



Future Ready. Community Strong.

Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN, 55337
February 22, 2018
6:30 PM

(5:45 PM Board Listening Session with Directors Abigail Alt and DeeDee Currier)

- I. Call to Order
 - A. Welcome
 - B. Pledge of Allegiance
- II. Approval of Agenda
- III. Information
 - A. Future Ready / Community Strong
 - 1. Eagle Ridge Middle School CREDO Peer Leadership Group 3
 - 2. Internal Giving Campaign and Burnsville Education Association (BEA) Internal Giving Drive
Presenter: Tom Umhoefer, Director of Community Education, and Wendy Drugge, BEA President
 - B. Committee Reports 11
- IV. Business Meeting
 - A. Consent Agenda
 - Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.
 - 1. Approve Meeting Minutes 12
 - 2. Approve Personnel Recommendations 15
 - 3. Adopt a Resolution to Accept Donations 16
 - 4. Payroll, Expenditures, Receipts & Investments 18
 - 5. Budget Analysis 52
 - 6. Approve, on a Second Reading Basis, Policy 418: *Drug-Free Workplace/Drug-Free School* 57
 - 7. Approve, on a First Reading Basis, Changes to Policies 522: *Student Sex Nondiscrimination*; and 528: *Student Parental, Family and Martial Status Nondiscrimination* 62
 - 8. Approve no Changes to Policies 305: *Policy Implementation*; 427: *Workload Limits for Certain Special Education Teachers*; and 518: *DNAR-* 69

Do Not Attempt Resuscitation Orders

9. Report on Listening Session	74
V. New Business	
A. Approve FY19 General Fund Assumptions Presenter: Lisa Rider, Executive Director of Business Services	75
B. Approve the Resolution for the American Indian Education Presenter: Dominic Good Buffalo, Cultural Liaison	77
C. Approve, on a First Reading Basis, Changes to Policy 425: <i>Professional Development</i> Presenter: Dave Watkins, Assistant Superintendent	81
D. Approve, on a First Reading Basis, Changes to Policy 302: <i>Superintendent</i> Presenter: Director Abigail Alt	88
VI. Adjourn to a Board Workshop on Budget and Transportation Followed by a Closed Session, as Permitted by M.S. 13D.03, for Negotiation Strategies	
A. Budget	92
1. FY19 Assumptions	
2. Process We Followed	
3. List of Adjustments	113
B. Transportation Presenter: Lisa Rider, Executive Director of Business Services	115
C. Closed Session, as Permitted by M.S. 13D.03, for Negotiation Strategies	



ONE91
Burnsville · Eagan · Savage



CREDO School Board Presentation

By: Liz Bunnell, Kira McAllister, August Tinklenberg,
KateMarie Andrews, Makayla Barcenas

Future Ready. Community Strong.

CREDO's Purpose

CREDO has many purposes. One of the things we focus on is creating a positive climate in our school; a place where people feel comfortable as themselves. We want to bring our school together so that everyone feels they have a support system. Together, our group aims to build a bridge between the adult and student world in our school, as well.

Help promote a positive climate for our school

Unify our school

Create a safer school

CREDO is the bridge between the adult and student worlds at ERMS

Activities we've done

- **Retreat and Signs**
 - During August 2017, CREDO kids participated in a retreat where we bonded, gained leadership and teamwork experiences, and plotted out future plans for our school
- **Orientation and open house**
 - CREDO kids helped out during orientation, handing out schedules, assisting with chromebooks, etc. We also assisted in open house, helping new 6th graders open lockers and find their classes.
- **Welcoming back teachers-chalky sidewalk**
 - CREDO kids took time out of their summer day to come to school early and welcome the teachers back to ERMS!
- **Unity Day/Mix it Up Day**
 - Unity day's purpose was to bring fellow students together with engaging games like trivia
 - Mix it Up Day helped students meet new friends by encouraging people to sit in new places by new people. There was also Halloween
- **Halloween Bash**

Activities we've done

- Sticky notes
- WE DAY
- Music in the hallways
- Brainpower in a Backpack
- Scavenger hunts

What do CREDO kids gain?

- **Breakfast**
 - CREDO kids meet every other Friday to have breakfast and discuss future plans for the school
 - We rotate and take turns providing breakfast for our fellow CREDO members
- **Leadership and Public Speaking skills**
 - CREDO engages in many activities that push and inspire us to take leadership
- **Friendship and Group Skills:**
 - CREDO members participated in an overnight retreat to bond as a group and get to know one another through bonding activities.
- **Volunteering experience**
 - CREDO kids are encouraged to volunteer often, and many opportunities

What do schools gain?

- Positive influence
- Chances to meet new people
- A positive and accepting environment
- Fun and interesting activities
- ∞
 - Unity day
 - Mix it up at lunch
 - Sticky notes and scavenger hunt
- Brainpower in a backpack

Thank you



Future Ready. Community Strong.

**Agenda III.B.
February 22, 2018**

To: Board of Education, Members
Cindy Amoroso, Superintendent

From: Jim Schmid, Chair

Date: February 21, 2018

Re: Committee Reports

The following committees may provide updates to the School Board:

Technology Committee – Bob VandenBoom, Committee Chair

Policy Review Committee – Abigail Alt, Committee Chair

Student Performance and Achievement – Dan Luth, Committee Chair

Negotiating Committee- Dan Luth, Committee Chair

Intermediate School District 917, DeeDee Carrier, Board Representative

TIES, Abigail Alt, 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

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
February 8, 2018

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

Call to Order

Members present: Directors Currier, VandenBoom, Alt, Miller, Schatz, and Chair Schmid. Luth arrived later in the meeting. Others in attendance were Assistant Superintendent Watkins, Student Representative Haddorff, administrators, staff and members of the public.

Attendance

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

Pledge of Allegiance

Moved by Alt, seconded by Schatz, to approve the agenda. Motion carried unanimously (6, 0).

Agenda

Future Ready. Community Strong. Received a report on the Career Expo. from Dr. Kathy Funston, director of strategic partnerships and pathways.

Career Expo.

Luth arrived at 6:40 p.m.

Reports

Received verbal reports from Student Representative Haddorff, Assistant Superintendent Watkins, and Board Member Alt and Chair Schmid.

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

-Approve minutes of the regular board meeting and closed session on January 25, 2018.

Minutes

-Approve personnel recommendations for M. Schneider, M. Anderson, B. Perry, S. Doyle, M. Nelson, K. Osmond, J. Reick, A. Calhoun-Haynes, J. Gust, C. DeCarlo, H. Heerey, E. Aho, and E. Kapusinski.

Personnel Recommendations

-Adopt a resolution to approve and accept donations.

Donations

- Receive a report on the listening session.

Listening Session

Motion carried unanimously (7, 0).

Moved by Luth, seconded by VandenBoom, to approve an application for final approval of an extended field trip for Burnsville High School Travel Club students to travel to Netherlands, Belgium, and France June 11-20, 2018. Motion carried unanimously after discussion (7, 0).

Extended Field Trip

Moved by Schatz, seconded by Miller, to adjourn at 6:58 p.m. to a closed session, as permitted by M.S. 13D.03, for negotiation strategies. Motion carried unanimously (7, 0).

Adjourn to a workshop

Bob VandenBoom, clerk

February 22, 2018

Date Approved

Workshop

DRAFT

February 22, 2018

**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: February 22, 2018 FINAL
RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Appointment		Keri Peterson	*	Rahn Elementary School	Teacher	2018/2019 School Year
Certified	Appointment	Replacement	Nancy Mosher		Sky Oaks Elementary School	Teacher Long Term Substitute	1/8/2018-3/23/2018
Certified	Appointment	Replacement	Joy Kamano		WM. Byrne Elementary School	Teacher Long Term Substitute	2/12/2018-6/8/2018
Certified	Leave of Absence		Joanne Himrich	*	ECSE Center	Teacher	2018/2019 School Year
Certified	Leave of Absence		Erik Durand		Burnsville High School	Teacher	2018/2019 School Year
Certified	Resignation		Margaret Rocke	*	ECSE Center	Teacher	2/16/2018
Certified	Retirement		Barbara Barr	*	Diamondhead Education Center	Teacher Nurse	6/8/2018
Certified	Retirement		Cynthia Busse		MW Savage Elementary School	Teacher	6/8/2018
Certified	Retirement		Robert Nystrom		Nicollet Middle School	Teacher	6/8/2018
Certified	Retirement		David Johnson	*	Metcalf Middle School	Teacher SPED	6/8/2018
Certified	Retirement		Lisa Gossman		District-wide	Teacher Occupational Therapist	6/8/2018
Classified	Appointment		Rahma Hassan	*	ECSE Center	Cultural Liaison	2018/2019 School Year
Classified	Appointment	Replacement	Ann Funk		Burnsville High School	Clerical Level III	2/19/2018
Classified	Appointment	Replacement	Susan Buckley		Burnsville High School	Teacher	2/15/2018
Classified	Appointment	Replacement	Christina Kauffman		Eagle Ridge Middle School	Food Service Associate	2/8/2018
Classified	Appointment	Replacement	Todd Swanson		Burnsville High School	Custodian	2/12/2018
Classified	Appointment	Replacement	Melanie Liyanage		Harriet Bishop Elementary	EA Level II	2/12/2018
Classified	Change of Assignment		America Vega		Hidden Valley Elementary	EA Level II	2/7/2018
Classified	Change of Assignment		Margaret Peterson		Hidden Valley Elementary	EA Level III	2/5/2018
Classified	Change of Assignment	Replacement	Jennifer Gust		Burnsville High School	Asst Food Service Manager-Reviser	3/16/2018
Classified	Change of Assignment	Replacement	Camille DeCarlo		Eagle Ridge Middle School	Asst Food Service Manager-Reviser	2/1/2018
Classified	Change of Assignment	Replacement	Ashley Gilpin		Eagle Ridge Middle School	Food Service Associate	2/8/2018
Classified	Change of Assignment	Replacement	Dawn Mosser		Sky Oaks Elementary School	Food Service Associate	3/16/2018
Classified	Change of Assignment	Replacement	Aaron Tinklenberg		Diamondhead Education Center	Communications Director	7/1/2018
Classified	Probationary Release		Qashr Middleton		Burnsville Alternative High School	EA Level III	2/9/2018
Classified	Resignation		Carmen Schaffer	*	Hidden Valley Elementary	EA Level III	3/2/2018
Classified	Resignation		Luke Kegley		Community Education	CE Program Associate	1/5/2018
Classified	Resignation		Oliver Buttleman		Burnsville Alternative High School	EA Level III	2/16/2018
Classified	Resignation		Alexandria Calhoun-Haynes		Rahn Elementary School	EA Level IV	2/5/2018



**Agenda IV.A.3.
February 22, 2018**

To: Members, Board of Education
Dave Watkins, Assistant Superintendent

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

Date: February 15, 2018

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 February 22, 2018.

Bob VandenBoom
Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
1/26/2018	Anonymous	District 191	Unpaid Meal Charges	\$107.05
2/6/2018	GiveMN (The K Foundation)	Sioux Trail Elementary	Classroom use	\$10.00
2/6/2018	Sioux Trail PTO	Sioux Trail Elementary	new gym mats	\$4,738.32
2/6/2018	Sioux Trail PTO	Sioux Trail Elementary	MeMoves	\$1,300.00

Total monetary donation received: \$6,155.37



Future Ready. Community Strong.

**Agenda IV.A.4
February 13, 2018**

TO: Cindy Amoroso, Superintendent and Board of Education
FROM: Lisa K. Rider, Executive Director of Business Services
DATE: February 22, 2018
RE: December Payroll, Claims and Receipts

RECOMMENDATION: That the Board approves Dec payroll checks numbered 718929-718945 and Direct Deposit notices numbered 666556-669676 in the net amount of \$3,926,125.00. Dec & Jan claims to date represented by checks numbered 456604-457065, 1019156-1019291, and 102135-102140 and wire transfers and adjustments totaling \$8,799,169.87. Also, that the Board accepts Dec receipts of \$10,646,897.30 and investments for the General Fund, 2015A School Building Bonds and OPEB of \$53,202,277.90 as of December 31, 2017.

December 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
December 2017**

Cash Receipts

Receipts		
Miscellaneous Adjustments		\$10,646,897.30

TOTAL DEC CASH RECEIVED		10,646,897.30
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CASH DISBURSEMENTS

December

Regular Payroll Checks	718929-718945	\$3,926,125.00
Direct Deposit Notices	666556-669676	

Nov payables previously approved:		\$541,035.34
Dec Claims previously approved:		\$1,599,773.62

Dec Claims:	456604-456722	\$587,114.72
	1019156-1019214	

DecA/P Wires- Wires+P1+P-card		\$6,121,076.68
Miscellaneous Adjustments		\$571.14

TOTAL DEC CASH DISBURSED		12,775,696.50
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TOTAL EXPENSES TO BE APPROVED

Nov Cash Disbursed		\$12,775,696.50
Less: Items Previously Approved		-\$2,140,808.96

Plus: Dec Payables	456273-456770	\$574,620.47
Checks	456942-457017	

Jan Claims:	456771-456941	\$1,515,786.86
Checks	457018-457065	
	1019215-1019291	
	102135-102140	

TOTAL TO BE APPROVED		12,725,294.87
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	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>Total 12/31/2017</u>
GENERAL FUND	\$8,969,765.88	\$26,891,240.00	\$35,861,005.88
OPEB	\$3,404.35	\$9,066,762.00	\$9,070,166.35
OPEB EQUITY INV THROUGH OCTOBER 31, 2017	\$20,786.18	\$4,191,912.19	\$4,212,698.37
2015A SCHOOL BUILDING BONDS	\$558,407.30	\$3,500,000.00	\$4,058,407.30
	\$9,552,363.71	\$43,649,914.19	\$53,202,277.90

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: 12/31/17

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

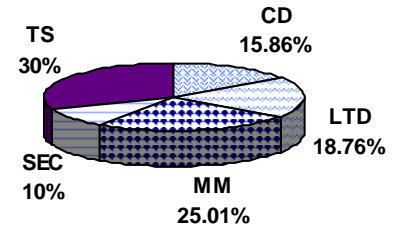
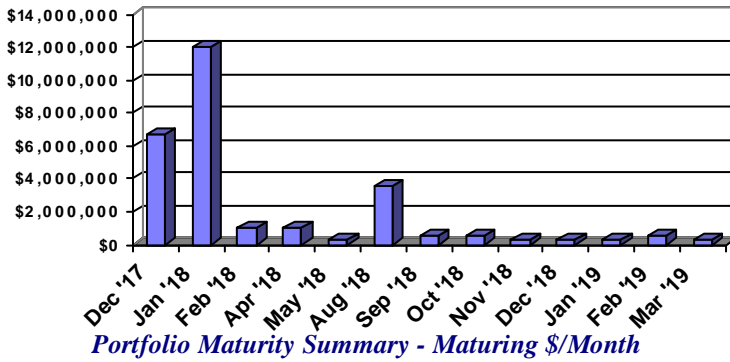
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
LTD	0	1	12/31/17	12/31/17	PMA SECURITIES SYNDICATE (PMAS)	\$6,728,140.00	\$6,728,140.00	
MM					Investment Shares Portfolio	\$8,969,765.88	\$8,969,765.88	
TS	249601	1	12/22/17	01/25/18	MN TRUST TERM SERIES	\$11,012,808.22	\$11,000,000.00	1.250
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	246451	1	09/26/17	09/26/18	FIRST COMMONS BANK NA	\$249,983.84	\$246,500.00	1.413
CD	246452	1	09/26/17	09/26/18	QUONTIC BANK, FSB	\$249,910.61	\$246,600.00	1.343
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	40472	1	09/06/17	12/06/18	American Express Bank, Fsb Certificate of Deposit	\$247,000.00	\$247,000.00	1.533
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
SEC	40516	1	09/07/17	03/07/19	Comenity Capital Bank / World Financial Capital Bank Certificate of Deposit	\$249,000.00	\$249,000.00	1.469

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 -->	\$35,951,400.62	\$35,861,005.88

Time and Dollar Weighted Portfolio Yield: 1.088 %

Weighted Average Portfolio Maturity: 60.07 Days

MM: 25.01%
CD's: 15.87%
CP: 0.00%
SEC: 9.68%



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 12/31/17

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

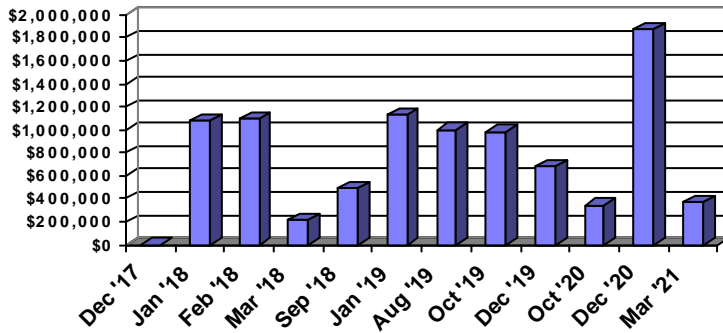
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$3,404.35	\$3,404.35	
CD	205079	1	01/08/15	01/08/18	FIRST FREEDOM BANK	\$164,252.21	\$159,400.00	1.012
CD	205080	1	01/08/15	01/08/18	TRUSTONE FINANCIAL FEDERAL CREDIT UNION	\$249,684.73	\$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
CD	248949	1	12/01/17	12/01/20	FIRST CAPITAL BANK	\$249,924.47	\$236,100.00	1.950
CD	248950	1	12/01/17	12/01/20	CITIZENS B&TC OF JACKSON	\$173,250.83	\$163,900.00	1.900
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 -->	\$9,249,732.38	\$9,070,166.35

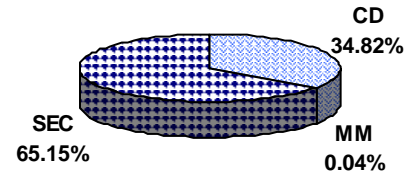
Time and Dollar Weighted Portfolio Yield: 1.575 %

Weighted Average Portfolio Maturity: 556.74 Days

MM: 0.04%
CD's: 35.86%
CP: 0.00%
SEC: 64.10%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 12/31/17

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	\$558,407.30	\$558,407.30	
TS	249602	1	12/22/17	01/25/18	MN TRUST TERM SERIES	\$3,504,075.35	\$3,500,000.00	1.250
Total Amount -->						\$4,062,482.65	\$4,058,407.30	

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

Time and Dollar Weighted Portfolio Yield: 1.250 %

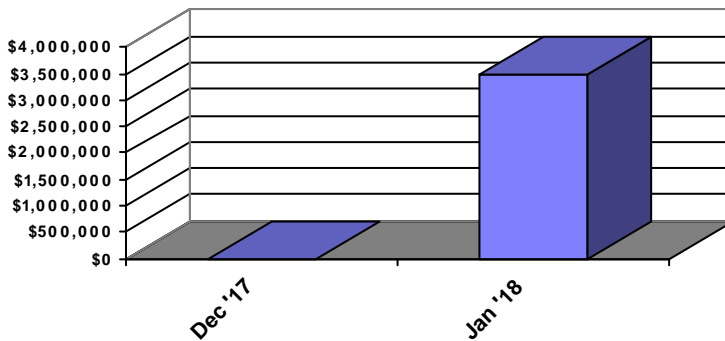
Weighted Average Portfolio Maturity: 21.56 Days

