CONSTRUCTION SERVICES, INC.
 CONTRACTOR
 7207 West 128th Street, Savage, MN 55378
 ADDRESS
 BY *[Signature]* DATE 4/2/16

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: 3/21/2016

Contractor:

Lloyd's Construction Services, Inc.
7207 West 125th Street
Savage, MN 55378

Architect's Project No:

Contract Date:

Contract Number: 0241

Change Order Number: 001

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|---------|--------|--|--------|
| PR-039 | 001 | Provided dumpster to dispose of ticket booth waste per PR 39. | 595 |
| RCO-089 | 001 | Additional demolition work shown on BP4 drawings but not on BP3. | 6,355 |

| | |
|---|---------|
| The original Contract (s) Value was..... | 285,155 |
| Sum of changes by prior Change Orders..... | 0 |
| The Contract Value prior to this Change Order was..... | 285,155 |
| The Contract Value will be changed by this Change Order in the amount of..... | 6,950 |
| The new Contract Value including this Change Order will be..... | 292,105 |
| 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

APR 05 2016
APR 13 2016

| | | |
|----------------------|-------------------------------------|-----------|
| OWNER | <input checked="" type="checkbox"/> | PCO # 115 |
| 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)

| | | | |
|---|---|-------------------|---|
| PROJECT: <i>(Name and address)</i> | 2015 ADDITIONS & ALTERATIONS TO BURNSVILLE HIGH SCHOOL BP #4 600 EAST HIGHWAY 13 BURNSVILLE, MINNESOTA 55337 | CHANGE ORDER NO.: | 2302.002 |
| TO CONTRACTOR: <i>(Name and address)</i> | THELEN HEATING & ROOFING, INC. 1717 13TH STREET SE BRAINERD, MINNESOTA 56401 | INITIATION DATE: | 03/24/16 |
| | | PROJECT NOS.: | 301504.01 |
| | | CONTRACT FOR: | <u>Contract #2302</u> HVAC/Temperature Controls |
| | | CONTRACT DATE: | 10/22/2015 |

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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APR 8 2016

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 | \$ | 2,751,800.00 |
| Net change by previously authorized Change Orders | \$ | 852.00 |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ | 2,752,652.00 |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | 2,733.00 |
| The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be ... | \$ | 2,755,385.00 |
| 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.

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT

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

ARCHITECT
8501 Golden Valley Road, Ste. 300, Mpls., MN 5

ADDRESS *[Signature]* 4/5/16
BY DATE

ADDRESS *[Signature]* 4/11/16
BY DATE

THELEN HEATING & ROOFING, INC.

BURNSVILLE-EAGAN-SAVAGE PUBLIC SCHOOLS

CONTRACTOR
1717 13th Street, SE, Brainerd, MN 56401

OWNER
100 River Ridge Court, Burnsville, MN 55337

ADDRESS *[Signature]* 3-31-16
BY DATE

ADDRESS
BY DATE



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Change Order

Burnsville High School

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

Date: 3/24/2016

Contractor:
 Thelen Heating & Roofing
 1717 - 13th Street SE
 Brainerd, MN 56401

Architect's Project No:
Contract Date:
Contract Number: 2302
Change Order Number: 002

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|---------|--------|---|--------|
| PR-057 | 004 | Area 2 second floor ductwork revisions per PR 057. | 2,363 |
| PR-059 | 002 | Delete louvers per PR 059 | -2,163 |
| PR-061 | 001 | Add gravity hood, registers, dampers, and actuators per PR 061. | 2,814 |
| RCO-097 | 002 | Unload Heater Units for Thelen. | -281 |

| | |
|---|-----------|
| The original Contract (s) Value was..... | 2,751,800 |
| Sum of changes by prior Change Orders..... | 852 |
| The Contract Value prior to this Change Order was..... | 2,752,652 |
| The Contract Value will be changed by this Change Order in the amount of..... | 2,733 |
| The new Contract Value including this Change Order will be..... | 2,755,385 |
| 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

APR 04 2016

APR 08 2016

OWNER
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

PCO # 116

(Instructions on reverse side)

PROJECT: 2015 ADDITIONS & ALTERATIONS TO BURNSVILLE HIGH SCHOOL BP #4
 (Name and address) 600 EAST HIGHWAY 13 BURNSVILLE, MINNESOTA 55337

TO CONTRACTOR: ADVANCE TERRAZZO & TILE COMPANY, INC.
 (Name and address) 425 COON RAPIDS BLVD. COON RAPIDS, MINNESOTA 55433

CHANGE ORDER NO.: 0966.002

INITIATION DATE: 03/23/16

PROJECT NOS.: 301504.01

CONTRACT FOR: Contract #0966 Epoxy Terrazzo Flooring

CONTRACT DATE: 11/5/2015

The Contract is changed as follows:

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

RECEIVED

APR 6 2016

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 | \$ | 508,000.00 |
| Net change by previously authorized Change Orders | \$ | 14,900.00 |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ | 522,900.00 |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ | 6,100.00 |
| The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be ... | \$ | 529,000.00 |
| 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 *[Signature]* 4/4/16
 BY DATE

ARMSTRONG, TORSETH, SKOLD, & RYDEEN ARCHITECT

ARCHITECT
 8501 Golden Valley Road, Ste. 300, Mpls., MN 55427
 ADDRESS *[Signature]* 4/6/16
 BY DATE

ADVANCE TERRAZZO & TILE COMPANY, INC.

CONTRACTOR
 425 Coon Rapids Blvd., Coon Rapids, MN 55433
 ADDRESS *[Signature]* 3-31-16
 BY DATE

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: 3/23/2016

Contractor:

Advance Terrazzo & Tile Company
 425 Coon Rapids Blvd.
 Coon Rapids, MN 55448

Architect's Project No:

Contract Date:

Contract Number: 0966

Change Order Number: 002

The Contract is hereby revised by the following items:

| PCO | Item # | Description | Amount |
|--------|--------|--------------------------------------|--------|
| PR-046 | 007 | Additional epoxy terrazzo per PR 46. | 6,100 |

| | |
|---|---------|
| The original Contract (s) Value was..... | 508,000 |
| Sum of changes by prior Change Orders..... | 14,900 |
| The Contract Value prior to this Change Order was..... | 522,900 |
| The Contract Value will be changed by this Change Order in the amount of..... | 6,100 |
| The new Contract Value including this Change Order will be..... | 529,000 |
| The Contract duration will be changed by..... | 0 days |
| The revised Substantial Completion date as of this Change Order is..... | |

BHS 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 | \$95,924.00 | 14.28% | 16 | \$767,824.00 | 95.00% |
| Contract #2300 Mechanical | Klamm Mechanical | \$647,800.00 | \$900,000.00 | \$41,134.00 | 4.57% | 8 | \$941,134.00 | 78.07% |
| Contract #2600 Electrical | Peoples Electric | \$293,600.00 | \$566,500.00 | \$90,391.00 | 15.96% | 16 | \$656,891.00 | 93.64% |
| Contract #3110 Site Demolition and Improvements | Max Steining Inc. | \$775,285.10 | \$530,000.00 | \$330,107.00 | 62.28% | 7 | \$860,107.00 | 80.42% |
| Contract #3300 Site Utility Relocation | Veit & Co. | \$243,170.00 | \$410,000.00 | \$115,109.00 | 28.08% | 5 | \$525,109.00 | 95.00% |
| Contract #0240 Building Demolition | Veit & Co. | \$366,047.14 | \$71,039.00 | \$30,496.00 | 42.93% | 5 | \$101,535.00 | 100.00% |
| | | <u>\$3,245,502.24</u> | <u>\$3,149,439.00</u> | <u>\$703,161.00</u> | | | <u>\$3,852,600.00</u> | |
| Bid Pack #2 | | | | | | | | |
| Contract #0345 Precast Concrete Wall Panels | Wells Concrete | \$2,403,594.00 | \$2,615,000.00 | (\$109,200.00) | -4.18% | 2 | \$2,505,800.00 | 91.75% |
| | | <u>\$2,403,594.00</u> | <u>\$2,615,000.00</u> | <u>(\$109,200.00)</u> | | | <u>\$2,505,800.00</u> | |
| Bid Pack #3 | | | | | | | | |
| Contract #0420 Masonry | Crosstown Masonry Incorporated | \$1,305,616.00 | \$1,240,000.00 | \$32,435.00 | 2.62% | 4 | \$1,272,435.00 | 24.73% |
| Contract #3301 Site Utilities | Metro Utilities, Inc. | \$181,880.00 | \$288,750.00 | \$22,273.00 | 7.71% | 3 | \$311,023.00 | 22.73% |
| Contract #3290 Landscaping/Irrigation Systems | Urban Companies, LLC | \$305,275.00 | \$240,069.00 | \$18,984.00 | 7.91% | 4 | \$259,053.00 | 15.23% |
| Contract #3210 Asphalt Paving/Curbs | Midwest Asphalt Corporation | \$1,244,655.00 | \$921,900.00 | \$7,055.00 | 0.77% | 3 | \$928,955.00 | 12.49% |
| Contract #3100 Earthwork/Site Demolition | Max Steining Inc. | \$1,179,458.00 | \$1,071,000.00 | \$57,891.00 | 5.41% | 5 | \$1,128,891.00 | 46.34% |
| Contract #2202 Mechanical | Klamm Mechanical | \$551,250.00 | \$872,000.00 | \$36,085.00 | 4.14% | 4 | \$908,085.00 | 22.54% |
| Contract #0510 Structural Steel Erection | Red Cedar Steel Erectors, Inc. | \$599,057.00 | \$582,300.00 | \$12,430.00 | 2.13% | 3 | \$594,730.00 | 26.84% |
| Contract #0340 Structural Precast Concrete | Wells Concrete | \$1,013,719.00 | \$933,340.00 | \$0.00 | 0.00% | 0 | \$933,340.00 | 87.88% |
| Contract #0330 Cast-In-Place Concrete | Northland Concrete & Masonry, LLC | \$2,739,043.00 | \$2,617,189.00 | \$140,420.00 | 5.37% | 8 | \$2,757,609.00 | 47.46% |
| Contract #0241 Building Demolition | Lloyd's Construction Services Inc. | \$146,221.00 | \$285,155.00 | \$6,950.00 | 2.44% | 1 | \$292,105.00 | 88.10% |
| Contract #0512 Structural Steel Supply | American Structural Metals, Inc. | \$788,856.00 | \$898,900.00 | \$3,585.00 | 0.40% | 3 | \$902,485.00 | 51.93% |

