



Future Ready. Community Strong.

Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN, 55337
October 26, 2017
6:30 PM

6:00 PM Superintendent Listening Session with Cindy Amoroso and Stacey Sovine

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance
- C. Future Ready. Community Strong.
 - 1. Read for the Record
 - 2. Terese Trezell, Minnesota Vikings Hometown Hero
 - 3. National School Public Relations Association (NSPRA) award recipients

II. Business Meeting

A. Approval of Agenda

B. Consent Agenda

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

- 1. Approve Minutes 3
- 2. Approve Personnel Recommendations 6
- 3. Adopt a Resolution to Accept Donations 7
- 4. Approve August Payroll, Claims, Receipts and Investments 11
- 5. Approve with No Changes to Policies 207: *Public Hearings*; 212: *School Board Member Development*; 213: *School Board Committees*; 214: *Out-of-State Travel by School Board Members*; 301: *School District Administration*; 303: *Superintendent Selection*; 306: *Administrator Code of Ethics and 604: Instructional Curriculum* 51
- 6. Approve, on a Second Reading Basis, Changes to Policies 102: *Equal Educational Opportunity*; and 103: *Complaints-Students, Employees, Parents, Other Persons* 67
- 7. Approve, on a First Reading Basis, Changes to Policies 425: *Professional Development* and 210: *Conflict of Interest - School Board Member* 72

III. New Business

- A. Receive an Elementary Library Media Report 83
Presenter: Katie Salmela, Digital Learning Specialist & Elementary Media

Coordinator

- B. Award the Base Bid for the 2017 Casework Replacement Project at Nicollet Middle School 99
Presenter: Lisa Rider, Executive Director of Business Services
 - C. Approve Entering into a Joint Powers with the City of Burnsville to jointly support The GARAGE Music Program and Burnsville Youth Collaborative 101
Presenter: Lisa Rider, Executive Director of Business Services
 - D. Approve the Initial Application for an Extended Field Trip to Costa Rica July 2- July 11, 2018 105
Presenter: Lisa Rider, Executive Director of Business Services
 - E. Approve, on First Reading Basis, Changes to Policies 601: *School District Curriculum and Instructional Goals*; 603: *Curriculum Development*; and 612.1: *Title 1 Family Engagement* 106
Presenter: Dave Watkins, Assistant Superintendent, and Dr. Stacie Stanley, Director of Systems Improvement and Student Achievement
 - F. Approve, on a First Reading Basis, Changes to Policies 104: *School District Mission Statement*; 203.2: *Order of the Regular School Board Meeting*; and 206: *Public Participation in Board Deliberations* 118
Presenter: Cindy Amoroso, Superintendent
 - G. Approve, on a First Reading Basis, Changes to Policy 304: *Superintendent Contract, Duties, and Evaluation* 130
Presenter: Jim Schmid, Director
- IV. Reports
- A. Committee 133
 - B. Student Representative
 - C. Superintendent
 - 1. Report on September 28, 2017 Listening Session 134
 - D. Board Member
- V. Adjourn to a Workshop on Technology Services

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 September 28, 2017

The meeting of the Board of Education was called to order by Chair Alt at 6:30 p.m. at the Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN.

Call to Order

Members present: Directors VandenBoom, Currier, Schatz, Luth, Miller, Schmid and Chair Alt. Others in attendance were Superintendent Amoroso, administrators, staff, and members of the public.

Attendance

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

Pledge

Public recognition was given to Sioux Trail Elementary and the Audit Award winning Accounting Department.

Public Recognition

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

Agenda

Moved by Schmid, seconded by Currier, to approve the consent agenda:
 -Approve board meeting minutes for a regular meeting on September 14, 2017.

Consent Agenda
 Minutes

-Approve personnel recommendations for A. Wening, K. Forster, K. Lindula, A. Moallin, A. Meyer, E. Chrissis, K. Freeburg, K. Firstbrook, J. Becker, R. Tousignant, A. Andersen, S. Umhoefer, M. Lowe, H. Bui, R. Baxter, F. Mohamud, H. Cantrell, O. Buttlerman, C. Larkin, T. Rathsabandith, D. Nolte, E. Olson, S. Vaurio, K. Estey, H. Samaha. M. Dale, and M. Maas.

Personnel

-Accept donations as presented.

Donations
 Checks, Deposits,
 Receipts and
 Investments

- Approve July payroll checks numbered 718810-718830 and Direct Deposit notices numbered 654283-655504 in the net amount of \$3,914,932.83 June, July & August claims to date represented by checks numbered 453848-454373, 1018403-1018464, and 102053-102091 and wire transfers and adjustments totaling \$10,584,382.77. Also, that the Board accepts July receipts of \$3,328,889.11 and investments for the General Fund, 2012A Alt Facilities, 2015A School Building Bonds and OPEB of \$45,900,817.67 as of July 31, 2017.

Budget Analysis
 Board Retreats

-Accept the Budget Analysis for the month ending June 30, 2017.

-Approve scheduling Board retreats on November 28, 2017 and December 11, 2017 at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville from 4:30 p.m. to 9:00 p.m. for short- and long-term planning purposes.

Change Orders

-Approve Change Order #1 for the Eagle Ridge Middle School Tennis Court Resurfacing project in the amount of \$4,650.00.

Policies

-Approve with no changes Policy 101: *Legal Status of the School District*

and Policy 101.1: *Name of the School District*; and approve, on a first reading basis, changes to Policies 102: *Equal Educational Opportunity* and 103: *Complaints-Students, Employees, Parents, Other Persons*. Motion carried unanimously (7, 0).

Received a report from Cindy Check on Early Childhood Programs.

Received a report from Ruth Dunn on Levy Communications.

Moved by Luth, seconded by VandenBoom, to approve the revision of Long-Term Facilities Maintenance Revenue Application. Motion carried unanimously after discussion (7, 0).

Moved by Schmid, seconded by Currier, to certify the proposed property tax levy for taxes payable in 2018 and authorize the clerk to execute the levy certification forms in the "maximum amount" and to also schedule the Truth in Taxation Hearing on December 14, 2017, to be held during the regularly scheduled board meeting beginning at 6:30 p.m. Motion carried unanimously after discussion (7, 0).

Moved by Schatz, seconded by Luth, to adopt a resolution appointing election judges for the November 7, 2017 school district special election. A roll call vote was taken. Motion carried unanimously after discussion (7, 0).

Received a report from Superintendent Cindy Amoroso on Technology and Information Educational Services (TIES).

Received committee reports from VandenBoom on behalf of the Technology Committee; Schmid on behalf of the Policy Review Committee; Currier on behalf of the Student Performance and Achievement Committee; and Luth on behalf of the Negotiation Committee.

Received verbal reports from Currier regarding AMSD, ISD 917, and BHS Hall of Fame; VandenBoom regarding MSBA; Alt regarding the Burnsville Chamber; and an update from the student representative.

Moved by Schmid, seconded by Schatz, to adjourn at 8:01 p.m. Motion carried unanimously (7, 0).

Early Childhood Programs
Levy Communications
LTFM

Property Tax Levy and Truth in Taxation Hearing

Appoint Election Judges

Report on TIES

Committee Reports

Other Reports

Adjourn

October 26, 2017

Jim Schmid, clerk

Date Approved

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
October 6, 2017

The retreat of the Board of Education was called to order by Chair Alt at 8:30 a.m. at the Legends Golf Club, 8670 Credit River Blvd., Prior Lake, MN.

Call to Order

Members present: Directors Miller, Currier, VandenBoom, Schmid, Schatz, Luth and Chair Alt.

Attendance

Superintendent Amoroso, R. Dunn, S. White, L. Rider, S. Stanley, D. Watkins, W. Drugge and J. Kenney were also present.

The purpose of the retreat was Board Planning and Development.

Purpose

The retreat adjourned at 4:15 p.m.

Adjourn

October 26, 2017

Jim Schmid, clerk

Date Approved

October 26, 2017

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

TO: Members, Board of Education
Cynthia Amoroso, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: October 26, 2017

RE: Recommended Personnel Changes

| CLASSIFICATION | ACTION | POSITION CONTROL | NAME | FINAL | LOCATION | POSITION | EFFECTIVE DATE |
|---------------------|----------------------|------------------|------------------------|-------|------------------------------------|---------------------------------|----------------------|
| Certified | Appointment | | Cynthia Dorigan-Slette | * | ECSE Center | Teacher Long Term Substitute | 9/6/2017- 12/5/2017 |
| Certified | Appointment | | Nancy Mosher | * | MW Savage Elementary School | Teacher Long Term Substitute | 8/28/2017-11/27/17 |
| Certified | Appointment | Replacement | Julie Pettes | | Hidden Valley Elementary | Teacher Long Term Substitute | 8/28/2017-10/12/2017 |
| Certified | Appointment | Replacement | Guillaume Paek | | Burnsville High School | Interim Athletic Director | 10/23/2017 |
| Certified | Appointment | Replacement | Tanya Sturm | * | Burnsville Alternative High School | Teacher Long Term Substitute | 10/17/2017-TBD |
| Certified | Appointment | New Position | Donna Pfeiffer | | St. John's | Teacher | 10/2/2017 |
| Certified | Resignation | | Kimberly Munson | | Diamondhead Education Center | Teacher ABE | 10/31/2017 |
| Certified | Retirement | | Mary Mesarchik | | ECSE Center | Occupational Therapist | 1/19/2017 |
| Classified | Appointment | Replacement | Mary Soucek | | Metcalf Middle School | EA Level IV | 10/2/2017 |
| Classified | Appointment | Replacement | Rebecca LaBonte | | Secondary Cluster | EA Level II | 10/23/2017 |
| Classified | Appointment | Replacement | Cynthia Leiva | | Eagle Ridge Middle School | EA Level IV | 10/23/2017 |
| Classified | Appointment | Replacement | Pamela Olson | | Metcalf Middle School | EA Level IV | 10/23/2017 |
| Classified | Appointment | Replacement | Eric Hoffman | * | Metcalf Middle School | EA Level IV | 10/23/2017 |
| Classified | Appointment | Replacement | Jason Jensen | * | WM. Byrne Elementary School | EA Level IV | 10/23/2017 |
| Classified | Appointment | New Position | Ubah Yusuf | | Community Education | CE Program Associate | 10/23/2017 |
| Classified | Appointment | New Position | Ryan Kolumbus | | Burnsville High School | EA Level IV | 10/23/2017 |
| Classified | Appointment | New Position | Karen Heino | * | WM. Byrne Elementary School | EA Level II | 10/23/2017 |
| Classified | Appointment | New Position | Qashr Middleton | * | Burnsville Alternative High School | EA Level III | 10/24/2017 |
| Classified | Change of Assignment | Replacement | Eddieca Ontiveros | | Hidden Valley Elementary | Unaffiliated - Cultural Liaison | 10/9/2017 |
| Classified | Change of Assignment | Replacement | Carmen Schaffer | | Hidden Valley Elementary | EA Level III | 8/28/2017 |
| Classified | Change of Assignment | New Position | Melissa McClellan | | Burnsville High School | Clerical Level III | 9/14/2017 |
| Classified | Leave of Absence | | Robert Griffiths | | Metcalf Middle School | Teacher | 1/23/2018 |
| Classified | Resignation | | Alexandra Joyce | * | Sky Oaks Elementary School | EA Level IV | 8/4/2017 |
| Classified | Resignation | | Amy Sieben | | WM. Byrne Elementary School | EA Level IV | 10/11/2017 |
| Classified | Resignation | | Lynn Fountain | | Metcalf Middle School | EA Level IV | 10/14/2017 |
| Classified | Resignation | | Julie May | | Gideon Pond Elementary | CE Program Associate | 10/10/2017 |
| Classified | Resignation | | Lisa Jenkins | | District-wide | Clerical Level IV | 10/13/2017 |
| Classified | Resignation | | Terri Reilly | | ECSE Center | EA Level IV | 10/20/2017 |
| Classified | Resignation | | Cindy Tucker | * | Burnsville High School | EA Level IV | 10/25/2017 |
| Classified | Resignation | | Jordan Harris | * | Harriet Bishop Elementary | CE Program Supervisor | 10/31/2017 |
| Classified | Retirement | | Terri Perkins | | Nicollet Middle School | EA Level III | 12/31/2017 |
| Co-Curricular/Coach | Appointment | Replacement | Michael Fellman | * | Burnsville High School | Chess Coach | Winter Season 2018 |
| Co-Curricular/Coach | Appointment | New Position | Abby Dvorak | | Burnsville High School | Assistant Girls Swim Coach | Fall Season 2017 |
| Co-Curricular/Coach | Resignation | | Craig Heirigs | | Burnsville High School | Head Chess Coach | 9/27/2017 |



**Agenda II.B.3.
October 26, 2017**

To: Members, Board of Education
Cindy Amoroso, Superintendent

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

Date: September 21, 2017

Re: Donations

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

RESOLUTION TO ACCEPT DONATIONS

WHEREAS,

1. School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and
2. Minnesota Statute 123B.02, Subd. 6 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 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 October 26, 2017.

Jim Schmid
Clerk – Board of Education

| Date | Donor | School | Terms | Donation |
|------------|---|-------------------------------|--|---|
| 9/27/2017 | Margaret Lindberg | Vista View Elementary | Enrichment Supplies | \$200.00 |
| 8/27/2017 | Vista View PTO | Vista View Elementary | Stage Renovations | \$15,229.53 |
| 9/26/2017 | Lynn Walker c/o MyOn | Sioux Trail Elementary | Leveled & classroom libraries | 45 books |
| 10/3/2017 | Ameriprise Financial | Joseph Nicollet Middle School | Employee Giving Program | \$76.56 |
| 10/4/2017 | Russell & Nathan Machelski | Sioux Trail Elementary | Student supplies to use. | 3 boxes of new or gently used school supplies |
| 9/27/2017 | BV Breakfast Rotary | Vista View Elementary | Students | Backpacks and school supplies |
| 9/27/2017 | Lynn Arbogast | Vista View Elementary | Students | Coats/Backpacks/Winter clothes |
| 9/27/2017 | Holly Rocca | Vista View Elementary | Students | Handknit Mittens |
| 9/27/2017 | BV Lions Club | Vista View Elementary | Students | School Supplies |
| 9/27/2017 | Berean Baptist | Vista View Elementary | Students | School Supplies |
| 9/27/2017 | Savage American Legion/Winnie Zollman | Vista View Elementary | Students | 4 backpacks filled w/ school supplies |
| 9/7/2017 | Bosch Community Foundation | District 191 | To continue STEM education support in One91. | \$12,000.00 |
| 9/28/2017 | Dakota Electric Association | District 191 | To support secondary literacy instruction and materials. | \$10,000.00 |
| 10/2/2017 | Burnsville Lions Club/Richard Bonin | Hidden Valley Elementary | Class set of dictionaries for 3rd grade students | Dictionaries |
| 9/25/2017 | Childrens Dental Care | Hidden Valley Elementary | Donation of school supplies to be given to students | School Supplies: Markers, Pencils, Notebooks, Erasers, Crayons |
| 9/25/2017 | City of Savage Police Department/Officer Kris Flatten | Hidden Valley Elementary | Student School Supplies | School Supplies: Markers, Notebooks, Scissors, Pens, Pencils, Erasers |
| 10/10/2017 | Daffodil Garden Club c/o Janet Seim | Joseph Nicollet Middle School | A Community Group Donating to the Nicollet Health Office | Gift Cards, Snacks, Household Supplies and Toiletries |
| 9/15/2017 | Aaliyah Paul-Steele | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Gabriela Celis | Joseph Nicollet Middle School | Student Donation to FACS Class | \$10.00 |

| | | | | |
|------------|---|-------------------------------|---|----------|
| 9/15/2017 | Nekesa Watua | Joseph Nicollet Middle School | Student Donation to FACS Class | \$10.00 |
| 9/15/2017 | Julia Perrine | Joseph Nicollet Middle School | Student Donation to FACS Class | \$10.00 |
| 9/15/2017 | Justin Chan | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Isaac Johnson | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Donald Goodman | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Semaj Copeland | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Alanna Moe | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Ashlyn O'Brien | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Isabella Gust | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Chloe Korbel | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Isabel Lange | Joseph Nicollet Middle School | Student Donation to FACS Class | \$20.00 |
| 9/15/2017 | Jordan Mikkelsen | Joseph Nicollet Middle School | Student Donation to FACS Class | \$15.00 |
| 9/15/2017 | Lucia Shovein | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 9/15/2017 | Hannah Rood | Joseph Nicollet Middle School | Student Donation to FACS Class | \$5.00 |
| 10/17/2017 | Dakota Electric Association c/o Peggy Johnson | Sioux Trail Elementary | For MN School of Excellence Celebration | \$200.00 |

| | | | | |
|------------|---|------------------------|-------------------------------------|--|
| 10/17/2017 | Educational Cooperative Service Unit of the Metropolitan Twin Cities Area | Sioux Trail Elementary | PBIS Grant Reimbursement | \$2,000.00 |
| 10/17/2017 | River Hills Methodist Church | Sioux Trail Elementary | Student use | 2 new coats, one pr snowpants, & bag of new socks & undies |
| 10/12/2017 | Burnsville Cub Foods | Sioux Trail Elementary | MN School of Excellence Celebration | 220 cupcakes, 6 trays of cookies, and 1.5 sheetcakes |
| 10/12/2017 | Nothing Bundt Cake | Sioux Trail Elementary | MN School of Excellence Celebration | 4 dz mini bundt cakes |
| 10/17/2017 | Various donors | Sioux Trail Elementary | Money for books for media center | \$240.00 |
| 10/12/2017 | MyOn c/o Scott Mader | Sioux Trail Elementary | MN School of Excellence Celebration | Food and beach balls |
| 10/12/2017 | Barb Feely | Sioux Trail Elementary | MN School of Excellence Celebration | Gluten Free Cupcakes |

Total monetary donation received: \$40,066.09



**Agenda II.B.4
October 18, 2017**

TO: Cindy Amoroso, Superintendent and Board of Education
FROM: Lisa K. Rider, Executive Director of Business Services
DATE: October 26, 2017
RE: August Payroll, Claims and Receipts

RECOMMENDATION: That the Board approves Aug payroll checks numbered 718833-718852 and Direct Deposit notices numbered 655505-657407 in the net amount of \$3,993,749.36. June, Aug & Sep claims to date represented by checks numbered 454374-454888, 1018465-1018653, and 102092-102102 and wire transfers and adjustments totaling \$9,120,333.31. Also, that the Board accepts Aug receipts of \$17,691,377.62 and investments for the General Fund, 2012A Alt Facilities & 2015A School Building Bonds and OPEB of \$47,265,505.19 as of August 31, 2017.

August payroll, wire transfers, claims and receipts have been prepared under the direction of Robin Pikal, Director of Accounting, and are presented for approval by the School Board.

LKR/mw

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
August 2017**

Cash Receipts

| | | |
|-----------------------------------|--|----------------------|
| Receipts | | |
| Miscellaneous Adjustments | | \$17,691,377.62 |
| TOTAL AUGUST CASH RECEIVED | | 17,691,377.62 |

CASH DISBURSEMENTS

| | | |
|------------------------------------|-----------------|----------------------|
| August | | |
| Regular Payroll Checks | 718833-718852 | \$3,993,749.36 |
| Direct Deposit Notices | 655505-657407 | |
| June payables previously approved: | | \$478,722.62 |
| Aug Claims previously approved: | | \$925,952.54 |
| June Claims previously approved: | | \$1,331,765.09 |
| August Claims: | 454400-454518 | \$977,275.22 |
| | 1018466-1018533 | |
| | 102092-102095 | |
| August A/P Wires- Wires+P1+P-card | | \$4,989,951.60 |
| Miscellaneous Adjustments | | \$141.24 |
| TOTAL AUGUST CASH DISBURSED | | 12,697,557.67 |

TOTAL EXPENSES TO BE APPROVED

| | | |
|---------------------------------|-----------------|----------------------|
| August Cash Disbursed | | \$12,697,557.67 |
| Less: Items Previously Approved | | -\$2,736,440.25 |
| Plus: Aug Payables | 454519-454592 | \$1,383,392.15 |
| Checks | 454744-454842 | |
| Sep Claims: | 454593-454743 | \$1,623,303.30 |
| Checks | 454843-454888 | |
| | 1018534-1018653 | |
| | 102096-102102 | |
| June Claims | 454374-454399 | \$146,269.80 |
| | 1018465 | |
| TOTAL TO BE APPROVED | | 13,114,082.67 |

| | <u>Money Market</u> | <u>(Original Cost) Investments</u> | <u>Total 8/31/2017</u> |
|---------------------------------------|-----------------------|--|------------------------|
| GENERAL FUND | \$6,714,740.00 | \$22,466,089.56 | \$29,180,829.56 |
| OPEB | \$23,846.54 | \$8,913,762.00 | \$8,937,608.54 |
| OPEB EQUITY INV THROUGH JULY 31, 2017 | \$31,099.45 | \$4,100,834.21 | \$4,131,933.66 |
| 2015A SCHOOL BUILDING BONDS | \$1,015,065.43 | \$4,000,000.00 | \$5,015,065.43 |
| 2012A ALT FACILITIES | \$68.00 | \$0.00 | \$68.00 |
| | <u>\$7,784,819.42</u> | <u>\$39,480,685.77</u> | <u>\$47,265,505.19</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: 08/31/17

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

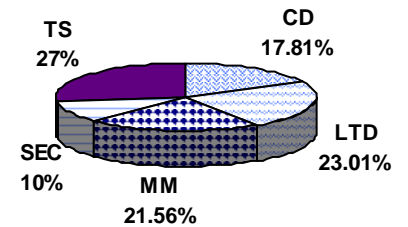
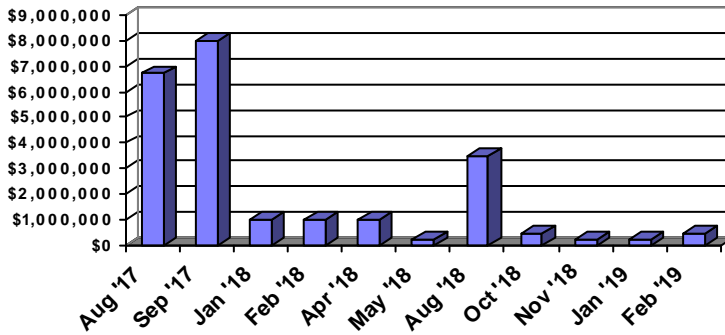
| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|--------|-----|----------|----------|--|-------------------|----------------|-------|
| LTD | 0 | 1 | 08/31/17 | 08/31/17 | PMA SECURITIES SYNDICATE (PMAS) | \$6,714,740.00 | \$6,714,740.00 | |
| MM | | | | | Investment Shares Portfolio | \$6,292,089.56 | \$6,292,089.56 | |
| TS | 243526 | 1 | 08/01/17 | 09/01/17 | MN TRUST TERM SERIES | \$8,007,338.09 | \$8,000,000.00 | 1.080 |
| CD | 223724 | 1 | 05/02/16 | 01/26/18 | PREMIER BANK | \$249,908.02 | \$246,900.00 | 0.701 |
| CD | 223725 | 1 | 05/02/16 | 01/26/18 | REPUBLIC BANK OF CHICAGO | \$249,902.04 | \$246,900.00 | 0.700 |
| CD | 230000 | 1 | 08/17/16 | 01/26/18 | CFG COMMUNITY BANK | \$249,974.65 | \$247,500.00 | 0.693 |
| CD | 230001 | 1 | 08/17/16 | 01/26/18 | BANK OF THE OZARKS | \$249,895.85 | \$247,600.00 | 0.649 |
| CD | 229998 | 1 | 08/17/16 | 02/09/18 | EAST BOSTON SAVINGS BANK | \$249,945.22 | \$247,200.00 | 0.749 |
| CD | 229999 | 1 | 08/17/16 | 02/09/18 | CAPITAL BANK NA | \$249,966.87 | \$247,400.00 | 0.700 |
| CD | 229997 | 1 | 08/17/16 | 02/20/18 | TBK BANK, SSB / THE NATIONAL BANK | \$247,169.61 | \$244,400.00 | 0.749 |
| SEC | 38090 | 1 | 08/31/16 | 02/28/18 | Independence Bank Of Kentucky Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.701 |
| CD | 232867 | 1 | 10/18/16 | 04/18/18 | US METRO BANK | \$249,977.02 | \$247,200.00 | 0.750 |
| CD | 232868 | 1 | 10/18/16 | 04/18/18 | EAGLEBANK / VIRGINIA HERITAGE BANK | \$249,977.43 | \$247,200.00 | 0.750 |
| SEC | 38699 | 1 | 10/26/16 | 04/26/18 | Capital One, National Association Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.985 |
| SEC | 38701 | 1 | 10/28/16 | 04/27/18 | Synovus Bank Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.818 |
| SEC | 40158 | 1 | 08/09/17 | 05/15/18 | Bank Of China Certificate of Deposit | \$247,000.00 | \$247,000.00 | 1.266 |
| CD | 229994 | 1 | 08/17/16 | 08/17/18 | PACIFIC WESTERN BANK | \$249,849.36 | \$244,900.00 | 1.011 |
| CD | 229995 | 1 | 08/17/16 | 08/17/18 | FARMERS & MERCHANTS UNION BANK | \$249,879.07 | \$245,500.00 | 0.892 |
| CD | 229996 | 1 | 08/17/16 | 08/17/18 | INDEPENDENCE BANK- MT | \$249,957.57 | \$246,300.00 | 0.743 |
| CD | 230012 | 1 | 08/18/16 | 08/21/18 | SOLARITY CREDIT UNION | \$1,521,540.91 | \$1,500,000.00 | 0.720 |
| SEC | 38088 | 1 | 08/24/16 | 08/24/18 | Yadkin Bank Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.738 |
| SEC | 38086 | 1 | 08/25/16 | 08/27/18 | Bankunited, NA Certificate of Deposit | \$248,000.00 | \$248,000.00 | 0.851 |
| CD | 244784 | 1 | 08/31/17 | 08/31/18 | CORPORATE ONE FEDERAL CREDIT UNION | \$249,907.10 | \$246,700.00 | 1.300 |
| SEC | 38087 | 1 | 08/31/16 | 08/31/18 | Wells Fargo Bank, NA - Sd Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.951 |
| SEC | 38089 | 1 | 08/31/16 | 08/31/18 | Guaranty Bank And Trust Company Certificate of Deposit | \$249,000.00 | \$249,000.00 | 0.751 |
| CD | 232865 | 1 | 10/18/16 | 10/25/18 | ACB BANK | \$249,961.39 | \$245,500.00 | 0.900 |
| CD | 232866 | 1 | 10/18/16 | 10/25/18 | FREEMPORT STATE BANK | \$249,979.96 | \$245,800.00 | 0.842 |
| SEC | 39527 | 1 | 05/10/17 | 11/13/18 | American Express Centurion Bank Certificate of Deposit | \$248,000.00 | \$248,000.00 | 1.435 |
| SEC | 39192 | 1 | 01/31/17 | 01/31/19 | BMW Bank Of North America Certificate of Deposit | \$248,000.00 | \$248,000.00 | 1.417 |
| SEC | 40160 | 1 | 08/03/17 | 02/04/19 | Morgan Stanley Bank, National Association Certificate of Deposit | \$247,000.00 | \$247,000.00 | 1.468 |
| SEC | 40161 | 1 | 08/03/17 | 02/04/19 | Morgan Stanley Private Bank, National Association Certificate of Deposit | \$247,000.00 | \$247,000.00 | 1.468 |

| 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 --> | \$29,258,959.72 | \$29,180,829.56 |