MM: 13.76%

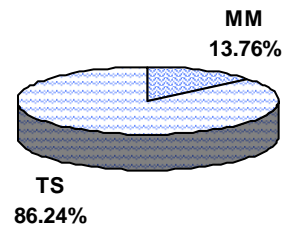
CD's: 0.00%

CP: 0.00%

SEC: 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

December 2017

Wire Transfers

Date	From	To	Amount	For
120117	MSDLAF	Internal Revenue Service	798,082.90	11/30/17 Payroll - Federal Taxes
120117	MSDLAF	State of Minnesota	130,553.88	11/30/17 Payroll - State Taxes
120117	MSDLAF	Teacher's Federal Credit Union	40,934.73	11/30/17 Payroll - Teacher's Dues
120117	MSDLAF	People's Bank	190,190.80	11/30/17 Payroll - TSA Wire
120117	MSDLAF	State of Minnesota	674.00	11/30/17 Garnishments
120117	MSDLAF	State of Minnesota	2,157.00	11/30/17 Payroll - Child Support
120617	MSDLAF	Delta Dental	19,273.84	Dental Insurance
121217	MSDLAF	Wells Fargo	179,410.12	Wells Fargo Renovation of Diamondhead Facility
121217	MSDLAF	PERA	120,160.63	11/30/17 Payroll - PERA
121217	MSDLAF	TRA	351,913.34	11/30/17 Payroll - TRA
121317	MSDLAF	Delta Dental	19,956.44	Dental Insurance
121817	MSDLAF	People's Bank	190,413.23	12/15/17 Payroll - TSA Wire
121817	MSDLAF	Teacher's Federal Credit Union	41,237.05	12/15/17 Payroll - Teacher's Dues
121817	MSDLAF	Internal Revenue Service	748,425.48	12/15/17 Payroll - Federal Taxes
121817	MSDLAF	State of Minnesota	123,487.61	11/30/17 Payroll - State Taxes
121817	MSDLAF	State of Minnesota	2,157.00	12/15/17 Payroll - Child Support
121817	MSDLAF	State of Minnesota	239.99	12/15/17 Garnishments
121817	MSDLAF	MN Department of Revenue	619.00	November Sales Tax
122017	MSDLAF	Delta Dental	8,854.29	Dental Insurance

December 2017

Wire Transfers

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>For</u>
122717	MSDLAF	TRA	353,098.54	12/15/17 Payroll - TRA
122717	MSDLAF	PERA	116,316.81	12/15/17 Payroll - PERA
122817	MSDLAF	People's Bank	190,363.05	12/28/17 Payroll - TSA Wire
		Teacher's Federal Credit		
122817	MSDLAF	Union	41,104.99	12/28/17 Payroll - Teacher's Dues
122817	MSDLAF	Delta Dental	20,146.17	Dental Insurance
122917	MSDLAF	TRA	357,594.02	12/28/17 Payroll - TRA
122917	MSDLAF	PERA	119,387.15	12/28/17 Payroll - PERA
122917	MSDLAF	Internal Revenue Service	820,506.73	12/28/17 Payroll - Federal Taxes
122917	MSDLAF	State of Minnesota	135,131.87	12/28/17 Payroll - State Taxes
122917	MSDLAF	State of Minnesota	2,157.00	12/28/17 Payroll - Child Support
122917	MSDLAF	State of Minnesota	75.00	12/28/17 Garnishments

Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1019156		\$121.81	Dec 20, 2017	88888	8274	HOLT, CLAYTON B
1	1019157		\$99.46	Dec 20, 2017	88888	9267	HOLDEN, MATTHEW J
1	1019158		\$21.67	Dec 20, 2017	88888	9552	DORIGAN-SLETTE, CYNTHIA M
1	1019159		\$25.00	Dec 20, 2017	88888	12673	DYKSTRA, BRYAN G.
1	1019160		\$32.76	Dec 20, 2017	88888	13256	FANDRICH, KARI M
1	1019161		\$22.07	Dec 20, 2017	88888	14112	HARTL, ARAN J
1	1019162		\$26.64	Dec 20, 2017	88888	14147	KLINNERT, ELIZABETH
1	1019163		\$119.05	Dec 20, 2017	88888	14601	HOESCHEN, KERRY
1	1019164		\$89.70	Dec 20, 2017	88888	14601	HOESCHEN, KERRY
1	1019165		\$49.11	Dec 20, 2017	88888	14624	JORDAN, JOANNA
1	1019166		\$10.00	Dec 20, 2017	88888	15851	GOODLING, STEFANIE
1	1019167		\$177.45	Dec 20, 2017	88888	16004	JORGENSON, SHANNON E
1	1019168		\$46.34	Dec 20, 2017	88888	17003	ARIAS, ANGELA JOY
1	1019169		\$103.42	Dec 20, 2017	88888	17677	GLAS, JOHN M
1	1019170		\$49.58	Dec 20, 2017	88888	17677	GLAS, JOHN M
1	1019171		\$20.81	Dec 20, 2017	88888	17764	COZAD, PATRICIA M
1	1019172		\$58.33	Dec 20, 2017	88888	18007	LAMONT, HEIDI O
1	1019173		\$464.40	Dec 20, 2017	88888	18043	AMOROSO, CYNTHIA
1	1019174		\$69.12	Dec 20, 2017	88888	18649	BLUHM, WILLIAM AE
1	1019175		\$308.43	Dec 20, 2017	88888	18668	ABDULLAHI, SACDIYO J
1	1019176		\$35.11	Dec 20, 2017	88888	18943	HUGHES, RACHEL J
1	1019177		\$14.66	Dec 20, 2017	88888	18951	CESARO-MOXLEY, RACHEL L
1	1019178		\$76.34	Dec 20, 2017	88888	19158	EWERT, CASEY B
1	1019179		\$20.22	Dec 20, 2017	88888	4880	SHOOK, JOANN
1	1019180		\$236.36	Dec 20, 2017	88888	7284	QUIRK, KATHLEEN
1	1019181		\$47.95	Dec 20,	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
				2017			
1	1019182		\$97.48	Dec 20, 2017	88888	8180	NORDMARK, PAMELA J
1	1019183		\$74.90	Dec 20, 2017	88888	9670	ROBOLE, VICKI M
1	1019184		\$222.12	Dec 20, 2017	88888	9771	PLUCINAK, JODY L
1	1019185		\$45.96	Dec 20, 2017	88888	11689	TUSA, ANGELA M
1	1019186		\$93.89	Dec 20, 2017	88888	12283	NELSON, MICHELLE L
1	1019187		\$97.37	Dec 20, 2017	88888	13692	NIEMIEC, ALICIA
1	1019188		\$26.27	Dec 20, 2017	88888	15133	MOBERG, CARLENE
1	1019189		\$111.23	Dec 20, 2017	88888	16491	VITALI, ALICIA F
1	1019190		\$9.00	Dec 20, 2017	88888	16920	YAGER, AMY LYN
1	1019191		\$103.15	Dec 20, 2017	88888	17431	QUINTANA, MARIANA
1	1019192		\$15.75	Dec 20, 2017	88888	18144	MILINOVICH, TRACY
1	1019193		\$464.40	Dec 20, 2017	88888	18215	WATKINS, DAVID
1	1019194		\$9.21	Dec 20, 2017	88888	18635	MCDOWELL, MORGAN
1	1019195		\$35.68	Dec 20, 2017	88888	18657	MCINNIS, MARNIE JO
1	1019196		\$81.32	Dec 20, 2017	88888	18677	MCLAUGHLIN, ALEXANDRA M
1	1019197		\$14.00	Dec 20, 2017	88888	18909	SAYERS, KEVIN
1	1019198		\$25.52	Dec 20, 2017	88888	18983	SANTOS, MIYA D
1	1019199		\$15.37	Dec 20, 2017	88888	19187	TOUSIGNANT, ROBYN E
1	1019200		\$62.13	Dec 20, 2017	88888	19369	MOALLIN, AISHA A
1	1019201		\$98.62	Dec 27, 2017	88888	7817	AMUNDSON, JANE E
1	1019202		\$604.07	Dec 27, 2017	88888	8182	SMITH-LOSSIAH, SHARON KAY
1	1019203		\$89.10	Dec 27, 2017	88888	10011	PAYNE, DEBRA K
1	1019204		\$58.38	Dec 27, 2017	88888	11739	PARISEAU, MARCIA L
1	1019205		\$216.68	Dec 27, 2017	88888	12579	STARKEY, MICHELE M
1	1019206		\$54.00	Dec 27, 2017	88888	12901	MCCUE, MICHELLE

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1019207		\$200.00	Dec 27, 2017	88888	16166	RIDER, LISA K
1	1019208		\$200.00	Dec 27, 2017	88888	17487	SOVINE, STACEY
1	1019209		\$400.00	Dec 27, 2017	88888	18043	AMOROSO, CYNTHIA
1	1019210		\$200.00	Dec 27, 2017	88888	18215	WATKINS, DAVID
1	1019211		\$200.00	Dec 27, 2017	88888	18391	JOHNSON, DOUGLAS A
1	1019212		\$82.19	Dec 27, 2017	88888	18862	RUFF, HAILEY C
1	1019213		\$200.00	Dec 27, 2017	88888	19154	PIKAL, ROBIN
1	1019214		\$29.10	Dec 27, 2017	88888	19268	VAN HOORN, KIRSTEN
1	1019215		\$34.99	Jan 4, 2018	88888	7304	GOSSMAN, LISA ANN
1	1019216		\$41.73	Jan 4, 2018	88888	7490	LEAKE, DONALD L
1	1019217		\$24.61	Jan 4, 2018	88888	9302	BOHR, JENNIFER L
1	1019218		\$36.97	Jan 4, 2018	88888	11817	ALVEY, HEATHER
1	1019219		\$99.78	Jan 4, 2018	88888	12301	HJERMSTAD, HEATHER
1	1019220		\$17.60	Jan 4, 2018	88888	12319	CIN, STEPHANIE P
1	1019221		\$4.92	Jan 4, 2018	88888	13288	LUTZ, AMANDA J
1	1019222		\$16.16	Jan 4, 2018	88888	14183	BELLMONT, CHRISTOPHER
1	1019223		\$4,500.00	Jan 4, 2018	88888	14183	BELLMONT, CHRISTOPHER
1	1019224		\$49.49	Jan 4, 2018	88888	14479	KIBLER, JEANNE
1	1019225		\$6.42	Jan 4, 2018	88888	15682	GONZALEZ, MEGAN
1	1019226		\$27.77	Jan 4, 2018	88888	15999	GRIFFITHS, ROBERT H
1	1019227		\$25.57	Jan 4, 2018	88888	16004	JORGENSON, SHANNON E
1	1019228		\$1,474.72	Jan 4, 2018	88888	16319	CONNELL, PAUL J
1	1019229		\$67.95	Jan 4, 2018	88888	16633	CLOUTIER, DANA M
1	1019230		\$9.84	Jan 4, 2018	88888	16789	KRONABETTER, JULIE R
1	1019231		\$27.91	Jan 4, 2018	88888	17175	FUNSTON, KATHY L
1	1019232		\$34.78	Jan 4, 2018	88888	17283	ERBES, SARAH L
1	1019233		\$92.42	Jan 4, 2018	88888	17755	JOHNSON, CORY CHARLES
1	1019234		\$13.38	Jan 4, 2018	88888	17764	COZAD, PATRICIA M
1	1019235		\$124.95	Jan 4, 2018	88888	18070	BORER, BARBARA
1	1019236		\$7.06	Jan 4, 2018	88888	18381	DEROUIN, JILL
1	1019237		\$37.83	Jan 4, 2018	88888	18691	GULDEN, JANET
1	1019238		\$55.05	Jan 4, 2018	88888	18952	CSELOVSZKI, CASSANDRA K
1	1019239		\$8.72	Jan 4, 2018	88888	18990	FLIKEID, TASHA
1	1019240		\$465.05	Jan 4, 2018	88888	19081	FREEBURG, KELLY
1	1019241		\$83.46	Jan 4, 2018	88888	19158	EWERT, CASEY B
1	1019242		\$140.81	Jan 4, 2018	88888	19190	AMARREH, HAMIDA I
1	1019243		\$79.18	Jan 4, 2018	88888	6326	NEPSUND, CYNTHIA J

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1019244		\$6.42	Jan 4, 2018	88888	7347	SMITH, KELLY L
1	1019245		\$15.09	Jan 4, 2018	88888	8281	PLASCHKO, MARY BETH
1	1019246		\$724.50	Jan 4, 2018	88888	8627	ORTH, STEVEN D. R.
1	1019247		\$64.99	Jan 4, 2018	88888	9216	MEYER, NANCY L
1	1019248		\$52.16	Jan 4, 2018	88888	9239	OPATZ, LARRY
1	1019249		\$950.00	Jan 4, 2018	88888	9277	ZEIGLER, SARAH
1	1019250		\$52.97	Jan 4, 2018	88888	9670	ROBOLE, VICKI M
1	1019251		\$95.28	Jan 4, 2018	88888	10543	WURDEMAN, SCOTT
1	1019252		\$45.00	Jan 4, 2018	88888	12967	TEACHOUT, EVI SUE
1	1019253		\$33.17	Jan 4, 2018	88888	13905	WENDLING, PAULA L
1	1019254		\$22.47	Jan 4, 2018	88888	14671	SMITH, TRACY J
1	1019255		\$77.15	Jan 4, 2018	88888	14961	SPRY, KARIE
1	1019256		\$8.51	Jan 4, 2018	88888	15700	REID, LISA M
1	1019257		\$2.62	Jan 4, 2018	88888	16003	PRANSCHKE, STEPHANIE T
1	1019258		\$31.99	Jan 4, 2018	88888	16345	WALCZAK, CHERYL M
1	1019259		\$979.50	Jan 4, 2018	88888	16786	RUSSELL, DESHA S
1	1019260		\$120.80	Jan 4, 2018	88888	17169	VAUGHT, ELIZABETH C
1	1019261		\$40.13	Jan 4, 2018	88888	18071	MCPARLAND, SHANNON
1	1019262		\$125.08	Jan 4, 2018	88888	18536	SPAULDING, SHEILA J
1	1019263		\$22.26	Jan 4, 2018	88888	18635	MCDOWELL, MORGAN
1	1019264		\$57.25	Jan 4, 2018	88888	18847	MELQUIST, MICHELLE
1	1019265		\$84.42	Jan 4, 2018	88888	19203	STAMPLEY, MORGAN
1	1019266		\$22.20	Jan 10, 2018	88888	4467	BARLAGE, SUSAN
1	1019267		\$96.18	Jan 10, 2018	88888	6956	ASHLEY, MARY K
1	1019268		\$22.47	Jan 10, 2018	88888	7304	GOSSMAN, LISA ANN
1	1019269		\$135.23	Jan 10, 2018	88888	8287	KRUPKE, GRETA
1	1019270		\$10.92	Jan 10, 2018	88888	8797	KNOTT, KELLY S
1	1019271		\$56.39	Jan 10, 2018	88888	13495	BROWN, CHRISTOPHER M
1	1019272		\$64.04	Jan 10, 2018	88888	15922	DUNN, RUTH C
1	1019273		\$31.98	Jan 10, 2018	88888	15977	HEIM, WILLIAM V
1	1019274		\$8.88	Jan 10, 2018	88888	17156	BOMSTA, LYLE J
1	1019275		\$34.16	Jan 10, 2018	88888	17292	CALNON, JENNIFER
1	1019276		\$128.82	Jan 10, 2018	88888	17322	CZAPAR, KELLY N
1	1019277		\$40.90	Jan 10, 2018	88888	17677	GLAS, JOHN M

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1019278		\$24.61	Jan 10, 2018	88888	18083	CURTIS, MICHELE A
1	1019279		\$40.92	Jan 10, 2018	88888	18388	JORGENSON, STEPHANIE
1	1019280		\$49.22	Jan 10, 2018	88888	18842	JACOBS, MICHELLE
1	1019281		\$67.41	Jan 10, 2018	88888	19148	ALVARADO ROBLES, LUIS
1	1019282		\$89.56	Jan 10, 2018	88888	19250	BERENS, MICHELE E
1	1019283		\$99.99	Jan 10, 2018	88888	4356	SIMON, GLENN D.
1	1019284		\$263.03	Jan 10, 2018	88888	6375	PRESTON, ANGELA
1	1019285		\$30.51	Jan 10, 2018	88888	13381	NESVIG, ERIKA
1	1019286		\$47.43	Jan 10, 2018	88888	16012	NEMETZ, JOHN SCOTT
1	1019287		\$7.99	Jan 10, 2018	88888	16194	SCALZO, KRISTIN
1	1019288		\$50.83	Jan 10, 2018	88888	18349	MOREN, KIMBERLY J
1	1019289		\$87.42	Jan 10, 2018	88888	18915	RENFORD, RYNETTA M
1	1019290		\$94.19	Jan 10, 2018	88888	19251	REDDING, JENISE
1	1019291		\$168.14	Jan 10, 2018	88888	19264	SCHENKELBERG, SAMANTHA
Check Count	136	Grand Total	\$19,576.98				

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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	456604		\$240.00	Dec 21, 2017	28551	0	ADVANCED IMAGING SOLUTIONS
4	456605		\$186.75	Dec 21, 2017	06215	0	AIRPORT TAXI, INC.
4	456606		\$100.00	Dec 21, 2017	29674	0	APPELDORN, KENT
4	456607		\$60.00	Dec 21, 2017	00009	6	APPLE VALLEY HIGH SCHOOL
4	456608		\$966.63	Dec 21, 2017	00428	0	ARAMARK
4	456609		\$149.00	Dec 21, 2017	28689	0	ARRIGONI, BRIAN
4	456610		\$84.00	Dec 21, 2017	24082	0	BENDELL, DAN
4	456611		\$82.00	Dec 21, 2017	23377	0	BIERLEIN JR, LEN
4	456612		\$3,375.00	Dec 21, 2017	00435	0	BURNSVILLE ICE CENTER
4	456613		\$28,417.50	Dec 21, 2017	00673	0	BURNSVILLE, CITY OF
4	456614		\$76.00	Dec 21, 2017	28316	0	CARDONA, IVAN
4	456615		\$13,141.46	Dec 21, 2017	02519	0	CENTERPOINT ENERGY
4	456616		\$275.00	Dec 21, 2017	01928	1	CHANHASSEN HIGH SCHOOL
4	456617		\$120.00	Dec 21, 2017	28260	0	CHOY, SERGIO R.
4	456618		\$170.00	Dec 21, 2017	27043	0	CMERDC
4	456619		\$809.17	Dec 21, 2017	28540	0	CORE BEVERAGE
4	456620		\$315.00	Dec 21, 2017	00502	0	CORNERSTONE COPY CENTER
4	456621		\$72.49	Dec 21, 2017	00645	0	CUB FOODS
4	456622		\$84.00	Dec 21, 2017	22013	0	CUSTOM WATER WORKS
4	456623		\$290.00	Dec 21, 2017	26732	0	DEPO INTERNATIONAL
4	456624		\$360.00	Dec 21, 2017	20524	0	DEWALD, RINA C.
4	456625		\$8,846.25	Dec 21, 2017	27732	0	DIALOG ONE LLC
4	456626		\$149.00	Dec 21, 2017	20615	0	DINEEN, KELLIE
4	456627		\$76.00	Dec 21, 2017	03725	0	DIXON, RALFORD
4	456628		\$105.32	Dec 21, 2017	28202	0	FOUNDATION 191
4	456629		\$65.00	Dec 21,	20644	0	FREY, DAVE