| 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>\$338,108.00</u> | | | <u>\$10,288,711.00</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 | (\$31,198.00) | -2.88% | 4 | \$1,053,583.00 | 4.21% |
| Contract #2601 Electrical/Communications/Security/Paging | Peoples Electric | \$3,736,950.00 | \$3,558,650.00 | \$98,131.00 | 2.76% | 5 | \$3,656,781.00 | 12.48% |
| 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 | \$3,585.00 | 0.13% | 2 | \$2,755,385.00 | 9.78% |
| Contract #2200 Plumbing and Heating | El-Jay Plumbing & Heating, Inc. | \$3,709,440.00 | \$3,269,000.00 | \$37,505.00 | 1.15% | 2 | \$3,306,505.00 | 19.93% |
| Contract #2100 Fire Protection | Total Fire Protection, Inc. | \$427,798.35 | \$418,890.00 | \$0.00 | 0.00% | 0 | \$418,890.00 | 22.37% |
| 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 | 28.50% |
| 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 | 3.76% |
| Contract #1022 Folding Panel Partitions | W.L. Hall Company | \$61,425.00 | \$52,904.00 | \$0.00 | 0.00% | 0 | \$52,904.00 | 1.03% |
| 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 | 10.47% |
| Contract #0966 Epoxy Terrazzo Flooring | Advance Terrazzo Flooring | \$612,417.75 | \$508,000.00 | \$21,000.00 | 4.13% | 2 | \$529,000.00 | 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 | (\$45,125.00) | -3.41% | 1 | \$1,278,875.00 | 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 |
|---|--------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------|------------------------|------------------------------------|-----------------------|
| Contract #0920 Drywall/Cold Formed Metal Framing/DEF | Commercial Drywall, Inc. | \$1,222,033.05 | \$609,850.00 | \$1,265.00 | 0.21% | 1 | \$611,115.00 | 9.99% |
| 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 | 15.45% |
| 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 | 8.07% |
| 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>\$85,163.00</u> | | | <u>\$22,105,067.00</u> | |
| | Grand Totals | <u>\$40,957,250.99</u> | <u>\$37,734,946.00</u> | <u>\$1,017,232.00</u> | 2.70% | | <u>\$38,752,178.00</u> | |
| | | | | | | | <u>\$41,716,739.00</u> | |

REVIEW AND COMMENT CONSTRUCTION BUDGET WITH ALTERNATIVE FACILITIES FUNDING

\$41,716,739.00



**Agenda II.B.7.
April 28, 2016**

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

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

Date: April 28, 2016

**Re: Change Orders #02 and #03 for the 2016 Alterations to Nicollet Junior High,
Edward Neill, Sky Oaks and Harriet Bishop Elementary schools**

RECOMMENDATION: That the Board of Education approve change order #02 and #03 for the 2016 Alterations to Nicollet Junior High, Edward Neill, Sky Oaks and Harriet Bishop Elementary schools.

On January 14, 2016 the School Board approved the bids for contract #0980 and on February 11, 2016 the School Board approved the bids for contracts #0610, #2300, and #2600 for the 2016 Alterations to Nicollet Junior High, Edward Neill, Sky Oaks and Harriet Bishop Elementary schools.

Change order #02 for contract #0980M (Haldeman-Homme Inc.) is in the amount of \$17,797.00. Additional casework and totes added to the Nicollet science rooms are the reason for this cost change.

Change order #03 for contract #0980L (Haldeman-Homme Inc.) is in the amount of \$430.00. This cost is the labor for the additional casework installation noted in change order #02.

To date total change orders in the amount of \$17,227.00 to the 4 contract amounts of \$2,916,255.00 brings the total contracts with change orders to \$2,933,482.00. This represents change orders of 0.59% of original bid amounts.

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

MAR 28 2016

APR 05 2016

(Instructions on reverse side)

| | |
|----------------------|-------------------------------------|
| OWNER | <input checked="" type="checkbox"/> |
| CONSTRUCTION MANAGER | <input checked="" type="checkbox"/> |
| ARCHITECT | <input checked="" type="checkbox"/> |
| CONTRACTOR | <input checked="" type="checkbox"/> |
| FIELD | <input type="checkbox"/> |
| OTHER | <input type="checkbox"/> |

PCO#02

PROJECT: NEILL/ SKY OAKS/ NICOLLET/ BISHOP
 (Name and address) BURNSVILLE-EAGAN-SAVAGE-PUBLIC SCHOOLS
 100 RIVER RIDGE COURT
 BURNSVILLE, MN 55337

CHANGE ORDER NO.: 0980M.001

INITIATION DATE: 03/15/16

TO CONTRACTOR:
 (Name and address) HALDEMAN-HOMME, INC.
 430 INDUSTRIAL BLVD
 MINNEAPOLIS, MN 55413

PROJECT NOS.: 301504.03

CONTRACT FOR: Contract #0980M Casework/Material

CONTRACT DATE: 1/15/2016

The Contract is changed as follows:

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

RECEIVED

APR 1 2016

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 | \$ 234,710.00 |
| Net change by previously authorized Change Orders | \$ 0.00 |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ 234,710.00 |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order | \$ 17,797.00 |
| The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be ... | \$ 252,507.00 |
| The Contract Time will be (increased) (decreased) (unchanged) by | (- 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, STE 300, GOLDEN VALLEY, MN 55427
 ADDRESS Shuman Rata 3.29.16
 BY DATE

ARMSTRONG, TORSETH, SKOLD, & RYDEEN
 ARCHITECTS
 ARCHITECT
 332 Minnesota Street, W2000, St. Paul, Minnesota 55101
 ADDRESS W J Jang 4/3/16
 BY DATE

HALDEMAN-HOMME, INC.
 CONTRACTOR
 430 Industrial Blvd, Minneapolis, MN 55413
 ADDRESS Mike Prupp CEO
 BY DATE 3-22-16

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



CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

Subcontract Change Order

Detailed, Grouped by Each Number

Neill/Sky Oaks/Nicollet/Bishop

Project # 30150403

Tel: Fax:

Date: 3/15/2016

To Subcontractor/Vendor:

Haldeman-Homme, Inc.
430 Industrial Boulevard
Minneapolis, MN 55413

Architect's Project No:

Contract Date:

Contract Number: 980M

Change Order Number: 001

The Contract is hereby revised by the following items:

COR#003 Approval - Material

| PCO | Item # | Description | Amount |
|---------|--------|---|--------|
| COR#003 | 001 | H&H - Material increases per shop drawings revisions, added totes, etc. | 17,797 |

| | |
|---|---------|
| The original Contract Value was..... | 234,710 |
| Sum of changes by prior Subcontract Change Orders..... | 0 |
| The Contract Value prior to this Subcontract Change Order was..... | 234,710 |
| The Contract Value will be changed by this Subcontract Change Order in the amount of..... | 17,797 |
| The new Contract Value including this Subcontract Change Order will be..... | 252,507 |
| The Contract duration will be changed by..... | 0 days |
| The revised Substantial Completion date as of this Subcontract Change Order is..... | |

CONTRACTOR

Address

BY

SIGNATURE

DATE

Haldeman-Homme, Inc.

SUBCONTRACTOR/VENDOR

430 Industrial Boulevard
Minneapolis, MN 55413

Address

BY

SIGNATURE

DATE

CHANGE ORDER

CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G701/CMa

MAR 10 2016

APR 05 2016

OWNER

CONSTRUCTION MANAGER

ARCHITECT

CONTRACTOR

FIELD

OTHER

PCO#03

(Instructions on reverse side)

PROJECT: NEILL/ SKY OAKS/ NICOLLET/ BISHOP
 (Name and address) BURNSVILLE-EAGAN-SAVAGE-PUBLIC SCHOOLS
 100 RIVER RIDGE COURT
 BURNSVILLE, MN 55337

CHANGE ORDER NO.: 0980L.001

INITIATION DATE: 03/15/16

TO CONTRACTOR:
 (Name and address) HALDEMAN-HOMME, INC.
 430 INDUSTRIAL BLVD
 MINNEAPOLIS, MN 55413

PROJECT NOS.: 301504.03

CONTRACT FOR: Contract #0980L Casework/Labor

CONTRACT DATE: 1/15/2016

The Contract is changed as follows:

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

RECEIVED

APR 1 2016

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 \$ 49,295.00
 Net change by previously authorized Change Orders \$ 0.00
 The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was \$ 49,295.00
 The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (increased) (~~decreased, unchanged~~) by
 this Change Order \$ 430.00
 The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be \$ 49,725.00
 The Contract Time will be (~~increased, decreased~~) (unchanged) by (- 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, STE 300, GOLDEN VALLEY, MN 55427

ADDRESS *Shawn Bratt* 3.29.16
 BY DATE

ARMSTRONG, TORSETH, SKOLD, & RYDEEN
ARCHITECTS

ARCHITECT
 332 Minnesota Street, W2000, St. Paul, Minnesota 55101

ADDRESS *W. J. Hays* 4/3/16
 BY DATE

HALDEMAN-HOMME, INC.

CONTRACTOR
 430 Industrial Blvd, Minneapolis, MN 55413

ADDRESS *Mike Troop - CEO*
 BY DATE 3-22-16

BURNSVILLE-EAGAN-SAVAGE-PUBLIC SCHOOLS

OWNER
 100 River Ridge Court, Burnsville, MN 55337

ADDRESS
 BY DATE



CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

Subcontract Change Order

Detailed, Grouped by Each Number

Neill/Sky Oaks/Nicollet/Bishop

Project # 30150403

Tel: Fax:

Date: 3/15/2016

To Subcontractor/Vendor:

Haldeman-Homme, Inc.
430 Industrial Boulevard
Minneapolis, MN 55413

Architect's Project No:

Contract Date:

Contract Number: 980L

Change Order Number: 001

The Contract is hereby revised by the following items:

COR#003 Approval - Labor

| PCO | Item # | Description | Amount |
|---------|--------|--|--------|
| COR#003 | 002 | H&H - Labor increase per shop drawing revisions. | 430 |

| | |
|---|--------|
| The original Contract Value was..... | 49,295 |
| Sum of changes by prior Subcontract Change Orders..... | 0 |
| The Contract Value prior to this Subcontract Change Order was..... | 49,295 |
| The Contract Value will be changed by this Subcontract Change Order in the amount of..... | 430 |
| The new Contract Value including this Subcontract Change Order will be..... | 49,725 |
| The Contract duration will be changed by..... | 0 days |
| The revised Substantial Completion date as of this Subcontract Change Order is..... | |

CONTRACTOR

Address

BY

SIGNATURE

DATE

Haldeman-Homme, Inc.

