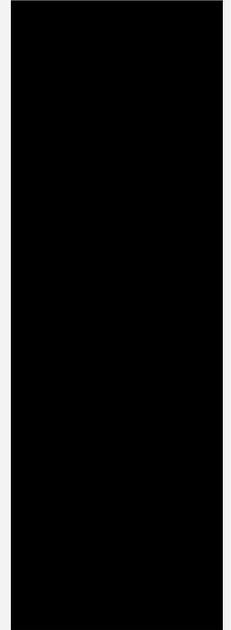


# SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA





Shakopee Public Schools  
School Board Regular Business Meeting  
District Office Board Room, 1200 Town Square,  
Shakopee

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March 25, 2019  
6:00 PM

1. CALL TO ORDER AND ROLL CALL - CHAIR BOWERMAN
2. PLEDGE OF ALLEGIANCE
3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS
  3. 1. Recognition of Snigdha Panda Named National Merit Scholarship Finalist  
Congrats to Snigdha Panda, a senior at Shakopee High School, on being named a National Merit Scholarship Finalist. She is one of 15,000 students from across the nation to be named a finalist. She will learn sometime this spring if she will receive a scholarship offer. Snigdha will attend Johns Hopkins in the fall where she will study medicine. Also, job well done to Erin Heilman, our High Potential & Innovative Programs Coordinator. The Shakopee High Potential Services program exists to ensure that our gifted and talented students are properly identified and appropriately challenged in order to maximize their potential.
  3. 2. Congratulations to Swim & Dive Team for State Level Competition  
Congratulations to our Saber swimmers and divers on advancing to the Class 2A Boys State Swim and Dive meet and their 11th place finish at state! We'd like to recognize Erik Dahl, Liam Bergerson, Teddy Johnson, Alan Purves, Brandon Gorter, Evan Schroeder, Lucas Rognrud, Joe Koller, Logan Shepard and Nick Wieczorek. And, also Boys Swim/Dive Coaches Beth and Jared Neuharth, Megan Chmielewski and Head Coach Eric Hills. Job well done!
  3. 3. Recognition of Landon Vaupel as Semifinalist in 2019 National Geographic GeoBee MN State Competition  
Congratulations to Landon Vaupel, an 8th grade student at East Middle School, for advancing as a semifinalist in the 2019 National Geographic GeoBee Minnesota State Competition. Vaupel will compete in the state GeoBee on March 29 at the University of Minnesota. Vaupel is one of 100 students who qualified to compete. Winners at the state level receive a cash prize and represent their state in the National Championship in Washington D.C. in May. Earlier this year, Vaupel was named the champion at East Middle School. School Champions take an online qualifying test for the state competition.
  3. 4. Recognition of MN State High School League ExCEL Award and AAA Winners  
Congratulations to outstanding junior and senior athletes that have been named

ExCEL Award and AAA winners. The ExCEL Award stands for Excellence in Community, Education, and Leadership. It's a unique recognition given to students involved in MSHSL sponsored activities who are leaders in their schools and demonstrate a strong commitment to community service. This year, Connor Raines and Madeline Canny were named ExCEL winners. Raines participates in football and wrestling. He's also on the "A" Honor Roll, participates in the Fellowship of Christian Athletes, and volunteers with various service groups throughout the community. Canny participates in soccer and hockey. She also ran cross country in junior high school. Canny also participates in the school's weight training program, is on the "A" Honor Roll, participates in the LINK Crew, Student Council and the Fellowship of Christian Athletes. She also volunteers as a soccer and hockey coach and with other service groups in our community. In addition, two students were named the AAA (Academics, Arts and Athletics) Award winners by the MSHSL. Congratulations to Justine Holm and Joe Koller. Holm has participated in soccer, band and choir. Koller has participated in swimming, lacrosse, basketball, choir, and student government. Both also take CIS (College in the Schools) courses, AP courses and maintain an excellent GPA.

3. 5. Congratulations to Wrestling Team for State Level Competition

Our Shakopee wrestlers are the state champions! Shakopee captured its first state wrestling title on February 28 at the Xcel Energy Center in St. Paul when they defeated Stillwater 35-22 for the Class 3A state championship. Congrats, everyone!  
Wrestlers

Pierson Manville, Leo Tukhlynovych, Paxton Creese, Ben Lunn, Tyler Jones, Seth Bakken, John Kroll, Sam Trembl, Riley Quern, Brandon Kidd, DJ Smith, Connor Raines, Jadon Hellerud, Carson Manville, Jack Casey, Joey Johnson, Ben Reiland, Tommy Johnson and Jade Trelstad

Managers

Julia King, Ella Dellwo and Maddy Larson

Coaches

Jim Jackson, Marcus LeVesseur, Maolu Woiwor, Derek Harwood, Dan Boos, Nick Creamier, Jayden DeVilbiss, Philippe Walker, Cole Baumgartner, Justice Davis, Jason Trelstad, Trom Peterson and Zabdeil Luna

4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS

5. CONSENT ITEMS

5. 1. Personnel Items

**5.1.1 Acceptance of Retirements**

Last Name, First Name, Position, Location, Effective Date

Driver, David, Teacher, Science, Tokata Learning Center, 6/07/2019

Kornder, Mary, Teacher, Grade 5, Eagle Creek Elementary School, 6/07/2019

**Recommended Action**

Accept the retirements and thank them for their service to the district as presented.