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2017			
4	456630		\$250.00	Dec 21, 2017	29465	0	FROST III, ROBERT
4	456631		\$130.00	Dec 21, 2017	29672	0	GROVE, TYLER
4	456632		\$149.00	Dec 21, 2017	08895	0	HARRISON, TYLER
4	456633		\$60.00	Dec 21, 2017	24542	0	JAMA, SAFIYO
4	456634		\$669.24	Dec 21, 2017	25856	0	JUMPSTART FOR YOUNG CHILDREN, INC.
4	456635		\$99,852.81	Dec 21, 2017	27633	0	KELLY SERVICES, INC.
4	456636		\$664.65	Dec 21, 2017	27439	1	LEARNING A-Z
4	456637		\$76.00	Dec 21, 2017	29671	0	MADISON, PAUL
4	456638		\$2,740.65	Dec 21, 2017	25512	0	MAYER ARTS, INC.
4	456639		\$2,666.00	Dec 21, 2017	08112	0	MEDICINE LAKE TOURS
4	456640		\$200.00	Dec 21, 2017	22385	0	METRO TRANSIT
4	456641		\$245.00	Dec 21, 2017	00001	1769	MILLER, JOHN
4	456642		\$1,623.00	Dec 21, 2017	03029	1	MINNESOTA ENERGY RESOURCES
4	456643		\$660.00	Dec 21, 2017	24659	0	MINNESOTA SWORD PLAY
4	456644		\$450.00	Dec 21, 2017	08543	9	MN DEPT OF HEALTH
4	456645		\$190.00	Dec 21, 2017	07164	3	MN TRACK COACHES ASSOCIATION
4	456646		\$60.00	Dec 21, 2017	29673	0	NUMELIN, DIANNE CHRISTINE
4	456647		\$947.00	Dec 21, 2017	29012	0	PACHABELLY DANCE
4	456648		\$720.00	Dec 21, 2017	24879	0	PEREZ, MELISSA M.
4	456649	Unissued	\$0.00	Dec 21, 2017	24879	0	PEREZ, MELISSA M.
4	456650		\$135.00	Dec 21, 2017	06693	0	POWELL, MALINDA
4	456651		\$558.60	Dec 21, 2017	29413	1	QIVITALITY, LLC
4	456652		\$150.00	Dec 21, 2017	26081	0	RAETECH PRODUCTION SERVICES, LLC
4	456653		\$60.00	Dec 21, 2017	21343	0	RAMACHER, THUY
4	456654		\$1,100.00	Dec 21, 2017	05421	0	RUTZICK LAW OFFICES, PA

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	456655		\$403.83	Dec 21, 2017	07745	1	SAFETY-KLEEN
4	456656		\$65.30	Dec 21, 2017	03532	2	SCHMITT MUSIC
4	456657		\$149.00	Dec 21, 2017	27946	0	SOUKUP, STEFANIE
4	456658		\$84.00	Dec 21, 2017	24557	0	SCHMITZ, STEVE
4	456659		\$40.00	Dec 21, 2017	00000	7353	SENBATA, ESUENDALE
4	456660		\$425.00	Dec 21, 2017	29575	0	SKOW, KAREN
4	456661		\$58.00	Dec 21, 2017	29670	0	SOLIE, JORDAN
4	456662		\$750.27	Dec 21, 2017	29345	1	T-MOBILE
4	456663		\$33.85	Dec 21, 2017	28502	0	THE MCDOWELL AGENCY, INC.
4	456664		\$3,332.00	Dec 21, 2017	26627	0	THE PLAYS THE THING PRODUCTIONS
4	456665		\$224,140.65	Dec 21, 2017	08203	1	TIES
4	456666		\$90.00	Dec 21, 2017	29668	0	TWIN CITY SCALE CO.
4	456667		\$200.00	Dec 21, 2017	28852	0	TYLER, BRUCE
4	456668		\$225.00	Dec 21, 2017	04153	0	U.S. POSTMASTER
4	456669		\$12.48	Dec 21, 2017	04172	0	UNITED PARCEL SERVICE
4	456670		\$31,747.86	Dec 21, 2017	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	456671	Unissued	\$0.00	Dec 21, 2017	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	456672		\$43,203.14	Dec 21, 2017	04417	1	US FOODS INC
4	456673	Unissued	\$0.00	Dec 21, 2017	04417	1	US FOODS INC
4	456674	Unissued	\$0.00	Dec 21, 2017	04417	1	US FOODS INC
4	456675		\$60.00	Dec 21, 2017	25560	0	WARSAME, KADRA
4	456676		\$3,000.00	Dec 21, 2017	00016	3342	WEISS, JACLYN
4	456677		\$201.00	Dec 21, 2017	00016	3227	WHELAN, ELAINE
4	456678		\$58.00	Dec 21, 2017	21755	0	WIGLEY, JOSH
4	456679		\$439.00	Dec 21, 2017	24368	0	WILSON, NATHAN
4	456680		\$130.00	Dec 21,	28304	0	ZIMMERMAN, FRANK

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2017			
4	456681		\$168.16	Dec 28, 2017	28551	0	ADVANCED IMAGING SOLUTIONS
4	456682		\$256.00	Dec 28, 2017	27125	0	ALLEN, DARIEL J.
4	456683		\$56.00	Dec 28, 2017	04895	0	ASSOCIATION OF CLERICAL EMPLOYEES
4	456684		\$1,078.50	Dec 28, 2017	29504	0	BECOME WELLNESS LLC
4	456685		\$400.00	Dec 28, 2017	28758	0	BEHAVE YOUR BEST LLC
4	456686		\$2,005.50	Dec 28, 2017	09991	0	BURNSVILLE ASSOCIATION OF EDUCATIONAL ASSTS
4	456687		\$495.00	Dec 28, 2017	24487	0	CADE, STEPHANIE
4	456688		\$836.50	Dec 28, 2017	29243	0	CARLSON, GERRI
4	456689		\$238.50	Dec 28, 2017	28973	0	CASPERSON, JULIE
4	456690		\$120.00	Dec 28, 2017	28260	0	CHOY, SERGIO R.
4	456691		\$5,950.45	Dec 28, 2017	29385	0	DIGITAL INSURANCE, INC.
4	456692		\$131.00	Dec 28, 2017	28531	0	EDUCATION MINNESOTA
4	456693		\$498.00	Dec 28, 2017	26262	0	EDUCATORS BENEFIT CONSULTANTS, LLC
4	456694		\$2,950.00	Dec 28, 2017	20802	0	EHLERS & ASSOCIATES, INC.
4	456695		\$105.32	Dec 28, 2017	28202	0	FOUNDATION 191
4	456696		\$144.00	Dec 28, 2017	04248	0	GEYEN, JULIE
4	456697		\$121.00	Dec 28, 2017	27604	0	GREAT LAKES HIGHER EDUCATION CORPORATION
4	456698		\$2,650.00	Dec 28, 2017	24432	0	I GOT SKILLS
4	456699		\$2,854.00	Dec 28, 2017	26911	0	INTERNATIONAL GYMNASTICS OF MN, LLC
4	456700	Unissued	\$0.00	Dec 28, 2017	26911	0	INTERNATIONAL GYMNASTICS OF MN, LLC
4	456701		\$210.00	Dec 28, 2017	20523	0	JONES, SCOTT
4	456702		\$112.00	Dec 28, 2017	08769	0	NCPERS MINNESOTA
4	456703		\$537.60	Dec 28, 2017	26298	4	NCS PEARSON
4	456704		\$17.81	Dec 28, 2017	02489	1	OFFICE DEPOT COMPANY
4	456705		\$50.00	Dec 28, 2017	03058	0	PSYCHOLOGICAL ASSESS. RESOURCES INC

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	456706		\$1,000.00	Dec 28, 2017	28293	2	READING & MATH INC
4	456707		\$2,618.10	Dec 28, 2017	20099	2	RELIASTAR LIFE INSURANCE COMPANY
4	456708		\$2,618.60	Dec 28, 2017	20099	3	RELIASTAR LIFE INSURANCE COMPANY
4	456709		\$1,344.38	Dec 28, 2017	20099	4	RELIASTAR LIFE INSURANCE COMPANY
4	456710		\$302.40	Dec 28, 2017	28168	0	ROARK, RICHARD JEFFREY
4	456711		\$286.00	Dec 28, 2017	28277	0	ROBERT J. BRUNO, LTD
4	456712		\$145.00	Dec 28, 2017	25562	0	SACHS, ALICE
4	456713		\$460.00	Dec 28, 2017	26289	0	SALGADO-LANDA, NOE
4	456714		\$8,330.07	Dec 28, 2017	07382	0	SCHOOL SERVICES EMPLOYEES LOCAL 284
4	456715		\$325.00	Dec 28, 2017	03609	0	SCIENCE MUSEUM OF MINN.
4	456716		\$39,647.70	Dec 28, 2017	24486	0	THE HARTFORD
4	456717		\$75.00	Dec 28, 2017	25958	0	UGAS, ABDISAMAD
4	456718		\$114.00	Dec 28, 2017	02813	7	US DEPARTMENT OF EDUCATION
4	456719		\$19,459.55	Dec 28, 2017	04417	1	US FOODS INC
4	456720	Unissued	\$0.00	Dec 28, 2017	04417	1	US FOODS INC
4	456721	Unissued	\$0.00	Dec 28, 2017	04417	1	US FOODS INC
4	456722	Unissued	\$0.00	Dec 28, 2017	04417	1	US FOODS INC
4	456723		\$257.50	Jan 1, 2018	02623	1	ACCO BRANDS USA LLC
4	456724		\$4,140.30	Jan 1, 2018	29434	0	ACER SERVICE CORPORATION
4	456725		\$9,715.01	Jan 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456726	Unissued	\$0.00	Jan 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456727	Unissued	\$0.00	Jan 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456728	Unissued	\$0.00	Jan 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456729	Unissued	\$0.00	Jan 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456730	Unissued	\$0.00	Jan 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456731	Unissued	\$0.00	Jan 1,	28147	1	AGROPUR INC. DIVISION NATREL USA

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	456732		\$109.23	Jan 1, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	456733		\$1,008.61	Jan 1, 2018	03544	2	BEST BUY BUSINESS ADVANTAGE ACCOUNT
4	456734		\$7,887.29	Jan 1, 2018	00477	0	BIX PRODUCE COMPANY
4	456735	Unissued	\$0.00	Jan 1, 2018	00477	0	BIX PRODUCE COMPANY
4	456736	Unissued	\$0.00	Jan 1, 2018	00477	0	BIX PRODUCE COMPANY
4	456737		\$1,628.67	Jan 1, 2018	20289	1	CDW GOVERNMENT, INC.
4	456738		\$6,680.00	Jan 1, 2018	02580	0	COLORADO TIME SYSTEMS
4	456739		\$12,762.07	Jan 1, 2018	04186	1	DALCO
4	456740		\$6,115.36	Jan 1, 2018	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	456741	Unissued	\$0.00	Jan 1, 2018	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	456742		\$63.12	Jan 1, 2018	08698	1	FERGUSON ENTERPRISES # 1657
4	456743		\$501.24	Jan 1, 2018	01541	1	GENERAL PARTS, LLC
4	456744		\$34.95	Jan 1, 2018	01458	1	GOPHER
4	456745		\$1,440.51	Jan 1, 2018	04387	1	GRAINGER
4	456746	Unissued	\$0.00	Jan 1, 2018	04387	1	GRAINGER
4	456747		\$3,985.06	Jan 1, 2018	09046	0	HI TECH REFRIGERATION, INC
4	456748		\$306.25	Jan 1, 2018	27693	0	IDEAL SERVICES, INC.
4	456749		\$272.43	Jan 1, 2018	22258	1	INDUSTRIAL WASTE SERVICES INC.
4	456750		\$1,864.70	Jan 1, 2018	06243	0	KUBITZ EDUCATIONAL SERVICES
4	456751		\$282.35	Jan 1, 2018	06419	1	LENSCRAFTERS, INC.
4	456752		\$166,377.75	Jan 1, 2018	04517	0	MCNAMARA CONTRACTING, INC.
4	456753		\$665.46	Jan 1, 2018	23914	0	MIDWEST VENDING
4	456754		\$277.20	Jan 1, 2018	28041	0	MIXMI BRANDS INC.
4	456755		\$41.00	Jan 1, 2018	26298	4	NCS PEARSON
4	456756		\$675.00	Jan 1, 2018	25372	4	NCS PEARSON INC

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	456757		\$486.83	Jan 1, 2018	20320	0	NORTHERN AIR CORPORATION (NAC)
4	456758		\$362.04	Jan 1, 2018	02489	1	OFFICE DEPOT COMPANY
4	456759		\$653.00	Jan 1, 2018	27700	0	OLYMPIC COMMUNICATIONS INC.
4	456760		\$1,148.00	Jan 1, 2018	28785	1	PRODOCON, INC
4	456761		\$2.38	Jan 1, 2018	28528	0	ROCK HARD LANDSCAPE SUPPLY
4	456762		\$5,436.60	Jan 1, 2018	03587	1	SIMPLEX GRINNELL
4	456763		\$401.52	Jan 1, 2018	03689	0	STATE SUPPLY CO., INC.
4	456764		\$47.10	Jan 1, 2018	29443	1	THERMO FISHER SCIENTIFIC(ASHEVILLE) LLC
4	456765		\$164.31	Jan 1, 2018	22123	1	TOTAL FILTRATION SERVICES, INC.
4	456766		\$138.24	Jan 1, 2018	29519	1	TRI-DIM FILTER CORP
4	456767		\$13,235.63	Jan 1, 2018	03802	0	TRIO SUPPLY
4	456768	Unissued	\$0.00	Jan 1, 2018	03802	0	TRIO SUPPLY
4	456769	Unissued	\$0.00	Jan 1, 2018	03802	0	TRIO SUPPLY
4	456770		\$168.00	Jan 1, 2018	01197	1	US FOODS CULINARY EQUIPMENT & SUPPLIES LLC
4	456771		\$60.00	Jan 5, 2018	29435	0	ALI, HUDA
4	456772		\$45.94	Jan 5, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	456773		\$149.00	Jan 5, 2018	28689	0	ARRIGONI, BRIAN
4	456774		\$549.00	Jan 5, 2018	28404	0	BOOTH LAW GROUP PLLC
4	456775		\$4,466.00	Jan 5, 2018	02422	5	BURNSVILLE YMCA
4	456776		\$226.50	Jan 5, 2018	28973	0	CASPERSON, JULIE
4	456777		\$26,954.68	Jan 5, 2018	02519	0	CENTERPOINT ENERGY
4	456778		\$676.00	Jan 5, 2018	08621	1	CHILDREN'S THEATRE COMPANY
4	456779		\$240.00	Jan 5, 2018	28401	0	CHOY, KEREN
4	456780		\$120.00	Jan 5, 2018	28260	0	CHOY, SERGIO R.
4	456781		\$306.90	Jan 5, 2018	03866	0	CONTINENTAL CLAY COMPANY
4	456782		\$63,007.70	Jan 5,	00809	0	DAKOTA ELECTRIC ASSOCIATION

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	456783		\$420.00	Jan 5, 2018	20524	0	DEWALD, RINA C.
4	456784		\$149.00	Jan 5, 2018	03437	0	DINEEN, DAN
4	456785		\$395.00	Jan 5, 2018	22061	0	DISTRIBUTED WEBSITE CORPORATION
4	456786		\$665.55	Jan 5, 2018	26262	0	EDUCATORS BENEFIT CONSULTANTS, LLC
4	456787		\$84.00	Jan 5, 2018	24084	0	EIDER, JAKE
4	456788		\$1,136.70	Jan 5, 2018	26735	0	EMBROIDERY CENTRAL, INC.
4	456789		\$4,248.00	Jan 5, 2018	E5682	0	FECKE, KAY L
4	456790		\$206.50	Jan 5, 2018	29530	0	FITNESS BOOMERS
4	456791		\$200.00	Jan 5, 2018	29465	0	FROST III, ROBERT
4	456792		\$15.00	Jan 5, 2018	00000	7352	FULLER, MARY SUE
4	456793		\$195.00	Jan 5, 2018	20393	0	GAGNE, RYAN
4	456794		\$149.00	Jan 5, 2018	08895	0	HARRISON, TYLER
4	456795		\$60.00	Jan 5, 2018	29182	0	HUTSAL, OLEKSANDRA
4	456796		\$385.07	Jan 5, 2018	08893	4	IND. SCHOOL DIST. 1
4	456797		\$65.00	Jan 5, 2018	28729	0	JARVIS, JAMES
4	456798		\$140.00	Jan 5, 2018	24067	0	JOHNSON, DENNIS
4	456799		\$14.00	Jan 5, 2018	00000	3046	JOHNSON, JULIE
4	456800		\$130.00	Jan 5, 2018	29032	0	KASNER, DANIEL
4	456801		\$76,916.14	Jan 5, 2018	27633	0	KELLY SERVICES, INC.
4	456802		\$23.96	Jan 5, 2018	00016	3226	KIENHOLZ, SHIRLEY
4	456803		\$84.00	Jan 5, 2018	03225	0	KORTE, STEVE
4	456804		\$10,391.00	Jan 5, 2018	02102	0	KRAUS-ANDERSON INS. AGENCY, INC.
4	456805		\$1,000.00	Jan 5, 2018	29588	0	MAKING MATHEMATICS MEANINGFUL
4	456806		\$238.00	Jan 5, 2018	24921	0	MECA SPORTSWEAR
4	456807		\$7,762.50	Jan 5, 2018	24523	0	MIDWEST LANGUAGE BANC, INC.