SUBCONTRACTOR/VENDOR

430 Industrial Boulevard
Minneapolis, MN 55413

Address

BY

SIGNATURE

DATE

Nicollet/Sky Oaks/Edward Neill/Harriet Bishop 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 Nic, SO, EN, HB | | | | | | | | |
| Contract #0610 General Construction | CM Construction Company, Inc. | \$1,410,080.00 | \$1,675,000.00 | \$0.00 | 0.00% | 0 | \$1,675,000.00 | 0.00% |
| Contract #2600 Electrical/Communication/Security/Sound | CM Construction Company, Inc. | \$467,015.00 | \$466,750.00 | \$0.00 | 0.00% | 0 | \$466,750.00 | 0.00% |
| Contract #2300 Mechanical | Cool Air Mechanical | \$432,700.00 | \$490,500.00 | (\$1,000.00) | -0.20% | 1 | \$489,500.00 | 0.00% |
| Contract #0980 Nicollet Science Casework | Haldeman-Homme Inc. | \$413,528.00 | \$284,005.00 | \$18,227.00 | 6.42% | 2 | \$302,232.00 | 4.00% |
| | | <u>\$2,723,323.00</u> | <u>\$2,916,255.00</u> | <u>\$17,227.00</u> | | | <u>\$2,933,482.00</u> | |
| | Grand Totals | <u>\$2,723,323.00</u> | <u>\$2,916,255.00</u> | <u>\$17,227.00</u> | 0.59% | | <u>\$2,933,482.00</u> | |
| | | | | | | | <u>\$3,180,695.00</u> | |

REVIEW AND COMMENT CONSTRUCTION BUDGET WITH ALTERNATIVE FACILITIES FUNDING

\$3,180,695.00

06



**Agenda III.A.
April 28, 2016**

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

From: Dave Watkins, Dr. Elizabeth Vaught and Kristine Black

Date: April 28, 2016

Re: Report on School Improvement Plan Process

Receive a report from Dave Watkins, Dr. Elizabeth Vaught and Kristine Black on the School Improvement Plan Process.

One91

**School Improvement Plan
Process**

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**BURNSVILLE
EAGAN
SAVAGE
DISTRICT 191**



April 28, 2016

Agenda

Overview of the SIP Process

3 Major Phases of SIP

S.M.A.R.T. Goals

Theory of Action

SIP Review & Implementation

Examples from the Field

Questions

School Improvement Plan (SIP)

Purpose

Every school/program is required to develop, refine, and receive approval on a clearly-articulated **School Improvement Plan (SIP)**. Each SIP is created by the **principal** and **Building Leadership Team (BLT)** in consult with the staff, district administration, and TLT. The SIP is an annual plan that defines what the school/program will focus on to take its practice and performance to the next level during the coming academic year. This plan defines how the school/program will work on meeting specific “**Focus Areas**.” Each SIP will include:

- Work around student achievement
- Work around high quality instructional practice
- Work around data driven decision-making
- Work around high quality building based professional learning
- Work around family and community engagement

School Improvement Plan (SIP)

SIP Support

Principals have received and will continue to receive ongoing professional development (PD) to support each BLT's capacity to develop, implement, monitor, and adjust the SIP.

Additionally, ILT members provide support to building and program administrators, BLTs and schools/programs based on "Focus Area" needs to enable schools/programs to implement their SIP successfully.

SIP Reviews

Through a process of **regular SIP reviews of progress**, BLT/DLT will update or adjust SIP's **based on the needs of each individual school/program**.

3 Major Phases of SIP

The **One91** SIP process is organized around 3 major phases of work. Organizing the work of instructional improvement around a process that has specific, manageable steps helps educators build confidence and skill in using data, problem-solving and developing action/implementation steps.

The three phases: **Prepare, Inquire, and Act.**

- Initially, schools/programs "**prepare**" for the work by establishing a foundation for learning from student assessment results.
- Schools/programs then "**inquire**"--look for patterns in the data that indicate shortcomings in teaching and learning.
- Schools/programs then "**act**" on what they learn by designing and implementing instructional improvements. Schools/programs can then cycle back through inquiry and further action in a process of ongoing improvement.

S.M.A.R.T. Goals

S.M.A.R.T.

The "SMART" Goal framework is a useful tool that principals and BLTs use to craft effective goals and action plans:

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S = Specific and Strategic

M = Measurable

A = Action Oriented

R = Rigorous, Realistic and Results-focused (the 3 R's)

T = Timed and Tracked



Theory of Action

1. If we focus on
2. And we support professional learning by...
3. While monitoring these things....
4. And engaging families and the community in these ways...
5. Then we will achieve these goals...

SIP Implementation

2015-16 School Year

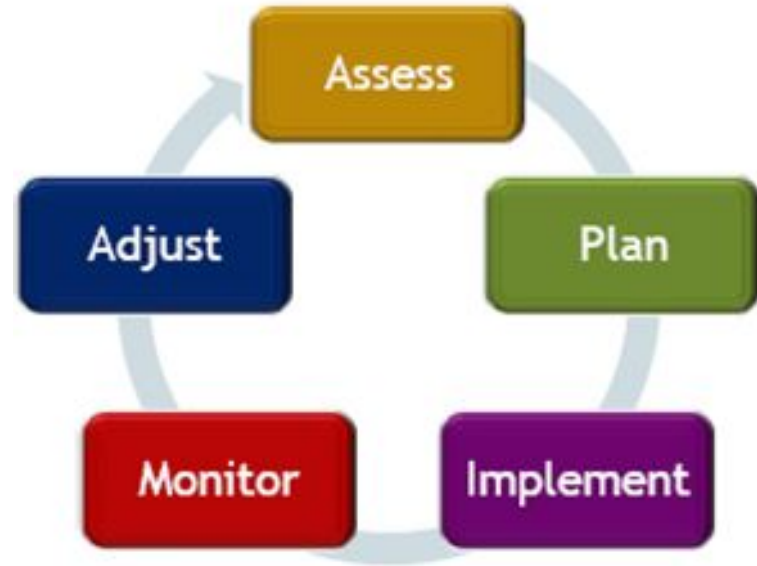
Once the final SIP was communicated to staff during Workshop Week, the deep SIP work began.

- BLTs use the **SIP to structure all conversations** within the school/program and drive progress in the building.
- Through **monthly BLT meetings** and **quarterly reviews** of progress on SIP goals with staff and administration, the SIP becomes a living document that guides the work of schools/programs.
- BLTs will meet each quarter to conduct **data dives** around the SIP Focus Areas and Goals. Teams **make adjustments** to the SIP based on the results of these data dives.

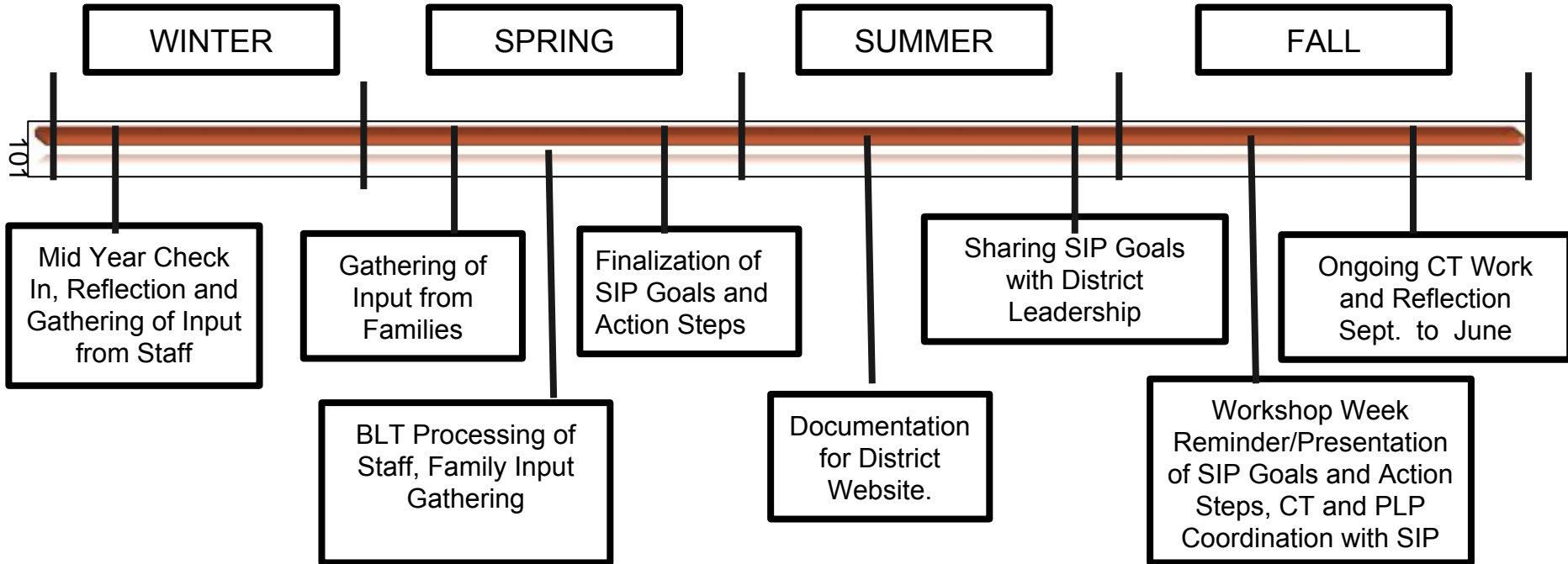
To assist these effort, ILT partners provide principals with support to help the principal and their BLTs perform at a high-level with their data, professional development, etc....

School Improvement at Hidden Valley

- ✓ What we do every day
- ✓ Non Negotiable
- ✓ Ongoing Reflection
- ✓ Complex and Flexible
- ✓ Professional Development, Coaching
- ✓ Evidence of Results



HV SIP Timeline



HV School Improvement Goals: Reading Focus

Hidden Valley Elementary will increase the percentage of students meeting or exceeding their target RIT growth from 62.5% to 66.5% through the use of collaborative and differentiated strategies to accelerate growth. (+3 is typical growth. This past year we made +5% of growth. We will continue to stretch ourselves with +4% of growth.)

¹⁰²**Hidden Valley Elementary will increase the percentage of Hispanic students meeting or exceeding their target RIT growth from 69% to 90% (20+%) through the use of collaborative and differentiated strategies to accelerate growth.** (During the 14-15 school year there was an increase of 19% with this group of students. We will focus on maintaining and increasing this level.)

Hidden Valley Elementary will increase the percentage of Black students meeting or exceeding their target RIT growth from 54% to 64% (10+%) through the use of collaborative and differentiated strategies to accelerate growth. (During the 14-15 school year there was a decrease of 6.5% with this group of students.)

Neill SIP Goals

Building Goal

The percentage of all students in grades 1-6 at Edward Neill Elementary School who meet or exceed their fall to spring individual RIT Growth Projection on the NWEA MAP in reading will remain 75.6% in spring 2016.

Supporting Goals

The percentage of all students in Kindergarten at Edward Neill Elementary School who fall in the Intensive column of the reading Four Learners Chart will decrease from 47% in fall 2015 to 15% in spring 2016.

The percentage of all students in grades 1-6 at Edward Neill Elementary School who meet or exceed their fall to spring individual RIT Growth Projection on the NWEA MAP in math will remain 79.4% in spring 2016.

The percentage of all students in kindergarten at Edward Neill Elementary School who fall in the Intensive or Strategic column of the math Four Learners Chart will decrease from 59% in fall 2015 to 35% in spring 2016.