### **5.1.2 Acceptance of Resignations**

Last Name, First Name, Position, Location, Effective Date

Carlson, Rebecca, Teacher, Grade 4, Eagle Creek Elementary School, 6/07/2019

Dahl, Amber, Teacher, Math, High School, 6/07/2019

Fahey, Kayla, Teacher, Physical Education/DAPE, East Middle School, 6/07/2019

Fleming, Christopher, Technology Assistant, Sun Path Elementary School,  
3/22/2019

Gerdes, Jodie, Teacher, English Language Learner, West Middle School, 6/07/2019

Iverson, Judi, Teacher, Science, High School, 6/07/2019

Kechely, Carolyn, Food Service Worker, Red Oak Elementary School, 3/01/2019

Lundberg, Phillip, Teacher, Grade 4, Eagle Creek Elementary School, 6/07/2019

Peterson, Anna, Program Support Assistant, Eagle Creek Elementary School,  
3/22/2019

Russell, Molly, Teacher, Special Services, West Middle School, 6/07/2019

Thompson, Jacinta, Teacher, Science, West Middle School, 6/07/2019

Werner, Rae, Program Support Assistant, Central Family Center, 3/15/2019

#### **Recommended Action**

Accept the resignations and thank them for their service to the district as presented.

### **5.1.3 Approval of Certified Contract for the 2018-19 School Year**

Last Name, First Name, Position, Location, Grade, Step, FTE, Effective, Salary  
Annual

Bloom, Elizabeth, Teacher, Special Services, West/East Middle School, BA, 3, 1.0,  
2/19/2019, \$15,647.39 Prorated

#### **Recommended Action**

Approve certified contract as presented.

### **5.1.4 Approval of Non-Certified Contracts for the 2018-19 School Year**

Last Name, First Name, Position, Location, Salary, Effective

Manasra, Najwa, Program Support Assistant, Central Family Center, \$14.59/hr,  
2/26/2019

Kroells, Maria, Food Service Worker, Eagle Creek Elementary School, \$13.89/hr,  
2/25/2019

#### **Recommended Action**

Approve the non-certified contracts as presented.

### **5.1.5 Approval of Long Term Substitute Contracts**

Name LTS, Replacing, Position, Location, Approx. Dates, Grade/Step, Approx. Days,  
FTE, Salary

Bauder, Cynthia, Douglas, Teila, Teacher, Grade 3, Eagle Creek Elementary School,  
4/26/2019 through approx. 6/07/2019, MA Step 3, 1.0, \$256.86/day

Tabios, Taylor, N/A (increased student enrollment), Program Support Assistant,  
Eagle Creek Elementary School, 3/07/2019 through approx. 6/06/2019, Grade 3

Step 1, .807, \$14.59/hr

**Recommended Action**

Approve the Long Term Substitute contracts as presented.