Time and Dollar Weighted Portfolio Yield: 0.947 %

Weighted Average Portfolio Maturity: 87.74 Days

MM: 21.56%
CD's: 17.81%
CP: 0.00%
SEC: 10.20%



Portfolio Maturity Summary - Maturing \$/Month

Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 08/31/17

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

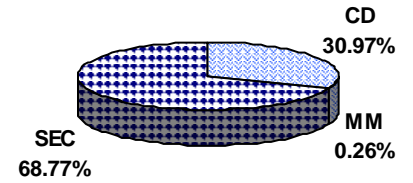
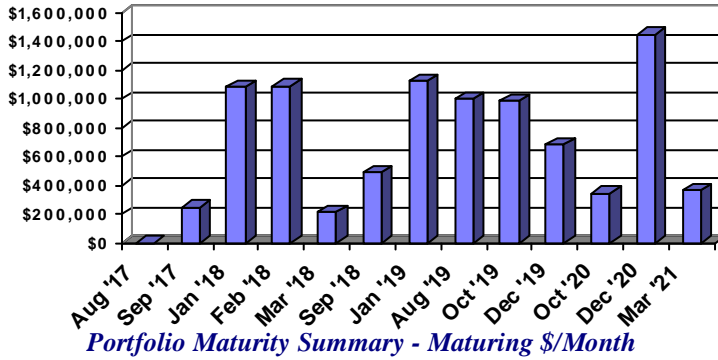
| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|------|--------|-----|----------|----------|---|-------------------|----------------|-------|
| MM | | | | | Investment Shares Portfolio | \$23,846.54 | \$23,846.54 | |
| SEC | 30736 | 1 | 09/25/13 | 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 |
| CD | 232809 | 1 | 10/14/16 | 10/15/19 | GBC INTERNATIONAL BANK | \$249,730.21 | \$241,800.00 | 1.092 |
| CD | 232810 | 1 | 10/14/16 | 10/15/19 | LUANA SAVINGS BANK | \$237,251.62 | \$230,000.00 | 1.050 |
| CD | 232811 | 1 | 10/14/16 | 10/15/19 | CITIZENS STATE BANK OF LA CROSSE | \$106,113.69 | \$103,200.00 | 0.940 |
| 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 |
| SEC | 38171 | 1 | 09/02/16 | 10/01/20 | City of New York NY | \$345,000.00 | \$345,000.00 | 1.300 |
| SEC | 40118 | 1 | 07/31/17 | 12/15/20 | Kane County Forest Preserve District | \$1,450,000.00 | \$1,450,000.00 | 1.670 |
| SEC | 38170 | 1 | 09/02/16 | 03/01/21 | City of Rochester NH | \$365,000.00 | \$365,000.00 | 1.340 |

| Type | Trans | SEQ | Purchase | Maturity | Instrument | Par-Val/Mat. Val. | Original Cost | Rate |
|--|-------|-----|----------|----------|------------|----------------------------|-----------------------|-----------------------|
| <i>Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.</i> | | | | | | Total Amount --> | \$9,093,999.27 | \$8,937,608.54 |

Time and Dollar Weighted Portfolio Yield: 1.524 %

Weighted Average Portfolio Maturity: 636.29 Days

MM: 0.27%
CD's: 31.92%
CP: 0.00%
SEC: 67.82%



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 08/31/17

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 | \$1,015,065.43 | \$1,015,065.43 | | |
| TS | 243527 | 1 | 08/01/17 | 09/01/17 | MN TRUST TERM SERIES | \$3,503,210.42 | \$3,500,000.00 | 1.080 | |
| TS | 244173 | 1 | 08/14/17 | 09/14/17 | MN TRUST TERM SERIES | \$500,462.88 | \$500,000.00 | 1.090 | |
| | | | | | | Total Amount --> | \$5,018,738.73 | \$5,015,065.43 | |

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

Time and Dollar Weighted Portfolio Yield: 1.087 %

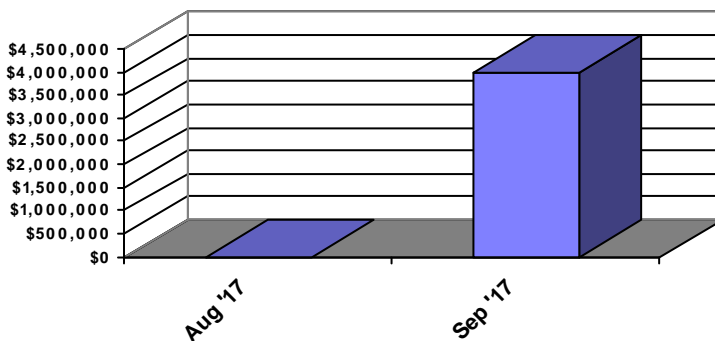
Weighted Average Portfolio Maturity: 2.09 Days

MM: 20.24%

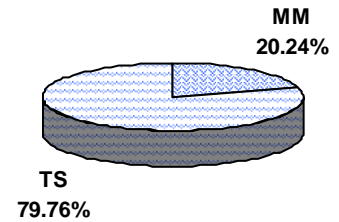
CD's: 0.00%

CP: 0.00%

SEC: 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 08/31/17

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 |
|------|-------|-----|----------|----------|---|-------------------|---------------|------|
| SDA | | | | | Savings Deposit Account - ASSOCIATED BANK, NA | \$68.00 | \$68.00 | |

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

Total Amount --> **\$68.00** **\$68.00**

Time and Dollar Weighted Portfolio Yield: **0.000 %**

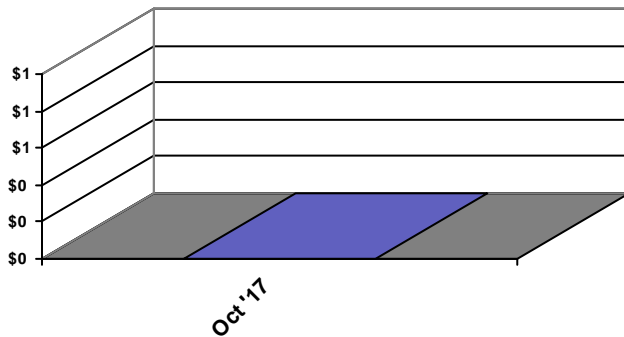
Weighted Average Portfolio Maturity: **49.00 Days**

MM: 100.00%

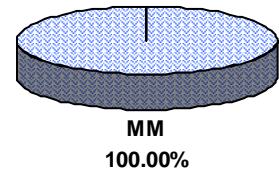
CD's: 0.00%

CP: 0.00%

SEC: 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

August 2017

Wire Transfers

| Date | From | To | Amount | For |
|-------------|--------------------|--------------------------|---------------|---------------------------------|
| 080117 | Dakota County | MSDLAF | 504.00 | Dakota County Taxes |
| 080117 | MSDLAF | Internal Revenue Service | 775,236.49 | 7/30/17 Payroll - Federal Taxes |
| 080117 | MSDLAF | State of Minnesota | 125,167.97 | 7/30/17 Payroll - State Taxes |
| 080117 | MSDLAF | State of Minnesota | 2,157.00 | 7/30/17 Payroll - Child Support |
| 080317 | State of Minnesota | MSDLAF | 163,914.24 | MN State - MMB |
| 080417 | MSDLAF | Delta Dental | 28,887.57 | Dental Insurance |
| 080417 | MSDLAF | Corporate Health | 15,894.22 | Medical Claims |
| 080417 | MSDLAF | Corporate Health | 7,459.13 | Flex Claims |
| 080717 | MSDLAF | Preferred One | 245,997.00 | Health Insurance |
| 080917 | State of Minnesota | MSDLAF | 23,675.00 | MN State - MMB |
| 080917 | MSDLAF | Delta Dental | 17,197.20 | Dental Insurance |
| 080917 | MSDLAF | Corporate Health | 3,450.17 | Medical Claims |
| 081017 | State of Minnesota | MSDLAF | 195,667.69 | MN State - MMB |
| 081017 | MSDLAF | PERA | 113,880.53 | 7/31/17 Payroll - PERA |
| 081017 | MSDLAF | TRA | 337,010.04 | 7/31/17 Payroll - TRA |
| 081117 | MSDLAF | Corporate Health | 14,300.12 | Medical Claims |
| 081117 | MSDLAF | Corporate Health | 4,193.68 | Flex Claims |
| 081417 | MSDLAF | Preferred One | 296,073.69 | Health Insurance |
| 081517 | MSDLAF | People's Bank | 179,419.44 | 8/15/17 Payroll - TSA Wire |
| 081517 | State of Minnesota | MSDLAF | 9,907,755.94 | MN State - MMB |
| 081617 | Scott County | MSDLAF | 2,743.34 | Scott County Taxes |
| 081617 | MSDLAF | Healthy Savings | 2,781.24 | Healthy Savings Program |
| 081617 | MSDLAF | Internal Revenue Service | 762,242.08 | 8/15/17 Payroll - Federal Taxes |
| 081617 | MSDLAF | State of Minnesota | 124,407.39 | 8/15/17 Payroll - State Taxes |
| 081617 | MSDLAF | Delta Dental | 26,793.20 | Dental Insurance |
| 081617 | MSDLAF | State of Minnesota | 2,157.00 | 8/15/17 Payroll - Child Support |

August 2017

Wire Transfers

| Date | From | To | Amount | For |
|-------------|--------------------|--------------------|---------------|--------------------------------|
| 081717 | State of Minnesota | MSDLAF | 10.00 | MN State - MMB |
| 081817 | MSDLAF | Corporate Health | 17,625.27 | Medical Claims |
| 081817 | MSDLAF | Corporate Health | 8,809.00 | Flex Claims |
| 082117 | MSDLAF | Preferred One | 309,048.39 | Health Insurance |
| 082317 | MSDLAF | Delta Dental | 20,507.12 | Dental Insurance |
| 082317 | MSDLAF | Neopost | 5,000.00 | Postage |
| 082517 | MSDLAF | PERA | 118,101.88 | 8/15/17 Payroll - PERA |
| 082517 | MSDLAF | TRA | 342,925.78 | 8/15/17 Payroll - TRA |
| 082517 | MSDLAF | Corporate Health | 12,711.01 | Medical Claims |
| 082517 | MSDLAF | Corporate Health | 4,227.48 | Flex Claims |
| 082817 | MSDLAF | Preferred One | 325,876.78 | Health Insurance |
| 082817 | MSDLAF | US Bank | 128,000.00 | US Bank P-Card prefunding wire |
| 082917 | MSDLAF | State of Minnesota | 13,668.12 | July 30 Payroll - Unemployment |
| 083017 | MSDLAF | Delta Dental | 33,187.21 | Dental Insurance |
| 083017 | State of Minnesota | MSDLAF | 6,262,396.55 | MN State - MMB |
| 083117 | State of Minnesota | MSDLAF | 144,988.45 | MN State - MMB |
| 083117 | MSDLAF | People's Bank | 187,928.20 | 8/31/17 Payroll - TSA Wire |

Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---------------------------|
| 1 | 1018465 | | \$49.22 | Aug 16, 2017 | 88888 | 9670 | ROBOLE, VICKI M |
| 1 | 1018466 | | \$11.13 | Aug 17, 2017 | 88888 | 11234 | CARLSON, KEITH A |
| 1 | 1018467 | | \$1,227.75 | Aug 17, 2017 | 88888 | 11279 | BRANDNER, RENEE |
| 1 | 1018468 | | \$67.47 | Aug 17, 2017 | 88888 | 16004 | JORGENSON, SHANNON E |
| 1 | 1018469 | | \$74.99 | Aug 17, 2017 | 88888 | 16244 | GILBERTSON, SHERRY A |
| 1 | 1018470 | | \$90.68 | Aug 17, 2017 | 88888 | 16633 | CLOUTIER, DANA M |
| 1 | 1018471 | | \$56.18 | Aug 17, 2017 | 88888 | 17283 | ERBES, SARAH L |
| 1 | 1018472 | | \$17.82 | Aug 17, 2017 | 88888 | 17435 | LUND, ELLIOTT J |
| 1 | 1018473 | | \$120.38 | Aug 17, 2017 | 88888 | 7268 | MESARCHIK, MARY L |
| 1 | 1018474 | | \$116.63 | Aug 17, 2017 | 88888 | 9670 | ROBOLE, VICKI M |
| 1 | 1018475 | | \$104.33 | Aug 17, 2017 | 88888 | 13692 | NIEMIEC, ALICIA |
| 1 | 1018476 | | \$111.07 | Aug 17, 2017 | 88888 | 14961 | SPRY, KARIE |
| 1 | 1018477 | | \$7.58 | Aug 17, 2017 | 88888 | 16878 | TETZLOFF, MITZI R |
| 1 | 1018478 | | \$149.98 | Aug 17, 2017 | 88888 | 17120 | OLSON, DIANE B |
| 1 | 1018479 | | \$48.31 | Aug 17, 2017 | 88888 | 18536 | SPAULDING, SHEILA J |
| 1 | 1018480 | | \$144.57 | Aug 23, 2017 | 88888 | 11279 | BRANDNER, RENEE |
| 1 | 1018481 | | \$102.57 | Aug 23, 2017 | 88888 | 12099 | FUNCHES, MONIQUE ROY |
| 1 | 1018482 | | \$110.94 | Aug 23, 2017 | 88888 | 12268 | JOHNSON, DEBRA S |
| 1 | 1018483 | | \$60.00 | Aug 23, 2017 | 88888 | 12432 | KLUBBERUD, MICHAEL |
| 1 | 1018484 | | \$128.94 | Aug 23, 2017 | 88888 | 12504 | DURAND, KIM |
| 1 | 1018485 | | \$48.00 | Aug 23, 2017 | 88888 | 14649 | DRAYTON, MARGOT ELIZABETH |
| 1 | 1018486 | | \$137.52 | Aug 23, 2017 | 88888 | 16320 | GEDDES, RICHARD W |
| 1 | 1018487 | | \$81.24 | Aug 23, 2017 | 88888 | 16602 | GOMER, JENNA M |
| 1 | 1018488 | | \$123.36 | Aug 23, 2017 | 88888 | 16888 | DAVIDSON, ELIZABETH A |
| 1 | 1018489 | | \$66.00 | Aug 23, 2017 | 88888 | 17214 | BATES, DANIEL W |
| 1 | 1018490 | | \$134.99 | Aug 23, | 88888 | 17361 | CZAPAR, RYAN J |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|------------------------|
| | | | | 2017 | | | |
| 1 | 1018491 | | \$3,476.25 | Aug 23, 2017 | 88888 | 17799 | EILER, ELIZABETH P |
| 1 | 1018492 | | \$144.36 | Aug 23, 2017 | 88888 | 17873 | DERDEN, WILLIAM M |
| 1 | 1018493 | | \$2,190.00 | Aug 23, 2017 | 88888 | 17873 | DERDEN, WILLIAM M |
| 1 | 1018494 | | \$121.86 | Aug 23, 2017 | 88888 | 18010 | FLUG, JOSHUA W |
| 1 | 1018495 | | \$49.00 | Aug 23, 2017 | 88888 | 18190 | JOHNSON, BRIAN J |
| 1 | 1018496 | | \$135.99 | Aug 23, 2017 | 88888 | 18307 | ELWARD, LUCIUS P |
| 1 | 1018497 | | \$26.59 | Aug 23, 2017 | 88888 | 18649 | BLUHM, WILLIAM AE |
| 1 | 1018498 | | \$92.94 | Aug 23, 2017 | 88888 | 18652 | DIPPEL, JESSICA C |
| 1 | 1018499 | | \$107.24 | Aug 23, 2017 | 88888 | 18802 | CRAIG, SARA J |
| 1 | 1018500 | | \$134.57 | Aug 23, 2017 | 88888 | 18904 | FREDRICKS, JOEL J |
| 1 | 1018501 | | \$48.00 | Aug 23, 2017 | 88888 | 18950 | CHRISTENSEN, KELSEY A |
| 1 | 1018502 | | \$125.36 | Aug 23, 2017 | 88888 | 7838 | MOULSOFF, NORINE L |
| 1 | 1018503 | | \$36.27 | Aug 23, 2017 | 88888 | 10543 | WURDEMAN, SCOTT |
| 1 | 1018504 | | \$158.94 | Aug 23, 2017 | 88888 | 12351 | PORTER, JANICE |
| 1 | 1018505 | | \$120.57 | Aug 23, 2017 | 88888 | 12894 | SORENSEN, BRAD |
| 1 | 1018506 | | \$62.00 | Aug 23, 2017 | 88888 | 13381 | NESVIG, ERIKA |
| 1 | 1018507 | | \$322.10 | Aug 23, 2017 | 88888 | 13431 | PAETZOLD, ROBERT JAMES |
| 1 | 1018508 | | \$214.00 | Aug 23, 2017 | 88888 | 13441 | TESMER, RUSSELL |
| 1 | 1018509 | | \$116.57 | Aug 23, 2017 | 88888 | 13470 | SMALLEY, AMY C |
| 1 | 1018510 | | \$66.00 | Aug 23, 2017 | 88888 | 15046 | MORRISSEY, KEVIN P |
| 1 | 1018511 | | \$41.30 | Aug 23, 2017 | 88888 | 15821 | NAAS, ANNE B |
| 1 | 1018512 | | \$72.05 | Aug 23, 2017 | 88888 | 17240 | SCHNOBRICH, ANGELA M |
| 1 | 1018513 | | \$39.00 | Aug 30, 2017 | 88888 | 9236 | LIPPKA, JONALYN |
| 1 | 1018514 | | \$128.45 | Aug 30, 2017 | 88888 | 11279 | BRANDNER, RENEE |
| 1 | 1018515 | | \$49.05 | Aug 30, 2017 | 88888 | 13973 | DECKER, KATHRYN N |

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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 | 1018516 | | \$30.00 | Aug 30, 2017 | 88888 | 16705 | LICHLITER, JENNIFER M |
| 1 | 1018517 | | \$32.70 | Aug 30, 2017 | 88888 | 17521 | KREBS, TYLER JON |
| 1 | 1018518 | | \$400.00 | Aug 30, 2017 | 88888 | 18043 | AMOROSO, CYNTHIA |
| 1 | 1018519 | | \$200.00 | Aug 30, 2017 | 88888 | 18391 | JOHNSON, DOUGLAS A |
| 1 | 1018520 | | \$21.98 | Aug 30, 2017 | 88888 | 18633 | BERCHILD, MEGAN A |
| 1 | 1018521 | | \$58.40 | Aug 30, 2017 | 88888 | 18633 | BERCHILD, MEGAN A |
| 1 | 1018522 | | \$89.94 | Aug 30, 2017 | 88888 | 18842 | JACOBS, MICHELLE |
| 1 | 1018523 | | \$42.91 | Aug 30, 2017 | 88888 | 19131 | ESSAY, KENNETH P |
| 1 | 1018524 | | \$920.00 | Aug 30, 2017 | 88888 | 6874 | STEAD, AMY JO |
| 1 | 1018525 | | \$100.44 | Aug 30, 2017 | 88888 | 13329 | MEILLEUR, STEPHANIE J |
| 1 | 1018526 | | \$260.22 | Aug 30, 2017 | 88888 | 14671 | SMITH, TRACY J |
| 1 | 1018527 | | \$14.00 | Aug 30, 2017 | 88888 | 15476 | MARCHESSAULT, PATRICK |
| 1 | 1018528 | | \$14.00 | Aug 30, 2017 | 88888 | 15910 | TESKE, JEFFREY J |
| 1 | 1018529 | | \$200.00 | Aug 30, 2017 | 88888 | 16166 | RIDER, LISA K |
| 1 | 1018530 | | \$200.00 | Aug 30, 2017 | 88888 | 17487 | SOVINE, STACEY |
| 1 | 1018531 | | \$200.00 | Aug 30, 2017 | 88888 | 18215 | WATKINS, DAVID |
| 1 | 1018532 | | \$200.00 | Aug 30, 2017 | 88888 | 19154 | PIKAL, ROBIN |
| 1 | 1018533 | | \$35.38 | Aug 30, 2017 | 88888 | 19218 | TOMAS, KELLY |
| 1 | 1018534 | | \$57.16 | Sep 6, 2017 | 88888 | 3833 | LAMB, CYNTHIA L |
| 1 | 1018535 | | \$88.52 | Sep 6, 2017 | 88888 | 8287 | KRUPKE, GRETA |
| 1 | 1018536 | | \$58.88 | Sep 6, 2017 | 88888 | 10841 | CENCI, BARB |
| 1 | 1018537 | | \$54.37 | Sep 6, 2017 | 88888 | 11818 | HAMMER, JEFFREY |
| 1 | 1018538 | | \$72.30 | Sep 6, 2017 | 88888 | 11818 | HAMMER, JEFFREY |
| 1 | 1018539 | | \$227.96 | Sep 6, 2017 | 88888 | 14006 | GRIFFIN, LYNDISAY K |
| 1 | 1018540 | | \$38.99 | Sep 6, 2017 | 88888 | 14652 | HERKENHOFF, PATRICIA ANN |
| 1 | 1018541 | | \$11.77 | Sep 6, 2017 | 88888 | 17901 | KENNEY, JAMI |
| 1 | 1018542 | | \$213.30 | Sep 6, 2017 | 88888 | 18114 | LENHARDT, ROBERT S |
| 1 | 1018543 | | \$2,000.00 | Sep 6, 2017 | 88888 | 19083 | HOANGLONG, SAMANTHA |
| 1 | 1018544 | | \$35.00 | Sep 6, 2017 | 88888 | 7838 | MOULSOFF, NORINE L |