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	456808		\$1,984.45	Jan 5, 2018	03029	1	MINNESOTA ENERGY RESOURCES
4	456809		\$13,301.45	Jan 5, 2018	07448	0	MINNESOTA VALLEY ELECTRIC COOPERATIVE
4	456810		\$210.00	Jan 5, 2018	22324	0	MULTILINGUAL WORD, INC.
4	456811		\$4,500.00	Jan 5, 2018	02136	0	NORMANDEALE COMMUNITY COLLEGE
4	456812		\$2,874.94	Jan 5, 2018	06477	0	OFFICE OF MN IT SERVICES
4	456813		\$84.00	Jan 5, 2018	05032	0	PARKER, SCOTT
4	456814		\$240.00	Jan 5, 2018	24879	0	PEREZ, MELISSA M.
4	456815		\$1,215.00	Jan 5, 2018	03055	4	PITNEY BOWES
4	456816		\$84.00	Jan 5, 2018	24300	0	PRIESTER, JOHN
4	456817		\$8,490.95	Jan 5, 2018	20847	0	PYRAMID EDUCATIONAL CONSULTANTS, INC.
4	456818		\$7,920.00	Jan 5, 2018	27969	0	READY FOR KINDERGARTEN
4	456819		\$153.00	Jan 5, 2018	28913	0	RIEBE, JOSEPH
4	456820		\$100.00	Jan 5, 2018	26552	3	SCHOOL NUTRITION ASSOCIATION
4	456821		\$1,105.00	Jan 5, 2018	29575	0	SKOW, KAREN
4	456822		\$85.00	Jan 5, 2018	01209	0	STAGES THEATRE COMPANY
4	456823		\$396.00	Jan 5, 2018	29342	0	STAR TRANSPORTATION, LLC
4	456824		\$4,650.00	Jan 5, 2018	27742	0	STRATEGIC SOURCE INC
4	456825		\$377.40	Jan 5, 2018	28502	0	THE MCDOWELL AGENCY, INC.
4	456826		\$3,625.00	Jan 5, 2018	08595	0	UNIVERSITY OF MINNESOTA-TUITION
4	456827		\$624.00	Jan 5, 2018	28298	0	US HEALTH WORKS MEDICAL GRP MN, PC
4	456828		\$14.02	Jan 5, 2018	02776	0	XCEL ENERGY
4	456829		\$3,825.59	Jan 9, 2018	28551	0	ADVANCED IMAGING SOLUTIONS
4	456830		\$10,064.85	Jan 9, 2018	28551	1	ADVANCED IMAGING SOLUTIONS
4	456831		\$1,922.55	Jan 9, 2018	00106	0	AQUA ENGINEERING, INC.
4	456832		\$11,637.13	Jan 9, 2018	27322	0	CLIFTONLARSONALLEN, LLP
4	456833		\$374.00	Jan 9,	00930	1	DVS RENEWAL

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				2018			
4	456834		\$371.28	Jan 9, 2018	09272	2	ECM PUBLISHERS, INC.
4	456835		\$1,080.00	Jan 9, 2018	28381	0	FEAR THE RODENT SPORTS
4	456836		\$6,800.00	Jan 9, 2018	27985	0	HILDI INC.
4	456837		\$302.00	Jan 9, 2018	24954	0	INSIGNIA, INC.
4	456838		\$3,424.50	Jan 9, 2018	08356	1	KENNEDY & GRAVEN, CHARTERED
4	456839		\$1,423.50	Jan 9, 2018	08858	1	MN ORCHESTRA
4	456840		\$93,373.37	Jan 9, 2018	09331	0	SCHMITTY & SONS SCHOOL BUSES, INC.
4	456841		\$619.61	Jan 9, 2018	24465	2	SHRED-IT USA
4	456842		\$2,019.00	Jan 9, 2018	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	456843		\$750.00	Jan 9, 2018	07737	0	YOUTH FRONTIERS, INC.
4	456844		\$1,173.00	Jan 12, 2018	28491	0	A.J. MOORE ELECTRIC, INC.
4	456845		\$1,270.00	Jan 12, 2018	00017	0	AIM ELECTRONICS, INC.
4	456846		\$82.00	Jan 12, 2018	27479	0	ALBERTSON, DOUG
4	456847		\$778.00	Jan 12, 2018	00216	2	ALPHA VIDEO & AUDIO, INC.
4	456848		\$363.33	Jan 12, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	456849		\$201.25	Jan 12, 2018	28160	0	BERGE, ERIC
4	456850		\$315.00	Jan 12, 2018	29008	0	BIG FROG CUSTOM T-SHIRTS
4	456851		\$7,932.50	Jan 12, 2018	00459	0	BITUMINOUS ROADWAYS, INC.
4	456852		\$58.00	Jan 12, 2018	29691	0	BOWSER, CHARTAGAN
4	456853		\$77.00	Jan 12, 2018	05039	0	BRANDT, KEVIN
4	456854		\$159.00	Jan 12, 2018	28330	0	BRISKY, LANCE
4	456855		\$200.00	Jan 12, 2018	29474	0	BROWN BOX TEES, LLC
4	456856		\$82.00	Jan 12, 2018	29690	0	BRUMLEY, JOHN
4	456857		\$157.68	Jan 12, 2018	00016	2494	BURKHART, MALIA
4	456858		\$11,164.78	Jan 12, 2018	04226	0	BURNSVILLE, CITY OF

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	456859	Unissued	\$0.00	Jan 12, 2018	04226	0	BURNSVILLE, CITY OF
4	456860		\$250.00	Jan 12, 2018	29000	0	CAPTIVATE MEDIA + CONSULTING
4	456861		\$186.00	Jan 12, 2018	29243	0	CARLSON, GERRI
4	456862		\$84.00	Jan 12, 2018	05041	0	CARROLL, JAMES
4	456863		\$4,720.00	Jan 12, 2018	21968	0	CEL PUBLIC RELATIONS, INC.
4	456864		\$82.00	Jan 12, 2018	09840	0	CHURCHILL, LEE
4	456865		\$59.50	Jan 12, 2018	00001	1772	CONLEY, TENAYA
4	456866		\$420.00	Jan 12, 2018	25919	0	CORDOVA, LETICIA
4	456867		\$1,158.25	Jan 12, 2018	00502	0	CORNERSTONE COPY CENTER
4	456868		\$68.00	Jan 12, 2018	23540	0	CRUNSTEDT, BOB
4	456869		\$77.00	Jan 12, 2018	29689	0	DERKSEN, CAROLYN
4	456870		\$360.00	Jan 12, 2018	20524	0	DEWALD, RINA C.
4	456871		\$10,107.91	Jan 12, 2018	00641	0	DICK'S/LAKEVILLE SANITATION, INC.
4	456872		\$1,125.62	Jan 12, 2018	01002	0	EAGAN, CITY OF
4	456873		\$2,939.44	Jan 12, 2018	02333	1	EARTHGRAINS BAKING CO. INC.
4	456874		\$140.00	Jan 12, 2018	29688	0	EDMOND, ERIC
4	456875		\$131.00	Jan 12, 2018	28531	0	EDUCATION MINNESOTA
4	456876		\$105.32	Jan 12, 2018	28202	0	FOUNDATION 191
4	456877		\$19.99	Jan 12, 2018	00016	3344	FRANKS, RHONDA
4	456878		\$163.00	Jan 12, 2018	05106	0	FROST, ROD
4	456879		\$121.00	Jan 12, 2018	27604	0	GREAT LAKES HIGHER EDUCATION CORPORATION
4	456880		\$59.97	Jan 12, 2018	00575	0	GROTH MUSIC COMPANY
4	456881		\$164.00	Jan 12, 2018	29687	0	GRUSE, JACKSON
4	456882		\$77.00	Jan 12, 2018	08860	0	HAMANN, RONALD
4	456883		\$82.00	Jan 12, 2018	29058	0	HAWKINS, CLAUDE
4	456884		\$18.00	Jan 12,	29684	0	HEACOX, HARTMAN, KOSHMLR,

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			COSGRIFF, JOHNSON,
4	456885		\$68,533.21	Jan 12, 2018	27811	0	HEADWAY EMOTIONAL HEALTH SERVICES
4	456886		\$1,553.11	Jan 12, 2018	01622	0	HOBART SERVICE
4	456887		\$225.00	Jan 12, 2018	09012	4	HOPKINS HIGH SCHOOL
4	456888		\$2,720.00	Jan 12, 2018	28876	0	IMAGINE DESIGN & CREATIVE CONSULTING, INC
4	456889		\$17.95	Jan 12, 2018	01394	9	IND. SCHOOL DIST. 196
4	456890		\$451,400.52	Jan 12, 2018	09327	0	INTERMEDIATE SCHOOL DISTRICT 917
4	456891		\$60.00	Jan 12, 2018	24542	0	JAMA, SAFIYO
4	456892		\$130.00	Jan 12, 2018	28729	0	JARVIS, JAMES
4	456893		\$128.00	Jan 12, 2018	29686	0	JOHNSON, EMILY
4	456894		\$64,648.19	Jan 12, 2018	27633	0	KELLY SERVICES, INC.
4	456895		\$58.00	Jan 12, 2018	03225	0	KORTE, STEVE
4	456896		\$77.00	Jan 12, 2018	21454	0	KRUEGER, DWIGHT
4	456897		\$77.00	Jan 12, 2018	08976	0	LANDY, SCOTT
4	456898		\$531.00	Jan 12, 2018	29685	0	LIPPERT, MARY
4	456899		\$55.89	Jan 12, 2018	02673	6	LNHS ALL SPORTS BOOSTERS
4	456900		\$242.00	Jan 12, 2018	27780	0	MADURA, TOM
4	456901		\$77.00	Jan 12, 2018	29681	0	MARKLING, KEVIN
4	456902		\$68.00	Jan 12, 2018	08647	0	MARSHALL, JAMES
4	456903		\$58.00	Jan 12, 2018	27523	0	MARX, JAMES PATRICK
4	456904		\$340.00	Jan 12, 2018	09951	0	MATH MASTERS OF MN
4	456905		\$3,065.81	Jan 12, 2018	03029	1	MINNESOTA ENERGY RESOURCES
4	456906		\$120.00	Jan 12, 2018	24243	0	MUNOZ, MARIBEL
4	456907		\$450.00	Jan 12, 2018	29605	0	NIMMO, VIRGINIA
4	456908		\$540.00	Jan 12, 2018	24879	0	PEREZ, MELISSA M.
4	456909		\$300.00	Jan 12, 2018	21458	0	PRIOR LAKE HIGH 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	456910		\$160.00	Jan 12, 2018	29682	0	PROP IT UP
4	456911		\$345.00	Jan 12, 2018	28277	0	ROBERT J. BRUNO, LTD
4	456912		\$5,000.00	Jan 12, 2018	29683	1	ROCKIN JUMP EAGAN
4	456913		\$4,701.68	Jan 12, 2018	09588	0	SAVAGE, CITY OF
4	456914		\$20.00	Jan 12, 2018	09588	4	SAVAGE, CITY OF
4	456915		\$48.00	Jan 12, 2018	03532	2	SCHMITT MUSIC
4	456916		\$149.00	Jan 12, 2018	24557	0	SCHMITZ, STEVE
4	456917		\$77.00	Jan 12, 2018	27962	0	SCHWARTZ, SAM
4	456918		\$1,639.36	Jan 12, 2018	04683	0	SCOTT COUNTY TREASURER
4	456919		\$40.00	Jan 12, 2018	28183	0	SECOND HARVEST HEARTLAND
4	456920		\$148.00	Jan 12, 2018	29680	0	SERBUS, ERIC
4	456921		\$13,222.42	Jan 12, 2018	23848	0	SFM
4	456922		\$12.20	Jan 12, 2018	00001	1770	STATHOPOULOS, ANNE
4	456923		\$35.45	Jan 12, 2018	00000	1082	STREY, KELLY
4	456924		\$77.00	Jan 12, 2018	28589	0	SULLIVAN, LAMARR
4	456925		\$976.50	Jan 12, 2018	27465	0	SUMMER, JULIE ANNA
4	456926		\$257.25	Jan 12, 2018	28502	0	THE MCDOWELL AGENCY, INC.
4	456927		\$103,530.34	Jan 12, 2018	08203	1	TIES
4	456928		\$89.98	Jan 12, 2018	E7415	0	UMHOFER, THOMAS C
4	456929		\$10,084.43	Jan 12, 2018	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	456930		\$114.00	Jan 12, 2018	02813	7	US DEPARTMENT OF EDUCATION
4	456931		\$45,581.21	Jan 12, 2018	04417	1	US FOODS INC
4	456932	Unissued	\$0.00	Jan 12, 2018	04417	1	US FOODS INC
4	456933	Unissued	\$0.00	Jan 12, 2018	04417	1	US FOODS INC
4	456934	Unissued	\$0.00	Jan 12, 2018	04417	1	US FOODS INC
4	456935		\$156.00	Jan 12,	28298	0	US HEALTH WORKS MEDICAL GRP MN,

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			PC
4	456936		\$58.00	Jan 12, 2018	26210	0	VANDERVEREN, BRADLEY
4	456937		\$51.00	Jan 12, 2018	29555	0	VERSLUIS,J R FRANS
4	456938		\$60.00	Jan 12, 2018	25560	0	WARSAME, KADRA
4	456939		\$3,150.00	Jan 12, 2018	29156	0	WILDERNESS INQUIRY
4	456940		\$16,858.87	Jan 12, 2018	02776	0	XCEL ENERGY
4	456941		\$21.40	Jan 12, 2018	00001	1771	ZIMMER, LUANN
4	456942		\$23.00	Jan 16, 2018	00107	0	A&B AUTO ELECTRIC
4	456943		\$1,750.50	Jan 16, 2018	02623	1	ACCO BRANDS USA LLC
4	456944		\$2,696.50	Jan 16, 2018	29434	0	ACER SERVICE CORPORATION
4	456945		\$3,369.36	Jan 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456946	Unissued	\$0.00	Jan 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456947	Unissued	\$0.00	Jan 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456948	Unissued	\$0.00	Jan 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	456949		\$610.18	Jan 16, 2018	03503	0	AMERICAN TIME & SIGNAL
4	456950		\$36.29	Jan 16, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	456951		\$2,720.00	Jan 16, 2018	00145	0	APACHE GROUP
4	456952		\$399.00	Jan 16, 2018	00249	1	APPLE COMPUTER INC.
4	456953		\$1,912.00	Jan 16, 2018	00106	0	AQUA ENGINEERING, INC.
4	456954		\$118.91	Jan 16, 2018	00428	0	ARAMARK
4	456955		\$2,912.99	Jan 16, 2018	26500	0	ARMSTRONG TORSETH SKOLD & RYDEEN INC.
4	456956		\$460.00	Jan 16, 2018	25449	2	AUTOMATED LOGIC CONTRACTING SERVICES
4	456957		\$1,478.65	Jan 16, 2018	00386	1	BARNES & NOBLE, INC.
4	456958	Unissued	\$0.00	Jan 16, 2018	00386	1	BARNES & NOBLE, INC.
4	456959		\$129.36	Jan 16, 2018	03544	2	BEST BUY BUSINESS ADVANTAGE ACCOUNT
4	456960		\$5,478.28	Jan 16, 2018	00477	0	BIX PRODUCE COMPANY

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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	456961	Unissued	\$0.00	Jan 16, 2018	00477	0	BIX PRODUCE COMPANY
4	456962	Unissued	\$0.00	Jan 16, 2018	00477	0	BIX PRODUCE COMPANY
4	456963		\$2,848.73	Jan 16, 2018	26720	0	BLUE BELL ENTERPRISES, INC.
4	456964		\$27,050.00	Jan 16, 2018	20289	1	CDW GOVERNMENT, INC.
4	456965		\$2,286.00	Jan 16, 2018	24466	1	CENTER FOR THE COLLABORATIVE CLASSROOM
4	456966		\$1,675.00	Jan 16, 2018	22015	0	CM CONSTRUCTION COMPANY, INC.
4	456967		\$18,313.17	Jan 16, 2018	23509	0	COOL AIR MECHANICAL, INC.
4	456968		\$289.16	Jan 16, 2018	00647	0	CROWN RENTAL, INC.
4	456969		\$17,477.66	Jan 16, 2018	29228	1	CUMMINS NPOWER LLC
4	456970		\$7,743.75	Jan 16, 2018	22059	0	DAKOTA OUTDOORS LLC
4	456971		\$14,727.61	Jan 16, 2018	04186	1	DALCO
4	456972	Unissued	\$0.00	Jan 16, 2018	04186	1	DALCO
4	456973		\$21,779.00	Jan 16, 2018	28604	0	DIRSEC, INC.
4	456974		\$3,659.41	Jan 16, 2018	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	456975		\$5,075.00	Jan 16, 2018	24933	0	DURAND MANUFACTURING, INC.
4	456976		\$2,314.26	Jan 16, 2018	01064	2	EARL F. ANDERSEN
4	456977		\$508.70	Jan 16, 2018	01231	0	FLINN SCIENTIFIC, INC.
4	456978		\$10,402.00	Jan 16, 2018	01475	0	FRIEDGES LANDSCAPING, INC.
4	456979		\$210.00	Jan 16, 2018	01541	1	GENERAL PARTS, LLC
4	456980		\$1,118.00	Jan 16, 2018	27736	0	GLOBAL COMMUNICATIONS WIRING & SERVICES
4	456981		\$1,529.87	Jan 16, 2018	04387	1	GRAINGER
4	456982	Unissued	\$0.00	Jan 16, 2018	04387	1	GRAINGER
4	456983		\$3,470.56	Jan 16, 2018	09046	0	HI TECH REFRIGERATION, INC
4	456984		\$2,450.00	Jan 16, 2018	26668	1	HM RECEIVABLES CO LLC
4	456985		\$233.84	Jan 16, 2018	25854	1	HOCKENBERGS
4	456986		\$897.78	Jan 16,	04818	0	HORIZON COMMERCIAL POOL SUPPLY

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	456987		\$555.00	Jan 16, 2018	28929	0	JOHN'S SEWER AND DRAIN CLEANING, INC.
4	456988		\$15,453.00	Jan 16, 2018	28688	0	K12 TRANSPORTATION MANAGEMENT SERVICES, INC.
4	456989		\$527.00	Jan 16, 2018	08955	0	KELLEHER, HELMRICH AND ASSOCIATES
4	456990		\$1,101.00	Jan 16, 2018	26151	0	LIGHTSPEED TECHNOLOGIES, INC.
4	456991		\$132.00	Jan 16, 2018	05077	0	LOCKS SAFE INC.
4	456992		\$16,916.24	Jan 16, 2018	02196	0	MACKIN EDUCATIONAL RESOURCES
4	456993	Unissued	\$0.00	Jan 16, 2018	02196	0	MACKIN EDUCATIONAL RESOURCES
4	456994		\$995.00	Jan 16, 2018	20044	0	MIDWEST AUDIO VISUAL, INC.
4	456995		\$7,433.02	Jan 16, 2018	22012	0	MIDWEST PLAYS CAPES INC
4	456996		\$200.00	Jan 16, 2018	07914	2	MN DEPT OF LABOR AND INDUSTRY
4	456997		\$271.77	Jan 16, 2018	03519	0	NAPA AUTO PARTS
4	456998		\$90.00	Jan 16, 2018	25372	4	NCS PEARSON INC
4	456999		\$806.41	Jan 16, 2018	03116	6	NCS PEARSON, INC
4	457000		\$483.84	Jan 16, 2018	02489	1	OFFICE DEPOT COMPANY
4	457001		\$1,301.00	Jan 16, 2018	26086	0	ORKIN COMMERCIAL SERVICES
4	457002		\$2,400.00	Jan 16, 2018	28310	1	POWER SECURE
4	457003		\$11,735.67	Jan 16, 2018	28785	1	PRODOCON, INC
4	457004		\$797.00	Jan 16, 2018	03101	0	PUMP AND METER SERVICE, INC.
4	457005		\$9,269.00	Jan 16, 2018	29675	0	REALITYWORKS
4	457006		\$1,699.82	Jan 16, 2018	28946	0	REFRESH TECHNOLOGIES
4	457007		\$16.00	Jan 16, 2018	28528	0	ROCK HARD LANDSCAPE SUPPLY
4	457008		\$4,069.08	Jan 16, 2018	23241	0	RYAN MECHANICAL, INC.
4	457009		\$388.37	Jan 16, 2018	03689	0	STATE SUPPLY CO., INC.
4	457010		\$1,132.45	Jan 16, 2018	23998	2	SUMMIT COMMERCIAL FACILITIES GROUP
4	457011		\$160.00	Jan 16, 2018	00826	1	TIERNEY BROTHERS, 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	457012		\$64,001.00	Jan 16, 2018	08203	1	TIES
4	457013		\$898.24	Jan 16, 2018	22123	1	TOTAL FILTRATION SERVICES, INC.
4	457014		\$3,490.81	Jan 16, 2018	29519	1	TRI-DIM FILTER CORP
4	457015		\$787.04	Jan 16, 2018	03802	0	TRIO SUPPLY
4	457016		\$154.48	Jan 16, 2018	02901	1	ULINE
4	457017		\$7,867.00	Jan 16, 2018	03296	0	WILCOX PAPER, LLC
4	457018		\$304.30	Jan 17, 2018	29434	0	ACER SERVICE CORPORATION
4	457019		\$12.99	Jan 17, 2018	00016	3345	ANTILLA, MADELINA
4	457020		\$84.00	Jan 17, 2018	28689	0	ARRIGONI, BRIAN
4	457021		\$76.00	Jan 17, 2018	27522	0	BAKKE, JASON
4	457022		\$58.00	Jan 17, 2018	23377	0	BIERLEIN JR, LEN
4	457023		\$82.00	Jan 17, 2018	29416	0	BINGHAM, MARK
4	457024		\$82.00	Jan 17, 2018	26588	0	BUSBY, TREVOR
4	457025		\$20.00	Jan 17, 2018	00001	1776	CANESSA, GIANCARIO
4	457026		\$266.02	Jan 17, 2018	02781	5	CENTURLINK
4	457027		\$120.00	Jan 17, 2018	28260	0	CHOY, SERGIO R.
4	457028		\$150.00	Jan 17, 2018	00502	0	CORNERSTONE COPY CENTER
4	457029		\$149.00	Jan 17, 2018	20615	0	DINEEN, KELLIE
4	457030		\$466.00	Jan 17, 2018	28991	0	DOFFING, JORDAN
4	457031		\$76.00	Jan 17, 2018	27943	0	DOUGHERTY, MICHAEL
4	457032		\$82.00	Jan 17, 2018	29688	0	EDMOND, ERIC
4	457033		\$13,260.00	Jan 17, 2018	28509	0	EMERGENT NETWORKS
4	457034		\$130.00	Jan 17, 2018	20644	0	FREY, DAVE
4	457035		\$130.00	Jan 17, 2018	29009	0	HALL, STEVEN
4	457036		\$80.00	Jan 17, 2018	26048	0	HAMLIN UNIVERSITY - ATLAS
4	457037		\$58.00	Jan 17,	27516	0	HARRIS, JOHN