Teacher Professional Learning

Professional Learning Plan (PLP)

Goal #1

Danielson 2A, 2B, 2C, 2D, 3A, 3B, or 3D

Goal #2

Danielson 3C

- Data Analysis
- Coaching
- Observations

Collaboration with Like Group Using Teachscape

Collaboration with CT

Improved Instructional Practices

Accelerate Learning; Data and Ongoing Progress Monitoring

Whole School Data September to February*

Demographic Data September to February (Black, Hispanic)*

Grade Level/Team Level Data September to February*

Roles and Responsibilities (Principal, Teacher, Family)

*Data is triangulated using at least three different assessment sources.

Neill Documents

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Neill Four Learners [Example](#)

[Neill](#) Theory of Action

[Neill](#) Teachscape Groups

What questions do you have?



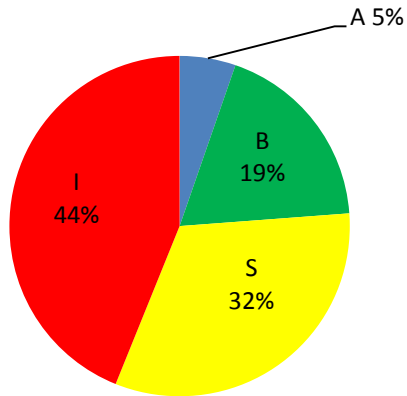
| | |
|-----------|----------------------------|
| Advanced | 1 Year Ahead |
| Benchmark | At Level |
| Strategic | 1/2 Year Below |
| Intensive | More than 1/2 a Year Below |

| September Whole School Data | | | |
|-----------------------------|-----|-----|-----|
| Advanced | 30 | 134 | 24% |
| Benchmark | 104 | | |
| Strategic | 182 | 429 | 76% |
| Intensive | 247 | | |

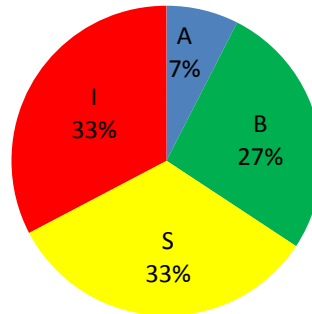
| December Whole School Data | | | |
|----------------------------|-----|-----|-----|
| Advanced | 43 | 196 | 35% |
| Benchmark | 153 | | |
| Strategic | 189 | 367 | 65% |
| Intensive | 187 | | |

| February Whole School Data | | | |
|----------------------------|-----|-----|-----|
| Advanced | 98 | 239 | 42% |
| Benchmark | 141 | | |
| Strategic | 182 | 334 | 58% |
| Intensive | 152 | | |

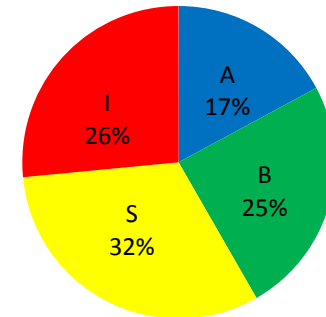
September Beginning of the Year Student Achievement Data-Whole School



December Student Achievement Data-Whole School



February Student Achievement Data-Whole School

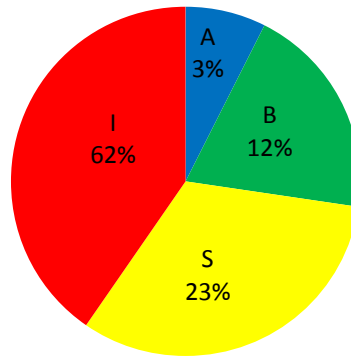


| | |
|-----------|----------------------------|
| Advanced | 1 Year Ahead |
| Benchmark | At Level |
| Strategic | 1/2 Year Below |
| Intensive | More than 1/2 a Year Below |

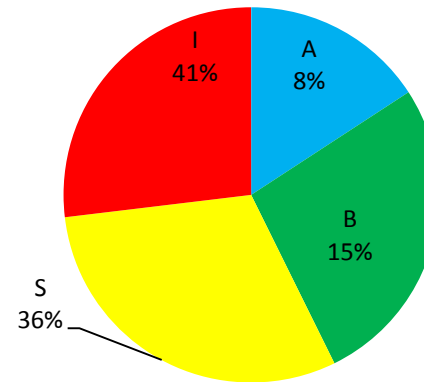
| | Actual | Combined | % |
|-----------|--------|----------|----|
| Advanced | 12 | 44 | 15 |
| Benchmark | 32 | | |
| Strategic | 52 | 117 | 85 |
| Intensive | 65 | | |

| | Actual | Combined | % |
|-----------|--------|----------|----|
| Advanced | 27 | 73 | 23 |
| Benchmark | 46 | | |
| Strategic | 52 | 98 | 77 |
| Intensive | 46 | | |

**Black, September, 15
Data**



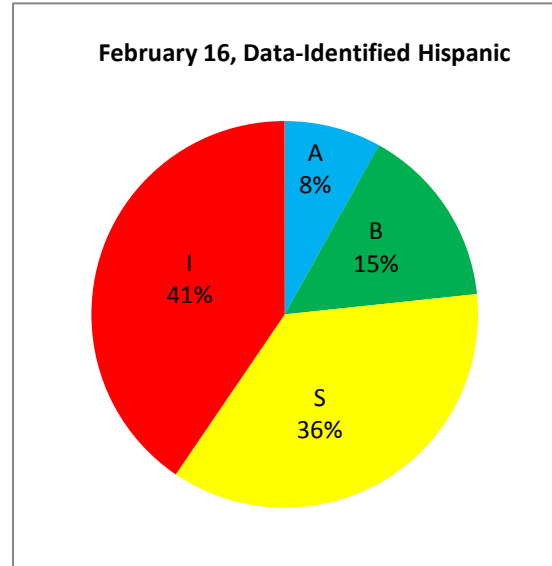
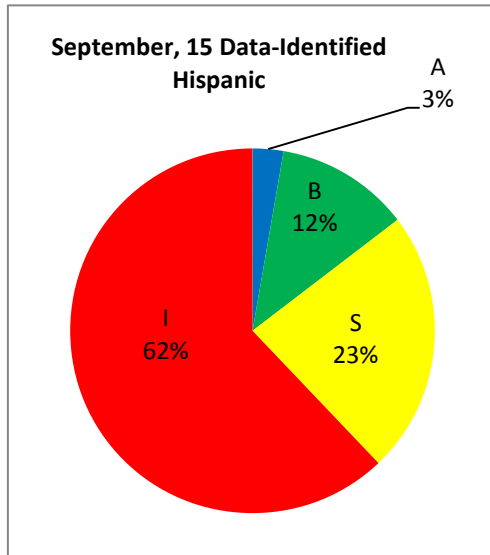
Black, February 16 Data



| | |
|-----------|------------------|
| Advanced | 1 Year Ahead |
| Benchmark | At Level |
| Strategic | 1/2 Year Below |
| Intensive | 1/2+ Years Below |

| | Actual | Combined | % |
|-----------|--------|----------|----|
| Advanced | 6 | 32 | 15 |
| Benchmark | 26 | | |
| Strategic | 51 | 187 | 85 |
| Intensive | 136 | | |

| | Actual | Combined | % |
|-----------|--------|----------|----|
| Advanced | 17 | 49 | 23 |
| Benchmark | 32 | | |
| Strategic | 76 | 161 | 77 |
| Intensive | 85 | | |

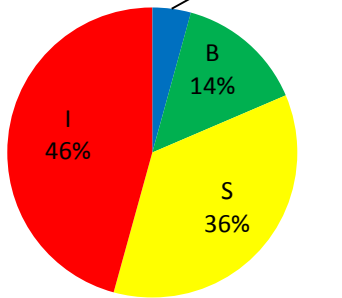


| Sept. | #s |
|-----------|----|
| Advanced | 3 |
| Benchmark | 10 |
| Strategic | 25 |
| Intensive | 32 |

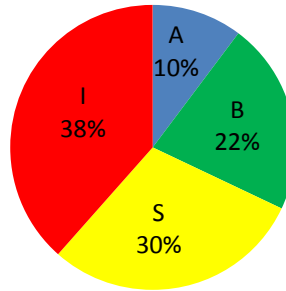
| Dec | #s |
|-----------|----|
| Advanced | 8 |
| Benchmark | 17 |
| Strategic | 23 |
| Intensive | 30 |

| Feb | #s |
|-----------|----|
| Advanced | 22 |
| Benchmark | 19 |
| Strategic | 23 |
| Intensive | 15 |

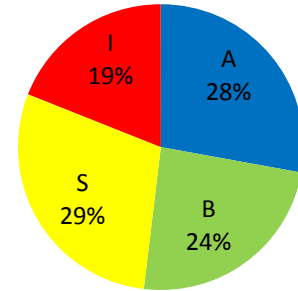
**5th Grade Fall 15
Literacy Data**



**5th Grade Late
Fall, 15 Literacy
Data**



**5th Grade Winter,
16 Literacy Data**





**Agenda III.B.
April 28, 2016**

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

From: Tom Umhoefer, Director of Community Education

Date: April 28, 2016

Re: Report on Burnsville Youth Collaborative

Receive a report from Tom Umhoefer, Director of Community Education on the Burnsville Youth Collaborative.

BURNSVILLE YOUTH COLLABORATIVE



The Burnsville Youth Collaborative (BYC) exists to provide leadership for local organizations to partner with young people to develop, empower, and prepare them for success.



BYC SCHOOL YEAR UPDATE



- BYC programs have served over 150 students so far in 2016.
- Opportunities included athletics, art, music lessons, cooking, college visits, youth in government, PACE, dance courses, and engineering enrichment activities.
- Offered Academic Support/Enrichment at all times during programming.

NEW PARTNERS

- **Wilderness Inquiry**
- **PACE (Past Athletes Concerned About Education)**



BYC STUDENTS @ MUN

- BYC sent 16 students to The Model United Nations Conference, 14 of these students were able to attend for free.
- Students spent three days in a hotel in Downtown Minneapolis representing a country within the United Nations.
- Students gathered information on their country and used that information to represent their countries best interests through the passing of bills/international laws.



BYC WEBSITE

- BYC Website is Live!
- Visit us at <http://www.bvilleyouth.com/>
- Website is designed to give students a place to search for out of school time opportunities in the Burnsville community.

BYC SUMMER PROGRAM

- Starting June 20th BYC will begin its second year of summer program serving all 3 middle schools in ISD 191.
- Student cost= \$20 for the summer. Under \$0.80 cents per day
- Activities- YMCA Camp Streefland (fishing, swimming, canoeing, etc), The Garage (music courses/tech courses), Cooking Matters courses, On-site activities, a trip to the Youth Dance Ensemble, and Edge Fridays (Community Education Scholarships).
- New Partnership with Wilderness Inquiry- Camping Trip and Outdoor Education.