**5.1.6 Approval of Co-Curricular Assignments**

Last Name, First Name, Position Title

Schleper, Thomas, Head Baseball Coach

Schmitz, Eric, Assistant Baseball Coach

Ryan, Kyle, Assistant Baseball Coach

Ungar, James, Assistant Baseball Coach

Thom, Joshua, Assistant Baseball Coach

Wagener, Robert, Assistant Baseball Coach

Stone, Jody, Junior High Baseball Coach

Stromgren, Kenneth, Junior High Baseball Coach

Gardner, Matthew, Junior High Baseball Coach

Hoffman, Zachary, Junior High Baseball Coach

Hartfiel, Curtis, Volunteer Baseball Coach

Johnson, David, Volunteer Baseball Coach

Dahlen, Nicholas, Volunteer Baseball Coach

Grim, Steven, Volunteer Baseball Coach

Larsen, Donald, Volunteer Baseball Coach

Fittante, Joseph, Head Softball Coach

Walker, Ashley, Assistant Softball Coach

Wermerskirchen, Kaitlyn, Assistant Softball Coach

Ostrom, Jaymee, Assistant Softball Coach

Schmidt, Sarah, Assistant Softball Coach

Evasco, Bristol, Volunteer Softball Coach

Angell, Kelsey, Volunteer Softball Coach

Casey, Jeffrey, Junior High Softball Coach

Schneider, Tara, Head Girls Lacrosse Coach

Pierce, Katherine, Assistant Lacrosse Coach

Krmpotich, Colleen, Assistant Lacrosse Coach

Russell, Daniel, Assistant Lacrosse Coach

Pollock, Sean, Head Boys Lacrosse Coach

Doorenbos, Alex, Assistant Lacrosse Coach

Allen, Philip, Assistant Lacrosse Coach

Mueller, Thomas, Assistant Lacrosse Coach

Walton, Brad, Volunteer Lacrosse Coach

Decorsey, Drew, Head Boys Tennis Coach

Gerleman, Alex, Assistant Tennis Coach

Voigt, Kelly, Assistant Tennis Coach

Decorsey, Rob, Volunteer Tennis Coach

Weiers, Andrew, Head Boys Golf Coach

Plagge, Nathan, Assistant Golf Coach

Hallett, Todd, Volunteer Golf Coach  
 Brown, Andrew, Junior High Golf Coach  
 Glass, Daniel, Junior High Golf Coach  
 Miller, Jon, Head Girls Golf Coach  
 Corteau, Donnat, Assistant Golf Coach  
 Fish, Joshua, Junior High Golf Coach  
 Haskins, Zachary, Head Boys Track & Field Coach  
 Siegmeier, Emily, Head Girls Track & Field Coach  
 Honza, George, Assistant Track & Field Coach  
 Bristol, Lauren, Assistant Track & Field Coach  
 Wachter, Jeffrey, Assistant Track & Field Coach  
 Loonan, John, Assistant Track & Field Coach  
 Chukuske, Ryan, Assistant Track & Field Coach  
 Bruzda, Emily, Assistant Track & Field Coach  
 Laughlin, Wade, Assistant Track & Field Coach  
 Richards, Michael, Assistant Track & Field Coach  
 Koenig, Daniel, Assistant Track & Field Coach  
 Nyberg, Kirsten, Junior High Track & Field Coach  
 Tyson, Joshua, Junior High Track & Field Coach  
 Rangel, John, Junior High Track & Field Coach  
 Lingenfelter, Steven, Junior High Track & Field Coach  
 Benson, Brooke, Junior High Track & Field Coach  
 Chapman, Alyssa, Adapted Softball  
 Amundsen, Thomas, Play Director  
 Cole, Robert, Assistant Play Director  
 Laursen, David, Technical Director  
 Duehr, Elizabeth, HOSA Advisor  
 Javner, Cassidy, Prom Advisor  
 Slaughter, Duane, Concessions Manager

**Recommended Action**

Approve the Co-Curricular Assignments as presented.

5. 2. Approval of Minutes of the School Board Meetings 9

**Recommended Action**

Approve the minutes of the February 25, 2019 School Board Business Meeting and the March 11, 2019 School Board Work Session as presented.

5. 3. Consideration of Bills and Authorization to Pay Same 16

**Recommended Action**

Approve the bills and authorize to pay same as presented.

5. 4. Approval of Wires Reports 42

**Recommended Action**

Approve the wires reports as presented.

5. 5. Approval of 2019-20 HeadStart Agreement 43

**Recommended Action**

	Approve the 2019-20 HeadStart CAP Agreement as presented.	
5. 6.	Approval of 2019-20 YMCA School Age Childcare Agreement <b>Recommended Action</b> Approve the 2019-20 YMCA School Age Childcare Agreement as presented.	47
5. 7.	Approval of Change Order #26 for the Shakopee High School Additions and Renovations Project Ekalath Sophaphanh, ICS Consulting, will present Change Order #26 for the Shakopee High School Additions and Renovations Project in the amount of \$159,538.38 is presented for approval. <b>Recommended Action</b> Approve Change Order #26 as presented. Presenter: Ekalath Sophaphanh, ICS Consulting Time: 5 minutes	57
5. 8.	Approval of Change Order #27 for the Shakopee High School Additions and Renovations Project Ekalath Sophaphanh, ICS Consulting, will present Change Order #27 for the Shakopee High School Additions and Renovations Project in the amount of \$13,920.41 is presented for approval. <b>Recommended Action</b> Approve Change Order #27 as presented. Presenter: Ekalath Sophaphanh, ICS Consulting Time: 5 minutes	58
6.	INFORMATIONAL	
6. 1.	2018-19 School District Finance Monthly Update The 2018-19 school district finance monthly update as presented for review. Presenter: Superintendent Mike Redmond Time: 5 minutes	59
7.	DISCUSSION AND POSSIBLE ACTION	
7. 1.	Review of Digital Learning Handbook Instructional Technology Director Bryan Drozd will present the 2019-20 Digital Learning Handbook for Board review. Presenter: Instructional Technology Director Bryan Drozd Time: 10 minutes	60
7. 2.	Proposal for Facilities Task Force Superintendent Mike Redmond will present a draft of a framework for a Community Facilities Task Force for Board review. Presenter: Superintendent Mike Redmond Time: 15 minutes	76
8.	ACTION	
8. 1.	Approval of School Board Communications Committee Citizens Communications Advisory Committee Member Kristi Peterson will present	

information regarding the School Board Communications Committee for approval.

**Recommended Action**

Approve the School Board Communications Committee effective immediately as presented.

Presenter: CCAC Member Kristi Peterson

Time: 5 minutes

8. 2. Approval of School District Policy 534 78

Policy Chair Kristi Peterson and Dave Orlowsky will present school district policy 534 Unpaid Meal Charges for 2nd reading and approval.

**Recommended Action**

Approve school district policy 534 Unpaid Meal Charges as presented.