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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 | 1018545 | | \$147.54 | Sep 6, 2017 | 88888 | 14226 | STALOCK, SHARRON C |
| 1 | 1018546 | | \$85.16 | Sep 6, 2017 | 88888 | 16491 | VITALI, ALICIA F |
| 1 | 1018547 | | \$71.39 | Sep 6, 2017 | 88888 | 17324 | MALONE, MEGGAN J |
| 1 | 1018548 | | \$36.53 | Sep 6, 2017 | 88888 | 18983 | SANTOS, MIYA D |
| 1 | 1018549 | | \$117.11 | Sep 6, 2017 | 88888 | 18987 | ROTTJAKOB, RONDA K |
| 1 | 1018550 | | \$695.90 | Sep 6, 2017 | 88888 | 19218 | TOMAS, KELLY |
| 1 | 1018551 | | \$21.20 | Sep 13, 2017 | 88888 | 7805 | CHEREP, NANCY M |
| 1 | 1018552 | | \$79.14 | Sep 13, 2017 | 88888 | 8284 | JEFFERS, LUCRETIA |
| 1 | 1018553 | | \$47.38 | Sep 13, 2017 | 88888 | 8284 | JEFFERS, LUCRETIA |
| 1 | 1018554 | | \$199.56 | Sep 13, 2017 | 88888 | 8309 | HENDRIX, EUGENIA M |
| 1 | 1018555 | | \$170.00 | Sep 13, 2017 | 88888 | 9093 | JACKSON, DEBORAH K |
| 1 | 1018556 | | \$18.97 | Sep 13, 2017 | 88888 | 9236 | LIPPKA, JONALYN |
| 1 | 1018557 | | \$170.00 | Sep 13, 2017 | 88888 | 9373 | BROWN, MARY KAY |
| 1 | 1018558 | | \$170.00 | Sep 13, 2017 | 88888 | 10524 | KAISER, DEBRA |
| 1 | 1018559 | | \$170.00 | Sep 13, 2017 | 88888 | 10851 | BURNS, POLLYANNA M |
| 1 | 1018560 | | \$170.00 | Sep 13, 2017 | 88888 | 11106 | HUBERTY, LORI A |
| 1 | 1018561 | | \$170.00 | Sep 13, 2017 | 88888 | 11153 | HOLEWA, MARY A |
| 1 | 1018562 | | \$170.00 | Sep 13, 2017 | 88888 | 11213 | BEERLING, LORIE A |
| 1 | 1018563 | | \$16.00 | Sep 13, 2017 | 88888 | 11234 | CARLSON, KEITH A |
| 1 | 1018564 | | \$170.00 | Sep 13, 2017 | 88888 | 11971 | GOODING, DIANE |
| 1 | 1018565 | | \$25.55 | Sep 13, 2017 | 88888 | 12303 | LOESCH, JAKE |
| 1 | 1018566 | | \$170.00 | Sep 13, 2017 | 88888 | 12411 | ERZ, MARCIA |
| 1 | 1018567 | | \$170.00 | Sep 13, 2017 | 88888 | 12974 | EVANS, CHRISTINE O |
| 1 | 1018568 | | \$170.00 | Sep 13, 2017 | 88888 | 13821 | BARNEY, ANGELA J |
| 1 | 1018569 | | \$48.00 | Sep 13, 2017 | 88888 | 13973 | DECKER, KATHRYN N |
| 1 | 1018570 | | \$55.85 | Sep 13, 2017 | 88888 | 14147 | KLINNERT, ELIZABETH |
| 1 | 1018571 | | \$170.00 | Sep 13, 2017 | 88888 | 14501 | HARRISON, STACY LYNN |
| 1 | 1018572 | | \$170.00 | Sep 13, 2017 | 88888 | 14710 | HARTOG, KARRA L |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|------------------------|
| 1 | 1018573 | | \$170.00 | Sep 13, 2017 | 88888 | 15522 | HERBY, BETH ANN |
| 1 | 1018574 | | \$170.00 | Sep 13, 2017 | 88888 | 15549 | BECKER, BRENDA S |
| 1 | 1018575 | | \$170.00 | Sep 13, 2017 | 88888 | 16392 | CHAMBERLAND, TAUSHA |
| 1 | 1018576 | | \$170.00 | Sep 13, 2017 | 88888 | 16530 | HUSEN, ERIN M |
| 1 | 1018577 | | \$200.73 | Sep 13, 2017 | 88888 | 16789 | KRONABETTER, JULIE R |
| 1 | 1018578 | | \$170.00 | Sep 13, 2017 | 88888 | 16794 | DONNOHUE, ROSE MARIE |
| 1 | 1018579 | | \$170.00 | Sep 13, 2017 | 88888 | 17082 | LADUKE, LIZETTE |
| 1 | 1018580 | | \$170.00 | Sep 13, 2017 | 88888 | 17159 | LAFAVRE, MAXINE B |
| 1 | 1018581 | | \$83.80 | Sep 13, 2017 | 88888 | 17175 | FUNSTON, KATHY L |
| 1 | 1018582 | | \$170.00 | Sep 13, 2017 | 88888 | 17611 | GILPIN, ASHLEY |
| 1 | 1018583 | | \$170.00 | Sep 13, 2017 | 88888 | 17826 | AUSTIN, LINDA M |
| 1 | 1018584 | | \$170.00 | Sep 13, 2017 | 88888 | 17929 | DECARLO, CAMILLE |
| 1 | 1018585 | | \$170.00 | Sep 13, 2017 | 88888 | 17934 | ANDERSON, ESTHER R |
| 1 | 1018586 | | \$170.00 | Sep 13, 2017 | 88888 | 17940 | GUST, JENNIFER |
| 1 | 1018587 | | \$122.49 | Sep 13, 2017 | 88888 | 18025 | HENDERSON, MICHELLE A |
| 1 | 1018588 | | \$170.00 | Sep 13, 2017 | 88888 | 18212 | LAWLER, MELISSA J |
| 1 | 1018589 | | \$170.00 | Sep 13, 2017 | 88888 | 18421 | DELGADILLO, LUZ |
| 1 | 1018590 | | \$170.00 | Sep 13, 2017 | 88888 | 18430 | COOK, LAURIE N |
| 1 | 1018591 | | \$170.00 | Sep 13, 2017 | 88888 | 18537 | CONTRERAS, KODI C |
| 1 | 1018592 | | \$170.00 | Sep 13, 2017 | 88888 | 18552 | GAYLE, LAURIE A |
| 1 | 1018593 | | \$170.00 | Sep 13, 2017 | 88888 | 18562 | BLIESE, TRUDY M |
| 1 | 1018594 | | \$170.00 | Sep 13, 2017 | 88888 | 18666 | HOLMES, JAMIE L |
| 1 | 1018595 | | \$11.77 | Sep 13, 2017 | 88888 | 18691 | GULDEN, JANET |
| 1 | 1018596 | | \$170.00 | Sep 13, 2017 | 88888 | 18717 | DAVILA, ROSA N |
| 1 | 1018597 | | \$5.19 | Sep 13, 2017 | 88888 | 18797 | GOODBUFFALO, DOMINIC E |
| 1 | 1018598 | | \$170.00 | Sep 13, | 88888 | 18965 | GAMACHE, DELAINE F |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|----------------------|
| | | | | 2017 | | | |
| 1 | 1018599 | | \$170.00 | Sep 13, 2017 | 88888 | 19025 | HASLOCK, CHRISTINE |
| 1 | 1018600 | | \$170.00 | Sep 13, 2017 | 88888 | 19090 | KAUR, HARPREET |
| 1 | 1018601 | | \$714.00 | Sep 13, 2017 | 88888 | 19106 | HADDORFF, RYAN |
| 1 | 1018602 | | \$170.00 | Sep 13, 2017 | 88888 | 19162 | HODGES, MAURICE |
| 1 | 1018603 | | \$499.00 | Sep 13, 2017 | 88888 | 19198 | LERFALD, JUSTIN |
| 1 | 1018604 | | \$2,190.00 | Sep 13, 2017 | 88888 | 8086 | NEPSUND, JEFF L |
| 1 | 1018605 | | \$1,356.00 | Sep 13, 2017 | 88888 | 9277 | ZEIGLER, SARAH |
| 1 | 1018606 | | \$183.40 | Sep 13, 2017 | 88888 | 9298 | ZUPKE, SAMUEL |
| 1 | 1018607 | | \$170.00 | Sep 13, 2017 | 88888 | 9355 | SCHMID, CHERYL |
| 1 | 1018608 | | \$170.00 | Sep 13, 2017 | 88888 | 10140 | MACKEY, GALE M |
| 1 | 1018609 | | \$170.00 | Sep 13, 2017 | 88888 | 10288 | TOMOSON, RHONDA G |
| 1 | 1018610 | | \$149.00 | Sep 13, 2017 | 88888 | 10972 | WITTNEBEL, KATHY |
| 1 | 1018611 | | \$170.00 | Sep 13, 2017 | 88888 | 10982 | YOUNG, MARY C |
| 1 | 1018612 | | \$170.00 | Sep 13, 2017 | 88888 | 11522 | RAMLOW, NANCY |
| 1 | 1018613 | | \$302.70 | Sep 13, 2017 | 88888 | 11828 | MARSHALL, JEFFREY |
| 1 | 1018614 | | \$170.00 | Sep 13, 2017 | 88888 | 11948 | TOELLER, SANDRA L |
| 1 | 1018615 | | \$170.00 | Sep 13, 2017 | 88888 | 12021 | WEINGARTZ, MARY L |
| 1 | 1018616 | | \$170.00 | Sep 13, 2017 | 88888 | 12203 | MAY, MARIE T |
| 1 | 1018617 | | \$170.00 | Sep 13, 2017 | 88888 | 12243 | MAUSER, COURTNEY |
| 1 | 1018618 | | \$170.00 | Sep 13, 2017 | 88888 | 12413 | SANDBERG, ANN |
| 1 | 1018619 | | \$191.00 | Sep 13, 2017 | 88888 | 12579 | STARKEY, MICHELE M |
| 1 | 1018620 | | \$170.00 | Sep 13, 2017 | 88888 | 12967 | TEACHOUT, EVI SUE |
| 1 | 1018621 | | \$32.99 | Sep 13, 2017 | 88888 | 13651 | SEXTON, MARCIA |
| 1 | 1018622 | | \$170.00 | Sep 13, 2017 | 88888 | 14194 | MAYERHOFER, TAMERA K |
| 1 | 1018623 | | \$170.00 | Sep 13, 2017 | 88888 | 14292 | NEHER, TAMALA SUE |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|------------------------|
| 1 | 1018624 | | \$170.00 | Sep 13, 2017 | 88888 | 14675 | NEISEN, LUANN M |
| 1 | 1018625 | | \$30.00 | Sep 13, 2017 | 88888 | 14811 | THURBER, LAURIE |
| 1 | 1018626 | | \$170.00 | Sep 13, 2017 | 88888 | 14860 | MARTIN, JOAN M |
| 1 | 1018627 | | \$19.99 | Sep 13, 2017 | 88888 | 15015 | TREKELL, TERESE |
| 1 | 1018628 | | \$170.00 | Sep 13, 2017 | 88888 | 15406 | REUDER, ROXANNA |
| 1 | 1018629 | | \$170.00 | Sep 13, 2017 | 88888 | 15761 | MCGAHA, MARIETTA R |
| 1 | 1018630 | | \$170.00 | Sep 13, 2017 | 88888 | 15815 | MOSSER, DAWN M |
| 1 | 1018631 | | \$170.00 | Sep 13, 2017 | 88888 | 16712 | QUAST, LUCIA JANE |
| 1 | 1018632 | | \$170.00 | Sep 13, 2017 | 88888 | 17053 | SCHROEDER, MICHELLE R |
| 1 | 1018633 | | \$170.00 | Sep 13, 2017 | 88888 | 17146 | MCDONALD, PATRICIA A |
| 1 | 1018634 | | \$170.00 | Sep 13, 2017 | 88888 | 17155 | TEAL, DARLA L |
| 1 | 1018635 | | \$170.00 | Sep 13, 2017 | 88888 | 17160 | YIU, CAROL S |
| 1 | 1018636 | | \$32.96 | Sep 13, 2017 | 88888 | 17268 | SINGLETON, SARAH K |
| 1 | 1018637 | | \$170.00 | Sep 13, 2017 | 88888 | 17453 | WALLACE-VERTEIN, JOY M |
| 1 | 1018638 | | \$92.94 | Sep 13, 2017 | 88888 | 17556 | NAGAHASHI, ANDREW T |
| 1 | 1018639 | | \$170.00 | Sep 13, 2017 | 88888 | 17649 | WAHIDI, ZARGHONA |
| 1 | 1018640 | | \$170.00 | Sep 13, 2017 | 88888 | 17691 | MILLER, LORI A |
| 1 | 1018641 | | \$170.00 | Sep 13, 2017 | 88888 | 17877 | RAHEEMI, MENA |
| 1 | 1018642 | | \$170.00 | Sep 13, 2017 | 88888 | 17950 | QUESENBERRY, KIMBERLY |
| 1 | 1018643 | | \$170.00 | Sep 13, 2017 | 88888 | 18001 | SEXTON, TRACY M |
| 1 | 1018644 | | \$170.00 | Sep 13, 2017 | 88888 | 18188 | TRUE, DIXIE A |
| 1 | 1018645 | | \$170.00 | Sep 13, 2017 | 88888 | 18193 | WILLIAMSON, JENNIFER |
| 1 | 1018646 | | \$170.00 | Sep 13, 2017 | 88888 | 18330 | STEVENSON, CAROL V |
| 1 | 1018647 | | \$78.66 | Sep 13, 2017 | 88888 | 18334 | SHANLEY, SARAH J |
| 1 | 1018648 | | \$170.00 | Sep 13, 2017 | 88888 | 18437 | SCOTT, NICOLE R |
| 1 | 1018649 | | \$170.00 | Sep 13, | 88888 | 18579 | REESSEN, JEAN E |

Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|--------------------|--------------|--------------------|--------------------|--------------|---------------|-----------------------|--------------------|
| | | | | 2017 | | | |
| 1 | 1018650 | | \$170.00 | Sep 13, 2017 | 88888 | 18789 | MOUSA, ABDULRAHMAN |
| 1 | 1018651 | | \$170.00 | Sep 13, 2017 | 88888 | 18974 | MITSCH, KELLI L |
| 1 | 1018652 | | \$14.93 | Sep 13, 2017 | 88888 | 19203 | STAMPLEY, MORGAN |
| 1 | 1018653 | | \$346.79 | Sep 13, 2017 | 88888 | 19217 | SELLARS, JASON A |
| Check Count | 189 | Grand Total | \$38,081.95 | | | | |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|--|
| 4 | 454374 | | \$3,500.00 | Aug 17, 2017 | 00016 | 3308 | BACHMEIER, NOAH |
| 4 | 454375 | | \$995.00 | Aug 17, 2017 | 23509 | 0 | COOL AIR MECHANICAL, INC. |
| 4 | 454376 | | \$3,840.46 | Aug 17, 2017 | 29228 | 1 | CUMMINS NPOWER LLC |
| 4 | 454377 | | \$500.00 | Aug 17, 2017 | 00906 | 0 | DAKOTA COUNTY TECHNICAL COLLEGE |
| 4 | 454378 | | \$834.60 | Aug 17, 2017 | 28338 | 0 | ESTHERVILLE LINCOLN CENTRAL COM SCHOOL DIST |
| 4 | 454379 | | \$84.92 | Aug 17, 2017 | 00016 | 2948 | HACKENMUELLER, JESSI |
| 4 | 454380 | | \$12.44 | Aug 17, 2017 | 00862 | 3 | HERFF JONES, INC. |
| 4 | 454381 | | \$519.35 | Aug 17, 2017 | 04858 | 0 | IND. SCHOOL DIST. 621 |
| 4 | 454382 | | \$5,848.51 | Aug 17, 2017 | 09224 | 1 | IND. SCHOOL DIST. 622 |
| 4 | 454383 | | \$15,861.75 | Aug 17, 2017 | 01826 | 0 | IND. SCHOOL DIST. 625 |
| 4 | 454384 | | \$40,914.43 | Aug 17, 2017 | 09327 | 0 | INTERMEDIATE SCHOOL DISTRICT 917 |
| 4 | 454385 | | \$1,399.00 | Aug 17, 2017 | 08356 | 1 | KENNEDY & GRAVEN, CHARTERED |
| 4 | 454386 | | \$3,000.00 | Aug 17, 2017 | 06559 | 1 | MATRIX COMMUNICATIONS, INC. |
| 4 | 454387 | | \$249.60 | Aug 17, 2017 | 06064 | 0 | MEEKER AND WRIGHT SPECIAL |
| 4 | 454388 | | \$60.00 | Aug 17, 2017 | 24879 | 0 | PEREZ, MELISSA M. |
| 4 | 454389 | | \$14,398.44 | Aug 17, 2017 | 21458 | 1 | PRIOR LAKE - SAVAGE AREA SCHOOLS ISD #719 |
| 4 | 454390 | | \$1,000.00 | Aug 17, 2017 | 00016 | 3309 | RHODE, ABIGAIL |
| 4 | 454391 | | \$492.62 | Aug 17, 2017 | 03196 | 3 | SCHOLASTIC INC. |
| 4 | 454392 | | \$1,500.00 | Aug 17, 2017 | 18894 | 0 | SCHULTZ, PAIGE |
| 4 | 454393 | | \$3,500.00 | Aug 17, 2017 | 00016 | 3310 | SENTA, LUCAS |
| 4 | 454394 | | \$1,320.00 | Aug 17, 2017 | 22453 | 0 | SOUTHERN PLAINS ED. COOP. |
| 4 | 454395 | | \$38,057.37 | Aug 17, 2017 | 28611 | 0 | SOUTHWEST METRO INTERMEDIATE |
| 4 | 454396 | | \$6,732.00 | Aug 17, 2017 | 29533 | 0 | STAPLES-MOTLEY SCHOOL DISTRICT ISD #2170 |
| 4 | 454397 | | \$1,013.09 | Aug 17, 2017 | 03802 | 0 | TRIO SUPPLY |
| 4 | 454398 | | \$116.00 | Aug 17, 2017 | 24490 | 0 | UPPER MISSISSIPPI IRRIGATION |
| 4 | 454399 | | \$471.00 | Aug 17, | 04419 | 0 | WESTERN PSYCHOLOGICAL SERVICES |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| | | | | 2017 | | | |
| 4 | 454400 | | \$444.00 | Aug 18, 2017 | 28551 | 0 | ADVANCED IMAGING SOLUTIONS |
| 4 | 454401 | | \$518.00 | Aug 18, 2017 | 26394 | 1 | AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS |
| 4 | 454402 | | \$30.00 | Aug 18, 2017 | 26711 | 1 | BURNSVILLE FIRE MUSTER |
| 4 | 454403 | | \$450.00 | Aug 18, 2017 | 00673 | 0 | BURNSVILLE, CITY OF |
| 4 | 454404 | | \$1,008.00 | Aug 18, 2017 | 29243 | 0 | CARLSON, GERRI |
| 4 | 454405 | | \$1,374.35 | Aug 18, 2017 | 02519 | 0 | CENTERPOINT ENERGY |
| 4 | 454406 | | \$266.02 | Aug 18, 2017 | 02781 | 5 | CENTURYLINK |
| 4 | 454407 | | \$2,980.24 | Aug 18, 2017 | 00502 | 0 | CORNERSTONE COPY CENTER |
| 4 | 454408 | | \$885.00 | Aug 18, 2017 | 29532 | 0 | CRYSTEEL TRUCK EQUIPMENT INC. |
| 4 | 454409 | | \$70,803.58 | Aug 18, 2017 | 00809 | 0 | DAKOTA ELECTRIC ASSOCIATION |
| 4 | 454410 | | \$600.00 | Aug 18, 2017 | 27732 | 0 | DIALOG ONE LLC |
| 4 | 454411 | | \$282,522.75 | Aug 18, 2017 | 28300 | 1 | DURHAM SCHOOL SERVICES |
| 4 | 454412 | | \$719.00 | Aug 18, 2017 | 07092 | 0 | EAGAN SHIRT WERKS |
| 4 | 454413 | | \$358.56 | Aug 18, 2017 | 02333 | 1 | EARTHGRAINS BAKING CO. INC. |
| 4 | 454414 | | \$79.22 | Aug 18, 2017 | 09272 | 2 | ECM PUBLISHERS, INC. |
| 4 | 454415 | | \$452.40 | Aug 18, 2017 | 26262 | 0 | EDUCATORS BENEFIT CONSULTANTS, LLC |
| 4 | 454416 | | \$301.35 | Aug 18, 2017 | 24275 | 0 | FAGERNESS, JOYCE |
| 4 | 454417 | | \$20.75 | Aug 18, 2017 | 00001 | 1762 | FELUMLEE, MICHAEL DUANE |
| 4 | 454418 | | \$122.00 | Aug 18, 2017 | 27604 | 0 | GREAT LAKES HIGHER EDUCATION CORPORATION |
| 4 | 454419 | | \$1,031.25 | Aug 18, 2017 | 20540 | 0 | INTELLIGERE, INC |
| 4 | 454420 | | \$5,611.44 | Aug 18, 2017 | 27633 | 0 | KELLY SERVICES, INC. |
| 4 | 454421 | | \$21,000.00 | Aug 18, 2017 | 29535 | 0 | KRULL, MELISSA |
| 4 | 454422 | | \$4,606.21 | Aug 18, 2017 | 25512 | 0 | MAYER ARTS, INC. |
| 4 | 454423 | | \$324.55 | Aug 18, 2017 | 26724 | 0 | MIDWEST MAILING SYSTEMS, INC. |
| 4 | 454424 | | \$495.00 | Aug 18, 2017 | 03029 | 1 | MINNESOTA ENERGY RESOURCES |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| 4 | 454425 | | \$1,947.00 | Aug 18, 2017 | 03936 | 3 | MINNETONKA COMMUNITY EDUCATION CENTER (MCEC) |
| 4 | 454426 | | \$198.00 | Aug 18, 2017 | 28041 | 0 | MIXMI BRANDS INC. |
| 4 | 454427 | | \$150.00 | Aug 18, 2017 | 21858 | 2 | MN YOUTH READING AWARDS (MYRA) |
| 4 | 454428 | | \$6,668.84 | Aug 18, 2017 | 24471 | 0 | OPG-3 INC. |
| 4 | 454429 | | \$2,250.00 | Aug 18, 2017 | 25725 | 0 | PROJECT LEAD THE WAY |
| 4 | 454430 | | \$291.00 | Aug 18, 2017 | 29413 | 1 | QIVITALITY, LLC |
| 4 | 454431 | | \$21,000.00 | Aug 18, 2017 | 29534 | 0 | RASKIN, CANDACE |
| 4 | 454432 | | \$6,999.81 | Aug 18, 2017 | 09588 | 0 | SAVAGE, CITY OF |
| 4 | 454433 | | \$610.00 | Aug 18, 2017 | 02397 | 0 | SCHOOL MATE |
| 4 | 454434 | | \$200.00 | Aug 18, 2017 | 04656 | 8 | SCHOOL NUTRITION DIRECTORS OF MINNESOTA(SNDM) |
| 4 | 454435 | | \$2,250.00 | Aug 18, 2017 | 23869 | 0 | SCHULTE, DAVE |
| 4 | 454436 | | \$10,626.78 | Aug 18, 2017 | 23848 | 0 | SFM |
| 4 | 454437 | | \$1,089.90 | Aug 18, 2017 | 28502 | 0 | THE MCDOWELL AGENCY, INC. |
| 4 | 454438 | | \$734.46 | Aug 18, 2017 | 03802 | 0 | TRIO SUPPLY |
| 4 | 454439 | | \$112.00 | Aug 18, 2017 | 02813 | 7 | US DEPARTMENT OF EDUCATION |
| 4 | 454440 | | \$90.00 | Aug 18, 2017 | 23463 | 18 | US DEPT OF TREASURY |
| 4 | 454441 | | \$3,372.80 | Aug 18, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454442 | | \$312.00 | Aug 18, 2017 | 28298 | 0 | US HEALTH WORKS MEDICAL GRP MN, PC |
| 4 | 454443 | | \$20,425.44 | Aug 18, 2017 | 02776 | 0 | XCEL ENERGY |
| 4 | 454444 | | \$2,041.02 | Aug 25, 2017 | 02623 | 1 | ACCO BRANDS USA LLC |
| 4 | 454445 | | \$256.00 | Aug 25, 2017 | 27125 | 0 | ALLEN, DARIEL J. |
| 4 | 454446 | | \$15,229.53 | Aug 25, 2017 | 26245 | 1 | AUDIO LOGIC SYSTEMS |
| 4 | 454447 | | \$343.57 | Aug 25, 2017 | 04655 | 0 | BROWN'S ICE CREAM CO. |
| 4 | 454448 | | \$138.00 | Aug 25, 2017 | 28973 | 0 | CASPERSON, JULIE |
| 4 | 454449 | | \$2,742.96 | Aug 25, 2017 | 02519 | 0 | CENTERPOINT ENERGY |
| 4 | 454450 | | \$105.00 | Aug 25, | 02519 | 3 | CENTERPOINT ENERGY SERVICES, INC. |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| | | | | 2017 | | | |
| 4 | 454451 | | \$1,000.00 | Aug 25, 2017 | 00016 | 3311 | CHOW, CHUN KIT |
| 4 | 454452 | | \$279.30 | Aug 25, 2017 | 28260 | 0 | CHOY, SERGIO R. |
| 4 | 454453 | | \$6,941.00 | Aug 25, 2017 | 22015 | 0 | CM CONSTRUCTION COMPANY, INC. |
| 4 | 454454 | | \$2,478.09 | Aug 25, 2017 | 00502 | 0 | CORNERSTONE COPY CENTER |
| 4 | 454455 | | \$3.99 | Aug 25, 2017 | 00016 | 3317 | DECKER, KIARA |
| 4 | 454456 | | \$10.05 | Aug 25, 2017 | 00001 | 1763 | DEHKES, MELISSA |
| 4 | 454457 | | \$156.00 | Aug 25, 2017 | 25222 | 0 | EAGAN ROTARY CLUB |
| 4 | 454458 | | \$425.00 | Aug 25, 2017 | 02995 | 0 | FAST SIGNS |
| 4 | 454459 | | \$798.60 | Aug 25, 2017 | 04527 | 1 | FOLLETT SCHOOL SOLUTIONS, INC. |
| 4 | 454460 | | \$5,500.00 | Aug 25, 2017 | 28890 | 0 | GENERATIVE LEARNING |
| 4 | 454461 | | \$1,000.00 | Aug 25, 2017 | 00016 | 3313 | GILRAY, MATTHEW |
| 4 | 454462 | | \$56.10 | Aug 25, 2017 | 00016 | 3252 | GLEASON, LOU |
| 4 | 454463 | | \$2,933.00 | Aug 25, 2017 | 00016 | 3312 | GUDMONSON, CALLIE |
| 4 | 454464 | | \$79,508.00 | Aug 25, 2017 | 29518 | 0 | HEART ZONES, INC. |
| 4 | 454465 | | \$4,500.00 | Aug 25, 2017 | 00016 | 3315 | HERZOG, ABIGAIL |
| 4 | 454466 | | \$105.25 | Aug 25, 2017 | 00016 | 3316 | HOLMES, HEATHER |
| 4 | 454467 | | \$42.00 | Aug 25, 2017 | 20523 | 0 | JONES, SCOTT |
| 4 | 454468 | | \$2,380.00 | Aug 25, 2017 | 29275 | 0 | KODIAK CUSTOM LETTERING INC. |
| 4 | 454469 | | \$672.00 | Aug 25, 2017 | 06064 | 0 | MEEKER AND WRIGHT SPECIAL |
| 4 | 454470 | | \$443.87 | Aug 25, 2017 | 03029 | 1 | MINNESOTA ENERGY RESOURCES |
| 4 | 454471 | | \$235.00 | Aug 25, 2017 | 02977 | 0 | MINNESOTA INDIAN EDUCATION ASSOCIATION |
| 4 | 454472 | | \$853.00 | Aug 25, 2017 | 08338 | 0 | MN ASSOC OF SECONDARY SCHOOL PRINCIPAL(MASSP) |
| 4 | 454473 | | \$30.00 | Aug 25, 2017 | 01596 | 26 | MN DEPARTMENT OF EDUCATION-UFARS 101 |
| 4 | 454474 | | \$6,146.40 | Aug 25, 2017 | 03288 | 0 | MN LITERACY COUNCIL |
| 4 | 454475 | | \$2,100.00 | Aug 25, 2017 | 02540 | 0 | MN SCHOOL BOARDS ASSOCIATION (MSBA) |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---------------------------------------|
| 4 | 454476 | | \$75.00 | Aug 25, 2017 | 00421 | 0 | MUSIC THEATRE INTERNATIONAL |
| 4 | 454477 | | \$577.56 | Aug 25, 2017 | 09589 | 2 | NEOPOST USA INC |
| 4 | 454478 | | \$2,400.98 | Aug 25, 2017 | 20099 | 2 | RELIASTAR LIFE INSURANCE COMPANY |
| 4 | 454479 | | \$2,472.05 | Aug 25, 2017 | 20099 | 3 | RELIASTAR LIFE INSURANCE COMPANY |
| 4 | 454480 | | \$2,601.40 | Aug 25, 2017 | 20099 | 4 | RELIASTAR LIFE INSURANCE COMPANY |
| 4 | 454481 | | \$4,979.00 | Aug 25, 2017 | 03532 | 2 | SCHMITT MUSIC |
| 4 | 454482 | | \$83.00 | Aug 25, 2017 | 26552 | 3 | SCHOOL NUTRITION ASSOCIATION |
| 4 | 454483 | | \$3,510.00 | Aug 25, 2017 | 29538 | 0 | SCIENCECRAFT INC. |
| 4 | 454484 | | \$12,745.00 | Aug 25, 2017 | 03369 | 0 | SEXTON PRINTING |
| 4 | 454485 | | \$307.50 | Aug 25, 2017 | 20185 | 0 | SHIRTY SOMETHING |
| 4 | 454486 | | \$19,710.64 | Aug 25, 2017 | 29345 | 1 | T-MOBILE |
| 4 | 454487 | | \$38,194.15 | Aug 25, 2017 | 24486 | 0 | THE HARTFORD |
| 4 | 454488 | | \$108.07 | Aug 25, 2017 | E7415 | 0 | UMHOEFER, THOMAS C |
| 4 | 454489 | | \$14.70 | Aug 25, 2017 | 04172 | 0 | UNITED PARCEL SERVICE |
| 4 | 454490 | | \$808.00 | Aug 25, 2017 | 26230 | 1 | WELCH MILLS CANOEING |
| 4 | 454491 | | \$20,677.75 | Aug 25, 2017 | 24462 | 1 | WEST INTERACTIVE SERVICES CORPORATION |
| 4 | 454492 | | \$47.10 | Aug 25, 2017 | 04419 | 0 | WESTERN PSYCHOLOGICAL SERVICES |
| 4 | 454493 | | \$4,000.00 | Aug 25, 2017 | 00016 | 3314 | WONG, JAYLIN |
| 4 | 454494 | | \$600.00 | Aug 25, 2017 | 24245 | 0 | YOUTH ENRICHMENT LEAGUE |
| 4 | 454495 | | \$1,200.00 | Aug 29, 2017 | 00016 | 1028 | BHS BOYS CROSS COUNTRY BOOSTER CLUB |
| 4 | 454496 | | \$2,500.00 | Aug 29, 2017 | 29000 | 0 | CAPTIVATE MEDIA + CONSULTING |
| 4 | 454497 | | \$120.00 | Aug 29, 2017 | 28401 | 0 | CHOY, KEREN |
| 4 | 454498 | | \$429.00 | Aug 29, 2017 | 00502 | 0 | CORNERSTONE COPY CENTER |
| 4 | 454499 | | \$1,388.77 | Aug 29, 2017 | 20662 | 0 | FITZHARRIS SKI & SPORT |
| 4 | 454500 | | \$26,207.19 | Aug 29, 2017 | 20347 | 1 | HOUSE OF PRINT |
| 4 | 454501 | | \$105.00 | Aug 29, | 20540 | 0 | INTELLIGERE, INC |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| | | | | 2017 | | | |
| 4 | 454502 | | \$1,797.50 | Aug 29, 2017 | 28098 | 0 | KIRB APPAREL LLC |
| 4 | 454503 | | \$100.00 | Aug 29, 2017 | 28387 | 0 | LUTHER COLLEGE |
| 4 | 454504 | | \$1,609.09 | Aug 29, 2017 | 24921 | 0 | MECA SPORTSWEAR |
| 4 | 454505 | | \$150.00 | Aug 29, 2017 | 08338 | 0 | MN ASSOC OF SECONDARY SCHOOL PRINCIPAL(MASSP) |
| 4 | 454506 | | \$853.00 | Aug 29, 2017 | 08338 | 0 | MN ASSOC OF SECONDARY SCHOOL PRINCIPAL(MASSP) |
| 4 | 454507 | | \$4,515.00 | Aug 29, 2017 | 02445 | 0 | MN STATE HIGH SCHOOL LEAGUE (MSHSL) |
| 4 | 454508 | | \$711.12 | Aug 29, 2017 | 28979 | 0 | MOHAMED, KASSIM S. |
| 4 | 454509 | | \$467.40 | Aug 29, 2017 | 09589 | 2 | NEOPOST USA INC |
| 4 | 454510 | | \$388.64 | Aug 29, 2017 | 24413 | 0 | PAAR SPORTS & PROMOTIONS |
| 4 | 454511 | | \$467.37 | Aug 29, 2017 | 21851 | 0 | RED WING SHOE STORE |
| 4 | 454512 | | \$290.00 | Aug 29, 2017 | 00000 | 7337 | SCHMELING, JESSIE |
| 4 | 454513 | | \$360.00 | Aug 29, 2017 | 21149 | 0 | SUCANSKY, SARAH |
| 4 | 454514 | | \$445.50 | Aug 29, 2017 | 02434 | 0 | SUCCESS BY DESIGN |
| 4 | 454515 | | \$17.50 | Aug 29, 2017 | 00001 | 1764 | TAYLOR, AMY |
| 4 | 454516 | | \$2.25 | Aug 29, 2017 | 04172 | 0 | UNITED PARCEL SERVICE |
| 4 | 454517 | | \$7,652.94 | Aug 29, 2017 | 28417 | 0 | UNIVERSAL ATHLETIC SERVICE INC. |
| 4 | 454518 | | \$469.49 | Aug 29, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454519 | | \$427.00 | Sep 1, 2017 | 28491 | 0 | A.J. MOORE ELECTRIC, INC. |
| 4 | 454520 | | \$919.12 | Sep 1, 2017 | 28147 | 1 | AGROPUR INC. DIVISION NATREL USA |
| 4 | 454521 | Unissued | \$0.00 | Sep 1, 2017 | 28147 | 1 | AGROPUR INC. DIVISION NATREL USA |
| 4 | 454522 | | \$1,075.00 | Sep 1, 2017 | 28566 | 0 | AHERN, PATRICK |
| 4 | 454523 | | \$6,446.63 | Sep 1, 2017 | 27586 | 0 | AMERICAN OFFICE PRODUCTS |
| 4 | 454524 | | \$138.20 | Sep 1, 2017 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 454525 | | \$799.20 | Sep 1, 2017 | 00106 | 0 | AQUA ENGINEERING, INC. |
| 4 | 454526 | | \$122.73 | Sep 1, 2017 | 00428 | 0 | ARAMARK |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|--|
| 4 | 454527 | | \$3,112.68 | Sep 1, 2017 | 26500 | 0 | ARMSTRONG TORSETH SKOLD & RYDEEN INC. |
| 4 | 454528 | | \$1,832.67 | Sep 1, 2017 | 03544 | 2 | BEST BUY BUSINESS ADVANTAGE ACCOUNT |
| 4 | 454529 | | \$1,838.48 | Sep 1, 2017 | 21117 | 0 | BIO CORPORATION |
| 4 | 454530 | | \$1,959.09 | Sep 1, 2017 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 454531 | Unissued | \$0.00 | Sep 1, 2017 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 454532 | | \$84.80 | Sep 1, 2017 | 04655 | 0 | BROWN'S ICE CREAM CO. |
| 4 | 454533 | | \$2,793.75 | Sep 1, 2017 | 00707 | 1 | CARRIER CORPORATION |
| 4 | 454534 | | \$22,650.00 | Sep 1, 2017 | 20289 | 1 | CDW GOVERNMENT, INC. |
| 4 | 454535 | | \$12,076.88 | Sep 1, 2017 | 03622 | 1 | CENGAGE LEARNING |
| 4 | 454536 | | \$6,000.00 | Sep 1, 2017 | 24466 | 1 | CENTER FOR THE COLLABORATIVE CLASSROOM |
| 4 | 454537 | | \$6,166.41 | Sep 1, 2017 | 23509 | 0 | COOL AIR MECHANICAL, INC. |
| 4 | 454538 | | \$40.45 | Sep 1, 2017 | 00647 | 0 | CROWN RENTAL, INC. |
| 4 | 454539 | | \$468.60 | Sep 1, 2017 | 02444 | 1 | CYNMAR LLC |
| 4 | 454540 | | \$10,132.75 | Sep 1, 2017 | 04186 | 1 | DALCO |
| 4 | 454541 | Unissued | \$0.00 | Sep 1, 2017 | 04186 | 1 | DALCO |
| 4 | 454542 | Unissued | \$0.00 | Sep 1, 2017 | 04186 | 1 | DALCO |
| 4 | 454543 | Unissued | \$0.00 | Sep 1, 2017 | 04186 | 1 | DALCO |
| 4 | 454544 | | \$1,952.47 | Sep 1, 2017 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 454545 | | \$490.00 | Sep 1, 2017 | 24933 | 0 | DURAND MANUFACTURING, INC. |
| 4 | 454546 | | \$1,027.50 | Sep 1, 2017 | 01064 | 2 | EARL F. ANDERSEN |
| 4 | 454547 | | \$512.70 | Sep 1, 2017 | 28982 | 0 | EKON-O-PAC, LLC |
| 4 | 454548 | | \$29.64 | Sep 1, 2017 | 23054 | 1 | FASTENAL |
| 4 | 454549 | | \$16.00 | Sep 1, 2017 | 28021 | 0 | FISHER TRACKS, INC. |
| 4 | 454550 | | \$3,295.09 | Sep 1, 2017 | 01231 | 0 | FLINN SCIENTIFIC, INC. |
| 4 | 454551 | | \$818.29 | Sep 1, 2017 | 29526 | 1 | GEORGE PATTON ASSOCIATES, INC. |
| 4 | 454552 | | \$874.44 | Sep 1, | 27736 | 0 | GLOBAL COMMUNICATIONS WIRING & |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|--|
| | | | | 2017 | | | SERVICES |
| 4 | 454553 | | \$3,235.16 | Sep 1, 2017 | 04387 | 1 | GRAINGER |
| 4 | 454554 | Unissued | \$0.00 | Sep 1, 2017 | 04387 | 1 | GRAINGER |
| 4 | 454555 | | \$138.50 | Sep 1, 2017 | 27750 | 0 | GRAPHIC SPECIALTIES, INC. |
| 4 | 454556 | | \$2,319.98 | Sep 1, 2017 | 09318 | 1 | HILLYARD INC - MINNEAPOLIS |
| 4 | 454557 | | \$7,821.00 | Sep 1, 2017 | 25854 | 1 | HOCKENBERGS |
| 4 | 454558 | | \$735.02 | Sep 1, 2017 | 04818 | 0 | HORIZON COMMERCIAL POOL SUPPLY |
| 4 | 454559 | | \$2,537.50 | Sep 1, 2017 | 27693 | 0 | IDEAL SERVICES, INC. |
| 4 | 454560 | | \$15,453.00 | Sep 1, 2017 | 28688 | 0 | K12 TRANSPORTATION MANAGEMENT SERVICES, INC. |
| 4 | 454561 | | \$500.00 | Sep 1, 2017 | 24803 | 0 | L&M BOILER SYSTEMS, INC. |
| 4 | 454562 | | \$149.94 | Sep 1, 2017 | 24472 | 0 | LEADING EDGE |
| 4 | 454563 | | \$224.70 | Sep 1, 2017 | 20209 | 0 | LEARNING ZONE EXPRESS |
| 4 | 454564 | | \$1,641.00 | Sep 1, 2017 | 05077 | 0 | LOCKSAFE INC. |
| 4 | 454565 | | \$1,345.74 | Sep 1, 2017 | 28793 | 1 | MANSFIELD OIL COMPANY |
| 4 | 454566 | | \$244.05 | Sep 1, 2017 | 28496 | 0 | MEDICAL DISPOSAL SYSTEMS, INC. |
| 4 | 454567 | | \$1,185.17 | Sep 1, 2017 | 07752 | 0 | MILLER ELECTRIC, INC. |
| 4 | 454568 | | \$118.80 | Sep 1, 2017 | 28041 | 0 | MIXMI BRANDS INC. |
| 4 | 454569 | | \$301.39 | Sep 1, 2017 | 27342 | 1 | MONOPRICE |
| 4 | 454570 | | \$18.06 | Sep 1, 2017 | 02544 | 1 | MTI DISTRIBUTING CO. |
| 4 | 454571 | | \$83.98 | Sep 1, 2017 | 03519 | 0 | NAPA AUTO PARTS |
| 4 | 454572 | | \$2,348.17 | Sep 1, 2017 | 02704 | 0 | NASCO |
| 4 | 454573 | | \$2,449.37 | Sep 1, 2017 | 20320 | 0 | NORTHERN AIR CORPORATION (NAC) |
| 4 | 454574 | | \$279.72 | Sep 1, 2017 | 02489 | 1 | OFFICE DEPOT COMPANY |
| 4 | 454575 | | \$925.00 | Sep 1, 2017 | 27700 | 0 | OLYMPIC COMMUNICATIONS INC. |
| 4 | 454576 | | \$325.00 | Sep 1, 2017 | 02475 | 3 | PCS REVENUE CONTROL SYSTEMS, INC. |
| 4 | 454577 | | \$11,574.17 | Sep 1, 2017 | 26290 | 0 | PERFORMANCE APPAREL, LLC |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|---|
| 4 | 454578 | | \$436.00 | Sep 1, 2017 | 03101 | 0 | PUMP AND METER SERVICE, INC. |
| 4 | 454579 | | \$144.00 | Sep 1, 2017 | 28528 | 0 | ROCK HARD LANDSCAPE SUPPLY |
| 4 | 454580 | | \$1,862.50 | Sep 1, 2017 | 23241 | 0 | RYAN MECHANICAL, INC. |
| 4 | 454581 | | \$214.17 | Sep 1, 2017 | 03196 | 6 | SCHOLASTIC INC. |
| 4 | 454582 | | \$270.36 | Sep 1, 2017 | 03745 | 2 | SHERWIN-WILLIAMS |
| 4 | 454583 | | \$60,627.00 | Sep 1, 2017 | 02217 | 1 | SIEMENS INDUSTRY, INC. |
| 4 | 454584 | | \$4,486.21 | Sep 1, 2017 | 03587 | 1 | SIMPLEX GRINNELL |
| 4 | 454585 | | \$619.09 | Sep 1, 2017 | 03658 | 0 | SUBSCRIPTION SERVICES OF AMERICA INC. |
| 4 | 454586 | | \$1,059.00 | Sep 1, 2017 | 04664 | 0 | SUMMIT PRINT COPY AND MAIL SERVICE |
| 4 | 454587 | | \$183.02 | Sep 1, 2017 | 03703 | 0 | SUPREME SCHOOL SUPPLY |
| 4 | 454588 | | \$259.12 | Sep 1, 2017 | 22123 | 1 | TOTAL FILTRATION SERVICES, INC. |
| 4 | 454589 | | \$927.45 | Sep 1, 2017 | 03802 | 0 | TRIO SUPPLY |
| 4 | 454590 | | \$3,166.98 | Sep 1, 2017 | 01197 | 1 | US FOODS CULINARY EQUIPMENT & SUPPLIES LLC |
| 4 | 454591 | | \$64,154.19 | Sep 1, 2017 | 03296 | 0 | WILCOX PAPER, LLC |
| 4 | 454592 | Unissued | \$0.00 | Sep 1, 2017 | 03296 | 0 | WILCOX PAPER, LLC |
| 4 | 454593 | | \$5,796.07 | Sep 2, 2017 | 27586 | 0 | AMERICAN OFFICE PRODUCTS |
| 4 | 454594 | | \$55.50 | Sep 2, 2017 | 04895 | 0 | ASSOCIATION OF CLERICAL EMPLOYEES |
| 4 | 454595 | | \$242,347.47 | Sep 2, 2017 | 28990 | 0 | BANKFINANCIAL FSB - LEASE DIVISION |
| 4 | 454596 | | \$2,000.00 | Sep 2, 2017 | 00016 | 3318 | BERGER, MARIA |
| 4 | 454597 | | \$1,810.00 | Sep 2, 2017 | 09991 | 0 | BURNSVILLE ASSOCIATION OF EDUCATIONAL ASSTS |
| 4 | 454598 | | \$591.47 | Sep 2, 2017 | 02781 | 5 | CENTURYLINK |
| 4 | 454599 | | \$489.60 | Sep 2, 2017 | 28260 | 0 | CHOY, SERGIO R. |
| 4 | 454600 | | \$105.00 | Sep 2, 2017 | 29539 | 0 | CTAM- COMM & THEATER ASSOC OF MN |
| 4 | 454601 | | \$3,178.26 | Sep 2, 2017 | 01016 | 2 | DAKOTA COUNTY PROPERTY TAXATION & RECORDS |
| 4 | 454602 | | \$122.00 | Sep 2, 2017 | 27604 | 0 | GREAT LAKES HIGHER EDUCATION CORPORATION |
| 4 | 454603 | | \$165.00 | Sep 2, | 08939 | 0 | ITEM |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|--|
| | | | | 2017 | | | |
| 4 | 454604 | | \$2,106.00 | Sep 2, 2017 | 04113 | 0 | J&D TROPHY |
| 4 | 454605 | | \$4,684.73 | Sep 2, 2017 | 27633 | 0 | KELLY SERVICES, INC. |
| 4 | 454606 | | \$5,243.71 | Sep 2, 2017 | 29540 | 0 | KELLY, MICHAEL |
| 4 | 454607 | | \$225.50 | Sep 2, 2017 | 08356 | 1 | KENNEDY & GRAVEN, CHARTERED |
| 4 | 454608 | | \$437.00 | Sep 2, 2017 | 23866 | 0 | MESSERLI & KRAMER PA |
| 4 | 454609 | | \$825.00 | Sep 2, 2017 | 09181 | 0 | MN ASSOC OF SCHOOL ADMINISTRATORS (MASA) |
| 4 | 454610 | | \$112.00 | Sep 2, 2017 | 08769 | 0 | NCPERS MINNESOTA |
| 4 | 454611 | | \$275.00 | Sep 2, 2017 | 03691 | 0 | ROTARY CLUB OF BURNSVILLE |
| 4 | 454612 | | \$20.00 | Sep 2, 2017 | 09588 | 4 | SAVAGE, CITY OF |
| 4 | 454613 | | \$5,408.82 | Sep 2, 2017 | 07382 | 0 | SCHOOL SERVICES EMPLOYEES LOCAL 284 |
| 4 | 454614 | | \$2,559.00 | Sep 2, 2017 | 03369 | 0 | SEXTON PRINTING |
| 4 | 454615 | | \$4,650.00 | Sep 2, 2017 | 27742 | 0 | STRATEGIC SOURCE INC |
| 4 | 454616 | | \$1,000.00 | Sep 2, 2017 | 00016 | 3319 | TANGNEY, ELIZABETH |
| 4 | 454617 | | \$1,000.00 | Sep 2, 2017 | 29542 | 0 | TEAMBUILDR |
| 4 | 454618 | | \$26,978.23 | Sep 2, 2017 | 08203 | 1 | TIES |
| 4 | 454619 | | \$2,500.00 | Sep 2, 2017 | 00016 | 3320 | TORRALBA, ERIKA |
| 4 | 454620 | | \$112.00 | Sep 2, 2017 | 02813 | 7 | US DEPARTMENT OF EDUCATION |
| 4 | 454621 | | \$90.00 | Sep 2, 2017 | 23463 | 18 | US DEPT OF TREASURY |
| 4 | 454622 | | \$1,000.00 | Sep 2, 2017 | 00016 | 3321 | VAN DORPE, CONNOR |
| 4 | 454623 | | \$2,975.00 | Sep 2, 2017 | 25073 | 0 | WEST 44TH STREET GRAPHICS |
| 4 | 454624 | | \$1,470.00 | Sep 8, 2017 | 05151 | 1 | ALLDATA |
| 4 | 454625 | | \$2,225.48 | Sep 8, 2017 | 29445 | 0 | ALLEGRA |
| 4 | 454626 | | \$778.00 | Sep 8, 2017 | 00216 | 2 | ALPHA VIDEO & AUDIO, INC. |
| 4 | 454627 | | \$914.67 | Sep 8, 2017 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 454628 | | \$506.05 | Sep 8, 2017 | 00428 | 0 | ARAMARK |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|---|
| 4 | 454629 | | \$4,034.43 | Sep 8, 2017 | 27223 | 1 | AVID CENTER |
| 4 | 454630 | | \$66.00 | Sep 8, 2017 | 27380 | 0 | BACH, WILLIAM |
| 4 | 454631 | | \$825.00 | Sep 8, 2017 | 09282 | 0 | BHS VOLLEYBALL BOOSTER CLUB |
| 4 | 454632 | | \$425.00 | Sep 8, 2017 | 28901 | 0 | BIG SUBURBAN CONFERENCE EXECUTIVE SECRETARY |
| 4 | 454633 | | \$102.00 | Sep 8, 2017 | 25320 | 0 | BORCHERS, WILLIAM S |
| 4 | 454634 | | \$66.00 | Sep 8, 2017 | 28704 | 0 | BOTHUN, DYLAN |
| 4 | 454635 | | \$66.00 | Sep 8, 2017 | 29545 | 0 | BROWN, MICHAEL |
| 4 | 454636 | | \$30.00 | Sep 8, 2017 | 26711 | 1 | BURNSVILLE FIRE MUSTER |
| 4 | 454637 | | \$1,299.00 | Sep 8, 2017 | 02422 | 5 | BURNSVILLE YMCA |
| 4 | 454638 | | \$10,788.00 | Sep 8, 2017 | 00673 | 2 | BURNSVILLE, CITY OF |
| 4 | 454639 | | \$20,259.44 | Sep 8, 2017 | 04226 | 0 | BURNSVILLE, CITY OF |
| 4 | 454640 | Unissued | \$0.00 | Sep 8, 2017 | 04226 | 0 | BURNSVILLE, CITY OF |
| 4 | 454641 | | \$90.00 | Sep 8, 2017 | 22414 | 0 | CARLSON, ASHLEIGH |
| 4 | 454642 | | \$79.81 | Sep 8, 2017 | 02519 | 0 | CENTERPOINT ENERGY |
| 4 | 454643 | | \$66,107.26 | Sep 8, 2017 | 28424 | 0 | CENTRAL ROOFING COMPANY |
| 4 | 454644 | | \$117.00 | Sep 8, 2017 | 28914 | 0 | CHEN, YIFU |
| 4 | 454645 | | \$90.00 | Sep 8, 2017 | 28401 | 0 | CHOY, KEREN |
| 4 | 454646 | | \$5,400.00 | Sep 8, 2017 | 27322 | 0 | CLIFTONLARSONALLEN, LLP |
| 4 | 454647 | | \$340.64 | Sep 8, 2017 | 28540 | 0 | CORE BEVERAGE |
| 4 | 454648 | | \$3,565.32 | Sep 8, 2017 | 00502 | 0 | CORNERSTONE COPY CENTER |
| 4 | 454649 | | \$105.00 | Sep 8, 2017 | 22013 | 0 | CUSTOM WATER WORKS |
| 4 | 454650 | | \$1,057.10 | Sep 8, 2017 | 29543 | 0 | DAHLEN SIGN COMPANY |
| 4 | 454651 | | \$8,830.99 | Sep 8, 2017 | 00641 | 0 | DICK'S/LAKEVILLE SANITATION, INC. |
| 4 | 454652 | | \$2,167.14 | Sep 8, 2017 | 29385 | 0 | DIGITAL INSURANCE, INC. |
| 4 | 454653 | | \$89.52 | Sep 8, 2017 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 454654 | | \$3,198.92 | Sep 8, | 01002 | 0 | EAGAN, CITY OF |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|------------------------------------|
| | | | | 2017 | | | |
| 4 | 454655 | | \$84.16 | Sep 8, 2017 | 09272 | 2 | ECM PUBLISHERS, INC. |
| 4 | 454656 | | \$651.22 | Sep 8, 2017 | 26262 | 0 | EDUCATORS BENEFIT CONSULTANTS, LLC |
| 4 | 454657 | | \$117.00 | Sep 8, 2017 | 24706 | 0 | ELVIDGE, DAVID |
| 4 | 454658 | | \$117.00 | Sep 8, 2017 | 24520 | 0 | ERICKSON, TYRUS |
| 4 | 454659 | | \$75.00 | Sep 8, 2017 | 04416 | 0 | FAIRVIEW |
| 4 | 454660 | | \$150.00 | Sep 8, 2017 | 02995 | 0 | FAST SIGNS |
| 4 | 454661 | | \$300.00 | Sep 8, 2017 | 28381 | 0 | FEAR THE RODENT SPORTS |
| 4 | 454662 | | \$1,675.80 | Sep 8, 2017 | 28988 | 1 | FRONTLINE TECHNOLOGIES GROUP, LLC |
| 4 | 454663 | | \$18.99 | Sep 8, 2017 | 00016 | 1717 | GREGERSEN, MARY |
| 4 | 454664 | | \$51.00 | Sep 8, 2017 | 21990 | 0 | HARTWELL, LEE |
| 4 | 454665 | | \$325.00 | Sep 8, 2017 | 28495 | 0 | HEALTH RISK STRATEGIES, LLC |
| 4 | 454666 | | \$12.75 | Sep 8, 2017 | 00862 | 3 | HERFF JONES, INC. |
| 4 | 454667 | | \$150.00 | Sep 8, 2017 | 28654 | 0 | HERSI, SANAA |
| 4 | 454668 | | \$1,760.00 | Sep 8, 2017 | 27985 | 0 | HILDI INC. |
| 4 | 454669 | | \$66.00 | Sep 8, 2017 | 24344 | 0 | HOWARD, DOMINIC |
| 4 | 454670 | | \$8,213.15 | Sep 8, 2017 | 09327 | 0 | INTERMEDIATE SCHOOL DISTRICT 917 |
| 4 | 454671 | | \$66.00 | Sep 8, 2017 | 29544 | 0 | IVERSEN, CHRISTOPHER |
| 4 | 454672 | | \$66.00 | Sep 8, 2017 | 24745 | 0 | JACKSON, KIP |
| 4 | 454673 | | \$90.00 | Sep 8, 2017 | 24542 | 0 | JAMA, SAFIYO |
| 4 | 454674 | | \$2,698.06 | Sep 8, 2017 | 27633 | 0 | KELLY SERVICES, INC. |
| 4 | 454675 | | \$66.00 | Sep 8, 2017 | 03189 | 0 | KILEN, KIP |
| 4 | 454676 | | \$117.00 | Sep 8, 2017 | 03225 | 0 | KORTE, STEVE |
| 4 | 454677 | | \$196.00 | Sep 8, 2017 | 28209 | 0 | LAURSEN PIANO SERVICE |
| 4 | 454678 | | \$2,001.83 | Sep 8, 2017 | 28903 | 0 | LITURGICAL PUBLICATIONS, INC. |
| 4 | 454679 | | \$66.00 | Sep 8, 2017 | 29546 | 0 | MACKBEE, MATEO |