BYC SUMMER DAILY EXAMPLE-JULY

- **12:00-** BALC Extended Year concludes. Students eat lunch at ERJH.
- **12:30-** Students meet in home room, go over daily activities.
- **12:40-** Gym activities, swimming, table tennis, technology club.
- **2:15-**Cooking Matters class, PACE Basketball Mentoring, Wilderness Inquiry Outdoor Education.
- **4:30-**Bus departure

July 2015

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|--|---|--|---|--|------------------------------|
| | | | 1 Junior Counselors@ *Bus-8:40  | 2 OFF | 3 OFF | 4 Independence Day |
| 5 | 6 Music Lessons/Tech Courses  | 7 Cooking Matters/NJH  | 8 Canoeing at Camp Streefland *Bus-12:40pm  | 9 Cooking Matters/NJH  | 10 @ The Edge Cascade Bay *Bus-7:45am  | 11 |
| 12 | 13 Music Lessons/Tech Courses  | 14 Cooking Matters/NJH  | 15 Archery and Slingshots @ Streefland *Bus-12:40pm  | 16 Cooking Matters/NJH  | 17 @The Edge Edina Pool *Bus-7:45am  | 18 |
| 19 | 20 Music Lessons/Tech Courses  | 21 Cooking Matters/NJH  | 22 Gaga Ball and Extreme Slide @ Streefland *Bus-12:40pm  | 23 Cooking Matters/NJH  | 24 @The Edge Pizza/ Movie *Bus-7:45am  | 25 |
| 26 | 27 Music Lessons/Tech Courses  | 28 Cooking Matters/NJH  | 29 Fishing at Camp Streefland *Bus- 12:40pm  | 30 Cooking Matters/NJH  | 31 The Edge Canoeing and Rock climbing *Bus-7:45am  | |

LEADERS IN TRAINING

- With the partnership with the YMCA students have the benefit of participating in the LIT program at Camp Streefland.
- Students work one on one with a camp counselor as they lead a group of younger students through daily activities.



CAMPING TRIP

- **2015** Students went to Carver Park in Chaska for a 3 day 2 night camping/canoe trip.
- **2016** students will be going on a 4 day trip to Lake Itasca.
- These trips are led by **Wilderness Inquiry**.



BYC PARTNERS

Collaborative Leaders

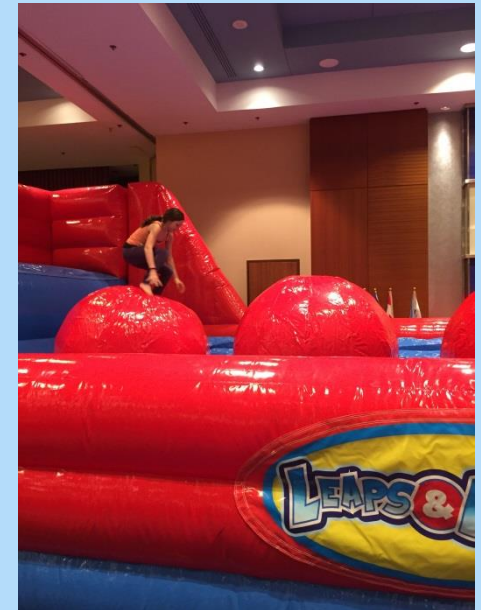
- **ISD 191 Community Education**
- **City of Burnsville**
- **MN Valley YMCA**

Funding

- **Otto Bremer**
- **CDBG**
- **Youthprise**

BYC IN ACTION

124





PROCLAMATION

Burnsville Lions Club 50th Anniversary 1966-2016

WHEREAS, The Burnsville Lions Club was chartered on May 12, 1966, with 31 members and now has 55 male and female members today; and

WHEREAS, The Burnsville Lions Club has a long history of fundraising events and has donated over \$2 million in its lifetime with the majority of funds staying in Burnsville and Savage; and

WHEREAS, Every year for many years, the Burnsville Lions Club has provided funding to boost the academic success of our students so they are future ready, including dictionaries for all third-graders, boxes of school supplies, eye exams and glasses, books and technology for classrooms, playgrounds for schools, and more; and

WHEREAS, The Burnsville Lions Club has contributed thousands of dollars in scholarships to graduates of Burnsville High School and has supported the school's Hall of Fame; and

WHEREAS, The Burnsville Lions Club has supported programs that have a positive impact on students and their families, including Ready! For Kindergarten, BrainPower in a Backpack, Blaze Robotics Team, and more; and

WHEREAS, Local Club projects include arranging the first Burnsville Fire Muster Parade in 1981, an electronic scoreboard for Burnsville High School, the splash pad at Cliff Fen Park, equipment for police and fire departments, and much more, all of which make Burnsville a strong community that is a safe and nurturing place to grow, live and work.

NOW THEREFORE, BE IT RESOLVED, that I, Dan Luth, Chair, on behalf of the Board of Education of Burnsville-Eagan-Savage School District 191, hereby proclaim the year 2016 as

Burnsville Lions Club's 50th Anniversary

and call upon community members to celebrate the milestone of the valuable service organization in our school district

PROCLAIMED this 28th day of April, 2016

Dan Luth, Chair



INDIVIDUALIZED STUDENT SERVICES OFFICE

TO: Members, Board of Education
Superintendent Joe Gothard

Agenda Item III-D
April 28, 2016

FROM: Stephanie A. Corbey, Executive Director

DATE: April 15, 2016

RE: Approve 2016-2017 Early Childhood Special Education Birth-to-Three Program and Evaluation Team Calendar

RECOMMENDATION: *That the Board of Education approve the 2016-2017 Birth-to-Three Early Childhood Special Education Program and Evaluation Team Calendar. This calendar is unique as the services and programming occur throughout the calendar year.*

Services for infants and toddlers are provided through an Individual Family Services Plan (IFSP) and referrals are taken by the Birth-to-Three Early Childhood Special Education Program year round. Over 200 families are served in this district program.

Legal mandates require that an evaluation for program eligibility occur within 45 calendar days of the referral and that services start without delay. This calendar has been developed in order for the program staff to meet these timelines.

This calendar reflects the same number of contracted staff work days “stretched” across the entire year to limit the length of breaks. Also, the professional development and conference days have been aligned with the district school calendar to facilitate collaboration with other district programs and initiatives.

Independent School District 191

Burnsville/Eagan/Savage

Birth-3 ECSE Program

2016-2017 Calendar

- School in Session
- Holidays/Breaks
- Teacher Workdays (Without Students)

| July 2016 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| August 2016 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| September 2016 | | | | | | |
|----------------|----|----|----|----|----|----|
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| October 2016 | | | | | | |
|--------------|----|----|----|----|----|----|
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| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| November 2016 | | | | | | |
|---------------|----|----|----|----|----|----|
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| December 2016 | | | | | | |
|---------------|----|----|----|----|----|----|
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| January 2017 | | | | | | |
|--------------|----|----|----|----|----|----|
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| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| February 2017 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | |

| March 2017 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| April 2017 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
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| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| May 2017 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| June 2017 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

BURNSVILLE – EAGAN – SAVAGE INDEPENDENT SCHOOL DISTRICT 191 HUMAN RESOURCES

AGENDA ITEM: III.E

To: Members of the Board of Education
Superintendent Joseph Gothard

From: Stacey Sovine
Executive Director of Human Resources

Date: April 28, 2016

RE: Resolution relating to the Termination of Teaching Contracts for the following Long Term Substitute Teachers effective at the close of the 2015 - 2016 school year

RECOMMENDATION: It is the recommendation that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the School Board of Independent School District 191, that the teaching contracts of the following long-term substitute teachers be terminated at the close of the 2015 - 2016 school year.

| <u>Last Name</u> | <u>First Name</u> | <u>School</u> |
|------------------|-------------------|---------------|
| Brandon | Debra | EN |
| Cunningham | Erin | VV, EN |
| Dybvig | Joan | MWS |
| Hall | Kathleen | SO |
| Isakson | Julie | WB |
| Iverson | Arthur | MJH, VV, ERJH |
| Kutz | Robin | SO |
| Long | Karli | EN |
| Madson | Mathew | SO |
| Malsom | Rachel | BHS |
| Mickelson | Ashly | HV, VV |
| Mishica | Allison | WB |
| Mosher | Nancy | WB |
| Murray | Cathleen | NJH |
| O'Malia | Sarah | BHS |
| Paulsen | Jane | NJH |
| Polk | Christina | ERJH, MJH |

| | | |
|----------|----------|---------|
| Reagan | Kathryn | ECSE |
| Reid | Shannan | WB |
| Schmidt | Dwight | ERJH |
| Simpson | Lynnette | HB |
| Tanner | Kathryn | NJH |
| Tofte | Andrew | MWS, ST |
| Torralba | Kathleen | SO |

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of his/her contract as provided by law.

**BURNSVILLE – EAGAN – SAVAGE
INDEPENDENT SCHOOL DISTRICT 191
HUMAN RESOURCES**

AGENDA ITEM: III.F.

To: Members of the Board of Education
Superintendent Joseph Gothard

From: Stacey Sovine
Executive Director of Human Resources

Date: April 28, 2016

RE: Resolution relating to the termination and nonrenewal of that portion of teaching contracts in excess of 1.0 and/or beyond contractual rights at the conclusion of the 2015 - 2016 school year.

RECOMMENDATION: It is the recommendation that the Board of Education adopt the following resolution:

BE IT RESOLVED, by the School Board of Independent School District 191 that the portion of teaching contracts of staff in excess of 1.0 and/or contractual rights be terminated at the close of the 2015 – 2016 school year.

| TEACHER NAME | TOTAL FTE |
|---------------------|-----------|
| Heather Alvey | 0.2000 |
| Javier Blazquez | 0.1848 |
| Steve Brady | 0.1321 |
| Christopher M Brown | 0.0953 |
| Laura Buske | 0.1950 |
| Michelle Carroll | 0.2082 |
| Charles Croatt | 0.1000 |
| Ryan Czapar | 0.0382 |
| Erik Durand | 0.0650 |
| Heidi Eichten | 0.1774 |
| Joshua Flug | 0.0389 |
| Holly Foldenaur | 0.0650 |
| Kimberly Fritz | 0.1000 |
| Brady Gatzmeyer | 0.0791 |
| Amanda Gregory | 0.1303 |
| Hope Grover | 0.0135 |
| Jeffrey Hammer | 0.0650 |
| Sara Holcombe | 0.1257 |

| | |
|--------------------|--------|
| Michael Huemoeller | 0.1000 |
| Jennifer Jensen | 0.1652 |
| Laurie King | 0.0286 |
| Timothy Lotze | 0.0650 |
| Teresa Meuser | 0.1000 |
| Robert Paetzold | 0.0709 |
| Chad Pearson | 0.2000 |
| Matthew Schmeichel | 0.1800 |
| Kerry Stone | 0.1673 |
| Russell Tesmer | 0.1011 |
| Megan Tillman | 0.2120 |
| Ethan Walker | 0.0650 |

BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of his/her contract as provided by law.