Presenter: Policy Chair Kristi Peterson and Dave Orlowsky

Time: 6.2 minutes

8. 3. Approval of Assistant Superintendent Position beginning 2019-20 School Year 81

Dave Orlowsky has been serving in the role of 'Interim Superintendent' and 'Temporary Assistant Superintendent'. His service in these roles is best characterized as exemplary. It is the recommendation of the Superintendent, the word temporary be removed from Dave Orlowsky's title and the he assume the role of Assistant Superintendent beginning July 1, 2019. Dave is supremely qualified for this role in our district and will be an excellent 'fit'. He has already demonstrated a strong performance level and very high level of dedication to this role during the 2018-19 school year. He is the epitome of a 'servant leader'. Mr. Orlowsky will be a champion for developing structures and processes district-wide that will support improved student learning. He will also lead the development of deeper systems for Principal Development and Evaluation, which will also support improved student learning.

**Recommended Action**

Approve Dave Orlowsky as the Assistant Superintendent beginning July 1, 2019.

Presenter: Superintendent Mike Redmond

Time: 10 minutes

9. OTHER

10. COMMITTEE REPORTS

11. RECOGNITION OF VISITORS TO BOARD MEETING

12. UPCOMING MEETINGS AND IMPORTANT DATES 84

March 25, 2019 5:00PM School Board Finance Committee District Office Room 202

March 27, 2019 5:00PM School Board Facilities Committee District Office Board Room

13. ADJOURNMENT

# Minutes of School Board Regular Business Meeting

## School Board Shakopee Public Schools

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A School Board Regular Business Meeting of the School Board of Shakopee Public Schools was held Monday, February 25, 2019, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee.

### 1. CALL TO ORDER AND ROLL CALL - CHAIR BOWERMAN

PRESENT: Aldrich, Christiansen, McKeand, Peterson, Tomczik, Tucker and Bowerman

ABSENT: None

### 2. PLEDGE OF ALLEGIANCE

### 3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS

3. 1. Congratulations to 2019 Minnesota Teacher of the Year Candidate Tania Drexler-Gutierrez  
Congratulations to Tania Drexler-Gutierrez for being named a candidate for the 2019 Minnesota Teacher of the Year program. Tania is an English language teacher at Shakopee High School. She has worked in our school district since 2006. The 2019 Teacher of the Year will be announced May 5, 2019 in St. Paul. The Minnesota Teacher of the Year program is led by Education Minnesota and aims to recognize and celebrate excellence in teaching in Minnesota.

### 4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS

Aldrich/McKeand moved to approve the agenda as presented; motion passed unanimously.

### 5. CONSENT ITEMS

Christiansen/McKeand moved to approve the consent agenda as presented; motion passed unanimously.

#### 5. 1. Personnel Items

##### 5.1.1 Acceptance of Retirement

Last Name, First Name, Position, Location, Effective Date

Anderson, Mary, Teacher, Special Services, High School, 6/07/2019

##### Recommended Action

Accepted the retirement and thanked them for their service to the district as presented.

##### 5.1.2 Acceptance of Resignations

Last Name, First Name, Position, Location, Effective Date

Hurd, Karsta, Teacher, Spanish, High School, 6/07/2019

Johnson, Tammy, Program Support Assistant, High School, 2/28/2019

Klecker, Kendra, AVID Tutor, High School/East/West Middle School, 1/25/2019

Leisure, Catie, Food Service Worker, West Middle School, 1/25/2019

Lincoln, Robert, Teacher, Digital Learning, Sun Path Elementary School, 2/28/2019

Rau, Jonathan, Teacher, Technology Education, High School, 6/07/2019

##### Recommended Action

Accepted the resignations and thanked them for their service to the district as presented.

### 5.1.3 Approval of Certified Contracts for the 2018-19 School Year

Last Name, First Name, Position, Location, Grade, Step, FTE, Effective, Salary Annual

Bloom, Elizabeth, Teacher, Special Services, West Middle School, BA, 3, 1.0, 2/19/2019, \$15,647.39 (prorated)  
Doyle, Ksenia, Teacher, Building Substitute, Red Oak Elementary School, N/A, N/A, 1.0, 2/19/2019, \$125.00/day

#### Recommended Action

Approved certified contracts as presented.

### 5.1.4 Approval of Non-Certified Contracts for the 2018-19 School Year

Last Name, First Name, Position, Location, Salary, Effective

Cichy, Jessica, Program Support Assistant, East Middle School, \$14.87/hr, 2/14/2019  
Dose, Molly, Program Support Assistant, Eagle Creek Elementary School, \$14.59/hr, 1/22/2019  
Howling Wolf, Kariusta, Food Service Worker, Eagle Creek Elementary School, \$12.94/hr, 2/04/2019  
Ingerson, Jennifer, Program Support Assistant, Jackson Elementary School, \$14.59/hr, 2/05/2019  
Larson, Stephanie, Program Support Assistant, Eagle Creek Elementary School, \$15.47/hr, 1/29/2019  
Lat, Lily, Avid Tutor, High School/West/East Middle School, \$14.59/hr, 1/29/2019  
Mazzara, Suzanne, Program Support Assistant, Jackson Elementary School, \$13.55/hr, 1/15/2019  
McKeown, Kristina, Food Service Worker, West Middle School, \$12.94/hr, 2/04/2019  
Poppler, Theresa, Health Assistant, High School, \$22.94/hr, 2/11/2019  
Sacco, Amy, Program Support Assistant, Central Family Center, \$14.59/hr, 1/18/2019  
Sohns, Lori, Custodian, Red Oak Elementary School, \$16.41/hr, 2/25/2019  
Strand, Kaitlin, Program Support Assistant, Eagle Creek Elementary School, \$14.59/hr, 1/22/2019  
Theis, Julie, Program Support Assistant, Sweeney Elementary School, \$14.59/hr, 1/10/2019  
Wicks, Laura, Program Support Assistant, Central Family Center, \$14.87/hr, 1/22/2019

#### Recommended Action

Approved the non-certified contracts as presented.