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457038		\$19.00	Jan 17, 2018	00016	2919	HAUGEN, KRISTIN
4	457039		\$18.40	Jan 17, 2018	00001	1775	HERMAN, SAMANTHA
4	457040		\$111.00	Jan 17, 2018	01950	0	HOLT, JAMES
4	457041		\$76.00	Jan 17, 2018	26444	0	HOLTZ, TODD
4	457042		\$149.00	Jan 17, 2018	26990	0	JOHNSON, BRENT
4	457043		\$198.00	Jan 17, 2018	24067	0	JOHNSON, DENNIS
4	457044		\$130.00	Jan 17, 2018	29032	0	KASNER, DANIEL
4	457045		\$168.00	Jan 17, 2018	25503	0	KNUTSON, ADAM
4	457046		\$82.00	Jan 17, 2018	06519	0	KORBA, JERRY
4	457047		\$30.75	Jan 17, 2018	00001	1712	KUPCZAK, TONYIA
4	457048		\$58.00	Jan 17, 2018	27950	0	LANGLAIS, MIKE
4	457049		\$39.65	Jan 17, 2018	00016	956	MADSEN, DAN
4	457050		\$116.00	Jan 17, 2018	28653	0	MAHONEY, JEFF
4	457051		\$190.00	Jan 17, 2018	02540	0	MN SCHOOL BOARDS ASSOCIATION (MSBA)
4	457052		\$37.75	Jan 17, 2018	00000	7192	OWEN, CATHERINE
4	457053		\$130.00	Jan 17, 2018	28131	0	PAULSON, MIKE
4	457054		\$44.10	Jan 17, 2018	00001	1618	PLUNTZ, ALISON
4	457055		\$319.00	Jan 17, 2018	24681	0	PROFESSIONAL WIRELESS COMMUNICATIONS
4	457056		\$302.40	Jan 17, 2018	28168	0	ROARK, RICHARD JEFFREY
4	457057		\$168.00	Jan 17, 2018	05126	0	ROGERS, GREGORY
4	457058		\$40.00	Jan 17, 2018	00001	1773	SCHNEIDER, NICOLE
4	457059		\$65.00	Jan 17, 2018	20831	0	SUSS, JOHN JOSEPH
4	457060		\$37,453.00	Jan 17, 2018	04417	1	US FOODS INC
4	457061	Unissued	\$0.00	Jan 17, 2018	04417	1	US FOODS INC
4	457062	Unissued	\$0.00	Jan 17, 2018	04417	1	US FOODS 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	457063	Unissued	\$0.00	Jan 17, 2018	04417	1	US FOODS INC
4	457064		\$58.00	Jan 17, 2018	26421	0	VRIESE, PETE
4	457065		\$139.55	Jan 17, 2018	00001	1774	WANG, ZHONGQI
Check Count	462	Grand Total	\$2,451,750.46				

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
3	102135		\$650.46	Jan 12, 2018	26500	0	ARMSTRONG TORSETH SKOLD & RYDEEN INC.
3	102136		\$1,650.00	Jan 12, 2018	04400	0	BESTER BROS TRANSFER & STORAGE CO
3	102137		\$48,686.05	Jan 12, 2018	24274	1	INNOVATIVE OFFICE SOLUTIONS, LLC
3	102138		\$149,993.52	Jan 12, 2018	29296	0	INTEREUM, INC.
3	102139		\$5,214.58	Jan 12, 2018	28785	1	PRODOCON, INC
3	102140		\$3,180.96	Jan 12, 2018	04204	4	VIRCO INC
Check Count	6	Grand Total	\$209,375.57				

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Future Ready. Community Strong.

**Agenda IV.A.5
February 15, 2018**

TO: Cynthia Amoroso, Superintendent and Board of Education

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

DATE: February 22, 2018

RE: Budget Analysis for the Month Ending December 31, 2017

RECOMMENDATION: That the Board accepts the Budget Analysis for the month ending December 31, 2017

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

	<u>Year-to-Date Revenue</u>	<u>% of Adopted Budget</u>	<u>Year-to-Date Expenditures</u>	<u>% of Adopted Budget</u>
All Funds	\$ 75,336,594	43.42%	\$ 74,007,378	27.66%
General Fund	\$ 59,702,729	47.23%	\$ 51,240,711	39.16%

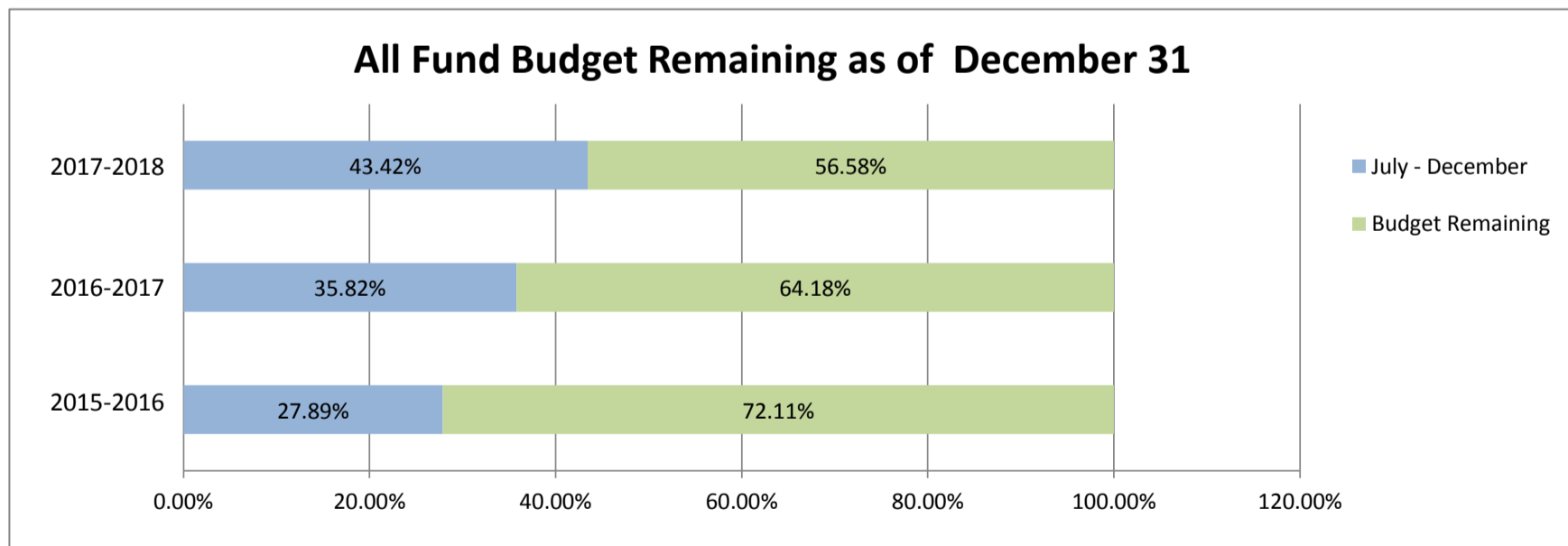
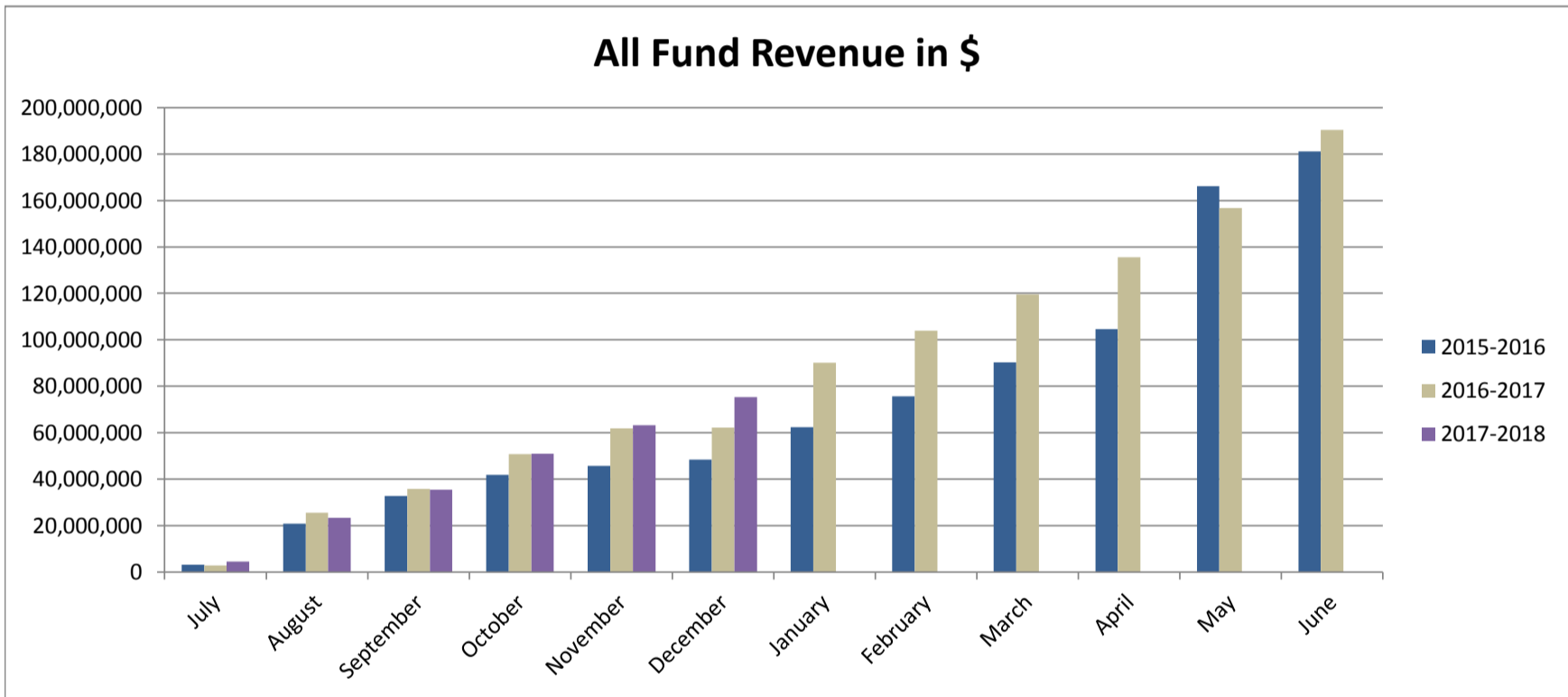
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

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

All of the reports and graphs show last year's actual figures, this year's budget and this year's activity to day. Additional detail is available upon request.

**REVENUE COMPARISON
ALL FUNDS**

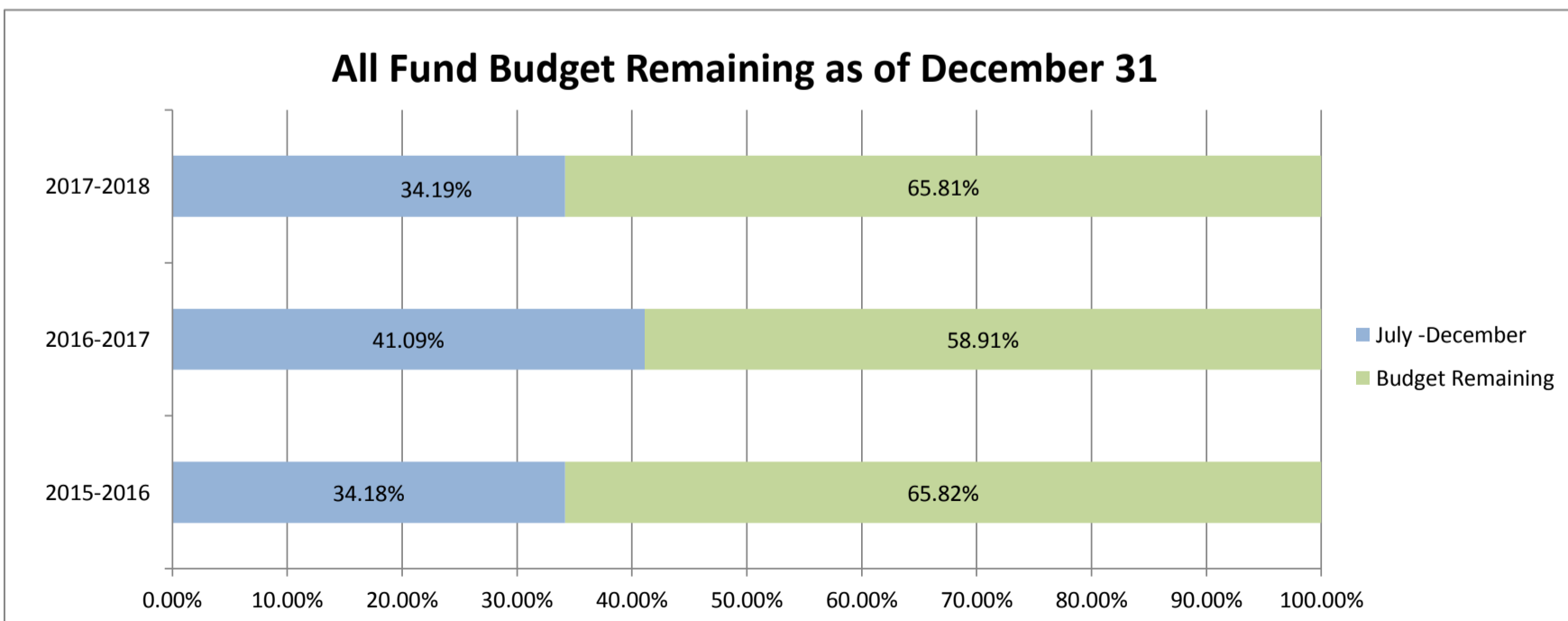
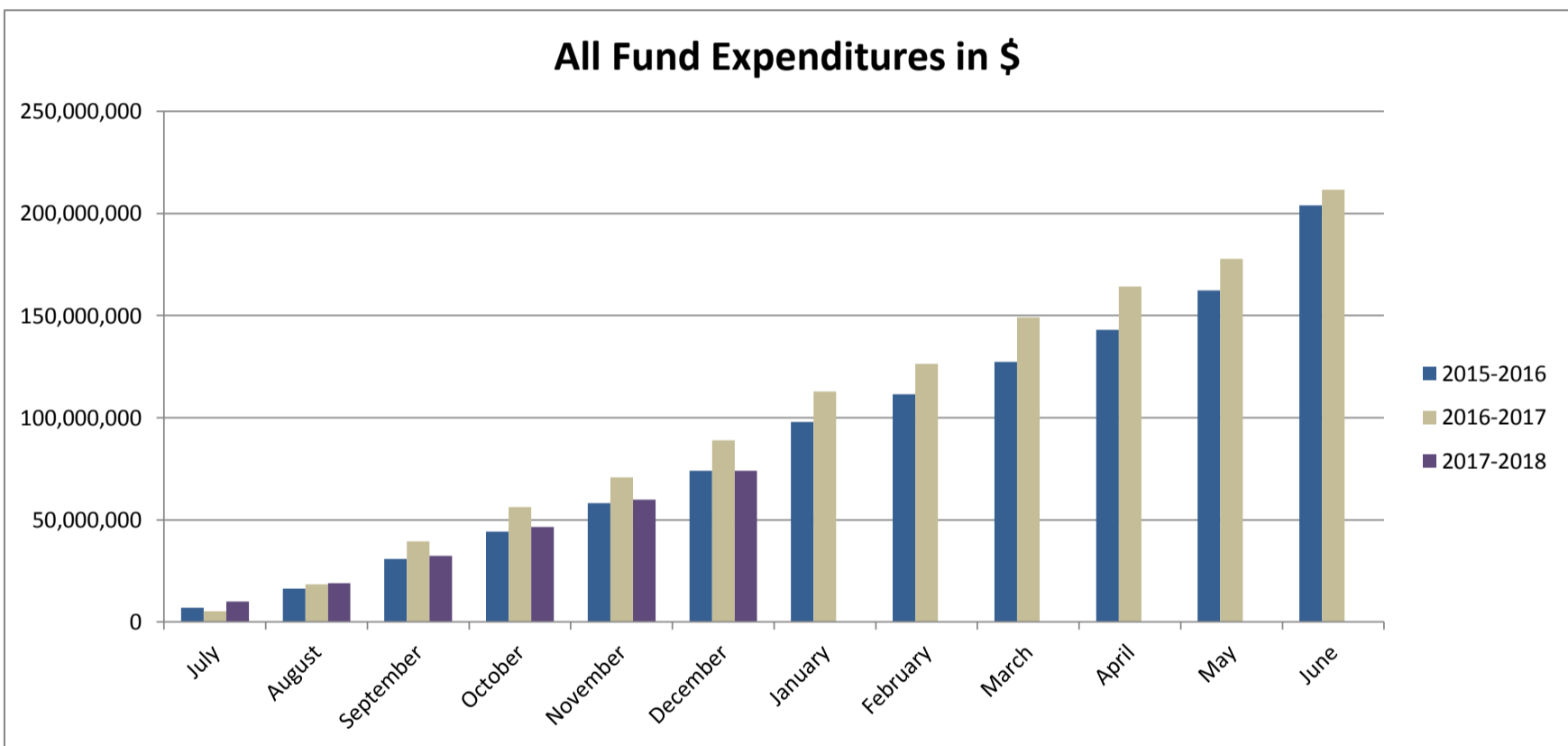
	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	3,044,376	1.75%	2,809,302	1.62%	4,408,507	2.54%
August	20,776,436	11.97%	25,542,740	14.72%	23,331,132	13.45%
September	32,729,505	18.86%	35,814,597	20.64%	35,437,865	20.42%
October	41,826,417	24.11%	50,756,340	29.25%	50,946,461	29.36%
November	45,631,362 **	26.30%	61,773,537 **	35.60%	63,197,024 **	36.42%
December	48,389,298	27.89%	62,140,926	35.82%	75,336,594	43.42%
January	62,310,017	35.91%	90,177,955	51.97%		0.00%
February	75,637,174	43.59%	103,945,953	59.91%		0.00%
March	90,285,615	52.04%	119,608,094	68.94%		0.00%
April	104,623,897	60.30%	135,537,967	78.12%		0.00%
May	166,252,241	95.82%	156,805,987	90.38%		0.00%
June	181,117,868	104.39%	190,363,597	109.72%		0.00%
BUDGET	162,577,015	100.00%	185,899,440	100.00%	173,504,173	100.00%