**Agenda III.G.
April 28, 2016**

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

From: Stacey Sovine, Executive Director of Human Resources

Date: April 28, 2016

Re: Proposed Discharge of Teacher Under Minnesota Statutes Section 122A.40

**RESOLUTION PROPOSING TO
IMMEDIATELY DISCHARGE A TENURED TEACHER
REFERRED TO HEREIN AS “TEACHER A”**

BE IT RESOLVED, by the School Board of Independent School District No. 191 that:

1. Teacher A is proposed to be immediately discharged pursuant to Minn. Stat. § 122A.40, subd. 13;
2. Written notice shall be sent to the teacher regarding the proposed immediate discharge as provided by law, and that said notice shall be in the form set forth in Exhibit A attached hereto;
3. Each and all of the grounds set forth in said notice are within the grounds for the immediate discharge of a continuing contract teacher;
4. Exhibit A to this Resolution contains private data on individuals, pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and therefore the private data classification of the exhibit must be maintained in accordance with applicable state law.
5. The written notice attached here to as Exhibit A shall be signed by the Clerk of the School Board and served upon the teacher as determined by the administration of Independent School District No. 191; and
6. Pending any proceedings regarding the proposed immediate discharge, Teacher A shall be suspended without pay consistent with the teacher’s current unpaid status.



**Agenda III.H.
April 28, 2016**

To: Board of Education, Members
From: Dr. Joe Gothard, Superintendent
Date: April 28, 2016
Re: Policies

Recommendation: Approve, on a first reading basis, Board Policies 720: *Vending Machines* (rescind DFF & DFF-R), 208: *Development, Adoption, and Implementation of Policies*, 410: *Family Medical Leave Policy*, 414: *Mandated Reporting of Child Neglect or Physical or Sexual Abuse*, 415: *Mandated Reporting of Maltreatment of Vulnerable Adults*, and Policy 514: *Bullying Prohibition Policy*.

Policy 720: *Vending Machines* will replace Policy DFF & DFF-R. Policies 208, 410, 414, 415 and 514 are being brought to the school board for annual review per Policy 208. Policies 208, 410, 414, and 415 have been revised based on recommendations from MSBA. Non-substantive changes were made to Policy 514: *Bullying Prohibition Policy*.

Administration and the Policy Review Committee have reviewed these changes and recommend your approval.

The policies with edits are attached for your review.

Adopted: 1/2005

Burnsville-Eagan-Savage School District Policy 720

Reviewed: _____

Revised: _____

Rescinds: DFE, DFFR

720 VENDING MACHINES

I. PURPOSE

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

II. GENERAL STATEMENT OF POLICY

~~It is that~~The policy of the school district is to contract for, supervise, maintain, and account for the proceeds from vending machines located in school facilities in a manner that is fair, that maximizes the revenues from those machines, that allows those revenues to be included in the budget of the facility in which they are generated, and that establishes controls to avoid fraud, theft, or the appearance of impropriety.

III. AUTHORIZATION

~~Automatic-v~~Vending machines for the dispensing of food, beverages, or other approved items are authorized in any school facility in the school district provided that all contracts for such vending machines must be approved by superintendent or designee ~~by the school board~~ as provided in this policy.

~~[Note: This provision can be narrowed to apply only to specific facilities.]~~

IV. SUPERVISION; APPROVAL; LOCATION

- A. All vending machines shall be under the supervision of the school principal or other person designee in charge of the facility in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.
- B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or other person designee in charge of that facility. ~~All~~ food, beverages, or other items approved shall be appropriate to the school setting. ~~Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the superintendent regarding the approval or disapproval of any item, the school board, after proper review, shall make the final determination.~~
- C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. ~~Vending machines should not be~~

operated in competition with the school cafeteria or food service. -The principal or ~~other person~~designee in charge of the school facility may regulate the hours of operation of any machine.

- D. Vending machines shall be located to meet any applicable building, fire, or life/safety codes and to provide convenience of operation, accessibility, and ease of maintenance. The principal or ~~other person~~designee in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

V. CONTRACT APPROVAL

- A. All contracts for the purchase or rental of vending machines shall be considered by the ~~school board~~superintendent or designee on a facility-by-facility basis.

~~*[Note: These provisions may need to be amended if the school board determines to contract for vending machine services on an exclusive and district-wide basis.]*~~

- B. If it is estimated that the aggregate receipts from all vending machines located in a school facility will be \$~~1~~50,000 or more in a fiscal year, the contract for any vending machine in that facility must be awarded after the receipt of sealed bids and compliance with Minn. Stat. § 123B.52.

~~*[Note: This dollar figure is lower than the \$100,000 statutory requirement for sealed bids but is recommended to protect the interests of the public.]*~~

- ~~C. If it is estimated that the aggregate receipts from all vending machines located in a school facility will be less than \$10,000 in a fiscal year, the contract for any vending machine in that facility may be awarded after the receipt of two or more quotations after taking into consideration conformity with the specifications, terms of delivery, other conditions imposed in the call for quotations, and compliance with Minn. Stat. § 123B.52.~~

~~*[Note: This dollar figure is lower than the \$25,000 statutory requirement for quotations but is recommended to protect the interests of the public.]*~~

- ~~D. The contracting process shall be conducted in compliance with Minn. Stat. § 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.~~

- EC. Any bid or quotation must specify all commissions to be paid from the machine and any other noncommission amounts to be paid as a result of the award of the contract. -The noncommission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions,

bonus payments, or other payments or contributions of any kind or nature. The noncommission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.

- ~~FD.~~ If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of pop, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.
- ~~GE.~~ All contracts for vending machines must be approved by the ~~school board~~ superintendent or designee. Any contract not made in compliance with this policy shall be void. ~~Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.~~
- ~~HE.~~ All vending machines are to be installed at the expense of the facility in which located. ~~All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.~~
- ~~IG.~~ No teacher, administrator, school district employee, or school board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially therefrom.

VI. ACCOUNTING

- A. Proceeds from vending machine sales and contracts shall be under the control of the school board, shall be accounted for in one of the regular school district funds, and must be accounted for and reported in compliance with UFARS.
- B. An amount equal to the amount of the proceeds from the machines in each facility shall be included in the budget of the facility in which the proceeds are generated. That amount may be expended in accordance with established expenditure procedures.
- C. Pursuant to the vending machine contract or otherwise, proper auditing and inventory control procedures shall be established to ensure that commissions are being correctly calculated and paid. ~~These controls must include daily, weekly, or other periodic inventories and written reconciliations of variances between inventory and cash. Each time cash is removed from, or inventory is added to a machine, a written reconciliation between cash and inventory must be performed by the person taking the cash from the machine and must be signed by the principal or other person in charge of the facility. The original written reconciliation reports shall be filed with the business office monthly and a copy shall be retained by the principal's office.~~

Legal References: Minn. Stat. § 123B.20 (Dealing in Supplies)

Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 471.345 (Contracts)
Minn. Stat. § 471.87 (Conflict of Interest)

Cross References: Burnsville-Eagan-Savage School District Policy 210 (Conflict of Interest –
School Board Members)
Burnsville-Eagan-Savage School District Policy 702 (Accounting)

Descriptor Term: **Vending Machine Receipts**
Descriptor Code: **DFF**
Issued Date: **1/05**
Reviewed Date:
Revised Date:
Rescinds:

The placement of vending machines in school facilities must be approved by the school board. All vending machine contracts are to be reviewed by the Business Office. The contract, contract award, selection of items to be sold and handling of receipts must adhere to the provisions of this policy and applicable state laws.

Descriptor Term: **Vending Machine Receipts**
Descriptor Code: **DFF-R**
Issued Date: **1/05**
Reviewed Date:
Revised Date:
Rescinds:

I. PURPOSE

The purpose of this regulation is to establish procedures to govern vending machines installed in school facilities in the school district.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to contract for, supervise, maintain and account for the proceeds from vending machines located in school facilities in a manner that is fair, that maximizes the revenues from those machines, that allows those revenues to be included in the budget of the facility in which they are generated, and that establishes controls to avoid fraud, theft or the appearance of impropriety. This policy applies to vending machines available to students or other users of school facilities. This policy does not apply to vending machines in staff lounges that are contracted for by staff committees and are used exclusively by employees.

III. AUTHORIZATION

Vending machines for the dispensing of food, beverages or other approved items are authorized in any school facility in the school district provided that all contracts for such vending machines must be approved by the school board as provided in this policy.

IV. SUPERVISION; APPROVAL; LOCATION

A. All vending machines shall be under the supervision of the school principal or other person in charge of the facility in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.

B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or other person in charge of that facility. All food, beverages or other items approved shall be appropriate to the school setting. Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the superintendent regarding the approval or disapproval of any item, the school board, after proper review, shall make the final determination.

C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. Vending machines should not be operated in competition with the school cafeteria or food service. The principal or other person in charge of the school facility may regulate the hours of operation of any machine.

D. Vending machines shall be located to meet any applicable building, fire or life/safety codes and to provide convenience of operation, accessibility and ease of maintenance. The principal or other person in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

V. CONTRACT

- A. All contracts for the purchase or rental of vending machines shall be considered by the school board on.
- B. If it is estimated that the annual aggregate receipts resulting from a vending machine contract will exceed \$50,000, the contract must be awarded pursuant to the uniform municipal contracting law.
- C. Any bid or quotation must specify all commissions to be paid from the machine and any other noncommission amounts to be paid as a result of the award of the contract. The noncommission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The noncommission amounts shall be reduced to cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.
- D. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of merchandise, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.
- E. All contracts for vending machines must be approved by the school board. Any contract not made in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability and may be disciplined for said action.
- F. All vending machines are to be installed at the expense of the facility in which located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.
- G. No teacher, administrator, school district employee or school board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially there from.

VI. ACCOUNTING

- A. Proceeds from vending machine sales and contracts shall be under the control of the school board, shall be accounted for in one of the regular school district funds, and must be accounted for and reported in compliance with UFARS.
- B. An amount equal to the amount of the proceeds from the machines in each facility shall be included in the budget of the facility in which the proceeds are generated. That amount may be expended in accordance with established expenditure procedures.
- C. Pursuant to the vending machine contracts or otherwise, proper auditing and inventory control and cash handling procedures shall be established to ensure that commissions are being correctly calculated and paid. The preferred method of contracting for vending machines is on a full-service, commission basis to avoid the need for District personnel to handle inventories, cash and deposits.

Legal References:

- Minn. Stat. § 123B.52 (Contracts)
- Minn. Stat. § 123B.20 (Dealing in Supplies)
- Minn. Stat. § 471.345 (Contracts)
- Minn. Stat. § 471.87 (Conflict of Interest)

Adopted: 11/2003

Burnsville-Eagan-Savage School District Policy 208

Reviewed: 6/11/2015, 4/28/2016

Revised: 6/25/2015

Rescinds: BF

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy for the school district with the force and effect of law. School board policy provides the general direction as to what the school board wishes to accomplish while delegating implementation of policy to the administration.
- B. The school board's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration.
- C. Policies may be proposed by a school board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review by the Policy Review Committee prior to possible placement on the school board agenda.