### 5.1.5 Approval of Long Term Substitute Contracts

Name LTS, Replacing, Position, Location, Approx. Dates, Grade/Step, Approx. Days, FTE, Salary

Arnold, Melissa, Swanson, Teresa, Teacher, Special Service, Sweeney Elementary School, 1/02/2019 through  
Approx. 2/08/2019, MA Step 3, 1.0, \$256.86/day  
Pietarila Braun, Derek, Kleinfehn, Milicent, Teacher, Special Services, High School, 2/06/2019 through Approx.  
6/07/2019, BA + 30 Step 3, 1.0, \$246.23/day  
Doheny, Dawn, Schanen, Shelly, Teacher, Kindergarten, Red Oak Elementary School, 2/01/2019 through  
Approx. 6/07/2019, MA Step 3, 1.0, \$256.86/day  
Gunderson, Noelle, Aleckson, Laura, Teacher, English, East Middle School, 3/25/2019 through Approx.  
6/07/2019, BA Step 3, 1.0, \$214.35/day  
O'Fallon, Jolyssa, Mauer, Michelle, Teacher, Special Services, West Middle School, 2/11/2019 through Approx.  
5/15/2019, BA Step 3, 1.0, \$214.35/day  
Rademacher, Jody, Schultz, Vanessa, Teacher, Stepping Stones, Central Family Center, 2/15/2019 through  
Approx. 5/28/2019, BA Step 3, 1.0, \$214.35/day  
Reina, Gale, Geesey, Carol, School Social Worker, East Middle School, 1/21/2019 through Approx. 2/12/2019,  
MA + 30 Step 3, 1.0, \$288.76/day

#### Recommended Action

Approved the Long Term Substitute contracts as presented.

### 5.1.6 Approval of Assignment Change

Last Name, First Name, Old Position, New Position, FTE, Salary, Effective

Evink, Rebecca, Food Service Worker, Program Support Assistant, .813, \$14.59/hr, 8/01/2018

#### Recommended Action

Approved the assignment change as presented.

5. 2. Approval of Minutes of the School Board Meetings

**Recommended Action**

Approved the minutes of the January 14, 2019 ReOrg and Business Meeting, January 28, 2019 Work Session and the February 11, 2019 Work Session as presented.

5. 3. Consideration of Bills and Authorization to Pay Same

**Recommended Action**

Approved the bills and authorized to pay same as presented.

5. 4. Approval of Wires Reports

**Recommended Action**

Approved the wires reports as presented.

5. 5. Authorization for Sale of Obsolete Equipment

Director of Instructional Technology Bryan Drozd requested authorization for sale of obsolete technology equipment.

**Recommended Action**

Per School District Policy 802, authorized the sale of obsolete technology equipment (approximately 600 iPads with an estimated value of \$30,000) as presented.

5. 6. Approval of Apple Lease

**Recommended Action**

Approved the resolutions approving and authorizing the execution of schedule No. PUB18421 to the governmental lease purchase master agreement dated May 15, 2014, and supplements thereto and related documents and certificates as presented.

5. 7. Approval of 2019 School Resource Officer Agreement with City of Shakopee

**Recommended Action**

Approved the 2019 SRO Agreement with the City of Shakopee as presented.

6. OLD BUSINESS DISCUSSION ITEMS

6. 1. 2018-19 February Enrollment Update

Temporary Assistant Superintendent Dave Orlosky presented an annual February 1st enrollment report for the Board.

6. 2. 2018-19 Monthly Budget Update

Director of Finance & Operations Jeff Priess presented the 2018-19 monthly budget update for board review.

7. OLD BUSINESS ACTION ITEMS

7. 1. FY19 Budget Revisions

Director of Finance & Operations Jeff Priess presented the FY19 budget revisions for board approval.

**Recommended Action**

Christiansen/Aldrich moved to approve the FY19 budget year revisions as presented; motion passed unanimously.

## 7. 2. FY20 Budget Planning Assumptions

Director of Finance & Operations Jeff Priess presented the FY20 General Fund budget planning assumptions for board approval.

### **Recommended Action**

Peterson/Tomczik moved to approve the FY20 General Fund Budget Planning Assumptions as presented; motion passed unanimously.

## 7. 3. Pay Equity Implementation Report

Director of Human Resources Keith Gray presented the Pay Equity Implementation Report for Board review and approval.

### **Recommended Action**

Christiansen/Tucker moved to approve the pay equity implementation report as presented; motion passed unanimously.

## 7. 4. Approval of July 1, 2018-June 30, 2020 Secretarial/Clerical Association Bargaining Agreement

Director of Human Resources Keith Gray presented highlights of the 2018-20 Secretarial/Clerical Association bargaining agreement for board review and approval.