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| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|-------------|---------------|-----------------------|--|
| 4 | 454680 | | \$66.00 | Sep 8, 2017 | 29547 | 0 | MALM, DAVID |
| 4 | 454681 | | \$1,000.00 | Sep 8, 2017 | 00016 | 3322 | MASGINA, SARA |
| 4 | 454682 | | \$4,620.00 | Sep 8, 2017 | 08112 | 0 | MEDICINE LAKE TOURS |
| 4 | 454683 | | \$883.41 | Sep 8, 2017 | 26724 | 0 | MIDWEST MAILING SYSTEMS, INC. |
| 4 | 454684 | | \$818.43 | Sep 8, 2017 | 23914 | 0 | MIDWEST VENDING |
| 4 | 454685 | | \$270.00 | Sep 8, 2017 | 03814 | 0 | MINNESOTA COMMUNITY EDUCATION ASSOC (MCEA) |
| 4 | 454686 | | \$13,598.59 | Sep 8, 2017 | 07448 | 0 | MINNESOTA VALLEY ELECTRIC COOPERATIVE |
| 4 | 454687 | | \$170.00 | Sep 8, 2017 | 26466 | 0 | MN HIGHWAY SAFETY & RESEARCH CENTER |
| 4 | 454688 | | \$330.00 | Sep 8, 2017 | 22304 | 0 | MN INTERSCHOLASTIC ATHLETIC ADMIN. ASSOC. |
| 4 | 454689 | | \$2,700.00 | Sep 8, 2017 | 28766 | 0 | MUNOZ, MEGAN |
| 4 | 454690 | | \$1,301.00 | Sep 8, 2017 | 26086 | 0 | ORKIN COMMERCIAL SERVICES |
| 4 | 454691 | | \$140.00 | Sep 8, 2017 | 21458 | 0 | PRIOR LAKE HIGH SCHOOL |
| 4 | 454692 | | \$70.00 | Sep 8, 2017 | 21343 | 0 | RAMACHER, THUY |
| 4 | 454693 | | \$51.00 | Sep 8, 2017 | 28913 | 0 | RIEBE, JOSEPH |
| 4 | 454694 | | \$224.00 | Sep 8, 2017 | 28168 | 0 | ROARK, RICHARD JEFFREY |
| 4 | 454695 | | \$789.00 | Sep 8, 2017 | 04504 | 0 | ROGERS ATHLETIC COMPANY INC |
| 4 | 454696 | | \$7,037.62 | Sep 8, 2017 | 09588 | 0 | SAVAGE, CITY OF |
| 4 | 454697 | | \$164.84 | Sep 8, 2017 | 03196 | 6 | SCHOLASTIC INC. |
| 4 | 454698 | | \$4,107.00 | Sep 8, 2017 | 03369 | 0 | SEXTON PRINTING |
| 4 | 454699 | | \$2,014.25 | Sep 8, 2017 | 27209 | 0 | SOCCERCHILI |
| 4 | 454700 | | \$1,325.97 | Sep 8, 2017 | 28477 | 1 | SOULO COMMUNICATIONS |
| 4 | 454701 | | \$565.00 | Sep 8, 2017 | 26978 | 0 | SWANK MOTION PICTURES |
| 4 | 454702 | | \$1,857.35 | Sep 8, 2017 | 28502 | 0 | THE MCDOWELL AGENCY, INC. |
| 4 | 454703 | | \$66.00 | Sep 8, 2017 | 29548 | 0 | TOWNZEN, RYAN |
| 4 | 454704 | | \$200.00 | Sep 8, 2017 | 28852 | 0 | TYLER, BRUCE |
| 4 | 454705 | | \$625.68 | Sep 8, | 04153 | 1 | U.S. POSTMASTER |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|--------------------------------------|
| | | | | 2017 | | | |
| 4 | 454706 | | \$75.00 | Sep 8, 2017 | 25958 | 0 | UGAS, ABDISAMAD |
| 4 | 454707 | | \$210.00 | Sep 8, 2017 | 28417 | 0 | UNIVERSAL ATHLETIC SERVICE INC. |
| 4 | 454708 | | \$65,681.32 | Sep 8, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454709 | Unissued | \$0.00 | Sep 8, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454710 | Unissued | \$0.00 | Sep 8, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454711 | | \$936.00 | Sep 8, 2017 | 28298 | 0 | US HEALTH WORKS MEDICAL GRP MN, PC |
| 4 | 454712 | | \$66.00 | Sep 8, 2017 | 26210 | 0 | VANDERVEREN, BRADLEY |
| 4 | 454713 | | \$200.00 | Sep 8, 2017 | 27393 | 0 | VERSATILE VEHICLES, INC. |
| 4 | 454714 | | \$66.00 | Sep 8, 2017 | 29197 | 0 | WILLIAMS, AARON |
| 4 | 454715 | | \$66.00 | Sep 8, 2017 | 22327 | 0 | WOLLAN, TOM SR. |
| 4 | 454716 | | \$14.80 | Sep 8, 2017 | 02776 | 0 | XCEL ENERGY |
| 4 | 454717 | | \$163.20 | Sep 12, 2017 | 26468 | 0 | ARROW LIFT |
| 4 | 454718 | | \$2,563.29 | Sep 12, 2017 | 25449 | 2 | AUTOMATED LOGIC CONTRACTING SERVICES |
| 4 | 454719 | | \$483.00 | Sep 12, 2017 | 29504 | 0 | BECOME WELLNESS LLC |
| 4 | 454720 | | \$7.75 | Sep 12, 2017 | 00016 | 3264 | COOK, JEFF |
| 4 | 454721 | | \$69.38 | Sep 12, 2017 | 00862 | 3 | HERFF JONES, INC. |
| 4 | 454722 | | \$1,707.16 | Sep 12, 2017 | 01812 | 0 | IND. SCHOOL DIST. 281 |
| 4 | 454723 | | \$5,918.88 | Sep 12, 2017 | 07462 | 1 | IND. SCHOOL DIST. 709 |
| 4 | 454724 | | \$116.24 | Sep 12, 2017 | 02483 | 1 | INTEGRA TELECOM |
| 4 | 454725 | | \$12,502.83 | Sep 12, 2017 | 01390 | 0 | INTERMEDIATE SCHOOL DISTRICT 287 |
| 4 | 454726 | | \$430.00 | Sep 12, 2017 | 08939 | 0 | ITEM |
| 4 | 454727 | | \$17.00 | Sep 12, 2017 | 00016 | 3323 | LUI, MARY |
| 4 | 454728 | | \$262.50 | Sep 12, 2017 | 22385 | 0 | METRO TRANSIT |
| 4 | 454729 | | \$495.00 | Sep 12, 2017 | 03029 | 1 | MINNESOTA ENERGY RESOURCES |
| 4 | 454730 | | \$1,368.01 | Sep 12, 2017 | 24335 | 1 | NEW DOMINION SCHOOL |

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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 | 454731 | | \$798.72 | Sep 12, 2017 | 06477 | 0 | OFFICE OF MN IT SERVICES |
| 4 | 454732 | | \$85.00 | Sep 12, 2017 | 24681 | 0 | PROFESSIONAL WIRELESS COMMUNICATIONS |
| 4 | 454733 | | \$51,938.00 | Sep 12, 2017 | 23848 | 0 | SFM |
| 4 | 454734 | | \$225.00 | Sep 12, 2017 | 25364 | 0 | SHEEHAN, JAMES D |
| 4 | 454735 | | \$807.15 | Sep 12, 2017 | 24465 | 2 | SHRED-IT USA |
| 4 | 454736 | | \$30.00 | Sep 12, 2017 | 00016 | 3324 | SMITH, ANDREA |
| 4 | 454737 | | \$3,381.25 | Sep 12, 2017 | 28095 | 0 | SPED FORMS, INC. |
| 4 | 454738 | | \$60.00 | Sep 12, 2017 | 25958 | 0 | UGAS, ABDISAMAD |
| 4 | 454739 | | \$25,843.00 | Sep 12, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454740 | Unissued | \$0.00 | Sep 12, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454741 | Unissued | \$0.00 | Sep 12, 2017 | 04417 | 1 | US FOODS INC |
| 4 | 454742 | | \$1,248.00 | Sep 12, 2017 | 28298 | 0 | US HEALTH WORKS MEDICAL GRP MN, PC |
| 4 | 454743 | | \$2,745.00 | Sep 12, 2017 | 07737 | 0 | YOUTH FRONTIERS, INC. |
| 4 | 454744 | | \$1,303.83 | Sep 16, 2017 | 28491 | 0 | A.J. MOORE ELECTRIC, INC. |
| 4 | 454745 | | \$5,592.37 | Sep 16, 2017 | 28147 | 1 | AGROPUR INC. DIVISION NATREL USA |
| 4 | 454746 | Unissued | \$0.00 | Sep 16, 2017 | 28147 | 1 | AGROPUR INC. DIVISION NATREL USA |
| 4 | 454747 | Unissued | \$0.00 | Sep 16, 2017 | 28147 | 1 | AGROPUR INC. DIVISION NATREL USA |
| 4 | 454748 | | \$7,400.00 | Sep 16, 2017 | 28566 | 0 | AHERN, PATRICK |
| 4 | 454749 | | \$915.27 | Sep 16, 2017 | 03503 | 0 | AMERICAN TIME & SIGNAL |
| 4 | 454750 | | \$627.11 | Sep 16, 2017 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 454751 | Unissued | \$0.00 | Sep 16, 2017 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 454752 | Unissued | \$0.00 | Sep 16, 2017 | 01365 | 0 | AMERIPRIDE LINEN AND APPAREL SERVICES |
| 4 | 454753 | | \$1,371.15 | Sep 16, 2017 | 00106 | 0 | AQUA ENGINEERING, INC. |
| 4 | 454754 | | \$59.98 | Sep 16, 2017 | 00428 | 0 | ARAMARK |
| 4 | 454755 | | \$8,292.24 | Sep 16, 2017 | 26500 | 0 | ARMSTRONG TORSETH SKOLD & RYDEEN INC. |
| 4 | 454756 | | \$818.00 | Sep 16, | 09987 | 1 | BEARCOM |