~~D. All proposed policies will be reviewed by the school board's Policy Review Committee prior to being submitted to the school board for consideration.~~

IV. ADOPTION OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies or repeal of existing policies by placing the item on the agenda of two regularly scheduled school board meetings. The proposals shall be distributed and public comment will be allowed at listening sessions prior to final school board action.

- B. The final action taken to adopt the proposed policy or repeal an existing policy shall be approved by a simple majority vote of the school board at a subsequent meeting after the meetings at which public input was received. The adopted policy will be effective on the later of the date of passage or the date stated in the motion. A repealed policy will no longer be in effect on the later of the date of board action or the date stated in the motion.
- C. In the case of an emergency, a new or modified policy may be adopted or repealed by a majority vote of a quorum of the school board. A statement regarding the emergency and the need for immediate adoption or repeal of the policy shall be included in the minutes. The emergency action shall expire within one year following the emergency action unless the policy adoption or repeal procedure stated above is followed and the policy adoption or repeal is reaffirmed. The school board shall have discretion to determine what constitutes an emergency situation.
- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF POLICY

- A. The superintendent ~~is shall be~~ responsible ~~to for~~ implementing school board policies, ~~other than the policies that cover how the school board will operate.;~~ ~~and~~ ~~The superintendent or designee shall to~~ develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. Employee and student handbooks shall be subject to annual review and approval by the school board.
- B. Policies adopted by the school board shall be posted to the school district's website using the codification system and format approved by the school board.
- C. The superintendent and ~~employees designated by the superintendent~~ ~~designees~~ are responsible to keep the digital policies current: <http://www.isd191.org/about-us/district-policies>.
- D. The school board shall review policies at least once every five years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one-fifth of the policies annually. In addition, the school board shall review the following policies annually: 410 Family and Medical Leave Policy; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults; 506 Student Discipline; 514 Bullying Prohibition Policy; 522 Student Sex Nondiscrimination; 524 Internet Acceptable Use and Safety Policy; 616 School District System Accountability; 806 ~~Crisis~~

~~Management-Emergency Operations~~ Policy; and 208 Development, Adoption, and Implementation of Policies.

- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the action taken, the need for a policy, and will present a recommended policy to the school board for approval.

VI. RESPONSIBILITIES

- A. Board Members—Discharge their governance responsibility through the adoption of policies that establish the focus, criteria, and parameters for decision-making by school district staff to ensure decisions made are congruent with school district goals and priorities.
- B. Board Policy Review Committee—Reviews recommended policies, prior to submitting to the full board for consideration, to ensure policies are within the scope of the school board’s authority and support the school district’s mission, vision, core values, and strategic direction.
- C. District Administrators—Are responsible for informing their subordinates of existing policies and administrative regulations and ensuring that all policies and regulations are implemented with fidelity.
- D. Staff—Are responsible for implementing all school board policies and administrative regulations with fidelity.
- E. Superintendent—Periodically reviews and evaluates all current policies, keeping the school board apprised of the need to revise or repeal existing policies or adopt new policies.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

Cross References: Burnsville-Eagan-Savage School District Policy 305 (Policy Implementation)

Adopted: 4/2001
Reviewed: 1/11, 4/28/2016
Revised: 3/1, 6/2014
Rescinds: GBEAC

410 FAMILY AND MEDICAL LEAVE POLICY

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to Independent School District 191 employees in accordance with the Family and Medical Leave Act of 1993 (FMLA) and also with parenting leave under Minnesota law.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the FMLA and consistent with the requirements of the Minnesota parenting leave laws.

III. DEFINITIONS

A. "Covered active duty" means:

1. in the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
2. in the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in 10 U.S.C. § 101(a)(13)(B).

B. "Covered servicemember" means:

1. a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
2. a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, and was discharged or released under conditions other than dishonorable, at any time during the period of five years preceding the first date on which the veteran undergoes that medical treatment, recuperation, or therapy the eligible employee takes FMLA leave to care for the covered veteran.

C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. An employee returning from fulfilling his or her Uniformed Services Employment and Reemployment Rights Act (USERRA)-covered service obligation shall be credited with the hours of service that would have been performed but for the period of absence from work due to or necessitated by USERRA-covered service. In determining whether the employee met the hours of service requirement, and to determine the hours that would have been worked during the period of absence from work due to or necessitated by USERRA-covered service, the employee’s pre-service work schedule can generally be used for calculations. While the 12 months of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee’s fulfillment of his or her USERRA-covered service ~~National Guard or Reserve military service~~ obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.

D. “Military caregiver leave” means leave taken to care for a covered servicemember with a serious injury or illness.

ED. “Next of kin of a covered servicemember” means the nearest blood relative other than the covered servicemember’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered servicemember, all such family members shall be considered the covered servicemember’s next of kin, and the employee may take FMLA leave to provide care to the covered servicemember, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered servicemember’s only next of kin.

FE. “Outpatient status” means, with respect to a covered servicemember, who is a current member of the Armed Forces, the status of a member of the Armed Forces assigned to:

1. a military medical treatment facility as an outpatient; or
2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.

GF. “Qualifying exigency” means a situation where the eligible employee seeks leave for one or more of the following reasons:

1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;
 2. to attend military events and related activities of a covered military member;
 3. to address issues related to childcare and school activities of a covered military member’s child;
 4. to address financial and legal arrangements for a covered military member;
 5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or his/her child;
 6. to spend up to five-15 calendar days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
 7. to attend post-deployment activities related to a covered military member;
~~and~~
 8. to address parental care needs; and
98. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.

HG. “Serious health condition” means an illness, injury, impairment, or physical or mental condition that involves:

1. inpatient care in a hospital, hospice, or residential medical care facility; or
2. continuing treatment by a health care provider.

IH. “Spouse” means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.

J. _____ “Veteran” has the meaning given in 38 U.S.C. § 101.

IV. LEAVE ENTITLEMENT

A. Twelve-week Leave under Federal Law

1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:
 - a. birth of the employee’s child and to care for such child;
 - b. placement of an adopted or foster child with the employee;
 - c. to care for the employee’s spouse, son, daughter, or parent with a serious health condition;
 - d. the employee’s serious health condition makes the employee unable to perform the functions of the employee’s job; and/or
 - e. any qualifying exigency arising from the employee’s spouse, son, daughter, or parent being on covered active duty, or notified of an impending call or order to covered active duty in the Armed Forces.
2. For the purposes of this policy, “year” is defined as a rolling 12-month period measured backward from the date an employee’s leave is to commence.
3. An employee’s entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.
4. A “serious health condition” typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short-term conditions for which treatment and recovery are very brief.
5. A “serious injury or illness,” in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:
 - a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces ~~(or that existed before the beginning of the member’s active duty and was aggravated by service in the line of duty on active duty in the Armed Forces)~~ and

that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating; and

- b. ~~a "serious injury or illness,"~~ in the case of a covered veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces ~~(or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty in the Armed Forces)~~ and that manifested itself before or after the member became a veteran, and is:
- (i) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating; or
 - (ii) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability (VASRD) rating of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
 - (iii) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
 - (iv) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.

6. Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken: by one spouse to care for the other spouse who is seriously ill; to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1.e. above.

7. Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.
8. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.
9. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.
10. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, son, daughter, parent, or covered servicemember being on covered active duty, or notified of an impending call or order to covered active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.
11. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same

conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.

13. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. The superintendent shall be responsible to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review.

The school district shall comply with written notice requirements as set forth in federal regulations.

14. Employees returning from a leave permitted under this policy are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

B. SixTwelve-week Leave under State Law

An employee who does not qualify for parenting leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a ~~six~~12-week unpaid leave which is available to a biological or adoptive parent in conjunction with the birth or adoption of a child, or to a female employee for prenatal care or incapacity due to pregnancy, childbirth, or related health conditions. The length of the leave shall be determined by the employee but must not exceed 12 weeks unless agreed by the employer. The employee may qualify if he or she has worked for the school district for at least 12 months and has worked an average number of hours per week equal to one-half of the full time equivalent during the 12-month period immediately preceding the leave. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs but may be reduced by any period of paid parental, disability, personal, or medical, or sick leave, or accrued vacation provided by the employer so that the total leave does not exceed 12 weeks, unless agreed by the employer, or leave taken for the same purpose under the FMLA. The leave taken under this section shall begin at a time requested by the employee. An employee who plans to take leave under this section must give the employer reasonable notice of the date the leave shall

commence and the estimated duration of the leave. For leave taken by a biological or adoptive parent in conjunction with the birth or adoption of a child, the leave must begin within 12 months of the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital.

C. Twenty-six-week Servicemember Family Military Leave

1. An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered servicemember shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the servicemember. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a servicemember includes both physical and psychological care.
2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs IV.A. and IV.C. above.
3. The 12-month period referred to in this section begins on the first day the eligible employee takes leave to care for a covered servicemember and ends 12 months after that date.
4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent with a serious health condition; or to care for a covered servicemember with a serious injury or illness.
5. The school district may request or require the employee to substitute accrued paid leave for any part of the 26-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.
6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered servicemember and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.
7. The provisions of Paragraphs IV.A.7., IV.A.10., IV.A.12., IV.A.13., and IV.A.14. above shall apply to leaves under this section.

V. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES

- A. An instructional employee is one whose principal function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education assistants.
- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
 - 1. take leave for the entire period or periods of the planned medical treatment; or
 - 2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.
- C. Instructional employees who request continuous leave near the end of a semester may be required to extend the leave through the end of the semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
 - 1. If an instructional employee begins leave for any purpose more than five weeks before the end of a semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the semester.
 - 2. If the employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a semester, the school district may require that the leave be continued until the end of the semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the semester.
 - 3. If the employee begins leave for a purpose other than the employee's own serious health condition during the last three weeks of the semester and the leave will last more than five working days, school district may require the employee to continue taking leave until the end of the semester.
- D. The entire period of leave taken under the special rules will be counted as leave. The school district will continue to fulfill the school district's leave responsibilities and obligations, including the obligation to continue the employee's health insurance and other benefits, if an instructional employee's leave entitlement ends before the involuntary leave period expires.