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

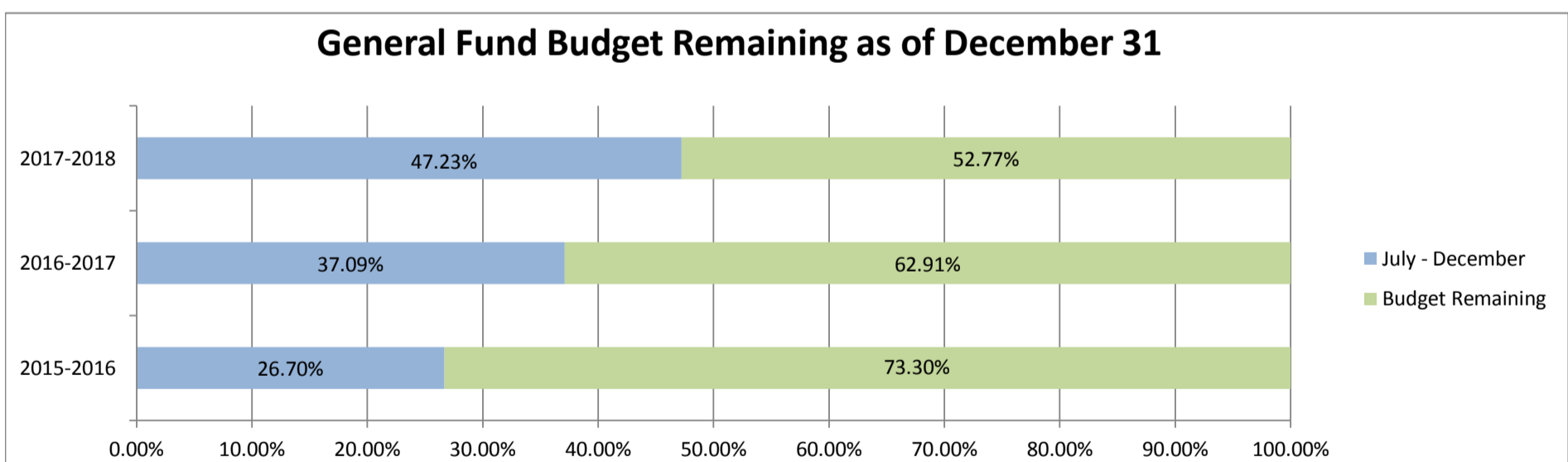
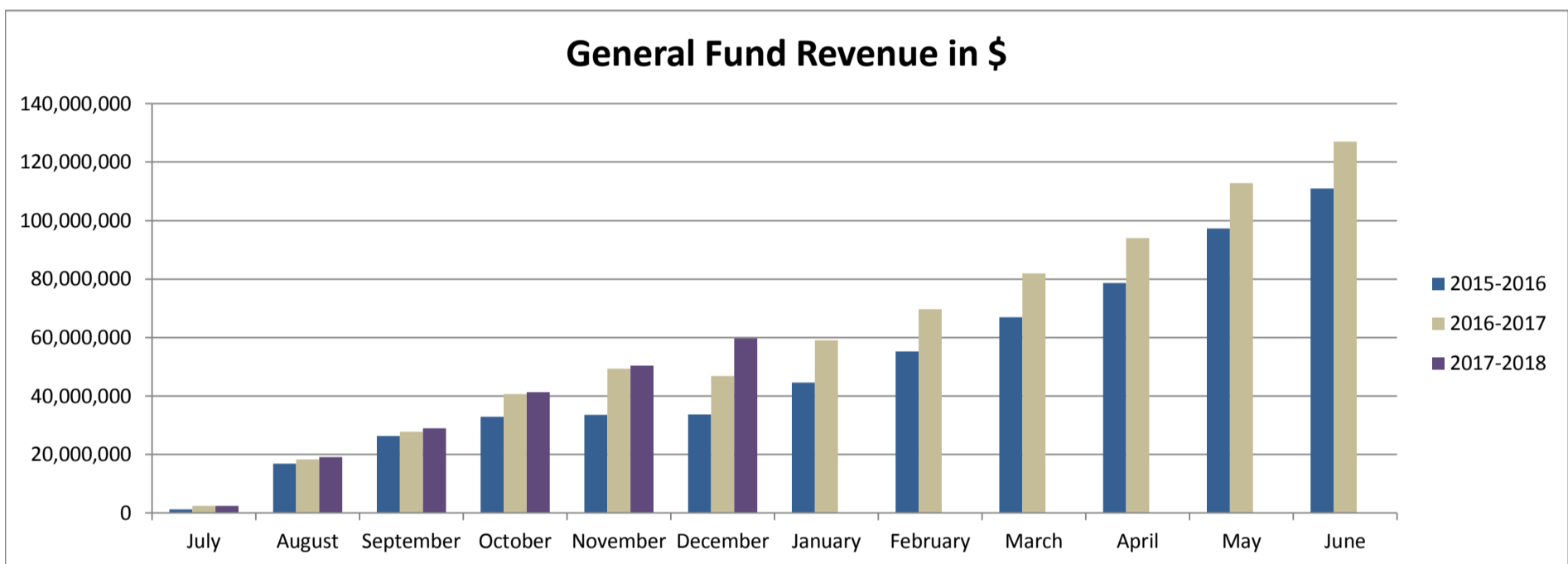
**EXPENDITURE COMPARISON
ALL FUNDS**

	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	7,049,033	3.26%	5,196,342	2.40%	10,085,346	4.66%
August	16,404,117	7.58%	18,514,790	8.55%	18,992,738	8.78%
September	30,882,275	14.27%	39,525,196	18.26%	32,446,236	14.99%
October	44,144,329	20.40%	56,289,453	26.01%	46,483,002	21.48%
November	58,247,227	26.91%	70,699,295	32.67%	59,866,783	27.66%
December	73,968,194	34.18%	88,941,755	41.09%	74,007,378	34.19%
January	97,976,121	45.27%	112,826,815	52.13%		0.00%
February	111,499,625	51.52%	126,370,492	58.39%		0.00%
March	127,360,079	58.84%	149,154,290	68.91%		0.00%
April	142,980,681	66.06%	164,279,619	75.90%		0.00%
May	162,380,604	75.03%	177,853,141	82.17%		0.00%
June	204,018,788	94.26%	211,687,557	97.81%		0.00%
BUDGET	236,752,755	100.00%	209,757,533	100.00%	216,433,319	100.00%



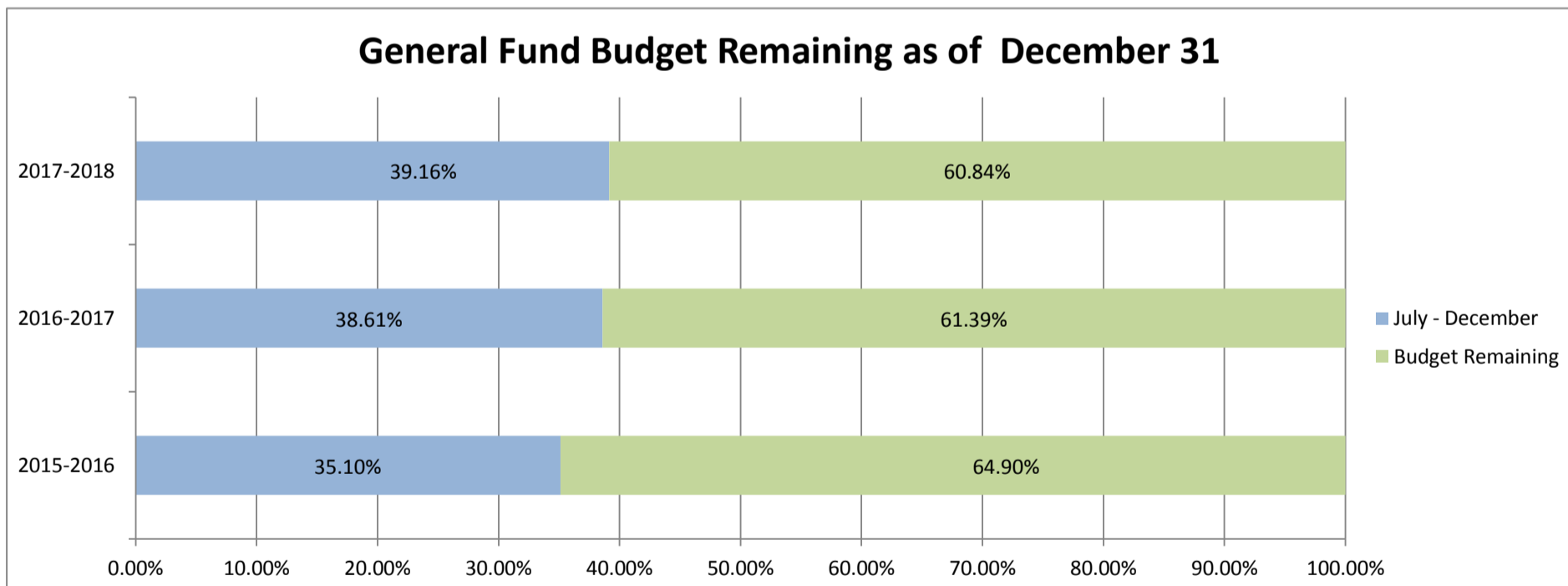
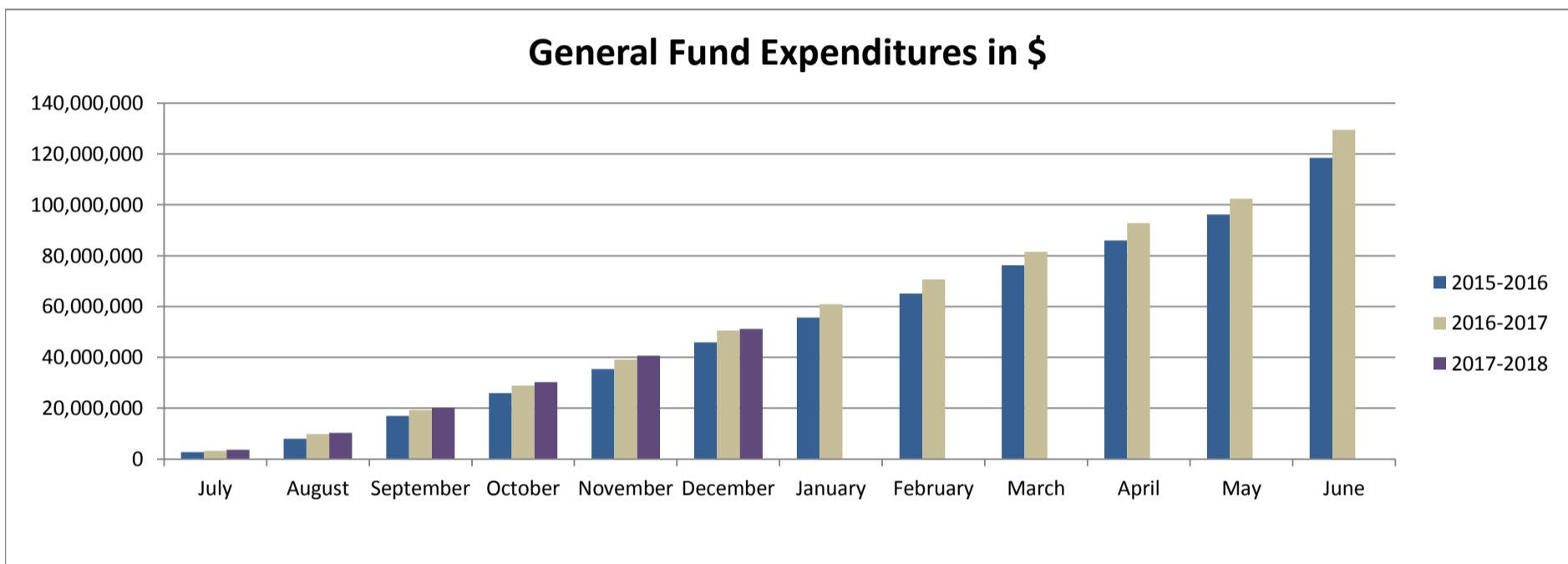
**REVENUE COMPARISON
GENERAL FUND**

	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	1,172,002	0.93%	2,428,394	1.92%	2,439,823	1.93%
August	16,819,666	13.31%	18,330,814	14.50%	19,160,640	15.16%
September	26,303,462	20.81%	27,731,893	21.94%	28,923,752	22.88%
October	32,868,210	26.00%	40,727,980	32.22%	41,294,231	32.67%
November	33,523,977 **	26.52%	49,365,639 **	39.05%	50,405,720 **	39.88%
December	33,750,953	26.70%	46,887,839	37.09%	59,702,729	47.23%
January	44,669,701	35.34%	59,026,452	46.70%		0.00%
February	55,293,029	43.74%	69,731,505	55.16%		0.00%
March	67,001,225	53.00%	81,909,480	64.80%		0.00%
April	78,653,851	62.22%	94,081,747	74.43%		0.00%
May	97,297,732	76.97%	112,774,259	89.22%		0.00%
June	111,032,879	87.84%	127,035,902	100.50%		0.00%
BUDGET	118,046,063	100.00%	125,084,975	100.00%	126,406,866	100.00%



**EXPENDITURE COMPARISON
GENERAL FUND**

	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	2,684,247	2.05%	3,281,485	2.51%	3,704,721	2.83%
August	7,972,377	6.09%	9,904,860	7.57%	10,272,961	7.85%
September	16,911,827	12.92%	19,362,893	14.80%	20,165,861	15.41%
October	25,943,715	19.83%	28,951,109	22.13%	30,322,535	23.17%
November	35,429,463	27.08%	39,179,314	29.94%	40,577,389	31.01%
December	45,930,671	35.10%	50,514,628	38.61%	51,240,711	39.16%
January	55,592,345	42.49%	60,876,065	46.52%		0.00%
February	65,071,177	49.73%	70,609,184	53.96%		0.00%
March	76,193,365	58.23%	81,513,622	62.30%		0.00%
April	85,924,006	65.67%	92,821,959	70.94%		0.00%
May	96,128,215	73.47%	102,373,514	78.24%		0.00%
June	118,503,256	90.57%	129,530,276	98.99%		0.00%
BUDGET	121,227,919	100.00%	126,665,266	100.00%	130,846,390	100.00%





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**Agenda V.A.6.
February 22, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Stacey Sovine, Executive Director of Human Resources

Date: February 15, 2018

Re: Policy 418: *Drug-Free Workplace/Drug Free School*

Recommendation: Approve, on a second reading basis, changes to Policy 418: *Drug-Free Workplace/Drug-Free School*.

Administration added "or designee" to the policy. The Policy Review Committee reviewed the policy on February 5 and decided to keep "or designee" in the policy. The first reading of Policy 418 was approved by the Board of Education on January 11, 2018.

Adopted: 6/89
Reviewed: 12/14/2017
Revised: 2/22/2018
Rescinds: GBCBA, JFCH

418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substances, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, controlled substances, or medical cannabis in any school location.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage, malt beverage, fortified wine, or other intoxicating liquor.
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.
- C. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; or (4) any other method, excluding smoking, approved by the commissioner.

- D. “Toxic substances” includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.
- E. “Use” includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.
- F. “Possess” means to have on one’s person, in one’s effects, or in an area subject to one’s control.
- G. “School location” includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

IV. EXCEPTIONS

- A. A violation of this policy does not occur when a person brings onto a school location, for such person’s own use, a controlled substance, except medical cannabis, which has a currently accepted medical use in treatment in the United States and the person has a physician’s prescription for the substance. The person shall comply with the relevant procedures of this policy.
- B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of Minn. Stat. § 624.701, Subd. 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).

V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district’s student medication policy.
- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.

- D. Employees are subject to the school district’s drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent or designee.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

VI. ENFORCEMENT

A. Students

- 1. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district’s discipline policy. Such discipline may include suspension or expulsion from school.
- 2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.

B. Employees

- 1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.
- 2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.
- 3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse

assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.

4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

Legal References: Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)
Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)
Minn. Stat. § 609.684 (Sale of Toxic Substances to Children; Abuse of Toxic Substances)
Minn. Stat. § 624.701 (Liquor in Certain Buildings or Grounds)
20 U.S.C. § 7101-7165 (Safe and Drug-Free Schools and Communities Act)
21 U.S.C. § 812 (Schedules of Controlled Substances)
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)
34 C.F.R. Part 84 (Government-wide Requirements for Drug-Free Workplace)

Cross References: Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Burnsville-Eagan-Savage School District Policy 416 (Drug and Alcohol Testing)
Burnsville-Eagan-Savage School District Policy 417 (Chemical Use and Abuse)
Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
Burnsville-Eagan-Savage School District Policy 516 (Student Medication)



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**Agenda IV.A.7.
February 22, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Stacey Sovine, Executive Director of Human Resources

Date: February 16, 2018

Re: Policies 522: *Student Sex Nondiscrimination*; and 528: *Student Parental, Family and Martial Status Nondiscrimination*

Recommendation: Approve. on a First Reading Basis, Changes to Policies 522: *Student Sex Nondiscrimination*; and 528: *Student Parental, Family and Martial Status Nondiscrimination*.

These policies were reviewed by the Policy Review Committee on February 5, 2018. Changes were made to comply with MDE Assurance of Compliance requirements.

Adopted: 10/99

Burnsville-Eagan-Savage School District Policy 522

Reviewed: [5/12/2016](#)/[22/2018](#)

Revised: 5/26/2016

Rescinds: AC / JB / JBR

522 STUDENT SEX NONDISCRIMINATION

I. PURPOSE

Students are protected from discrimination on the basis of sex pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. The purpose of this policy is to ensure equal educational opportunity for all students and to prohibit discrimination on the basis of sex.

II. GENERAL STATEMENT OF POLICY

- A. The Burnsville-Eagan-Savage School District provides equal educational opportunity for all students, and does not unlawfully discriminate on the basis of sex. No student will be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any educational program or activity operated by the school district on the basis of sex.
- B. Every school district employee shall be responsible for complying with this policy.
- C. The school board hereby designates Stacey Sovine; 200 Burnsville Parkway, Burnsville, MN, 55337; 952-707-2010; ssovine@isd191.org as its Title IX coordinator. This employee coordinates the school district's efforts to comply with and carry out its responsibilities under Title IX.
- D. Any student, parent, or guardian having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the superintendent or the school district human rights officer.