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Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|-------------------------------------|
| | | | | 2017 | | | |
| 4 | 454757 | | \$37,548.00 | Sep 16, 2017 | 03544 | 2 | BEST BUY BUSINESS ADVANTAGE ACCOUNT |
| 4 | 454758 | | \$641,697.00 | Sep 16, 2017 | 03544 | 1 | BEST BUY CORPORATE ENTITIES |
| 4 | 454759 | | \$3,000.00 | Sep 16, 2017 | 00459 | 0 | BITUMINOUS ROADWAYS, INC. |
| 4 | 454760 | | \$4,321.12 | Sep 16, 2017 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 454761 | Unissued | \$0.00 | Sep 16, 2017 | 00477 | 0 | BIX PRODUCE COMPANY |
| 4 | 454762 | | \$4,499.28 | Sep 16, 2017 | 00397 | 0 | BRO-TEX, INC. |
| 4 | 454763 | | \$17,432.96 | Sep 16, 2017 | 00707 | 1 | CARRIER CORPORATION |
| 4 | 454764 | | \$674.45 | Sep 16, 2017 | 20289 | 1 | CDW GOVERNMENT, INC. |
| 4 | 454765 | | \$416.00 | Sep 16, 2017 | 29537 | 0 | COMMERCIAL AIR PRODUCTS, INC. |
| 4 | 454766 | | \$1,130.55 | Sep 16, 2017 | 03866 | 0 | CONTINENTAL CLAY COMPANY |
| 4 | 454767 | | \$4,195.04 | Sep 16, 2017 | 23509 | 0 | COOL AIR MECHANICAL, INC. |
| 4 | 454768 | | \$484.35 | Sep 16, 2017 | 00502 | 0 | CORNERSTONE COPY CENTER |
| 4 | 454769 | | \$266.14 | Sep 16, 2017 | 00647 | 0 | CROWN RENTAL, INC. |
| 4 | 454770 | | \$775.84 | Sep 16, 2017 | 29228 | 1 | CUMMINS NPOWER LLC |
| 4 | 454771 | | \$328.75 | Sep 16, 2017 | 03215 | 0 | CUSTOM REFRIGERATION |
| 4 | 454772 | | \$28,688.64 | Sep 16, 2017 | 04186 | 1 | DALCO |
| 4 | 454773 | Unissued | \$0.00 | Sep 16, 2017 | 04186 | 1 | DALCO |
| 4 | 454774 | Unissued | \$0.00 | Sep 16, 2017 | 04186 | 1 | DALCO |
| 4 | 454775 | | \$10,718.40 | Sep 16, 2017 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 454776 | Unissued | \$0.00 | Sep 16, 2017 | 00279 | 0 | DIVERSIFIED SNACK DISTRIBUTION |
| 4 | 454777 | | \$1,501.43 | Sep 16, 2017 | 24933 | 0 | DURAND MANUFACTURING, INC. |
| 4 | 454778 | | \$304.20 | Sep 16, 2017 | 01064 | 2 | EARL F. ANDERSEN |
| 4 | 454779 | | \$140.76 | Sep 16, 2017 | 02333 | 1 | EARTHGRAINS BAKING CO. INC. |
| 4 | 454780 | | \$1,076.21 | Sep 16, 2017 | 01078 | 0 | ELECTRO WATCHMAN, INC. |
| 4 | 454781 | | \$757.00 | Sep 16, 2017 | 26949 | 0 | FAIRFIELD GLASS & WINDOW, 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 | 454782 | | \$5,335.00 | Sep 16, 2017 | 24349 | 1 | FINISHING TOUCH PLUS |
| 4 | 454783 | | \$77,171.63 | Sep 16, 2017 | 28598 | 0 | FLAGSHIP RECREATION |
| 4 | 454784 | | \$1,816.00 | Sep 16, 2017 | 02082 | 1 | FRIEDGES DRYWALL, INC. |
| 4 | 454785 | | \$545.57 | Sep 16, 2017 | 00691 | 0 | FRONTIER AG & TURF |
| 4 | 454786 | | \$3,220.00 | Sep 16, 2017 | 03622 | 2 | GALE/CENGAGE LEARNING |
| 4 | 454787 | | \$165.00 | Sep 16, 2017 | 01541 | 1 | GENERAL PARTS, LLC |
| 4 | 454788 | | \$619.83 | Sep 16, 2017 | 01458 | 1 | GOPHER |
| 4 | 454789 | | \$918.53 | Sep 16, 2017 | 04387 | 1 | GRAINGER |
| 4 | 454790 | Unissued | \$0.00 | Sep 16, 2017 | 04387 | 1 | GRAINGER |
| 4 | 454791 | | \$48.00 | Sep 16, 2017 | 27750 | 0 | GRAPHIC SPECIALTIES, INC. |
| 4 | 454792 | | \$525.65 | Sep 16, 2017 | 07139 | 0 | HASTINGS BUS COMPANY |
| 4 | 454793 | | \$2,417.16 | Sep 16, 2017 | 09046 | 0 | HI TECH REFRIGERATION, INC |
| 4 | 454794 | | \$14,406.00 | Sep 16, 2017 | 29536 | 1 | HIGH POINT NETWORKS, LLC |
| 4 | 454795 | | \$3,150.97 | Sep 16, 2017 | 09318 | 1 | HILLYARD INC - MINNEAPOLIS |
| 4 | 454796 | | \$752.40 | Sep 16, 2017 | 01784 | 2 | HIRSHFIELD'S PAINT MANUFACTURING |
| 4 | 454797 | | \$8,259.70 | Sep 16, 2017 | 26668 | 1 | HM RECEIVABLES CO LLC |
| 4 | 454798 | | \$265.25 | Sep 16, 2017 | 24274 | 1 | INNOVATIVE OFFICE SOLUTIONS, LLC |
| 4 | 454799 | | \$1,210.49 | Sep 16, 2017 | 29071 | 0 | JOBS FOUNDATION/TECH DUMP |
| 4 | 454800 | | \$569.86 | Sep 16, 2017 | 05816 | 0 | JOHN A. DAL SIN & SON, INC. |
| 4 | 454801 | | \$515.00 | Sep 16, 2017 | 28929 | 0 | JOHN'S SEWER AND DRAIN CLEANING, INC. |
| 4 | 454802 | | \$532.25 | Sep 16, 2017 | 08955 | 0 | KELLEHER, HELMRICH AND ASSOCIATES |
| 4 | 454803 | | \$2,487.90 | Sep 16, 2017 | 24803 | 0 | L&M BOILER SYSTEMS, INC. |
| 4 | 454804 | | \$64,346.56 | Sep 16, 2017 | 06962 | 1 | LANDSCAPE STRUCTURES INC. |
| 4 | 454805 | | \$1,007.00 | Sep 16, 2017 | 02319 | 0 | LAVAN FLOOR COVERING CO. |
| 4 | 454806 | | \$298.00 | Sep 16, 2017 | 05077 | 0 | LOCKSAFE INC. |
| 4 | 454807 | | \$8,124.05 | Sep 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 |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|--|
| | | | | 2017 | | | |
| 4 | 454808 | | \$17,800.22 | Sep 16, 2017 | 07752 | 0 | MILLER ELECTRIC, INC. |
| 4 | 454809 | | \$778.80 | Sep 16, 2017 | 08999 | 1 | MINNESOTA ELEVATOR INC |
| 4 | 454810 | | \$435.60 | Sep 16, 2017 | 28041 | 0 | MIXMI BRANDS INC. |
| 4 | 454811 | | \$1,500.00 | Sep 16, 2017 | 07914 | 2 | MN DEPT OF LABOR AND INDUSTRY |
| 4 | 454812 | | \$186.55 | Sep 16, 2017 | 28240 | 1 | MN SUPPLY |
| 4 | 454813 | | \$577.56 | Sep 16, 2017 | 03519 | 0 | NAPA AUTO PARTS |
| 4 | 454814 | | \$5,244.00 | Sep 16, 2017 | 02765 | 0 | NORCOSTCO, INC. |
| 4 | 454815 | | \$640.50 | Sep 16, 2017 | 20320 | 0 | NORTHERN AIR CORPORATION (NAC) |
| 4 | 454816 | | \$51.66 | Sep 16, 2017 | 02489 | 1 | OFFICE DEPOT COMPANY |
| 4 | 454817 | | \$142.50 | Sep 16, 2017 | 27700 | 0 | OLYMPIC COMMUNICATIONS INC. |
| 4 | 454818 | | \$2,425.00 | Sep 16, 2017 | 03695 | 0 | OVERHEAD DOOR COMPANY OF THE NORTHLAND |
| 4 | 454819 | | \$2,099.24 | Sep 16, 2017 | 28785 | 1 | PRODOCON, INC |
| 4 | 454820 | | \$332.97 | Sep 16, 2017 | 05511 | 0 | RED WING SHOE STORE |
| 4 | 454821 | | \$679.19 | Sep 16, 2017 | 21851 | 0 | RED WING SHOE STORE |
| 4 | 454822 | | \$470.00 | Sep 16, 2017 | 25729 | 0 | RENT N' SAVE PORTABLE SERVICES |
| 4 | 454823 | | \$496.50 | Sep 16, 2017 | 28528 | 0 | ROCK HARD LANDSCAPE SUPPLY |
| 4 | 454824 | | \$430.00 | Sep 16, 2017 | 23241 | 0 | RYAN MECHANICAL, INC. |
| 4 | 454825 | | \$60.50 | Sep 16, 2017 | 03196 | 6 | SCHOLASTIC INC. |
| 4 | 454826 | | \$1,008.00 | Sep 16, 2017 | 26552 | 3 | SCHOOL NUTRITION ASSOCIATION |
| 4 | 454827 | | \$42.94 | Sep 16, 2017 | 03745 | 2 | SHERWIN-WILLIAMS |
| 4 | 454828 | | \$1,686.26 | Sep 16, 2017 | 02217 | 1 | SIEMENS INDUSTRY, INC. |
| 4 | 454829 | | \$35,135.29 | Sep 16, 2017 | 03587 | 1 | SIMPLEX GRINNELL |
| 4 | 454830 | Unissued | \$0.00 | Sep 16, 2017 | 03587 | 1 | SIMPLEX GRINNELL |
| 4 | 454831 | | \$189.10 | Sep 16, 2017 | 03689 | 0 | STATE SUPPLY CO., INC. |
| 4 | 454832 | | \$149.85 | Sep 16, 2017 | 03658 | 0 | SUBSCRIPTION SERVICES OF AMERICA 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 | 454833 | | \$736.31 | Sep 16, 2017 | 02434 | 0 | SUCCESS BY DESIGN |
| 4 | 454834 | | \$1,642.03 | Sep 16, 2017 | 23998 | 2 | SUMMIT COMMERCIAL FACILITIES GROUP |
| 4 | 454835 | | \$692.00 | Sep 16, 2017 | 28140 | 0 | SUPERIOR STRIPING, INC. |
| 4 | 454836 | | \$400.95 | Sep 16, 2017 | 00497 | 6 | TIME FOR KIDS |
| 4 | 454837 | | \$96.12 | Sep 16, 2017 | 22123 | 1 | TOTAL FILTRATION SERVICES, INC. |
| 4 | 454838 | | \$262.45 | Sep 16, 2017 | 24444 | 0 | TRI STATE BOBCAT |
| 4 | 454839 | | \$1,790.01 | Sep 16, 2017 | 03802 | 0 | TRIO SUPPLY |
| 4 | 454840 | | \$24,998.00 | Sep 16, 2017 | 29177 | 0 | TWIN CITY OUTDOOR SERVICES, INC. |
| 4 | 454841 | | \$1,265.00 | Sep 16, 2017 | 28965 | 0 | UTILITY ENERGY SYSTEMS LLC |
| 4 | 454842 | | \$11,439.10 | Sep 16, 2017 | 03296 | 0 | WILCOX PAPER, LLC |
| 4 | 454843 | | \$330.50 | Sep 14, 2017 | 00111 | 1 | ACT, INC |
| 4 | 454844 | | \$219.00 | Sep 14, 2017 | 00098 | 1 | ASCD |
| 4 | 454845 | | \$2,318.75 | Sep 14, 2017 | 29475 | 0 | ATOMIC DATA, LLC |
| 4 | 454846 | | \$1,419.36 | Sep 14, 2017 | 09987 | 1 | BEARCOM |
| 4 | 454847 | | \$266.02 | Sep 14, 2017 | 02781 | 5 | CENTURYLINK |
| 4 | 454848 | | \$172.05 | Sep 14, 2017 | 28260 | 0 | CHOY, SERGIO R. |
| 4 | 454849 | | \$3,361.01 | Sep 14, 2017 | 06231 | 0 | CONSOLIDATED COMMUNICATIONS |
| 4 | 454850 | | \$643.50 | Sep 14, 2017 | 07857 | 4 | DAKOTA COUNTY 4-H |
| 4 | 454851 | | \$74.00 | Sep 14, 2017 | 07857 | 3 | DAKOTA COUNTY SOCIAL SERVICES |
| 4 | 454852 | | \$1,000.00 | Sep 14, 2017 | 00906 | 0 | DAKOTA COUNTY TECHNICAL COLLEGE |
| 4 | 454853 | | \$1,000.00 | Sep 14, 2017 | 00016 | 3292 | EARL, JOSEPH |
| 4 | 454854 | | \$818.20 | Sep 14, 2017 | 28651 | 0 | FOOD GROUP |
| 4 | 454855 | | \$122.00 | Sep 14, 2017 | 27604 | 0 | GREAT LAKES HIGHER EDUCATION CORPORATION |
| 4 | 454856 | | \$43.16 | Sep 14, 2017 | 00575 | 0 | GROTH MUSIC COMPANY |
| 4 | 454857 | | \$288.00 | Sep 14, 2017 | 01994 | 0 | J&R SCHOOL SUPPLIES, INC. |
| 4 | 454858 | | \$297,173.33 | Sep 14, | 04517 | 0 | MCNAMARA CONTRACTING, 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 |
|-------------|--------------|--------------|--------------|--------------|---------------|-----------------------|---|
| | | | | 2017 | | | |
| 4 | 454859 | | \$439.00 | Sep 14, 2017 | 23866 | 0 | MESSERLI & KRAMER PA |
| 4 | 454860 | | \$3,750.00 | Sep 14, 2017 | 22948 | 0 | METRO DINING CLUB |
| 4 | 454861 | | \$4,000.00 | Sep 14, 2017 | 28028 | 0 | MILHAUPT, BENJAMIN |
| 4 | 454862 | | \$135.00 | Sep 14, 2017 | 03814 | 0 | MINNESOTA COMMUNITY EDUCATION ASSOC (MCEA) |
| 4 | 454863 | | \$910.00 | Sep 14, 2017 | 02538 | 0 | MN ELEMENTARY SCHOOL PRINCIPALS ASSOC (MESPA) |
| 4 | 454864 | | \$1,500.00 | Sep 14, 2017 | 21301 | 2 | MN STATE UNIVERSITY-MOORHEAD |
| 4 | 454865 | | \$78,988.60 | Sep 14, 2017 | 27702 | 0 | MORCON CONSTRUCTION INC. |
| 4 | 454866 | | \$3,000.00 | Sep 14, 2017 | 00016 | 3214 | MUCHERLA, SONALI |
| 4 | 454867 | | \$635.00 | Sep 14, 2017 | 22324 | 0 | MULTILINGUAL WORD, INC. |
| 4 | 454868 | | \$3,750.00 | Sep 14, 2017 | 06964 | 0 | NICOL, BARBARA |
| 4 | 454869 | | \$500.00 | Sep 14, 2017 | 02136 | 0 | NORMANDALE COMMUNITY COLLEGE |
| 4 | 454870 | | \$1,040.00 | Sep 14, 2017 | 08031 | 0 | ORDWAY CENTER FOR THE PERFORMING ARTS |
| 4 | 454871 | | \$120,650.00 | Sep 14, 2017 | 29549 | 0 | PIONEER POWER, INC. |
| 4 | 454872 | | \$76.01 | Sep 14, 2017 | 24694 | 0 | PREFERRED LEGAL SERVICES, INC. |
| 4 | 454873 | | \$353.00 | Sep 14, 2017 | 24681 | 0 | PROFESSIONAL WIRELESS COMMUNICATIONS |
| 4 | 454874 | | \$170.00 | Sep 14, 2017 | E6705 | 0 | QUINN, CATHERINE A |
| 4 | 454875 | | \$453.00 | Sep 14, 2017 | 28277 | 0 | ROBERT J. BRUNO, LTD |
| 4 | 454876 | | \$443.62 | Sep 14, 2017 | 08917 | 1 | RYDIN DECAL |
| 4 | 454877 | | \$15,473.86 | Sep 14, 2017 | 23848 | 0 | SFM |
| 4 | 454878 | | \$671.22 | Sep 14, 2017 | 02434 | 0 | SUCCESS BY DESIGN |
| 4 | 454879 | | \$3,230.00 | Sep 14, 2017 | 04664 | 0 | SUMMIT PRINT COPY AND MAIL SERVICE |
| 4 | 454880 | | \$12,750.00 | Sep 14, 2017 | 22872 | 0 | SYLVANDER HEATING, INC. |
| 4 | 454881 | | \$5,838.00 | Sep 14, 2017 | 27677 | 0 | THE RETROFIT COMPANIES, INC. |
| 4 | 454882 | | \$118,864.00 | Sep 14, 2017 | 04045 | 1 | TRANE U.S. INC. |
| 4 | 454883 | | \$23.20 | Sep 14, 2017 | 21190 | 0 | TROUSIL, WANDA |

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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 | 454884 | | \$194.00 | Sep 14, 2017 | 02813 | 7 | US DEPARTMENT OF EDUCATION |
| 4 | 454885 | | \$468.00 | Sep 14, 2017 | 28298 | 0 | US HEALTH WORKS MEDICAL GRP MN, PC |
| 4 | 454886 | | \$120.00 | Sep 14, 2017 | 25837 | 0 | WILLIAMS, REBECCA |
| 4 | 454887 | | \$18,390.87 | Sep 14, 2017 | 02776 | 0 | XCEL ENERGY |
| 4 | 454888 | | \$2,309.00 | Sep 14, 2017 | 25571 | 0 | XCEL ENERGY CENTER |
| Check Count | 515 | Grand Total | \$3,718,595.79 | | | | |

Check Register Report

| Bank Number | Check Number | Check Status | Check Amount | Check Date | Vendor Number | Vendor Address Number | Vendor Name |
|--------------------|--------------|--------------------|---------------------|--------------|---------------|-----------------------|---------------------------------------|
| 3 | 102092 | | \$6,559.95 | Aug 25, 2017 | 29507 | 1 | HENRICKSEN |
| 3 | 102093 | | \$325.05 | Aug 25, 2017 | 29296 | 0 | INTEREUM, INC. |
| 3 | 102094 | | \$162,126.52 | Aug 25, 2017 | 29523 | 0 | IYAW AND ASSOCIATES |
| 3 | 102095 | | \$11,879.75 | Aug 25, 2017 | 28341 | 0 | MINNESOTA ROADWAYS CO. |
| 3 | 102096 | | \$2,773.00 | Sep 15, 2017 | 26500 | 0 | ARMSTRONG TORSETH SKOLD & RYDEEN INC. |
| 3 | 102097 | | \$13,834.35 | Sep 15, 2017 | 01078 | 0 | ELECTRO WATCHMAN, INC. |
| 3 | 102098 | | \$28,926.31 | Sep 15, 2017 | 26194 | 0 | FREEMOTION FITNESS, INC. |
| 3 | 102099 | | \$15,823.00 | Sep 15, 2017 | 29368 | 0 | GEORGE F COOK CONSTRUCTION CO |
| 3 | 102100 | | \$95,431.83 | Sep 15, 2017 | 29296 | 0 | INTEREUM, INC. |
| 3 | 102101 | | \$30,875.00 | Sep 15, 2017 | 22848 | 0 | PEOPLES ELECTRIC COMPANY, INC |
| 3 | 102102 | | \$5,007.97 | Sep 15, 2017 | 23241 | 0 | RYAN MECHANICAL, INC. |
| Check Count | 11 | Grand Total | \$373,562.73 | | | | |

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Future Ready. Community Strong.

**Agenda II.B.5.
October 26, 2017**

To: Board of Education

From: Cindy Amoroso, Superintendent

Date: October 19, 2017

Re: Policies 207: *Public Hearings*; 212: *School Board Member Development*; 213: *School Board Committees*; 214: *Out-of-State Travel by School Board Members*; 301: *School District Administration*; 303: *Superintendent Selection*; 306: *Administrator Code of Ethics*; and 604: *Instructional Curriculum*

Recommendation: Approve with no changes to Policies 207: *Public Hearings*; 212: *School Board Member Development*; 213: *School Board Committees*; 214: *Out-of-State Travel by School Board Members*; 301: *School District Administration*; 303: *Superintendent Selection*; 306: *Administrator Code of Ethics* and 604: *Instructional Curriculum*.

The policies were reviewed by the Policy Review Committee on September 19 or October 10, 2017. All policies will be reviewed every 3-5 years.

Adopted: 10/1999

Burnsville-Eagan-Savage School District Policy 207

Reviewed: ~~5/14/2015~~10/26/2017

Revised: 05/28/2015

Rescinds: BDE

207 PUBLIC HEARINGS

I. PURPOSE

The school board recognizes the importance of obtaining public input on matters properly before the school board. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

In order for the school board to efficiently receive public input on matters properly before the school board, the procedures set forth in this policy are established by the school board.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), truth in taxation (Minn. Stat. § 375.065) education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the discretion of the school board.

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the school board.

C. Public Participation

The school board retains the right to require that those in attendance at a public hearing indicate their desire to address the school board and complete and file with the clerk of the school board an appropriate request card prior to the commencement of the hearing if the school board utilizes this procedure. In that case, any request to address the school board after the commencement of the hearing will be granted only at the discretion of the school board.

1. Format of Request: If required by the school board, a written request of an individual or a group to address the school board shall contain the name and address of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.
2. Time Limitation: The school board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The school board retains the discretion to require that any group of persons who desire to address the school board designate one representative or spokesperson. In the event that the school board requires the designation of a representative or spokesperson, no other person in the group will be recognized to address the school board, except as otherwise determined by the school board.
4. Privilege to Speak: A school board member should direct any remarks or questions through the chair. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
5. Personal Attacks: Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

Legal References: Minn. Stat. § 123A.15 (Education District Establishment)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123B.51 (School Closings)

Cross References: Burnsville-Eagan-Savage School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

Adopted: 7/1985

Burnsville-Eagan-Savage School District Policy 212

Reviewed: ~~5/14/2015~~10/26/2017

Revised: 5/28/2015

Rescinds: BH

212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA.
- B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.
- C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

Cross References: Burnsville-Eagan-Savage School District Policy 214 (Out-of-State Travel by School Board Members)
Burnsville-Eagan-Savage School District Policy 412 (Expense Reimbursement)

Adopted: 10/1999

Burnsville-Eagan-Savage School District Policy 213

Reviewed: ~~05/14/2015~~10/26/2017

Revised: 5/28/2015

Rescinds: BCE

213 SCHOOL BOARD COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school board is to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board resolution which shall outline the duties and purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.
- E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.
- G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES

- A. For each standing or ad hoc committee, the school board will establish the number

of members and the term and the charge or mission of each such committee by resolution.

- B. The school board chair, in consultation with the vice chair, shall appoint the members of each standing or ad hoc committee and designate the chair thereof after receiving input from individual school board members on their preferences. Assignments should be rotated when appropriate. School board members shall be responsible for finding another school board member to attend any meeting they are unable to attend whenever possible.
- C. The school board may, as it deems necessary for carrying out its duties create committees. These committees may include the following:
 - 1. Committee of the Whole—A committee comprised of the entire school board to provide a school board forum to discuss matters of policy and work on specific tasks.
 - 2. Ad Hoc Committees—Two or three school board members research an issue facing the school board and make recommendations for consideration by the entire school board. These committees shall be of limited duration to cover the charge of the committee.
 - 3. Board Advisory Committees—Broad representation of the communities of the school district study and make a report to the school board on a specific issue. The school board will provide the committee with a detailed charge and timeline. The duration of such a committee will be determined by the committee or by applicable statute. School board members may serve as non-voting members on any committee formed to advise the school board.
 - 4. Standing Committees—Two or three school board members will serve on standing committees for terms of up to two years, when the school board decides this is necessary for the efficient management of school board affairs. Standing committees will be reviewed by the board annually for the duration of the committee.
- D. School board members will be assigned to represent the school district on boards or committees of organizations of which the school board or school district is a member.
- E. For school board members to represent the school board on other boards or committees, the appointment must be approved by the school board.
- F. Exceptions to the policy may be made by the school board.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. All meetings of committees or subcommittees shall be open to the public in

compliance with the Open Meeting Law, and notice shall be given as prescribed by law.

- B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.
- D. The committee or subcommittee shall designate a secretary who will record the minutes of actions of the school board committee.
- E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- F. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: Burnsville-Eagan-Savage School District Policy 201 (Legal Status of the School Board)
Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota’s Open Meeting Law)

Adopted: 10/1999
Reviewed: ~~5/14/2015~~10/26/2017
Revised: 5/28/2015
Rescinds: DLCA

Burnsville-Eagan-Savage School District Policy 214

214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to control out-of-state travel by school board members as required by law.

II. GENERAL STATEMENT OF POLICY

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state, and local laws, rules, regulations, and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to out-of-state meetings, such as regional or national meetings of the National School Boards Association, for which the member intends to seek reimbursement from the school district must be preapproved by the school board at a regularly scheduled meeting of the board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. REIMBURSEMENT

A. Requests for reimbursement must adhere to the district's expense reimbursement regulations, be itemized on the appropriate school district form, and are to be submitted to the superintendent. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed for school board member out-of-state travel, including registration fees, shall be within the school board's approved budget allocations.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

VII. RESPONSIBILITIES

Board Chair – Ensure out-of-state travel for board members is preapproved at a regularly scheduled meeting of the board.

Superintendent or designee– Assist board members in securing registrations, housing, and travel accommodations for board approved out-of-state travel. Receive and review requests for reimbursement in accordance with district regulations.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)
 Minn. Stat. § 471.661 (Out-of-State Travel)
 Minn. Stat. § 471.665 (Mileage Allowances)
 Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
 Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

Cross References: Burnsville-Eagan-Savage School District Policy 212 (School Board Member Development)
 Burnsville-Eagan-Savage School District Policy 412 (Expense Reimbursement)

Adopted: 5/28/2015

Burnsville-Eagan-Savage School District Policy 301

Reviewed: ~~5/14/2015~~10/26/2017

Revised: 5/28/2015

Rescinds:

301 SCHOOL DISTRICT ADMINISTRATION

I. PURPOSE

The purpose of this policy is to clarify the role of the school district administration and its relationship with the school board.

II. GENERAL STATEMENT OF POLICY

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The school board expects all activities related to the operation of the school district to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the school board.
- C. The school board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. Although the school board holds the superintendent ultimately responsible for administration of the school district and annual evaluation of each principal, the school board also recognizes the direct responsibility of principals for educational results and effective administration, supervisory, and instructional leadership at the school building level.
- E. The school board and school administration shall work together to share information and decisions that best serve the needs of school district students within financial and facility constraints that may exist.

Legal References: Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 123B.147 (Principals)

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools

Adopted: 2/1990

Burnsville-Eagan-Savage School District Policy 303

Reviewed: ~~8/10/2017~~10/26/2017

Revised: 8/24/2017

Rescinds: CBB

303 SUPERINTENDENT SELECTION

I. PURPOSE

The purpose of this policy is to convey to the school community that the authority to select and employ a superintendent is vested in the school board.

II. GENERAL STATEMENT OF POLICY

The school board shall employ a superintendent to serve as the chief executive officer of the school district and to conduct the daily operations of the school district.

III. QUALIFICATIONS

- A. The school board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the superintendent position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- B. The school board will consider professional preparation, experience, skill, and demonstrated competence of qualified applicants in making a final decision. The school board will conduct a search to find the person it believes can most effectively translate into action its policies and the aspirations of the community.

IV. SELECTION

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the school board.
- B. The school board may seek the advice and counsel of interested individuals or of an advisory committee, or it may employ a consultant to assist in the superintendent selection. However, the final selection will rest with the school board after a thorough consideration of qualified applicants.
- C. The school board shall provide the contract for the superintendent and specifically identify all conditions of employment mutually agreed upon with the superintendent. In so doing, the school board shall observe all requirements of state and federal law and school board policy.

Legal References: Minn. Stat. § 123B.143 (Superintendent)
Minn. Rules, Chapter 3512

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools

Adopted: 5/28/2015

Burnsville-Eagan-Savage School District Policy 306

Reviewed: ~~5/14/2015~~10/26/2017

Revised: 5/28/2015

Rescinds:

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirements of the school board that administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

A. An administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.

B. The Administrator:

1. Makes the well-being of students the fundamental value of all decision-making and actions.
2. Fulfills professional responsibilities with honesty and integrity.
3. Supports the principle of due process and protects the civil and human rights of all individuals.
4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
5. Implements the school board's policies.
6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.

7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.
8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.

Legal References: Minn. Stat. § 122A.14, Subd. 4 (Code of Ethics)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

Cross References:

Adopted: 12/17/2015
Reviewed: ~~12/03/2015~~—10/26/2017
Revised:
Rescinds:

604 INSTRUCTIONAL CURRICULUM

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

Programs)



**Agenda II.B.6.
October 26, 2017**

To: Board of Education
From: Cindy Amoroso, Superintendent
Date: October 19, 2017
Re: Policies 102: *Equal Educational Opportunity*; and 103: *Complaints-Students, Employees, Parents, Other Persons*

Recommendation: Approve, on a Second Reading Basis, Changes to Policies 102: *Equal Educational Opportunity*; and 103: *Complaints-Students, Employees, Parents, Other Persons*.

The Policy Review Committee met on September 19, 2017 and recommend approving these policies. The first reading was approved on September 28, 2017.

Adopted: 10/1999
Reviewed: 9/28/2017
Revised: 10/26/2017
Rescinds: AC

Burnsville-Eagan-Savage School District Policy 102

102 EQUAL EDUCATIONAL OPPORTUNITY

I. PURPOSE

The purpose of this policy is to ensure that equal educational opportunity is provided for all students of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district's policy is to provide equal educational opportunity for all students. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, gender identity, marital status, parental status, status with regard to public assistance, disability, sexual orientation or age. The school district also makes reasonable accommodations for students with disabilities.
- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, or other rights or privileges of enrollment.
- D. Every school district employee is responsible to comply with and ensure compliance with this policy.
- E. Any student, parent or guardian having a question regarding this policy should discuss it with the Assistant Superintendent.

Legal References: Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1681 *et seq.* (Title IX of the Education Amendments of 1972)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: Burnsville-Eagan-Savage School District Policy 402 (Disability Nondiscrimination)
Burnsville-Eagan-Savage School District Policy 413 (Harassment and

Violence)

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

Burnsville-Eagan-Savage School District Policy 522 (Student Sex
Nondiscrimination)

Adopted: 6/1986
Reviewed: 9/28/2017
Revised: 10/26/2017
Rescinds: KL

103 COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

I. PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, negotiated agreement, or Terms and Conditions of Employment, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

II. GENERAL STATEMENT OF POLICY

- A. Students, parents, employees or other persons, may report concerns or complaints to the school district. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent, or school board. However, persons are encouraged to file a complaint at the building level with the staff member most immediately involved with the issue when appropriate.
- B. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for the investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.
- C. The appropriate administrator shall respond in a reasonable time-period in writing to the complaining party concerning the completion of the investigation. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act) or other law.

- D. Before a complaint against an employee is acted upon, the employee will have the opportunity to respond to the complaint with the appropriate administrator to present information relevant to the complaint.
- E. No reprisals against a complainant or witness will be tolerated.

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

Cross References: Burnsville-Eagan-Savage School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
Burnsville-Eagan-Savage School District Policy 514 (Bullying Prohibition)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School Records – Privacy – Access to Data)



**Agenda II.B.7.
October 26, 2017**

To: Board of Education
From: Dr. Stacie Stanley and Cindy Amoroso
Date: October 19, 2017
Re: Policies 425: *Professional Development* and Policy 210: *Conflict of Interest – School Board Members*

Recommendation: Approve, on a First Reading Basis, changes to Policies 425: *Professional Development* and Policy 210: *Conflict of Interest-School Board Members*.

Policy 425 was reviewed by the Policy Review Committee on September 19, 2017. Minor revisions were suggested by MSBA.

Policy 210 was reviewed by the Policy Review Committee on October 10, 2017. A cross reference to Policy 499: *Nepotism Prohibition* was added to the policy.

Adopted: 1/1984 Burnsville-Eagan-Savage School District Policy 425
Reviewed: ~~9/10/2015~~ May 2017 10/26/2017
Revised: 9/24/2015
Rescinds: GCL

425 PROFESSIONAL DEVELOPMENT

I. PURPOSE

The purpose of this policy is to establish a professional development program and structure to carry out planning and reporting on professional development that supports improved student learning.

II. PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE AND SITE PROFESSIONAL DEVELOPMENT TEAMS

- A. The School Board directs the superintendent or designee to establish a Professional Development Advisory Committee to develop a professional development plan, assist site professional development teams in developing a site plan consistent with the goals of the professional development plan, and evaluate professional development efforts at the site level.
1. The majority of the membership of the Professional Development Advisory Committee shall consist of teachers representing various grade levels, subject areas, and special education. The Committee also will include nonteaching staff, parents, and administrators.
- B. The School Board directs the superintendent or designee to establish the site professional development teams.
1. Members of the site teams will be selected by a process to have involvement at the site level.
 2. The Professional Development Advisory Committee will work with the site professional development teams to develop a site plan consistent with the goals of the professional development plan.
 3. The majority of the site professional development teams shall be teachers representing various grade levels, subject areas, and special education.

III. DUTIES OF THE PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE

- A. The Professional Development Advisory Committee will develop a professional development plan which will be reviewed and subject to approval by the School Board once a year.

- B. The professional development plan must contain the following elements:
1. Professional development outcomes which are consistent with the education outcomes as may be determined periodically by the School Board;
 2. The means to achieve the professional development outcomes;
 3. The procedures for evaluating progress at each school site toward meeting educational outcomes consistent with relicensure requirements under Minn. Stat. § 122A.18, Subd. 4;
 4. Ongoing professional development activities that contribute toward continuous improvement in achievement of the following goals:
 - a. Improve student achievement of state and local education standards in all areas of the curriculum by using best practices methods;
 - b. Effectively meet the needs of a diverse student population, including at-risk children, children with disabilities, and gifted children, within the regular classroom and other settings;
 - c. Provide an inclusive curriculum for a racially, ethnically, and culturally diverse student population that is consistent with state education diversity rule and the district's education diversity plan;
 - d. Improve staff collaboration and develop mentoring and peer coaching programs for teachers new to the school or district;
 - e. Effectively teach and model violence prevention policy and curriculum that address early intervention alternatives, issues of harassment, and teach nonviolent alternatives for conflict resolution;
 - f. Effectively deliver digital and blended learning and curriculum and engage students with technology; and
 - g. Provide teachers and other members of ~~site-based management~~building leadership teams with appropriate management and financial management skills.
 5. The professional development plan also must:
 - a. Support stable and productive professional communities achieved through ongoing and schoolwide progress and growth in teaching practice;

- b. Emphasize coaching, professional learning communities, classroom action research, and other job-embedded models;
 - c. Maintain a strong subject matter focus premised on students' learning goals;
 - d. Ensure specialized preparation and learning about issues related to teaching students with special needs and limited English proficiency; and
 - e. Reinforce national and state standards of effective teaching practice.
6. Professional development activities must:
- a. Focus on the school classroom and research-based strategies that improve student learning;
 - b. Provide opportunities for teachers to practice and improve their instructional skills over time;
 - c. Provide opportunities for teachers to use student data as part of their daily work to increase student achievement;
 - d. Enhance teacher content knowledge and instructional skills, including to accommodate the delivery of digital and blended learning and curriculum and engage students with technology;
 - e. Align with state and local academic standards;
 - f. Provide opportunities to build professional relationships, foster collaboration among principals and staff who provide instruction, and provide opportunities for teacher-to-teacher mentoring; and
 - g. Align with the plan, if any, of the district or site for an alternative teacher professional pay system.
7. Professional development activities may include curriculum development and curriculum training programs and activities that provide teachers and other members of site-based teams training to enhance team performance.
8. The school district may implement other professional development activities required by law and activities associated with professional teacher compensation models.
- C. The Professional Development Advisory Committee will assist site professional development teams in developing a site plan consistent with the goals and

outcomes of the district professional development plan.

- D. The Professional Development Advisory Committee will evaluate professional development efforts at the site level and will report to the School Board on an annual basis the extent to which staff at the site has met the outcomes of the professional development plan.
- E. The Professional Development Advisory Committee shall assist the School District in preparing any reports required by the Department of Education relating to professional development including, but not limited to, the reports referenced in Section VII. below.

IV. DUTIES OF THE SITE PROFESSIONAL DEVELOPMENT TEAM

- A. Each site professional development team shall develop a site plan, consistent with the goals of the professional development plan.
- B. The site professional development team must demonstrate the extent to which staff at the site have met the outcomes of the professional development plan.

V. PROFESSIONAL DEVELOPMENT FUNDING

- A. Unless the School District is in statutory operating debt or a majority of the School District Board and a majority of its licensed teachers annually vote to waive the requirement to reserve basic revenue for professional development, the School District will reserve an amount equal to at least two percent of its basic revenue for: in-service education for violence prevention programs to help students learn how to resolve conflicts within their families and communities in non-violent, effective ways; professional development plans; curriculum development and programs; other in-service education; teachers' workshops; teacher conferences; the cost of substitute teachers for professional development purposes; preservice and in-service education for special education professionals and paraprofessionals; and other related costs for professional development efforts. The school district also may use the revenue reserved for professional development for grants to the school district's teachers to pay for coursework and training leading to certification as either a college in the schools teacher or a concurrent enrollment teacher. In order to receive a grant, the teacher must be enrolled in a program that includes coursework and training focused on teaching a core subject.
- B. The School District may, in its discretion, expend an additional amount of unreserved revenue for professional development based on its needs. The additional expenditure does not need to follow the allocation described in V.A.
- C. Release time provided for teachers to supervise students on field trips and school activities, or independent tasks not associated with enhancing the teacher's knowledge and instructional skills, such as preparing report cards, calculating grades, or organizing classroom materials, may not be counted as professional

development time that is financed with professional development reserved revenue under Minn. Stat. § 122A.61.

VI. PROCEDURE FOR USE OF PROFESSIONAL DEVELOPMENT FUNDS

- A. On a yearly basis, the Professional Development Advisory Committee, with the assistance of the site professional development teams, shall prepare a projected budget setting forth proposals for allocating professional development funds reserved for each school site. Such budgets shall include, but not be limited to, projections as to the cost of building site training programs, costs of individual professional seminars, and cost of substitutes.
- B. Individual requests from staff for leave to attend professional development activities shall be submitted and reviewed according to school district policy, staff procedures, contractual agreement, and the effect on school district operations. Failure to timely submit such requests may be cause for denial of the request.

VII. REPORTING

- A. ~~By October 15 of each year, the~~ The School District and site professional development committee shall prepare a report of the previous fiscal year's professional development activities and expenditures ~~and submit it to the Commissioner of the Department of Education (Commissioner)~~ as part of the school district's world's best workforce report.
 - 1. The report must include assessment and evaluation data indicating progress toward district and site professional development goals based on teaching and learning outcomes, including the percentage of teachers and other staff involved in instruction who participate in effective professional development activities.
 - 2. The report will provide a breakdown of expenditures for:
 - a. curriculum development and curriculum training programs;
 - b. professional development training models, workshops, and conferences; and
 - c. the cost of releasing teachers or providing substitute teachers for professional development purposes.

The report also must indicate whether the expenditures were incurred at the district level or the school site level and whether the school site expenditures were made possible by the grants to school sites that demonstrate exemplary use of allocated professional development revenue. These expenditures must be reported using the uniform financial and accounting and reporting standards (UFARS).

- B. ~~The School District will utilize the reporting form and/or system designated by the Commissioner.~~ The report will be signed by the superintendent and professional development chair.

Legal References: Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § 120B.22, Subd. 2 (Violence Prevention Education)
Minn. Stat. § 122A.18, Subd. 4 (Board to Issue Licenses; Expiration and Renewal)
Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination - Additional Staff Development and Salary)
Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions - Additional Staff Development and Salary)
Minn. Stat. § 122A.60 (Staff Development Program)
Minn. Stat. § 122A.61 (Reserved Revenue for Staff Development)
Minn. Stat. § 126C.10, Subds. 2 and 2b (General Education Revenue)
Minn. Stat. § 126C.13, Subd. 5 (General Education Levy and Aid)

Cross References:

Adopted: 4/1987

Burnsville-Eagan-Savage School District Policy 210

Reviewed: ~~5/14/2015~~10/26/2017

Revised: 5/28/2015

Rescinds: BBFA

210 CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflicts of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

The policy of the school board is to contract for goods and services in conformance with statutory conflict of interest laws and in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations that may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the minutes of the school board. Disclosure must be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and must only be made once;
 - 2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only

newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member must file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract; and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
5. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

C. In the following circumstances, the school board may as an exception, by majority vote at a meeting where all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee where there is a reasonable expectation on July 1, or at the

time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting where all school board members are present, that employment must be immediately terminated and that school board member will have no further rights to employment while serving as a school board member in the school district.

- D. A contract made pursuant to the aforementioned exceptions will be void unless the following procedures are observed:
1. The school board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere;
 2. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated; and
 3. Before a claim is paid, the interested school board member must file with the clerk of the school board an affidavit stating the following:
 - a. The name of the school board member and the office held (if any);
 - b. An itemization of the goods or services furnished;
 - c. The contract price;
 - d. The reasonable value;
 - e. The interest of the school board member in the contract; and
 - f. That, to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
- E. The school board may contract with a class of school district employees, such as teachers or custodians, where the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantially different from the benefits that other members of the class receive under the employment contract. In order for the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting where the contract is approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

- A. The school board can hire or dismiss teachers only at duly called meetings. Where a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.
- B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

A school board member with personal financial interest in a sale, lease, or contract with the school district which was entered before the school board member took office and presents an actual or potential conflict of interest, shall immediately notify the school board of such interest. It shall thereafter be the responsibility of the school board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the school board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. § 122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minn. Stat. § 123B.195 (Board Member’s Right to Employment)
Minn. Stat. § 471.87 (Public Officers; Interest in Contract; Penalty)
Minn. Stat. § 471.88, Subds. 2, 3, 4, 5, 12, 13, and 21 (Exceptions)
Minn. Stat. § 471.89 (Contract, When Void)
Op. Atty. Gen. 90-A (Aug. 14, 1957)
Op. Atty. Gen. 90-C-5 (July 30, 1940)
Op. Atty. Gen. 437-A-4 (March 15, 1935)

Cross References: Burnsville-Eagan-Savage School District Policy 101 (Legal Status of the School Board)
Burnsville-Eagan-Savage School District Policy 209 (Code of Ethics)
[Burnsville-Eagan-Savage School District Policy 499 \(Nepotism Prohibition\)](#)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties



**Agenda III.A.
October 26, 2017**

To: Board of Education
Superintendent Cindy Amoroso

From: Katie Salmela

Date: October 19, 2017

Re: Elementary Library Media Report

Receive an Elementary Library Media report from Katie Salmela, Digital Learning Specialist & Elementary Media Coordinator.



One91
Burnsville · Eagan · Savage



84

#One91 Elementary Libraries

What's new?

October 26, 2017

Future Ready. Community Strong.

Increased circulation limits:

K-5 students district-wide now have the opportunity to check out 4 books.

85



Why the increase?

- To provide equitable opportunity for all
- To help support and create print-rich environments at home
- To ensure students have choice in their book selection

98



Thoughts about the increase?



Consistent district-wide library programming:

Library visits include read-alouds, author and book-talks, introduction to resources, and promotion of MN Book Awards.



Why?

- To provide equitable opportunity for all
- To create a culture for reading and learning
- To ensure our collections are being used



Creating welcoming and user-friendly spaces:

06

Media staff are asking, "How can we make our resources easy for kids to find & access?"





Updated, modern search stations:

Destiny Discover is user-friendly, appealing, allows searching by genre, and promotes our eBook collection.

92



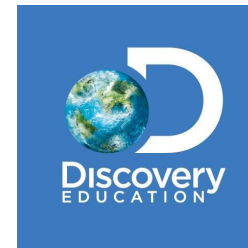
DLS curriculum supports library skills & resources:

- Research and information literacy is being taught in DLS class.
- Students are using high quality databases and research tools.

93



Follett



Makerspaces in Library Media Centers



94

- Libraries feel like the “hub” of the school
- Library & curriculum resources are connecting to Makerspaces

Commitment & Connection to Vision2020

Library changes and practices are being implemented in support of Vision 2020's strategic direction:

“Maximize resources for optimal student learning”



District **one91**

Future Ready. Community Strong.

K-5 Library Circulation Stats

| *old circulation policies | | | | |
|---------------------------|--------------------------------|--------------------------------|------------------|---------------------------------|
| School - 2016 | September 12- October 18, 2016 | Student Enrollement- Fall 2016 | Circ per student | |
| Edward Neill | 2095 | 391 | 5.358056266 | |
| Gideon Pond | 4125 | 417 | 9.892086331 | |
| Harriet Bishop | 5020 | 538 | 9.330855019 | |
| Hidden Valley | 5275 | 484 | 10.89876033 | |
| Marion W. Savage | 3929 | 363 | 10.82369146 | |
| Rahn | 1860 | 346 | 5.375722543 | |
| Sioux Trail | 3432 | 326 | 10.52760736 | |
| Sky Oaks | 1870 | 494 | 3.785425101 | |
| Vista View | 2798 | 355 | 7.881690141 | |
| William Byrne | 2087 | 469 | 4.44989339 | |
| *new circulation policies | | | | |
| School - 2017 | September 11-October 17, 2017 | Student Enrollment - Fall 2017 | Circ per student | % of growth in circ per student |
| Edward Neill | 4174 | 370 | 11.28108108 | 111% |
| Gideon Pond | 5353 | 450 | 11.89555556 | 20% |
| Harriet Bishop | 6435 | 499 | 12.89579158 | 38% |
| Hidden Valley | 5304 | 446 | 11.89237668 | 9% |
| Marion W. Savage | 5186 | 351 | 14.77492877 | 37% |
| Rahn | 3482 | 306 | 11.37908497 | 112% |
| Sioux Trail | 3937 | 297 | 13.25589226 | 26% |
| Sky Oaks | 3071 | 467 | 6.576017131 | 74% |
| Vista View | 4066 | 330 | 12.32121212 | 56% |
| William Byrne | 4177 | 441 | 9.471655329 | 113% |

Collection Analysis Summary for All 10

| October 2016 | Edward Neil | Gideon Pond | Harriet Bishop | Hidden Valley | M.W. Savage | Rahn | Sioux Trail | Sky Oaks | Vista View | William Byrne |
|---------------------------------|----------------|---------------|----------------|----------------|----------------|----------------|---------------|----------------|---------------|---------------|
| Average Age of Collection | 2000 | 2001 | 2000 | 1997 | 2003 | 2003 | 1996 | 1998 | 2000 | 1997 |
| Total # of titles in collection | 8772 | 12903 | 17676 | 11154 | 14614 | 12510 | 21562 | 14963 | 11696 | 13489 |
| # Books per student | 22 | 31 | 33 | 23 | 40 | 29 | 65 | 30 | 33 | 29 |
| Total # of students enrolled | 391 | 417 | 538 | 484 | 363 | 346 | 326 | 494 | 355 | 469 |
| Size Deficits | 300, 500, 900 | 300, 700, 500 | 300, 500, prof | 300, 500, prof | 600, 700, prof | 300, 500, 900 | 000, 200, 400 | 700, prof, ref | 500, 700, ref | 300,500,700 |
| Oldest Areas | 500, prof, ref | 800, 200, 400 | 500, prof, ref | 200, 900, ref | 500, 900, ref | easy, 500, ref | 300, 800, ref | 300, 500, 800 | 500, 900, ref | 900, bio, ref |
| Budget Allocation | 7500 | 7500 | 8000 | 8000 | 7500 | 7500 | 7500 | 8000 | 7500 | 8000 |



**Agenda III.B.
October 26, 2017**

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

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

Date: October 26, 2017

Re: Award the bid for the 2017 Casework Replacement Project at Nicollet Middle School

RECOMMENDATION: That the Board of Education award the base bid in the amount of \$303,682.03 for the 2017 Casework Replacement Project at Nicollet Middle School to RAK Construction Inc.

On Monday, October 9, 2017 a bid proposal was received from RAK Construction Inc. in the amount of \$303,682.03 to remove original 1970's casework and replace with new in rooms 100, 102, 106, 108, 124, 126 and 128. This work will also consist of patching of flooring, painting of walls, updates to plumbing and electrical updates.

The proposal was submitted through Gordian serving as the contract administrator utilizing the National Joint Powers Alliance (NJPA) contract.

RAK Construction has a contract with NJPA – The National Joint Powers Alliance. NJPA is a Government Agency, also a cooperative purchasing agency. There are two laws that make this legal for ISD 191 to use. The cooperative purchasing law as well as the Joint Powers Law. The Joint Powers Law states – that what one government entity can do for itself, it can do together. NJPA has bid construction contracts in MN following all of the MN construction procurement laws for indefinite quantity construction.

Attached is the recommendation letter from ATS&R, NJPA supporting documents are available as requested.



ARMSTRONG TORSETH SKOLD & RYDEEN INC

October 9, 2017

Mr. Glenn Simon
ISD 191 - Burnsville-Eagan-Savage
Diamondhead Education Center
200 West Burnsville Parkway
Burnsville, MN 55337

Re: Bid Results and Recommendation for Award of Contract for:
Nicollet Middle School Casework Replacement
ATS&R Project Number 16070.6

Dear Mr. Simon:

On Monday, October 9, 2017, a Bid Proposal was received for the Nicollet Middle School – Casework Replacement project. The proposal was submitted by RAK Construction, Inc. utilizing the National Joint Powers Alliance (NJPA). The NJPA is a cooperative purchasing agency. There are two laws that allow ISD 191 to utilize this procurement method; the cooperative purchasing law, as well as the Joint Powers Law. The NJPA has bid construction contracts in Minnesota following all of the procurement laws for indefinite quantity construction. Gordian is the contract administrator for the NJPA construction program and RAK Construction is the preselected general contractor.

After review of the Bid Proposal with District Administration, it is the recommendation of ATS&R for the Burnsville-Eagan-Savage School District, based on the proposal received and follow-up confirmation with the RAK Construction representative, to award the project to:

RAK Construction, Inc.
21435 Johnson Street NE
East Bethel, MN 55011
Phone: 763-434-4210
Fax: 763-43-8380
Email: brennan.pederson@rakconstruction.com

For the Total Contract Amount of **\$303,682.03**

Thank you for your consideration in this matter; we look forward to a very successful project.

Sincerely,

Mark G. Hayes, AIA
Project Architect / Partner

MGH/dme

cc: Debbie Erickson, ATS&R
Karen Rohde, ATS&R



**Agenda III.C.
October 26, 2017**

**To: Members, Board of Education
Cindy Amoroso, Superintendent**

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

Date: October 26, 2017

Re: Approval of Joint Powers with City of Burnsville for Burnsville Youth Collaborative and The GARAGE.

RECOMMENDATION: that the Board of Education approves entering into a Joint Powers with the City of Burnsville to jointly support The GARAGE music program and Burnsville Youth Collaborative and authorize administration to complete and execute said agreement.

October 2014, we entered into a similar agreement. Attached is a draft of the previous agreement with markings of the changes currently recommended.

Changes include allowing for the expansion of the agreement to any and all of ISD 191's middle schools. The agreement is intended to be for 5 years from the date of approval with termination or amendment of the agreement possible upon six months written notice. Funding amounts have shifted and the hope is we will have future grants to apply to the operation of these programs. With this in mind, the intent is to identify responsibilities of the City of Burnsville and ISD 191.

Attachment: Draft of Joint Powers Agreement for BYC

JOINT POWERS AGREEMENT

The City of Burnsville and Independent School District 191 agree to jointly support The GARAGE music program located at 75 Civic Center Parkway Burnsville, Minnesota 55337 and the BYC (Burnsville Youth Collaborative) program located at any or all of the ISD 191 Middle Schools (Nicollet Middle school - 100 E.1345th St, Metcalf Middle School - 250 Diffley Road, Eagle Ridge Middle School - 13995 Glendale Road, Savage, MN) ~~Nicollet Junior High Afterschool program located at Nicollet Junior High School on 400 E. 134th St, Burnsville, Minnesota.~~

It is the intention of both parties to share in the operational costs of the programs, referred to hereinafter as the BYC programs, for the terms of the agreement.

Be it further acknowledged that the City and School District will collaborate with public, non- profit and private agencies to create a Burnsville Youth Collaborative (BYC) to provide an advisory role in the formation and execution of leadership and youth service opportunities at the GARAGE and other , BYC programs with the purpose of :

- Establishing ideals of youth engagement to meet their programming needs
- Promote access to opportunities for students
- Assist in the establishment of a comprehensive website to facilitate youth access to activities
- Other efforts necessary to assist students in participation in out of school time activities

School District 191 will assume the role of fiscal agent for the GARAGE and BYC After School Program and provide the leadership for the BYC as well as collaboration with other community partners.

I. Duration:

~~Joint Powers agreement to be held in place in perpetuity or subject to termination or amendment upon six months written notice.~~ Joint Powers agreement to be held in place for 5 years from date of approval or subject to termination or amendment upon six months written notice.

City and School District will review the annual budget ~~each year~~ in July ~~of 2015~~ to determine if any adjustments are appropriate for the ~~2015/2016~~ ~~following year's~~ program budget.

II. School District Responsibility:

1. Provide, operate, maintain and care for the ~~areas~~ currently identified as the Nicollet, Metcalf or Eagle Ridge Middle Schools ~~Junior High School~~, including the surrounding, school district property.

2. Employ a Coordinator for the BYC afterschool program located at ~~Nicollet Junior High school~~ ~~participating middle schools~~ and pay all costs and assume all responsibility relating to employment including compensation, insurance benefits, retirement, workers' compensation and liability insurance. This coordinator is to be the liaison between the School District, City of Burnsville, GARAGE, BYC and other contracted services providers and shall assist in the scheduling of City and school district spaces, issuance of service contracts and other related activities related to scheduling of programming.

3. Coordinator will provide supervision at the BYC sites ~~Nicollet site~~ and facilitate scheduling of the GARAGE facility.
4. Coordinator will provide supervision of and implementation of a shared website for youth.
5. Utilize existing supervision from the Community Education staff to provide support and assistance to the Afterschool Coordinator.
6. Provide liability insurance for the Middle Schools ~~Nicollet Junior High School~~ in the minimum amount of \$1,000,000 basic coverage and \$1,000,000 excess coverage.
7. Serve as fiscal agent and maintain all financial records and pay all bills relating to this joint endeavor and provide summary of revenue and expenses as requested by the City for auditing and planning purposes. Follow all grant requirements including but not limited to: financial reporting, data collection and progress reports.
8. Provide opportunities for high school students to access GARAGE resources on-site before, during or after the traditional school day, including but not limited to busing, course design, staff support and other resources as deemed necessary.

III. City Responsibilities:

1. Allocate **identified BYC grant secured** ~~grant~~ funds and available CDBG funds and budget annually to reimburse the school district on a quarterly basis for the annual expenses related to the BYC program. ~~as follows:~~
Current funding is as follows:
 - ~~Payment for the first year of the program will be \$58,000.00 plus \$45,000 of CDBG funding, and any grant funding secured on behalf of the BYC.~~
 - ~~Payment for the second year of the program will be \$48,000.00 plus approximately \$40,000 in CDBG funding, and any grant funding secured on behalf of the BYC.~~
2. Pay the maintenance, utilities and custodial expenses related to the operation of the GARAGE facility.
3. Assist with grant funding opportunities as they relate to the above program options.
4. Provide leadership support on the BYC.
5. Renovate THE GARAGE facility to include recording studio capacity and classroom spaces for learning.

IV. Hold Harmless Agreement

The City of Burnsville and Independent School District 191 agree to hold each other harmless with respect to any liability resulting from the performance of the responsibilities contained in this agreement.

Joint Powers agreement to be held in place for 5 years from date of approval or subject to termination or amendment upon six months written notice.

~~This agreement will remain in effect for two years commencing September 15, 2014.~~

City of Burnsville
100 Civic Center Parkway
Burnsville, Minnesota 55337

Independent School District 191
~~100 River/Ridge Court~~
200 West Burnsville Parkway
Burnsville, Minnesota 55337

Elizabeth B. Kautz, Mayor

Cindy Amoroso, Superintendent

Date

Date

Heather Johnston, City Manager

Lisa Rider, Exec. Director Business

Date

Date



**Agenda III.D.
October 26, 2017**

To: Board of Education
Superintendent Cindy Amoroso

From: Lisa Rider, Executive Director of Business Services

Date: October 19, 2017

Re: Extended Field Trip

Recommendation: Approve the Initial Application for an Extended Field Trip to Costa Rica July 2- July 11, 2018.

The proposed program is a nine day excursion to Costa Rica. Students will be immersed in the language and culture while engaging in a variety of activities such as whitewater rafting, volunteer activities, a school visit, volcano tour, cloud forest and rain forest hikes, and coffee from farm to table.