VI. OTHER

A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

~~B. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.~~

BC. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

VII. DISSEMINATION OF POLICY

A. This policy shall be conspicuously posted in each school district building in areas accessible to employees.

B. This policy will be reviewed at least annually for compliance with state and federal law.

Legal References: Minn. Stat. §§ 181.940-181.944 (Parenting Leave)
10 U.S.C. § 101 *et seq.* (Armed Forces General Military Law)
29 U.S.C. § 2601 *et seq.* (Family and Medical Leave Act)
38 U.S.C. § 101 (Definitions)
29 C.F.R. Part 825 (Family and Medical Leave Act)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin “M” (Statutory Provisions Which Grant Leaves to Licensed as well as Non-Licensed School District Employees – Family and Medical Leave Act Summary)

Adopted: 07/2001
Reviewed: 8/13/2015, 4/28/2016
Revised: 9/10/2015
Rescinds: GBHA

Burnsville-Eagan-Savage School District Policy 414

414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

III. DEFINITIONS

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

- D. “Mandated reporter” means any school personnel who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.
- E. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health, medical, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
 2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health when reasonably able to do so;
 3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors such as the child’s age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
 4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
 5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance or the presence of a fetal alcohol spectrum disorder;
 6. medical neglect as defined by Minn. Stat. § 260C.007, Subd. 4, Clause (5);
 7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child’s basic needs and safety; or
 8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child’s behavior, emotional response, or cognition that is not within the normal range for the child’s age and stage of development, with due regard to the child’s culture.

Neglect does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child’s care in good faith has selected and

depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- F. "Nonmaltreatment mistake" means: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar nonmaltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.
- G. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § ~~125A.0942~~ ~~121A.67~~ or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following ~~that are done in anger or without regard to the safety of the child:~~ (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) ~~striking a child who is at least age one but under age four on the face or head, which results in an injury;~~ (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (9) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (10) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. Stat. § 121A.58.

- H. "Report" means any communication received by the local welfare agency, police

department, county sheriff, or agency responsible for child protection pursuant to this section that describes neglect or physical or sexual abuse of a child and contains sufficient content to identify the child and any person believed to be responsible for the neglect or abuse, if known.

IH. “School personnel” means professional employee or professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement, or child care services.

IJ. “Sexual abuse” means the subjection of a child by a person responsible for the child’s care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Subd. 15), or by a person in a position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration as well as sexual contact. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation which requires registration under Minn. Stat. § 243.166, Subd. 1b(a) or (b) (Registration of Predatory Offenders).

KJ. “Mental injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.

LK. “Person responsible for the child’s care” means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.

ML. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

IV. REPORTING PROCEDURES

A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years to the local welfare

agency, police department, county sheriff, tribal social services, or tribal police department. or agency responsible for assisting or investigating maltreatment. The reporter will include his or her name and address in the report.

- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred and may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.
- D. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- E. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.
- G. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school.
- H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, and the reckless making of a false report may result in discipline. The court may also award attorney's fees.

V. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies.

The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.

- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.
- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written

notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.

- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE

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

VIII. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear on the district website.
- B. The school district will develop a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
~~Minn. Stat. § 121A.67 (Aversive and Deprivation Procedures)~~
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)
Minn. Stat. § 243.166, Subd. 1b(a)(b) (Registration of Predatory Offenders)
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)
Minn. Stat. § 260C.007, Subd. 4, Clause (5) (Child in Need of Protection)
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)
Minn. Stat. § 609.02, Subd. 6 (Definitions – Dangerous Weapon)
Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)
Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)
Minn. Stat. § 609.379 (Reasonable Force)
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References: Burnsville-Eagan-Savage School District Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

Adopted: 7/2001
Reviewed: 8/13/2015, 4/28/2016
Revised: 9/10/2015
Rescinds: GBHAB

Burnsville-Eagan-Savage School District Policy 415

415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.
- B. A violation of this policy occurs if-when any school personnel ~~to-fails~~ to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

III. DEFINITIONS

- A. “Mandated Reporters” means any school personnel who have reason to believe that a vulnerable adult is being or has been maltreated.
- B. “Maltreatment” means the neglect, abuse, or financial exploitation of a vulnerable adult.
- C. “Neglect” means the failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult’s physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct. -Neglect also includes the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult’s health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 17.

- D. “Abuse” means: (a) An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction. (b) Conduct which is not an accident or therapeutic conduct as defined in this section, which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under section 245.825. (c) Any sexual contact or penetration as defined in section 609.341, between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility. (d) The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult’s will to perform services for the advantage of another. Abuse does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 2.
- E. “Financial Exploitation” means a breach of a fiduciary duty by an actor’s unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor’s failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult’s funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion, or enticement to cause a vulnerable adult to perform services against the vulnerable adult’s will for the profit or advantage of another.
- F. “Vulnerable Adult” means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services ~~at or from a licensed facility which serves adults as set forth in Minn. Stat. § 626.5572, Subd. 21(a)(2)~~required to be licensed under Minn. Stat. Ch. 245A, except as excluded under Minn. Stat. § 626.5572, Subd. 21(a)(2); (3) receives services from a licensed home care provider or ~~person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program~~home care provider service; or (4) regardless of residence or type of service received possesses a physical or mental infirmity or other physical, mental, or emotional dysfunction

that impairs the individual's ability to adequately provide the person's own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment.

- G. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.
- H. "School Personnel" means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.
- I. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.

IV. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the ~~designated county entity~~ common entry point responsible for receiving reports.
- B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.
- C. The reporter shall to the extent possible identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose *not public data* as defined under Minn. Stat. § 13.02 to the extent necessary to comply with the above reporting requirements.
- D. A person mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.
- E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against vulnerable adult who is named in a report is prohibited.

- F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

VI. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear in school personnel handbooks where appropriate.
- B. The school district will develop a method of discussing this policy with employees where appropriate.
- C. This policy shall be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. § 13.02 (Collection, Security, and Dissemination of Records; Definitions)
Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)
Minn. Stat. §§ 609.221-609.224 (Assault)
Minn. Stat. § 609.234 (Crimes Against the Person)
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Stat. § 626.5572 (Definitions)
In re Kleven, 736 N.W.2d 707 (Minn. App. 2007)

Cross References: Burnsville-Eagan-Savage School District Policy 103 (Complaints – Students, Employees, Parents, Other Persons)
Burnsville-Eagan-Savage School District Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)
Burnsville-Eagan-Savage School District Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

Adopted: 03/06

Burnsville-Eagan-Savage School District Policy 514

Reviewed: 10/11, 4/28/2016

Revised: 11/11, 6/14

Rescinds: ACD-JBD, JBD-ACD

514 BULLYING PROHIBITION POLICY

I. PURPOSE

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

II. GENERAL STATEMENT OF POLICY

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- C. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

- D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- E. False accusations or reports of bullying against another student are prohibited.
- F. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy. The school district may take into account the following factors:
 - 1. The developmental ages and maturity levels of the parties involved;
 - 2. The levels of harm, surrounding circumstances, and nature of the behavior;
 - 3. Past incidences or past or continuing patterns of behavior;
 - 4. The relationship between the parties involved; and
 - 5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- G. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

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

- A. "Bullying" means intimidating, threatening, abusive, or harming conduct that is

objectively offensive and:

1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
2. materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term, "bullying," specifically includes cyberbullying as defined in this policy.

- B. "Cyberbullying" means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.
- C. "Immediately" means as soon as possible but in no event longer than 24 hours.
- D. "Intimidating, threatening, abusive, or harming conduct" means, but is not limited to, conduct that does the following:
1. Causes physical harm to a student or a student's property or causes a student to be in reasonable fear of harm to person or property;
 2. Under Minnesota common law, violates a student's reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
 3. Is directed at any student or students, including those based on a person's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.
- E. "On school premises, on school district property, at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other

vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- F. "Prohibited conduct" means bullying or cyberbullying as defined in this policy or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about bullying.
- G. "Remedial response" means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
- H. "Student" means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

- A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.
- C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.
- E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.
- F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.
- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. —Disciplinary

consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy and other applicable school district policies; and applicable regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy.

VII. TRAINING AND EDUCATION

- A. The school district shall discuss this policy with school personnel and volunteers and provide appropriate training to school district personnel regarding this policy. The school district shall establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school

personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

- B. The school district shall require ongoing professional development, consistent with Minn. Stat. § 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:
 - 1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
 - 2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
 - 3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
 - 4. The incidence and nature of cyberbullying; and
 - 5. Internet safety and cyberbullying.
- C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.
- D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.
- E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce

discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;
 2. Partner with parents and other community members to develop and implement prevention and intervention programs;
 3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
 4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
 5. Teach students to advocate for themselves and others;
 6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
 7. Foster student collaborations that, in turn, foster a safe and supportive school climate.
- F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy in the student handbook.

VIII. NOTICE

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
- B. This policy or a summary thereof must be conspicuously posted in the administrative offices of the school district and the office of each school.
- C. This policy must be given to each school employee and independent contractor who regularly interacts with students at the time of initial employment with the

school district.

- D. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy distributed to parents at the beginning of each school year.
- E. This policy shall be available to all parents and other school community members in an electronic format in the language appearing on the school district's or a school's website.
- F. The school district shall provide an electronic copy of its most recently amended policy to the Commissioner of Education.

IX. POLICY REVIEW

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minn. Stat. § 121A.031 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.05, Subds. 9, 11, 13, and 17 (Definition of Public School)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.03 (Sexual, Religious and Racial Harassment and Violence)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § ~~124D.10~~ Ch. 124E (Charter School)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1 - 99.67 (Family Educational Rights and Privacy)

Cross References: ~~MSBA/MASA Model Burnsville-Eagan-Savage~~ Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
~~MSBA/MASA Model Burnsville-Eagan-Savage~~ Policy 413 (Harassment and Violence)
~~MSBA/MASA Model Burnsville-Eagan-Savage~~ Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
~~MSBA/MASA Model Burnsville-Eagan-Savage~~ Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
~~MSBA/MASA Model Burnsville-Eagan-Savage~~ Policy 423 (Employee-Student Relationships)

[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 501 (School Weapons Policy)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 506 (Student Discipline)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 507 (Corporal Punishment)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 515 (Protection and Privacy of Pupil Records)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 521 (Student Disability Nondiscrimination)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 522 (Student Sex Nondiscrimination)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 524 (Internet Acceptable Use and Safety Policy)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 525 (Violence Prevention)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 526 (Hazing Prohibition)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 529 (Staff Notification of Violent Behavior by Students)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 709 (Student Transportation Safety Policy)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 711 (Video Recording on School Buses)
[~~MSBA/MASA Model Burnsville-Eagan-Savage~~](#) Policy 712 (Video Surveillance Other Than on Buses)



**Agenda IV.
April 28, 2016**

To: Board of Education, Members
From: Dan Luth, Chair
Date: April 28, 2016
Re: Committee Reports

The following committees may provide updates to the School Board:

- Student Performance and Achievement - Director Currier, committee chair
- Technology Committee - Director Hill, committee chair
- Negotiating Committee - Director Mackall, committee chair
- Policy Review Committee - Director Alt, committee chair



**Agenda V.
April 28, 2016**

To: Board of Education, Members
From: Abigail Alt, Vice Chair
Date: April 28, 2016
Re: Report on April 14, 2016 Board Listening Session

Vice Chair Abigail Alt will provide a report on the April 14, 2016 Board Listening Session.