III. REPORTING GRIEVANCE PROCEDURES

- A. Any student who believes he or she has been the victim of unlawful sex discrimination by a teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute unlawful sex discrimination toward a student should report the alleged acts immediately to an appropriate school district official designated by this policy or may file a grievance. The school district encourages the reporting party or complainant to

use the report form available from the principal of each building or available from the school district office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting unlawful sex discrimination toward a student directly to a school district human rights officer or to the superintendent.

- B. In Each School Building. The building principal is the person responsible for receiving oral or written reports or grievances of unlawful sex discrimination toward a student at the building level. Any adult school district personnel who receives a report of unlawful sex discrimination toward a student shall inform the building principal immediately.
- C. Upon receipt of a report or grievance, the principal must notify the school district human rights officer and the student's parent or guardian as soon as possible without screening or investigating the report. The principal may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the principal to the human rights officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any report or complaint of unlawful sex discrimination toward a student as provided herein may result in disciplinary action against the principal. If the complaint involves the building principal, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.
- D. The school board hereby designates its Title IX coordinator [Stacey Sovine](#) as the school district human rights officer(s) to receive reports, complaints or grievances of unlawful sex discrimination toward a student. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.
- E. The school district shall conspicuously post the name of the Title IX coordinator and human rights officer(s), including office addresses and telephone number and work e-mail address.
- F. Submission of a good faith complaint, grievance or report of unlawful sex discrimination toward a student will not affect the complainant or reporter's future employment, grades or work assignments.
- G. Use of formal reporting forms is not mandatory.
- H. The school district will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

IV. INVESTIGATION

- A. By authority of the school district, the human rights officer, upon receipt of a report, complaint or grievance alleging unlawful sex discrimination toward a student shall promptly undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged unlawful sex discrimination toward a student.
- E. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

V. SCHOOL DISTRICT ACTION

- A. Upon conclusion of the investigation and receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.
- B. The result of the school district's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

VI. REPRISAL

The school district will discipline or take appropriate action against any pupil, teacher,

administrator, or other school personnel who retaliates against any person who reports alleged unlawful sex discrimination toward a student or any person who testifies, assists, or participates in an investigation, or who testifies, assists, or participates in a proceeding or hearing relating to such unlawful sex discrimination. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action, or seeking redress under state criminal statutes and/or federal law, or contacting the Office of Civil Rights for the United States Department of Education.

VIII. DISSEMINATION OF POLICY AND EVALUATION

- A. This policy shall be made available to all students, parents/guardians of students, staff members, employee unions, and organizations.
- B. The school district shall review this policy and the school district's operation for compliance with state and federal laws prohibiting discrimination on a continuous basis.

Legal References: Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
34 C.F.R. Part 106 (Implementing Regulations of Title IX)

Cross References: Burnsville-Eagan-Savage School District Policy 102 (Equal Educational Opportunity)
Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
Burnsville-Eagan-Savage School District Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

Adopted: 1/1986
Reviewed: ~~1/14/2016~~2/22/2018
Revised: 6/2009, 1/28/2016
Rescinds: JFE, JFF

Burnsville-Eagan-Savage School District Policy 528

528 STUDENT PARENTAL, FAMILY, AND MARITAL STATUS NONDISCRIMINATION

I. PURPOSE

Students are protected from discrimination on the basis of sex and marital status pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. This includes discrimination on the basis of pregnancy. The purpose of this school district policy is to provide equal educational opportunity for all students and to prohibit discrimination on the grounds of sex, parental, family, or marital status.

II. GENERAL STATEMENT OF POLICY

- A. The school district provides equal educational opportunity for all students, and will not apply any rule concerning a student's actual or potential parental, family, or marital status which treats students differently on the basis of sex.
- B. The school district will not discriminate against any student, or exclude any student from its education program or activity, including any class or extracurricular activity, on the basis of such students' pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom, unless the student requests voluntarily to participate in a separate portion of the program or activity.
- C. The school district may require such a student to obtain the certification of a physician that the student is physically and emotionally able to continue participation in the normal education program or activity so long as such a certification is required of all students for other physical or emotional conditions requiring the attention of a physician.
- D. The school district will ensure that any separate and voluntary instructional program is comparable to that offered to non-pregnant students.
- E. The school board has designated [Stacey Sovine](#), Executive Director of Human Resources, ~~100 River Ridge Court~~[200 West Burnsville Parkway](#), Burnsville, MN, 55337, 952-707-2010, ssovine@isd191.org as its Title IX coordinator. This employee coordinates the school district's efforts to comply with and carry out its responsibilities under Title IX.
- F. Any student, parent, or guardian having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be

referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the superintendent or the school district human rights officer.

- G. Any reports of unlawful discrimination under this policy will be handled, investigated, and acted upon in the manner specified in Policy 522 – Student Sex Nondiscrimination.
- H. Every school district employee shall be responsible for complying with this policy.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
34 C.F.R. Part 106 (Implementing Regulations of Title IX)

Cross References: Burnsville-Eagan-Savage School District Policy 102 (Equal Educational Opportunity)
Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
Burnsville-Eagan-Savage School District Policy 522 (Student Sex Nondiscrimination)



**Agenda IV.A.8.
February 22, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Stacey Sovine, Executive Director of Human Resources, and Stephanie White,
Director of Individualized Student Support Services

Date: February 16, 2018

Re: Policies 305: *Policy Implementation*; 427: *Workload Limits for Certain Special Education Teachers*; and 518: *DNAR-Do Not Attempt Resuscitation Orders*

Recommendation: Approve no Changes to Policies 305: *Policy Implementation*; 427: *Workload Limits for Certain Special Education Teachers*; and 518: *DNAR-Do Not Attempt Resuscitation Orders*.

The policies were reviewed by the Policy Review Committee on February 5, 2018. All policies will be reviewed every 3-5 years.

Adopted: 6/25/2015

Burnsville-Eagan-Savage School District Policy 305

Reviewed: ~~6/11/2015~~ 2/22/2018

Revised:

Rescinds:

305 POLICY IMPLEMENTATION

I. PURPOSE

The purpose of this policy is to clarify the responsibility of the school administration for implementation of school board policy.

II. GENERAL STATEMENT OF POLICY

- A. It shall be the responsibility of the superintendent to implement school board policy and to recommend additions or modifications thereto. The administration is authorized to develop guidelines and directives to effectuate the implementation of school board policies. These guidelines and directives shall be consistent with said policies.
- B. Employee and student handbooks shall be subject to annual review and approval by the school board.
- C. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the superintendent to assure compliance with school board policy and shall be approved by the school board.

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

Cross References: Burnsville-Eagan-Savage School District Policy 208 (Development, Adoption, and Implementation of Policies)

Adopted: 8/27/2015

Burnsville-Eagan-Savage School District Policy 427

Reviewed: ~~8/13/2015, 11/19/2015~~ 2/22/2018

Revised: 12/3/2015

Rescinds:

427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

I. PURPOSE

The purpose of this policy is for the Burnsville-Eagan-Savage School District to establish general parameters for determining the workload limits of special education staff who provide services to children and youth with disabilities receiving direct special education services 60 percent or less of the instructional day.

II. DEFINITIONS

A. Special Education Staff; Special Education Teacher

“Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Board of Teaching to instruct children and youth with specific disabling conditions.

B. Direct Services

"Direct services" means special education services provided by a special education teacher when the services are related to instruction, including cooperative teaching.

C. Indirect Services

"Indirect services" means special education services provided by a special education teacher which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with children and youth with disabilities to monitor and observe.

D. Workload

"Workload" means a special education teacher's total number of minutes required for all due process responsibilities including direct and indirect services, evaluation and reevaluation time, management of Individual Education Program (IEP) plans, travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

- A. Workload limits for Burnsville-Eagan-Savage School District 191 special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.
- B. In determining workload limits for special education staff, the Burnsville-Eagan-Savage School District shall take into consideration the following factors: student contact minutes; evaluation and reevaluation time; indirect services; management of IEPs; travel time; and other services required in the IEPs of eligible students.

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employment Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers' exclusive representative.

- Legal References:*** Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)
Minn. R. 3525.2340, Subp. 4.B.
Minn. R. 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of “direct services,” “indirect services,” “teacher” and “workload”)
- Cross References:*** Burnsville-Eagan-Savage School District Policy 508 Extended School Year for Certain Students with Individualized Education Programs
Burnsville-Eagan-Savage School District Policy 608 Instructional Services—Special Education

Adopted: 1/28/2016
Reviewed: ~~1/14/2016~~2/22/2018
Revised:
Rescinds:

518 DNAR - DO NOT ATTEMPT RESUSCITATION ORDERS

I. PURPOSE

When any student experiences sudden illness or injury, the role of staff is to render emergency health care to preserve life and prevent disability. In life-threatening emergencies, the emergency medical system (911) will be activated. Federal mandates guarantee that students have the right to an education in the least restrictive environment. The school district recognizes that it is serving students with complex health needs, and that district staff may be presented with written Do Not Attempt Resuscitation orders. The purpose of this policy is to provide guidance to school district staff and parents or guardians in these situations.

II. GENERAL STATEMENT OF POLICY

- A. The primary mission of ~~the~~ Independent School District 191 is education. DNAR orders are medical documents. School district staff will not accept or honor requests to withhold emergency care or DNAR orders. The school district will not convey such orders to emergency medical personnel.
- B. School district staff will provide reasonable emergency care and assistance when a student is undergoing a medical emergency during school or school activities.
- C. School district staff will activate emergency medical services (911) as soon as possible when a student is undergoing a medical emergency during school or school activities.
- D. The parent/guardian will be notified of the emergency as soon as possible.
- E. IEP and Section 504 teams must develop individualized medical emergency care plans for students when appropriate in accordance with state and federal law.
- F. Parents/guardians who request that emergency care be withheld for their child or who present DNAR orders, shall be advised of and shall be given a copy of this policy.

Legal References: 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
42 U.S.C. §§ 12101-12213 (Americans with Disabilities Act)

Cross References:



**Agenda IV.A.9.
February 22, 2018**

To: Board of Education, Members
From: Dave Watkins, Assistant Superintendent
Date: February 20, 2018
Re: Report on Listening Session

Board Member Darcy Schatz was present. No one came to speak to the Board on February 8, 2018.



**Agenda V.A.
February 22, 2018**

TO: Members, Board of Education
FROM: Lisa K. Rider, Executive Director of Business Services
DATE: February 15, 2018
RE: Approve FY19 General Fund Assumptions

RECOMMENDATION: That the Board of Education approves the FY19 General Fund Assumptions allowing administration to work toward a detailed FY19 Adopted Budget with Preliminary Revenues Estimated at \$129,507,787 and Preliminary Expenditures Estimated at \$131,726,014 with a projected ending unassigned fund balance of 7.41%.

Using the enrollment projections defined in November, 2017; assuming similar class size ratios for all grade levels; the preliminary revenues and expenditures reflect estimates prior to a detailed calculation or actual detailed budget being prepared. However, timing is such that postings for necessary positions are necessary prior to the approval of an adopted budget in June 2018.

The expectation is the detailed budget will reflect the best estimates as of June 2018 related to legislation, enrollment trends, detailed budget models, and staffing assumptions used to complete the final budget. To date, collaborative activities within administration have produced a list of items to continue to verify as means to align our expenditures with revenues. These items will be incorporated in the adopted budget assumptions.

The expectation is the Adopted Budget for FY19 will require a waiver of the existing fund balance policy as the projected ending unassigned fund balance of 7.41% is below the 8% called for in fund balance policy.

Attached: General Fund Budget Comparative Summary

General Fund Budget Comparative Summary

	Actual Results 2014-15	Actual Results 2015-16	Actual Results 2016-17	Adopted Budget 2017-18	Revised Budget 2017-18	Projected 2018-19
Total Beginning Fund Balance	\$ 21,960,591	\$ 20,677,866	\$ 21,629,697	\$ 20,049,406	\$ 20,116,731	\$ 15,677,207
Revenues	119,103,906	121,221,618	124,590,035	125,839,549	126,406,866	129,507,787
Expenditures	120,386,631	120,269,787	126,103,001	130,598,185	130,846,390	131,726,014
Variance (Revenues - Expenditures)	(1,282,725)	951,831	(1,512,966)	(4,758,636)	(4,439,524)	(2,218,227)
Total Ending Fund Balance	\$ 20,677,866	\$ 21,629,697	\$ 20,116,731	\$ 15,290,770	\$ 15,677,207	\$ 13,458,980
Breakdown of Fund Balance Categories						
Nonspendable	\$ 647,352	\$ 508,867	\$ 328,969	\$ 508,867	\$ 328,969	\$ 328,969
Restricted	3,787,467	4,196,553	4,026,734	4,216,853	3,819,380	2,569,380
Committed	1,393,434	1,176,269	1,293,947	812,139	1,056,051	800,000
Unassigned	14,849,613	15,748,007	14,467,081	9,752,911	10,472,807	9,760,631
Total Ending Fund Balance	\$ 20,677,866	\$ 21,629,697	\$ 20,116,731	\$ 15,290,770	\$ 15,677,207	\$ 13,458,980
Unassigned Fund Balance %	12.33%	13.09%	11.47%	7.47%	8.00%	7.41%



**AGENDA V.B.
February 22, 2018**

TO: Members, Board of Education
Cindy Amoroso, Superintendent

FROM: Dominic Good Buffalo, Cultural Liaison

DATE: February 22, 2018

RE: 2017-2018 American Indian Parent Advisory Committee Resolution

State law and School Board Policy require the establishment of an American Indian Parent Advisory Committee. Members present at the meeting held on February 20, 2018 were Kirstan Ketter-Mendiola, Walter Goodwin Jr. & Jeana Stout. The Chairperson of American Indian Parent Committee is Kristi Paavola, a parent in the school district.

Recommendation: Pursuant Minnesota Statute, section 124D.78 Subdivision 2, it is recommended that the ISD 191 School Board accept the American Indian Parent Advisory Group vote of concurrence.

AIPAC and District Compliance Documentation

District Identification Information

District/School Name and Number: Burnsville Public Schools 1SD191

Indian Education Program Lead: Dominic Good Buffalo

Please Choose One:

Option 1: A Resolution of Concurrence

- The AIPAC met and issued a vote of **concurrence**. An official Resolution citing this **concurrence** was signed by the AIPAC Chairperson, in the presence of committee members, on (M/D/YR): 02/20/2018
- The AIPAC presented the **signed** Resolution of Concurrence to the district school board on (M/D/YR): 02/20/2018

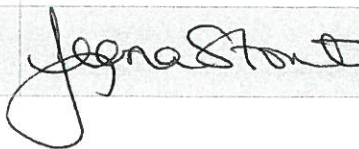
Option 2: A Resolution of Non-Concurrence

- The AIPAC met and issued a vote of **non-concurrence**. An official Resolution citing this **non-concurrence** was signed on (M/D/YR):
- The AIPAC presented the **signed** Resolution of non-concurrence to the district school board along with specific recommendations for improvement on (M/D/YR):
- The AIPAC, Superintendent, and School Board recognize that the district school board is **required** to respond, in writing, to each specific recommendation, and that that response must be received within 60 days of recommendations being put forth.

Option 3: Our District Does Not Yet Have an AIPAC

- Our district has not yet formed an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes, Section 124D.78. The district Superintendent will contact the Office of Indian Education immediately to receive guidance on this process, its expectations, and requirements.

Signatures

Personnel Role	Printed Name	Signature	Date
School Board Chairperson			
Superintendent/Director			
AIPAC Chairperson	Jeanne Stout		2-20-18

Resolution

American Indian Parent Advisory Committee

Due Annually on March 1

WHEREAS, the school board or district has an AIPAC composed of parents/guardians of American Indian children who are eligible for Indian education programs, American Indian language and culture teachers and paraprofessionals, American Indian teachers, American Indian counselors, American Indian adults enrolled in educational programming, and American Indian representatives from community.

WHEREAS, the school board or district affords the AIPAC the necessary information and the opportunity to effectively express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school(s) and program(s), and

WHEREAS, the AIPAC is directly involved with and advises the school board and district staff on Indian Education program planning, and,

WHEREAS, the AIPAC develops and submits recommendations to the school board and district staff pertaining to the needs of American Indian students.

THEREFORE BE IT RESOLVED, that the AIPAC concurs that the school board and district are compliant with MN Statutes, Section 124D.78, and that the school board and district are meeting the needs of American Indian students.

We, the American Indian Parent Advisory Committee, issue a **Vote of Concurrence**. We agree with the contents and implementation of the Indian Education Program Plan and commit to evaluating the IEPP at the end of school year to ensure that it is continuing to meet the needs of American Indian students, **OR**

We, the American Indian Parent Advisory Committee, issue a **Vote of Non-Concurrence**. We attest that the school board and/or district are not compliant with Minnesota Statutes and that the school board and/or district are not meeting the needs of American Indian students. We have provided written recommendations for improvements to the school board, and we acknowledge that the school board has 60 days from the receipt of these recommendations in which to respond, in writing, to each recommendation.

AIPAC Chairperson Signature: _____



Date: _____

2-20-18



American Indian Parent Advisory Committee (AIPAC)

Representative Roster

Print and fill out by hand. Print names clearly. Scan and remit via email with your completed IEPP.

Representative	American Indian	Committee Role	Primary Area of Representation
Name: <i>Kirstan Ketter-Mendisla</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input checked="" type="checkbox"/>	Parent <input checked="" type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input checked="" type="checkbox"/> AI Teacher/Paraprofessional <input checked="" type="checkbox"/> Other District Staff <input type="checkbox"/>
Name: <i>Walter Jozuevic Jr.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input checked="" type="checkbox"/>	Parent <input checked="" type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>
Name: <i>Jana Stone</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> <i>In lieu of chair</i> Vice-Chairperson <input type="checkbox"/> Secretary <input checked="" type="checkbox"/> General Representative <input type="checkbox"/>	Parent <input checked="" type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>



Future Ready. Community Strong.

**Agenda V.C.
February 22, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Dave Watkins, Assistant Superintendent

Date: February 22, 2018

Re: 425: *Professional Development*

Recommendation: Approve, on a first reading basis, changes to Policy 425: *Professional Development*.

Policy 425 was reviewed by the Policy Review Committee on February 5, 2018.

Policy 425: Strike VII. A & B.

Added the following sentences to VII:

- A. "The School District shall prepare an annual report per Minnesota Department of Education requirements."
- B. "The School Board will receive an annual report from the School Improvement and Student Achievement department (SISA) regarding the prior year's professional development program."

Adopted: 1/1984
Reviewed: 9/10/2015/2/22/2018
Revised: 9/24/2015
Rescinds: GCL

Burnsville-Eagan-Savage School District Policy 425

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. Membership shall consist of members of each school Buildings Leadership Team. 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 managementbuilding 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, t~~The School District ~~and site professional development committee shall prepare an annual 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. per Minnesota Department of Education requirements.
 - 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. The School Board will receive an annual report from the School Improvement and Student Achievement department (SISA) regarding the prior year's professional development program.~~

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:



Future Ready. Community Strong.

**Agenda V.D.
February 22, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Director Abigail Alt

Date: February 16, 2018

Re: Policies 302: *Superintendent*

Recommendation: Approve, on a first reading basis, changes to Policy 302: *Superintendent*.