The educational objectives of the extended field trip are to immerse students in target language and surround students with local culture.

Amanda Jensen is the sponsoring staff person who is submitting the request.



Future Ready. Community Strong.

**Agenda III.E.
October 26, 2017**

To: Board of Education
Superintendent Cindy Amoroso

From: Dave Watkins, Assistant Superintendent, and Dr. Stacie Stanley, Director of Systems Improvement and Student Achievement

Date: October 19, 2017

Re: *Policies 601: School District Curriculum and Instructional Goals; 603: Curriculum Development; and 612.1: Title 1 Family Engagement*

Recommendation: Approve, on first reading basis, changes to Policies 601: *School District Curriculum and Instructional Goals*; 603: *Curriculum Development*; and 612.1: *Title 1 Family Engagement*.

Policy 601 and 603 were reviewed by the Policy Review Committee on September 19, 2017.

MSBA and administration suggested changes to Policy 612.1. Policy 612.1 was reviewed by the Policy Review Committee on October 10, 2017.

Adopted: 6/1986

Burnsville-Eagan-Savage School District Policy 601

Reviewed: ~~May 2017~~10/26/2017

Revised: 9/2012; 2/2015

Rescinds: IA-AE (rescinded on 9/2012 by Policy 104)

601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS

I. PURPOSE

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Graduation Standards and ~~the federal law No-Child Left Behind Act~~ and are aligned with creating the world's best workforce.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish the "world's best workforce" in which all learning in the school district should be directed and for which all school district learners should be held accountable in order to be real-world ready.

III. DEFINITIONS

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "Benchmark" means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. "Curriculum" means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.
- D. "Instruction" means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements.
- E. "Performance measures" are measures to determine school district and school site progress in striving to create the world's best workforce and must include at least the following:
 - ~~1. student performance on the National Assessment of Educational Progress where applicable;~~
 - 12. the size of the academic achievement gap and rigorous course taking, including college-level advanced placement, ~~international baccalaureate~~, postsecondary enrollment options including concurrent enrollment, other

statutorily recognized courses of study or industry certification courses or programs and enrichment experiences by student subgroup;

~~23.~~ student performance on the Minnesota Comprehensive Assessments;

~~34.~~ high school graduation rates; and

~~45.~~ career and college readiness under Minn. Stat. § 120B.30, Subd. 1.

F. “World’s best workforce” means striving to: meet school readiness goals; have all third-grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

G. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.

IV. LONG-TERM STRATEGIC PLAN

A. The school board, at a public meeting, shall adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with creating the world’s best workforce and includes the following:

1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for ~~all nine student categories~~ identified ~~under the state and federal 2001 No Child Left Behind Act~~ categories;

2. a process ~~for assessing and evaluating to assess and evaluate~~ each student’s progress toward meeting state and local academic standards, assess and identify students for participation in gifted and talented programs and accelerate their instruction, adopt procedures for early admission to kindergarten or first grade of gifted and talented learners which are sensitive to under-represented groups, and identifying the strengths and weaknesses of instruction affecting students’ progress and growth toward career and college readiness and leading to the world’s best workforce;

3. a system to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, students’ access to effective teachers who are

members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minn. Stat. § 120B.35, Subd. 3(b)(2), and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5;

4. strategies for improving instruction, curriculum, and student achievement, and, where practicable, the native language development and the academic achievement of English learners;
5. a process to examine the equitable distribution of teachers and strategies to ensure low-income and minority children are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
6. education effectiveness practices that integrate high-quality instruction, rigorous curriculum, technology, and a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness; and;
7. an annual budget for continuing to implement the school district plan.

B. School district and school site goals will meet all state and federal requirements.

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)
Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.147, Subd. 3 (Principals)
20 U.S.C. § 5801, *et seq.* (National Education Goals 2000)
20 U.S.C. § 6301, *et seq.* (~~No Child Left Behind~~ Every Student Succeeds Act)

Cross References: Burnsville Eagan Savage School District Policy 104 (School District Mission Statement)
Burnsville Eagan Savage School District Policy 613 (Graduation Requirements)
Burnsville Eagan Savage School District Policy 614 (School District Testing Plan and Procedure)

Burnsville Eagan Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)

Burnsville Eagan Savage School District Policy 616 (School District System Accountability)

Burnsville Eagan Savage School District Policy 618 (Assessment of Student Achievement)

Adopted: 5/1985
Reviewed: 10/26/2017
Revised: 6/2009, 12/2014
Rescinds: IF

603 CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its school sites, and shall include parent, teacher, support staff, student, community residents, and administration representation, and shall provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents shall comprise at least two-thirds of advisory committee members.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
1. Provide for articulation of courses of study from kindergarten through grade twelve.
 2. Identify minimum objectives for each course and at each elementary grade level.
 3. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.

4. Provide a program evaluationg student progress towards achieving academic goals.
 5. Provide for specific, particular, and special needs of all members of the student community.
 6. Develop a local literacy plan to have every child reading at or above grade level no later than the end of grade 3, including English learners, and teachers providing comprehensive, scientifically based reading instruction consistent with law.
 7. Integrate required and elective course standards in the scope and sequence of the district curriculum.
 87. Meet all applicable requirements of the Minnesota Department of Education and ~~the No Child Left Behind Act~~federal law.
- D. The superintendent shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.
- E. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References:

Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Rules Part 3500.0550 (Inclusive Educational Program)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
20 U.S.C. § 6301, *et seq.* (~~No Child Left Behind~~Every Student Succeeds Act)

Cross References: Burnsville Eagan Savage School District Policy 604 (Instructional Curriculum)
Burnsville Eagan Savage School District Policy 605 (Alternative Programs)
Burnsville Eagan Savage School District Policy 613 (Graduation Requirements)
Burnsville Eagan Savage School District Policy 614 (School District Testing Plan and Procedure)
Burnsville Eagan Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
Burnsville Eagan Savage School District Policy 616 (School District System Accountability)
Burnsville Eagan Savage School District Policy 617 (School District Ensurance of Preparatory and High School Standards)
Burnsville Eagan Savage School District Policy 618 (Assessment of Student Achievement)
Burnsville Eagan Savage School District Policy 619 (Staff Development for Standards)
Burnsville Eagan Savage School District Policy 620 (Credit for Learning)
Burnsville Eagan Savage School District Policy 623 (Mandatory Summer School Instruction)

Adopted: 05/2003

Burnsville-Eagan-Savage School District Policy 612.1

Reviewed: ~~MSBA 201710/26/2017~~

Revised: 08/2006; 01/2015

Rescinds: KAA

612.1 TITLE I FAMILY ~~INVOLVEMENT~~ ENGAGEMENT

I. PURPOSE

The purpose of this policy is to encourage and facilitate ~~involvement~~ engagement by parents of students participating in Title I in the educational programs and experiences of students. The policy shall provide the framework for organized, systematic, ongoing, informed and timely parental ~~involvement~~ engagement in relation to decisions about the Title I services within the school district. The ~~involvement~~ engagement of parents by the school district shall be directed toward both public and private school children whose parents are school district residents or whose children attend school within the boundaries of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to plan and implement, with meaningful consultation with parents of participating children, programs, activities and procedures for the ~~involvement of those parents~~ engagement of parents and families in its Title I programs.
- B. The policy of the school district is to comply with 20 U.S.C. § 6318 which requires the school district to develop jointly with, agree upon with, and distribute to parents of children participating in Title I programs written ~~parental involvement~~ parent and family engagement policies.

III. DEFINITIONS

For the purposes of this policy, “parent” is defined as a person or persons who look after and/or are legally responsible for a child who is a student in District 191.

IV. COMMUNICATION

The school board is committed to establishing and supporting planned and systematic two-way communication between the school district and its staff, students, parents, and community members. The Family ~~Involvement~~ Engagement Policy will provide direction for the communication activities between Title I schools and parents.

- A. ~~Annual meeting opportunities will be held for parents and children. The Title I school will offer a flexible number of meetings, such as meetings in the morning or evening to facilitate parental involvement.~~ Involve parents and family members in the joint development of the school district’s Title I plan and the development of support and

improvement plans;

- B. ~~Title I schools will provide information to Title I families at a Parent/Teacher Conference. The Family School Compact will be discussed as it relates to the individual child's achievement.~~Provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the school district in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, meaningful consultation with individuals with expertise in effectively engaging parents and family members in education;
- C. ~~Title I schools will communicate with parents in a variety of ways and times throughout the school year. They will identify special needs of parents, such as parents of students with limited English proficiency, and provide meaningful communication for these parents. Parents will be encouraged to visit their child's classroom. Reasonable access to the school staff will be provided.~~Coordinate and integrate parent and family engagement strategies with similar strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs under other programs;
- D. ~~Information about standardized test results and Minnesota Comprehensive Assessment results will be provided to parents in the same academic school year as the test is administered or by the next conference date on the school district calendar.~~Conduct, with the meaningful ~~involvement~~engagement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools served, including identifying barriers to greater participation by parents in parental ~~involvement~~engagement activities (with particular attention to, parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or who are of a racial or ethnic minority background); the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions;
- E. ~~The school district will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the Family Involvement Policy. This evaluation will include identifying barriers to greater participation, particularly with parents who are economically disadvantaged, disabled, have limited literacy or English proficiency, or who are of a racial or ethnic minority.~~Use the findings of such evaluations to design evidence-based strategies for more effective parental ~~involvement~~engagement and to revise, if necessary, the district-level policy and school-level parent and family engagement plans; and
- E.F. Involve parents in the activities of the schools, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the school district to adequately represent the needs of the population served by the school district for the purposes of developing, revising, and reviewing the parent and family engagement policy.

F.G. A Title I school district website will be established that will include this Family

Involvement–Engagement Policy.

V. PARENTING

The Family Involvement–Engagement Policy–Plan of each Title I school will encourage high student achievement by sharing this responsibility between home and school.

- A. Parents will be notified of workshops and other programs that meet the needs expressed by parents.
- B. The Family-School Compact will be developed with input from families and will articulate the responsibilities parents, students, and schools share for students' success in achieving the state's high standards.

VI. DECISION-MAKING AND ADVOCACY

- A. The advisory committee is comprised of school district staff and parents who represent participating schools, public and nonpublic. The purpose of this committee is to accomplish the following:
 - 1. Preview and provide input into the Family Involvement–Engagement Policy;
 - 2. Disseminate information to parents;
 - 3. Be available to answer parents' questions; and
 - 4. Review the school district's Title I Program.

VII. VOLUNTEERING

Title I learners are best served by the active participation of all parents and citizens of their community. Volunteers help individualize instruction, promote school and community interaction, support school activities, provide multi-generational and multi-cultural experiences, and enrich the curriculum for all learners. The school district encourages the involvement engagement of volunteers.

VIII. COLLABORATING WITH THE COMMUNITY

To ensure effective involvement–engagement of parents and to support a partnership among the school, parents, and community to improve academic achievement, Title I schools will coordinate with similar other programs, such as Head Start, Early Childhood Family Education, Parent-Teacher-Student Organizations, and Community Education Services.

IX. POLICY REVIEW

~~This policy will be updated periodically to meet the changing needs of parents and the school.~~

Legal References: 20 U.S.C. § 6318 (~~Parental Involvement~~Parent and Family Engagement)

Cross References:



**Agenda III.F.
October 26, 2017**

To: Board of Education
From: Superintendent Cindy Amoroso
Date: October 19, 2017
Re: Policies 104: *School District Mission Statement*; 203.2: *Order of the Regular School Board Meeting*; and 206: *Public Participation in Board Deliberations*

Recommendation: Approve, on a first reading basis, changes to Policies 104: *School District Mission Statement*; 203.2: *Order of the Regular School Board Meeting*; and 206: *Public Participation in Board Deliberations*

Changes to Policy 104 and 203.2 were reviewed by the Policy Review Committee on October 10, 2017. Changes to the policies were suggested by administration.

Policy 206 was reviewed by the Policy Review Committee on September 19, 2017. Changes to the policy were suggested by administration.

Adopted: 9/2012
Reviewed: ~~11/19/2015~~10/26/2017
Revised: 12/3/2015
Rescinds: AD, AE/IA, and IA/EA

Burnsville-Eagan-Savage School District Policy 104

104 SCHOOL DISTRICT MISSION STATEMENT

I. PURPOSE

The purpose of this policy is to establish a clear statement of the purpose for which Independent School District 191 exists.

II. GENERAL STATEMENT OF POLICY

The mission statement adopted by the school board is based on the beliefs and values of the community, guides the actions and decision-making of the school district, and provides the context within which the school district's strategic directions are derived. The school board, on behalf of and with extensive participation by the community, should develop a consensus among its members regarding the nature of the enterprise the school board governs, the purposes it serves, the constituencies it should consider, including student representation, and the results it intends to produce.

III. MISSION STATEMENT

~~Our schools will empower learning, energize achievement, embrace community, and each student will be real world ready.~~Each Student. Future Ready. Community Strong.

IV. STATEMENT OF CORE VALUES

- A. Expectations: I will set a high bar for myself and others in learning, behavior, commitment to do one's best and service to others and community.
- B. Respect: I will honor the uniqueness of myself and others.
- C. Integrity: I will do the right thing, even when no one is looking.
- D. Partnership: I will engage in relationships and action which empowers learning for ALL.

V. VISION STATEMENT

Independent School District 191 will become the leading and preferred source of learning and education for its students and adult learners because we do the following well:

- A. Serve the unique needs of our students, families and communities first and foremost.

- B. Utilize technology for instruction to provide rigorous, personalized learning, and maximize operational systems.
- C. Provide relevant and engaging student learning and enrichment leading to college and career readiness for all.
- D. Develop innovative attractive and aligned academic programs, support services and opportunities.
- E. Invest and engage in real partnership across those with differing interests, talents, assets and opportunities aligned with District mission and core values.
- F. Energize and leverage our community diversity in all forms as unique and valued assets for developing true real-world ready learners and citizens.
- G. Attract, value, retain and develop the very best employees in education and operations to serve our students and families.

VI. RESPONSIBILITIES

- A. The school board will develop a consensus among its members regarding the nature of the enterprise the school board governs, the purpose it serves, the constituencies it should consider, and the results it intends to produce.
- B. The superintendent will assist the school board in review of its strategic plan, including the school district's mission statement.

VII. REVIEW

The school board will review the school district's mission every three years, as part of the school board's ongoing strategic plan. The school board will conduct a comprehensive review of the mission, including the beliefs and values of the community, every five to seven years.

Legal References: Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement)
Minn. Rule Parts 3501.0010-3501.0180
Minn. Rule Parts 3501.0200-3501.0270

Cross References:

Adopted: 04/23/2015

Burnsville-Eagan-Savage School District Policy 203.2

Reviewed: ~~4/13/2017~~10/26/2017

Revised:

Rescinds:

203.2 ORDER OF THE REGULAR SCHOOL BOARD MEETING

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:

1. Call to order.
2. Welcome.
3. Pledge of Allegiance.
- ~~4. Public recognition.~~
4. Approval of agenda.
5. Information
6. Consent agenda.
7. Approval of prior meeting minutes.
8. Personnel recommendations.
9. Donations.
10. Payroll, expenditures, receipts and investments.
11. Budget Analysis.
12. Other old or unfinished business.
13. New business.
- ~~14. Superintendent, board member and/or committee reports.~~
15. Adjournment.

B. Some items in this order may be considered as part of a consent agenda.

C. The school board may depart from the order of business with the consent of the majority of members present.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross References: Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
Burnsville-Eagan-Savage School District Policy 203.5 (School Board Meeting Agenda)
Burnsville-Eagan-Savage School District Policy 203.6 (Consent Agendas)

Adopted: 11/2003
Reviewed: ~~4/13/2017~~10/10/2017 PRC
Revised: 4/27/2017
Rescinds: BDDH

Burnsville-Eagan-Savage School District Policy 206

206 PUBLIC PARTICIPATION IN ~~BOARD DELIBERATIONS~~SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

A. The school board recognizes the value of participation by the public ~~input~~ in the deliberations and decisions on school district matters. ~~At the same time, the school board recognizes and~~ the importance of conducting orderly and efficient proceedings, ~~with opportunity for expression of all participants' respective views.~~

B. The purpose of this policy is to provide ~~the procedures through which the public may provide input.~~ to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school board is to encourage input and feedback by citizens of subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place, and manner restrictions on public expression in order to facilitate free discussion by all interested parties.

B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

~~Meetings of the Board are conducted for the purpose of carrying on the official business of the school district. The Board encourages discussion by the public of subjects related to the management of the school district and the public is welcome to attend all School Board meetings, workshops, public hearings and public forums.~~

C. The Board may hold public meetings where the public will not be invited to address the school board including regular business meetings, work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not necessarily be allotted time during the meeting to address the board.

III. DEFINITIONS

A. “Personnel data” means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, “employee” includes a volunteer or an independent contractor.

B. Personnel data on current and former employees that is “public” includes:

Name; employee identification number, which must not be the employee’s social security number; actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the complete terms of any agreement settling any dispute arising out of the employment relationship, including a buyout agreement as defined in Minn. Stat. § 123B.143, Subd. 2, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; work telephone number; badge number; work-related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee’s work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee’s reasons for the use of sick or other medical leave or other not public data.

C. Personnel data on current and former applicants for employment that is “public” includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, “finalist” means an individual who is selected to be interviewed by the appointing authority prior to selection.

D. “Educational data” means data maintained by the school district which relates to a student.

E. “Student” means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.

F. Data about applicants for appointments to a public body, including a school board, collected by the school district as a result of the applicant’s application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency

requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. § 15.0597; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address; either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

IV. RIGHTS TO PRIVACY

A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:

1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data);
4. right to a private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.

B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:

1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);
2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

III.V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

A. The school board will strive to give all citizens of the school district an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

B. The school board provides three opportunities for public input:

A. 1. Board ~~and/or Superintendent~~ Listening Sessions

The school board or superintendent may schedule a listening session prior to a regularly scheduled school board meeting during which time the public may make comments directly to the designated school board members or superintendent that deal with any topic related to the board's conduct of the schools. The school board, however, will not act at that day's/evening's regular meeting on any issue presented during the school board listening sessions if that issue was not previously published as an agenda item.

4. A report summarizing the listening session will be given and distributed to board members via the consent agenda at a future meeting.

B.A. 2. Public Hearings

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), truth in taxation (Minn. Stat. § 375.065) education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the discretion of the school board.

C.B. 3. Public Forums

The school board may schedule an open forum to create a venue in which the public can gather to become informed about a specific issue, ask questions, offer input, and/or engage in a public conversation.

VI. LISTENING SESSION PROTOCOL

A. Agenda Items

1. Citizens who wish to have a subject discussed at a public school board listening session are encouraged to notify the superintendent's office in advance of the listening session. The citizen should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.

2. At the start of the listening session, citizens wishing to speak will complete and submit a card with their name, address, name of group representing, if any, and topic.

3. The facilitating board member will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the facilitating board member will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.

4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.

5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.

6. The facilitating board member shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.

7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.

8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.

2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.

3. Unresolved complaints from Paragraph 1. of this section or problems concerning the school district should be directed to the superintendent's office.

4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

A. The school district is liable for damages, costs and attorneys' fees, and, in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)

B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)

C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

~~IV. RIGHTS TO PRIVACY~~

~~School district employees and students have a legal right to privacy related to matters which may come before the school board as provided by Minnesota Law. During Board Listening Sessions, Public Hearings, and Public Forums speakers may offer objective criticism of school operations and programs, but no person may present orally or discuss personnel matters or complaints concerning specific employees or students, which should be addressed through established policies and procedures.~~

~~V. RESPONSIBILITIES~~

~~A. Board Chair/Acting Chair has the primary responsibility for monitoring compliance with this policy. The Board Chair may rule that a speaker is out of order and may require the speaker to end his or her presentation.~~

~~B. Board Members in the absence of a Board Chair, all members of the Board will be responsible for monitoring compliance with this policy.~~

~~C. Public members of the public attending a meeting of the Board will be expected to maintain appropriate and proper decorum at all times.~~

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)

Minn. Stat. § 13D.05 (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)
Minn. Stat. § 123B.143, Subd. 2 (Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. 852 (July 14, 2006)

Cross References: Burnsville-Eagan-Savage School District Policy 103 (Complaints-Students, Employees, Parents, Other Persons/
Burnsville-Eagan-Savage School District Policy 205 (Open Meetings and Closed Meetings)
Burnsville-Eagan-Savage School District Policy 207 (Public Hearings)
Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)
Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s Open Meeting Law)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School Records – Privacy – Access to Data)



**Agenda III.G.
October 26, 2017**

To: Board of Education
Superintendent Cindy Amoroso

From: Director Jim Schmid

Date: October 19, 2017

Re: Policy 304: *Superintendent Contract, Duties, and Evaluation*

Recommendation: Approve, on a first reading basis, changes to Policy 304: *Superintendent Contract, Duties, and Evaluation*.

The Policy Review Committee reviewed Policy 304 on October 10, 2017 and suggested a minor change to the policy.

Adopted: 5/2004

Burnsville-Eagan-Savage School District Policy 304\

Reviewed: ~~5/14/2015~~10/26/2017

Revised: 5/28/2015

Rescinds: AFB

304 SUPERINTENDENT CONTRACT, DUTIES, AND EVALUATION

I. PURPOSE

The purpose of this policy is to provide for the use of an employment contract with the superintendent, a position description, and the use of an approved instrument to evaluate performance.

II. GENERAL STATEMENT OF POLICY

A. The superintendent's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent.

B. Evaluation is a summative description of the superintendent's performance in all areas of his/her responsibility. The purpose of the performance evaluation is to recognize effective leadership and management, encourage improved performance, communicate and clarify school board expectations, generate mutual understanding, improve communication, and facilitate the process of planning to meet future needs. The specific duties for which the superintendent is accountable shall be set forth in a position description for the superintendent

1. The school board will ~~periodically evaluate the superintendent's performance and will~~ formally evaluate the superintendent at least annually.

2. The superintendent and school board members will establish a clear set of expectations for the evaluation, including the goals to be accomplished and the instrument(s) to be used, to provide a consistent and fair process for the evaluation.

C. The school board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as a model instrument.

III. PROCESS FOR CONDUCTING THE SUPERINTENDENT'S EVALUATION

A. School board members will complete as much of the evaluation form as possible before the evaluation meeting.

B. At the evaluation meeting, the superintendent will meet with the school board to present information regarding the status of annual goal accomplishment, overall

performance relative to the job description, and input from others regarding performance. School board members may ask clarifying questions.

- C. The school board and superintendent together will engage in discussion using the information provided by the superintendent in addition to school board members' individual evaluative comments. Following this joint discussion, the school board may ask the superintendent for time by itself to determine evaluation outcomes. If granted, the superintendent will be invited to rejoin the school board for a final review and comment.
- D. The vice chair will prepare a summative evaluation draft based on the discussion noted above and on written comments from individual school board members. All school board members will review the draft. Following that review, the vice chair will meet with the superintendent to share the summative evaluation and the school board's perspective regarding the superintendent's performance. A copy of the summative evaluation instrument will be provided to the superintendent for his/her personnel file.
- E. The vice chair will summarize the findings of the performance evaluation at the next public meeting of the school board following the evaluation.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools (See Model Contract, Sample Performance Appraisals, and Model Job Description)



**Agenda IV.A.
October 26, 2017**

To: Board of Education, Members
Cindy Amoroso, Superintendent

From: Abigail Alt, Chair

Date: October 19, 2017

Re: Committee Reports

The following committees may provide updates to the School Board:

Technology Committee – Bob VandenBoom, Committee Chair
Policy Review Committee – Jim Schmid, Committee Chair
Student Performance and Achievement – DeeDee Currier, Committee Chair
Negotiating Committee- Dan Luth, Committee Chair
Intermediate School District 917, DeeDee Currier, Board Representative

Other Board Assignments:

- MSBA
- AMSD
- Foundation 191
- Minnesota State High School League
- BHS Hall of Fame
- Burnsville Chamber of Commerce
- Savage Chamber of Commerce
- Dakota Chamber of Commerce
- Scott County SCALE
- U of M CIS
- TIES



**Agenda IV.C.1.
October 26, 2017**

To: Board of Education, Members
From: Cindy Amoroso, Superintendent
Date: October 10, 2017
Re: Listening Session Report, September 28, 2017

We had one community member attend on the issue of band instrument rental. She does not currently have students in our district, but did have a graduate who participated in band when she was in our district.

The participant wanted to know why the district had made the decisions regarding band instrument rental that was communicated to her by a booster email.

We clarified the information that she received, explained the background and the correct information regarding her questions and concerns.

She thanked us for the information and was glad to receive clarification.