### **Recommended Action**

McKeand/Peterson moved to approve the 2018-20 Secretarial/Clerical Association Bargaining Agreement as presented; motion passed unanimously.

## 7. 5. Annual Reduction Resolution

Superintendent Mike Redmond presented the annual reduction resolution.

### **Recommended Action**

Peterson/McKeand moved to approve the annual reduction resolution as presented; motion passed unanimously.

## 8. NEW BUSINESS DISCUSSION ITEMS

### 8. 1. 1st Reading of New School District Policy 534

Policy Committee Chair Kristi Peterson and Superintendent Redmond presented a draft of new School District 534 Unpaid Meal Charges for 1st Reading.

## 9. NEW BUSINESS ACTION ITEMS

### 9. 1. 2019-20 YMCA Central Family Center Extended Day Contract

Superintendent Mike Redmond presented the 2019-20 YMCA Central Family Center Extended Day Contract for board approval.

### **Recommended Action**

Tucker/Peterson moved to approve the 2019-20 YMCA Central Family Center Extended Day Contract as presented; motion passed unanimously.

### 9. 2. Acceptance of Bid - 2019 Sweeney Elementary Roof Project

### **Recommended Action**

Christiansen/Tomczik moved to accept the bid and award the 2019 Sweeney Elementary Roof Project to McPhillips Brothers Roofing Company as the apparent low bidder, in the amount of \$1,546,320 with the funding source of Long-term Facility Maintenance Revenue as presented; motion passed unanimously.

9. 3. Acceptance of Bid - 2019 Food Service Produce Contract

**Recommended Action**

Peterson/Aldrich moved to accept the bid and award the 2019 Food Service Produce Contract to Bix Produce following review and evaluation of selection criteria with an annual spend estimate of \$145,000 as presented; motion passed unanimously.

10. OTHER

11. COMMITTEE REPORTS

12. RECOGNITION OF VISITORS TO BOARD MEETING

13. UPCOMING MEETINGS AND IMPORTANT DATES

February 25, 2019	5:00PM	School Board Finance Committee	District Office Room 202
February 27, 2019	5:00PM	School Board Facilities Committee	District Office Board Room
March 11, 2019	5:00PM	School Board Personnel Committee	District Office Room 202
March 11, 2019	6:00PM	School Board Work Session	District Office Board Room
March 16, 2019	9:00AM	School Board Spring Retreat	District Office Board Room
March 25, 2019	5:00PM	School Board Finance Committee	District Office Room 202
March 25, 2019	6:00PM	School Board Business Meeting	District Office Board Room
March 27, 2019	5:00PM	School Board Facilities Committee	District Office Board Room

14. ADJOURNMENT

At 7:06PM, Christiansen/Peterson moved to adjourn; motion passed unanimously.

# Minutes of School Board Work Session

## School Board Shakopee Public Schools

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A School Board Work Session of the School Board of Shakopee Public Schools was held Monday, March 11, 2019, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee.

1. CALL TO ORDER SCHOOL BOARD WORK SESSION AND ROLL CALL - CHAIR BOWERMAN

PRESENT: Aldrich, Christiansen, McKeand, Peterson, Tomczik, Tucker and Bowerman

ABSENT: None

2. PLEDGE OF ALLEGIANCE

3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS

3. 1. March 3-9, 2019 ParaProfessional Week Recognition and Appreciation

4. CONSIDERATION OF AGENDA AS PRESENTED

McKeand/Aldrich moved to approve the agenda as presented; motion passed unanimously.

5. DISCUSSION

5. 1. Exclusive Purchasing - High School Athletics

Presenter: Athletic Director Matt Hanson & Temp. Assistant Superintendent Dave Orlowsky

5. 2. School Safety Plan Development & Training

Presenter: Temp. Assistant Superintendent Dave Orlowsky

5. 3. Assessment Dashboard

Presenter: Temp. Assistant Superintendent Dave Orlowsky & Temp. Data & Testing Supervisor Ford Rolfsrud

6. DISCUSSION AND POSSIBLE ACTION

7. ACTION

7. 1. 2019-20 Calendar Adjustments

**Recommended Action**

Christiansen/McKeand moved to approve the adjustments to the 2019-20 School Calendar as presented; motion passed unanimously.

Presenter: Superintendent Mike Redmond & SEA President Dale Anderson

7. 2. Approval of Extended FieldTrips

**Recommended Action**

Aldrich/Tucker moved to approve the 2019 Optional Baseball Extended FieldTrip and the 2019 TLC Writers' Workshop Extended FieldTrip as presented; motion passed unanimously.

Presenter: Temp. Assistant Superintendent Dave Orlowsky

8. OTHER

9. UPCOMING MEETINGS AND IMPORTANT DATES

March 11, 2019	5:00PM	School Board Personnel Committee	District Office Room 202
March 16, 2019	9:00AM	School Board Spring Retreat	District Office Board Room
March 25, 2019	5:00PM	School Board Finance Committee	District Office Room 202
March 25, 2019	6:00PM	School Board Business Meeting	District Office Board Room
March 27, 2019	5:00PM	School Board Facilities Committee	District Office Board Room

10. ADJOURNMENT OF SCHOOL BOARD WORK SESSION

At 7:51PM, Christiansen/Peterson moved to adjourn; motion passed unanimously.