Policy 302 was reviewed by the Policy Review Committee on February 5, 2018.

The following sentence was added to the General Statement of Policy: "The superintendent will take the leading role in improving every aspect of the district while making all decisions with the best interest of students in mind."

Adopted: 6/1982
Reviewed: [5/14/2015](#)/[2/22/2018](#)
Revised: 5/28/2015
Rescinds: CBA

302 SUPERINTENDENT

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The school board shall employ a superintendent who shall serve as an ex officio, nonvoting member of the school board and as chief executive officer of the school system. [The superintendent will take the leading role in improving every aspect of the district while making all decisions with the best interest of students in mind.](#)

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

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

Cross References: Burnsville-Eagan-Savage School District Policy 202 (School Board Officers)
Burnsville-Eagan-Savage School District Policy 208 (Development, Adoption, and Implementation of Policies)
Burnsville-Eagan-Savage School District Policy 214 (Out-of-State Travel by School Board Members)
Burnsville-Eagan-Savage School District Policy 301 (School District Administration)

Burnsville-Eagan-Savage School District Policy 303 (Superintendent Selection)

Burnsville-Eagan-Savage School District Policy 304 (Superintendent Contract, Duties, and Evaluation)

Burnsville-Eagan-Savage School District Policy 305 (Policy Implementation)

Burnsville-Eagan-Savage School District Policy 306 (Administrator Code of Ethics)

Burnsville-Eagan-Savage School District Policy 412 (Expense Reimbursement)

Burnsville-Eagan-Savage School District Policy 510 (School Activities)

Burnsville-Eagan-Savage School District Policy 511 (Student Fundraising)

Burnsville-Eagan-Savage School District Policy 513 (Student Promotion, Retention, and Program Design)

Burnsville-Eagan-Savage School District Policy 602 (Organization of School Calendar and School Day)

Burnsville-Eagan-Savage School District Policy 605 (Alternative Programs)

Burnsville-Eagan-Savage School District Policy 701 (Establishment and Adoption of School District Budget)

Burnsville-Eagan-Savage School District Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)

Burnsville-Eagan-Savage School District Policy 802 (Disposition of Obsolete Equipment and Material)

Burnsville-Eagan-Savage School District Policy 903 (Visitors to School District Buildings and Sites)

Burnsville-Eagan-Savage School District Policy 905 (Advertising)

Burnsville-Eagan-Savage School District Policy 906 (Community Notification of Predatory Offenders)

Burnsville-Eagan-Savage School District Policy 907 (Rewards)

MSBA Service Manual, Chapter 3, Superintendent of Schools

Adopted: 6/1982
Reviewed: 5/14/2015
Revised: 5/28/2015
Rescinds: CBA

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III. GENERAL RESPONSIBILITIES

- ~~A.~~ The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- ~~B.~~ The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- ~~C.~~ The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- ~~D.~~ Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.
- ~~E.~~

Legal Refer Insert at a new A.

Cross Refer "The superintendent will take the leading role in continuously improving the district while keeping the best interests of students as a top priority."

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ONE91
Burnsville · Eagan · Savage

FY19 Budget Proposed Adjustments

Future Ready. Community Strong.

Objectives of Workshop

1. Review FY19 Assumptions
2. Share out what process has been followed to date
3. Review areas of adjustment

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District One 91 District 191 Strategic Roadmap 2015-2020

OUR MISSION

Each Student. Future Ready. Community Strong.

CORE VALUES	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.
	Respect:	I will honor the uniqueness of myself and others
	Integrity:	I will do the right thing, even when no one is looking
	Partnership:	I will engage in relationships and action which empowers learning for ALL

STRATEGIC DIRECTIONS	• Close gaps and raise achievement for all students
	• Create a culturally proficient school system
	• Maximize resources for optimal student learning
	• Increase the capacity for partnership with community
	•

VISION 2020	ISD 191 will become the leading and preferred source of learning and education for its students and adult learners because we:
	• Utilize technology for instruction to provide rigorous, personalized learning, and maximize operational systems.
	• Serve the unique needs of our students, families and communities first and foremost.
	• Provide relevant and engaging student learning and enrichment leading to college and career readiness for all.
	• Develop innovative, attractive and aligned academic programs, support services and opportunities.
	• Invest and engage in real partnership across those with differing interests, talents, assets and opportunities aligned with District mission and core values.
	• Energize and leverage our community diversity in all forms as unique and valued assets for developing true real-world ready learners and citizens.
	• Attract, value, retain and develop the very best employees in education and operations to serve our students and families.
	•
	•

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Vision One91

- Comprehensive high school with pathways
- Full middle school model
- High achieving elementaries
- Expansion of pre K into elementaries
- Implementation of technology for learning
- High student engagement
- Strong partnerships

Assumptions FY19

Revenue Assumptions:

2% Increase on Gen Ed Formula

Enrollment per Projections from November, 2017

Inclusion of Referendum results per levy certified December, 2017

Continued Revenue equal to past year in areas of Miscellaneous Local and Federal Aid

Expenditure Assumptions:

Staffing at same ratios with adjustments enrollment

Expenditure overall increase of 3.5% per trend

Adjustments to expenditures of \$3,700,000 decrease.

Current Budget Reality

General Fund Budget Comparative Summary

	Actual Results 2014-15	Actual Results 2015-16	Actual Results 2016-17	Adopted Budget 2017-18	Revised Budget 2017-18	Projected 2018-19
Total Beginning Fund Balance	\$ 21,960,591	\$ 20,677,866	\$ 21,629,697	\$ 20,049,406	\$ 20,116,731	\$ 15,677,207
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Total Ending Fund Balance	\$ 20,677,866	\$ 21,629,697	\$ 20,116,731	\$ 15,290,770	\$ 15,677,207	\$ 13,458,980
Unassigned Fund Balance %	12.33%	13.09%	11.47%	7.47%	8.00%	7.41%

Current Budget Reality

Why are we looking at a deficit when our community just passed two levy questions?

- A balanced budget needed to be a combination of levy and adjustments
- Declining enrollment greater than FY18 estimate
- Declining enrollment cannot be addressed all at one time because of the gradual impact declining enrollment has across the district

Process

- Collaborative
- Broadreaching
- Department/Site decisions

Process, To-Date

- Initial dialogue with Board on reality
- Supt leadership review
- Identification of priorities for adjustments
- Initial brainstorming with building and district leadership

Priorities

- Raise achievement
- Advance goals of Vision One91
- Keep current class size ratios
- Maintain academic programming
- Streamline efficiencies
- Stay true to messages during levy

TIGHT

1. Each group must identify a net 4% reduction.
2. If a budget is currently running deficit, you must reduce by that amount AND 4%.
3. Any increased revenues must be legal, guaranteed and not based upon increased enrollments or participation.
4. Any increase in fees must have a specific provision for covering students on FRP.
5. You may identify reductions from budgets that you manage or oversee.
6. You may not suggest reductions from other departments or programs.
7. Reduction in types of positions, programming or services must be consistent across all sites at that level.
8. Final list must be submitted at end of Operations on Jan. 25.
9. Carryovers from FY 18 will not be used to calculate the FY19 starting budgets.

LOOSE

1. Use whatever process you want to get to list.
2. Everything is on the table for you to consider.
3. Schedule additional time as your group needs to arrive at final list for Jan. 25

[Full Document](#)

Brainstorming Process Used with Administration

1. Received budget info explaining need
2. Got into assigned teams
3. Reviewed budgets
4. Brainstormed initial categories of possibilities

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Adaptive Schools Norm:
Putting ideas on the table



Leadership Groups for Brainstorming (Principals, Directors, Supervisors)

- 1: Elementary A
- 2: Elementary B
- 3: Special Ed
- 4: Middle
- 5: SISA
- 6: Comm Ed
- 7: High School
- 8: Operations
- 9: Technology

Timeline

1/17-2/6--Principals and Directors brainstorm adjustments categories

1/29--Supt Team reviews drafts of potential adjustments to develop budget assumptions for FY19

2/22--Leadership presents FY19 budget assumptions to Board for approval

2/22--Leadership team presents categories of adjustments and target dollar amount for each to Board at a workshop

2/23--4/1--Leadership finalizes adjustments for FY19

4/12--Board workshop on specific reductions for FY19

6/14--Board approves FY19 budget

Adjustments Targets Thus Far:

<i>Group Name</i>	SUM of Amount	% of Budget	
Activities	\$218,763.00	8.09%	*
Elementary	\$111,400.00	4.12%	
Elementary HR Staffing	\$1,300,000.00	7.15%	**
High School	\$338,900.00	4.05%	
HR, Business, Accounting, and Operatio	\$489,725.00	4.14%	
Middle School	\$128,932.00	4.30%	
SISA	\$259,590.00	4.12%	
Student Services	\$1,039,310.00	3.97%	
Sup't, Asst. Sup't and BOE	\$37,141.00	4.17%	
Technology	\$171,000.00	3.35%	
Grand Total	\$4,094,761.00		
Total Adjustments % of Total Expenditure Budget		3.13%	

* Represents a 4% reduction and covering prior year overspends

** Adjusts for the alignment to projected enrollment

[Link to full PDF](#)

Adjustments Thus Far:

<i>Group Name</i>	<i>Category</i>	SUM of Amount
Elementary	printing	\$20,300.00
	staff	\$31,100.00
	stipends	\$60,000.00
Elementary Total		\$111,400.00
Elementary HR Staffing	staff	\$1,300,000.00
Elementary HR Staffing Total		\$1,300,000.00
Student Services	consulting/legal	\$72,000.00
	staff	\$909,960.00
	stipends	\$30,000.00
	supplies/materials/food	\$25,350.00
	travel/conferences	\$2,000.00
Student Services Total		\$1,039,310.00
Middle School	staff	\$120,700.00
	stipends	\$8,232.00
Middle School Total		\$128,932.00

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Adjustments Thus Far:

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SISA	consulting/legal	\$3,000.00
	curriculum and PD	\$149,340.00
	staff	\$82,000.00
	supplies/materials/food	\$1,750.00
	testing	\$23,500.00
SISA Total		\$259,590.00
Activities	activities/athletics	\$112,518.00
	MS activities/athletics	\$59,700.00
	MS stipends	\$12,000.00
	stipends	\$34,545.00
Activities Total		\$218,763.00
High School	consulting/legal	\$45,000.00
	increased fees	\$8,000.00
	printing	\$5,000.00
	staff	\$256,400.00
	stipends	\$7,500.00
	supplies/materials/food	\$17,000.00
High School Total		\$338,900.00

Adjustments Thus Far:

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HR, Business, Accounting, and Operations	consulting/legal	\$175,000.00
	printing	\$2,300.00
	staff	\$200,625.00
	supplies/materials/food	\$7,800.00
	travel/conferences	\$4,000.00
	utilities	\$100,000.00
HR, Business, Accounting, and Operations Total		\$489,725.00
Technology	eliminate leases	\$60,000.00
	staff computers	\$108,000.00
	supplies/materials/food	\$3,000.00
Technology Total		\$171,000.00
Sup't, Asst. Sup't and BOE	capital	\$300.00
	consulting/legal	\$23,972.00
	printing	\$2,469.00
	supplies/materials/food	\$2,700.00
	travel/conferences	\$7,700.00
Sup't, Asst. Sup't and BOE Total		\$37,141.00
TOTAL		\$4,094,761.00

Next Steps

- Administration refines specific adjustments within each category
- HR Director meets with each unit leadership and works with them on potential reductions in their unit
- Principals and Directors work within their programs to plan for non-staff reductions
- Final discussion at Board workshop on adjustments

Results: FY19 Preliminary Budget Assumptions

Target per previous Board Workshop:

Revenue/Expenditure variance of \$1.5-\$2.0
Million spend down

OR

Unassigned Fund Balance of between 7% and
7.25%

Currently at: Revenue/Expenditure variance of
\$2.2 Million spend down and 7.41% Unassigned
Fund Balance.

Board Discussion

Review each group's categories and the \$ and % of total we would be targeting.

What general thoughts do you have about the general categories and amounts?

What questions might you have about a group's general categories and amounts?

<i>Group Name</i>	SUM of Amount	% of Budget	
Activities	\$218,763.00	8.09%	*
Elementary	\$111,400.00	4.12%	
Elementary HR Staffing	\$1,300,000.00	7.15%	**
High School	\$338,900.00	4.05%	
HR, Business, Accounting, and Operatio	\$489,725.00	4.14%	
Middle School	\$128,932.00	4.30%	
SISA	\$259,590.00	4.12%	
Student Services	\$1,039,310.00	3.97%	
Sup't, Asst. Sup't and BOE	\$37,141.00	4.17%	
Technology	\$171,000.00	3.35%	
Grand Total	\$4,094,761.00		
Total Adjustments % of Total Expenditure Budget		3.13%	

* Represents a 4% reduction and covering prior year overspends

** Adjusts for the alignment to projected enrollment

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ONE91
Burnsville · Eagan · Savage



Transportation RFQ Summary 2/22/18

Future Ready. Community Strong.

Past and Current

May 17, 2012 Board entered into agreement with Durham School Services

2012-2013 Most routes; Few with TLC

2013-2014 Most routes; Few with TLC

2014-2015 Most routes; Few with Wats

2015-2016 Most routes; Few with Wats

Past and Current

We direct negotiated, Durham required 6% and 6.5% increase

2016-2017 Driver Shortage; Wats and Schmitt's needed to assist 8 regular routes

2017-2018 Driver Shortage; Wats and Schmitt's needed to assist with nearly 20 regular and special ed routes

District initiated Transportation RFQ for 2018-2019

Process to date

- RFQ published in paper 2 weeks in January.
- January 30, Held a required meeting attended by all submitting a proposal
- February 2, date all questions had to be received
- February 9, date all questions had to be answered
- February 15 at 10am, all proposals read aloud at DEC
- February 22, Board Workshop
- March 8, Board Award Transportation Contract

Results of RFQ

	2018-19	2019-20	2020-21	2020-21	Total 1+1	Total 4
Durham						
	\$8,118,643.14	\$8,118,643.14	\$8,362,202.43	\$8,613,068.51	\$16,237,286.28	\$33,212,557.22
	\$42,370.34	\$42,370.34	\$42,370.34	\$42,370.34	\$84,740.68	\$169,481.36
	<u>\$8,161,013.48</u>	<u>\$8,161,013.48</u>	<u>\$8,404,572.77</u>	<u>\$8,655,438.85</u>	<u>\$16,322,026.96</u>	<u>\$33,382,038.58</u>
Marschall						
	\$9,259,562.00	\$9,537,348.86	\$9,823,469.33	\$10,118,173.41	\$18,796,910.86	\$38,738,553.59
	\$130,000.00	\$130,000.00	\$130,000.00	\$130,000.00	\$260,000.00	\$520,000.00
	<u>\$9,389,562.00</u>	<u>\$9,667,348.86</u>	<u>\$9,953,469.33</u>	<u>\$10,248,173.41</u>	<u>\$19,056,910.86</u>	<u>\$39,258,553.59</u>
Schmitty						
	\$8,213,576.00	\$8,213,576.00	\$8,480,517.22	\$8,756,134.03	\$16,427,152.00	\$33,663,803.25
	\$57,000.00	\$57,000.00	\$57,000.00	\$57,000.00	\$114,000.00	\$228,000.00
	<u>\$8,270,576.00</u>	<u>\$8,270,576.00</u>	<u>\$8,537,517.22</u>	<u>\$8,813,134.03</u>	<u>\$16,541,152.00</u>	<u>\$33,891,803.25</u>

Current 17-18 Base

\$6,837,718.52

Increased for 3.75%

\$7,094,132.96

Percent of current FY19 Transportation Budget

115.04% \$1,066,880.52 Durham

132.36% \$2,295,429.04 Marschall

116.58% \$1,176,443.04 Schmitty

Comparisons

Regular Ed

District	Additional Info	Contractor	Min Hrs	17-18 Rate	18-19 % Increase	18-19 Rate	19-20 % Increase	19-20 Rate	20-21 % Increase	20-21 Rate	21-22 % Increase	21-22 Rate
Eastern Carver County		STA	5	\$348.80								
Anoka		FS	5	\$330.90	3.25%	\$341.65	3.25%	\$352.76				
Osseo		FS	5	\$330.90	3.50%	\$342.48	3.50%	\$354.47				
Lakeville		Schmitty	4.5	\$328.95	1.90%	\$335.21						
St Paul		FS, Monarch, C	4	\$327.72								
Red Wing		FS	3	\$326.27	2.50%	\$334.43	2.50%	\$342.79				
Mahtomedi		FS-To MN Cent	3.75	\$320.38	3.00%	\$329.99	3.00%	\$339.89				
Orono		FS	4	\$314.46								
Roseville		Centerline	5	\$310.96								
Burnsville		Durham	4	\$303.46								
Stillwater		IL Central	5	\$302.52	2.50%	\$310.09	2.25%	\$317.06				
Wayzata		FS	4.5	\$302.43								
Minnetonka		FS	4	\$289.39	3.00%	\$298.07						
Hopkins	District Garage MTI		4	\$289.14	2.25%	\$295.65	2.25%	\$302.30	2.25%	\$309.10		
Robbinsdale-Cont	District Garage FS		4.75	\$266.86	2.50%	\$273.54	2.50%	\$280.37				

Burnsville Bid	Durham	4	\$303.46	16.09%	\$352.28	0.00%	\$352.28	3.00%	\$362.85	3.00%	\$373.74
Burnsville Bid	Schmitty's	4	\$330.00	0.00%	\$330.00	0.00%	\$330.00	3.25%	\$340.73	3.25%	\$351.80

Comparisons

Special Ed

District	Additional Info	Contractor	Min Hrs	17-18 Rate	18-19 % Increase	18-19 Rate	19-20 % Increase	19-20 Rate	20-21 % Increase	20-21 Rate	21-22 % Increase	21-22 Rate
Lakeville		Schmitty	4.5	\$328.95	1.90%	\$335.20						
St Paul		FS, Monarch, C	4	\$327.72								
Stillater		IL Central	4	\$326.40	2.50%	\$334.56	2.25%	\$342.09				
Red Wing		FS	3	\$326.28	2.50%	\$334.43						
Mahtomedi		FS/MN Cent SY	3	\$320.38	3.00%	\$329.99	3.00%	\$339.89				
Eastern Carver County		STA	5	\$317.02								
Burnsville		Durham	4	\$311.93								
Anoka		FS	5	\$304.08	3.25%	\$313.97	3.25%	\$324.17				
Osseo		FS	5	\$304.08	3.50%	\$314.73	3.50%	\$325.74				
Minnetonka		FS	4	\$294.55	3.00%	\$303.39						
Wayzata		MTI	5	\$282.94								
Hopkins	District Garage	MTI	4	\$269.63	2.25%	\$275.69	2.25%	\$281.89	2.25%	\$288.24		
Robbinsdale-C	District Garage	FS	4.75	\$266.86	2.50%	\$273.53	2.50%	\$280.37				
Orono		FS	4	\$254.16								

Bursville Bid	Durham	4	\$311.93	16.09%	\$362.11	0.00%	\$362.11	3.00%	\$372.97	3.00%	\$384.16
Bursville Bid	Schmitty's	4	\$330.00	1.52%	\$335.00	0.00%	\$335.00	3.25%	\$345.89	3.25%	\$357.13

Next Steps

Direct Negotiations with 1 or more of the vendors

March 8 - Formal Board Award of Transportation Contract