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
1/31/2019 1:07:38 PM	EDG	105252057	740389	ABRAKADOODLE	1,548.00	Yes	No
1/31/2019 1:07:38 PM	EDG	105252057	740390	ACOSTA, MIKE	83.00	Yes	No
1/31/2019 1:07:38 PM	EDG	105252057	740391	ADVANCED IMAGING SOLUTIONS	1,232.65	Yes	No
1/31/2019 1:07:38 PM	EDG	105252057	740392	AG IREPAIR	1,561.00	Yes	No
1/31/2019 1:07:38 PM	EDG	105252057	740393	ANCHOR PAPER	1,408.82	Yes	No
1/31/2019 1:07:39 PM	EDG	105252057	740394	ANDERSON, CHRISTIAN	77.00	Yes	No
1/31/2019 1:07:39 PM	EDG	105252057	740395	ANDERSON, JESSE	155.00	Yes	No
1/31/2019 1:07:39 PM	EDG	105252057	740396	BERGAMASCO, ROBERT	155.00	Yes	No
1/31/2019 1:07:39 PM	EDG	105252057	740397	BIX PRODUCE CO.	2,697.91	Yes	No
1/31/2019 1:07:39 PM	EDG	105252057	740398	BOWSER, CHARTAGAN	59.00	Yes	No
1/31/2019 1:07:39 PM	EDG	105252057	740399	BSN SPORTS	3,319.27	Yes	No
1/31/2019 1:07:39 PM	EDG	105252057	740400	BUCKEYE CLEANING CENTER	2,111.66	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740401	BURNSVILLE SCHOOL DISTRICT	220.00	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740402	CANON FINANCIAL SERVICES	2,563.44	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740403	CARKHUFF, BRADEN	75.00	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740404	CHEROKEE PARK UNITED CHURCH	1,500.00	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740405	CHOICE ELECTRIC, INC	352.40	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740406	CHURCHILL, LEE	83.00	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740407	CITY OF SHAKOPEE	83.89	Yes	No
1/31/2019 1:07:40 PM	EDG	105252057	740408	CLAYTON, JOHN J	69.00	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740409	CRADLEPOINT INC	360.00	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740410	CUB FOODS	111.58	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740411	DEMERS, BRANDYN	75.00	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740412	DERKSEN, CAROLYN	77.00	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740413	DEVINE, PAT	83.00	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740414	DHAMERA, ANUSHA	75.00	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740415	DICKS SANITATION INC.	1,378.16	Yes	No
1/31/2019 1:07:41 PM	EDG	105252057	740416	DIVERSIFIED SNACK DISTRIBUTORS	6,664.86	Yes	No
1/31/2019 1:07:42 PM	EDG	105252057	740417	DROUCHES, GEORGE M	77.00	Yes	No
1/31/2019 1:07:42 PM	EDG	105252057	740418	EAGAN HIGH SCHOOL	25.00	Yes	No
1/31/2019 1:07:42 PM	EDG	105252057	740419	EARTHGRAINS	1,000.51	Yes	No
1/31/2019 1:07:42 PM	EDG	105252057	740420	EDGE CHECK PRINTING SOLUTIONS	225.00	Yes	No
1/31/2019 1:07:42 PM	EDG	105252057	740421	GENERAL PARTS , INC	184.25	Yes	No
1/31/2019 1:07:42 PM	EDG	105252057	740422	GRACE CHURCH	2,700.00	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
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1/31/2019 1:07:43 PM	EDG	105252057	740424	GROTH MUSIC	101.59	Yes	No
1/31/2019 1:07:43 PM	EDG	105252057	740425	GROVE, TYLER	155.00	Yes	No
1/31/2019 1:07:43 PM	EDG	105252057	740426	GUIDARELLI, JOE	77.00	Yes	No
1/31/2019 1:07:43 PM	EDG	105252057	740427	HALLER, MELISSA	45.00	Yes	No
1/31/2019 1:07:43 PM	EDG	105252057	740428	HEALY, MICHAEL	77.00	Yes	No
1/31/2019 1:07:43 PM	EDG	105252057	740429	HILLYARD / HUTCHINSON	5,956.17	Yes	No
1/31/2019 1:07:43 PM	EDG	105252057	740430	HOLZHUETER, ELISA	33.47	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740431	HOLZHUETER, TIM	142.00	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740432	HOVICK, NICHOLAS ANDREW	77.00	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740433	INHARVEST	1,019.93	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740434	INNOVATIVE OFFICE SOLUTIONS	402.28	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740435	INSIGHT PUBLIC SECTOR, INC	20,778.56	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740436	JEPPSON, NEAL	142.00	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740437	JONCKOWSKI, DICK	90.00	Yes	No
1/31/2019 1:07:44 PM	EDG	105252057	740438	KASNER, DANIEL	155.00	Yes	No
1/31/2019 1:07:45 PM	EDG	105252057	740439	KROELLS KARATE CTR	1,023.00	Yes	No
1/31/2019 1:07:45 PM	EDG	105252057	740440	KUYPER, CHAD	100.00	Yes	No
1/31/2019 1:07:45 PM	EDG	105252057	740441	LACH, THEAVY	100.00	Yes	No
1/31/2019 1:07:45 PM	EDG	105252057	740442	LAKEVILLE HIGH SCHOOL SOUTH	350.00	Yes	No
1/31/2019 1:07:45 PM	EDG	105252057	740443	LENTNER, BLAKE	155.00	Yes	No
1/31/2019 1:07:45 PM	EDG	105252057	740444	LINCOLN NATIONAL LIFE INS CO	24,054.85	Yes	No
1/31/2019 1:07:45 PM	EDG	105252057	740445	MACKIN EDUCATIONAL RESOURCES	8,446.81	Yes	No
1/31/2019 1:07:46 PM	EDG	105252057	740446	MINNESOTA HISTORICAL SOCIETY	768.00	Yes	No
1/31/2019 1:07:46 PM	EDG	105252057	740447	MN HARVEST, LLC	1,295.00	Yes	No
1/31/2019 1:07:46 PM	EDG	105252057	740448	MN HOSA	800.00	Yes	No
1/31/2019 1:07:46 PM	EDG	105252057	740449	MN HOSA	814.00	Yes	No
1/31/2019 1:07:46 PM	EDG	105252057	740450	MN SWIM COACHES ASSOCIATION	300.00	Yes	No
1/31/2019 1:07:46 PM	EDG	105252057	740451	MONOPRICE.COM	47.34	Yes	No
1/31/2019 1:07:46 PM	EDG	105252057	740452	BRISTOL, LAUREN - PE	128.00	Yes	No
1/31/2019 1:07:47 PM	EDG	105252057	740453	MOSES, ANDREW	83.00	Yes	No
1/31/2019 1:07:47 PM	EDG	105252057	740454	NEIL'S OUTDOOR SERVICES	15,930.00	Yes	No
1/31/2019 1:07:47 PM	EDG	105252057	740455	NORTHSTAR AV LLC	80.00	Yes	No
1/31/2019 1:07:47 PM	EDG	105252057	740456	OWENS, KASSANDRA	75.00	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
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1/31/2019 1:07:47 PM	EDG	105252057	740459	PEARSON, ETHAN	39.00	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740460	PERFORMANCE FOOD GROUP	2,969.59	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740461	PRAIRIE RIVER HOME CARE, INC	4,030.00	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740462	PREMIERE CHEER CAMPS	150.00	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740463	PREMIUM WATER CO	42.00	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740464	QUALITY FORKLIFT SALES & SERVI	249.61	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740465	RICHTER, BENJAMIN	68.00	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740466	RIES, ROB	77.00	Yes	No
1/31/2019 1:07:48 PM	EDG	105252057	740467	RIVERFRONT PRINTING	44.00	Yes	No
1/31/2019 1:07:49 PM	EDG	105252057	740468	ROGERS, GREGORY	87.00	Yes	No
1/31/2019 1:07:49 PM	EDG	105252057	740469	ROLF-WATT, MELISSA	140.00	Yes	No
1/31/2019 1:07:49 PM	EDG	105252057	740470	RUDOLPH, MICHAEL	83.00	Yes	No
1/31/2019 1:07:49 PM	EDG	105252057	740471	RYAN MECHANICAL INC	335.00	Yes	No
1/31/2019 1:07:49 PM	EDG	105252057	740472	SCHNEIDER, MATT	68.00	Yes	No
1/31/2019 1:07:49 PM	EDG	105252057	740473	SCHOOL SPECIALTY	444.24	Yes	No
1/31/2019 1:07:49 PM	EDG	105252057	740474	SHEPHERD, BRONSON	155.00	Yes	No
1/31/2019 1:07:50 PM	EDG	105252057	740475	SIDLE, DANIEL	68.00	Yes	No
1/31/2019 1:07:50 PM	EDG	105252057	740476	SOUTHWEST METRO EDUCATIONAL CO	9,787.50	Yes	No
1/31/2019 1:07:50 PM	EDG	105252057	740477	TRIO SUPPLY COMPANY	2,196.94	Yes	No
1/31/2019 1:07:50 PM	EDG	105252057	740478	TWIN CITIES DOTS & POP	2,331.45	Yes	No
1/31/2019 1:07:50 PM	EDG	105252057	740479	UHL CO., INC	2,723.50	Yes	No
1/31/2019 1:07:50 PM	EDG	105252057	740480	UPPER LAKES FOODS	2,373.90	Yes	No
1/31/2019 1:07:50 PM	EDG	105252057	740481	US FOODS, INC.	98,681.92	Yes	No
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1/31/2019 1:07:51 PM	EDG	105252057	740483	VANGUILDER, JOE	155.00	Yes	No
1/31/2019 1:07:51 PM	EDG	105252057	740484	WANLESS, TROY	154.00	Yes	No
1/31/2019 1:07:51 PM	EDG	105252057	740485	WELNA, JOSHUA A.	30.00	Yes	No
1/31/2019 1:07:51 PM	EDG	105252057	740486	WILLIAMS, KYLE	83.00	Yes	No
1/31/2019 1:07:51 PM	EDG	105252057	740487	WILSON, JESSICA	75.00	Yes	No
1/31/2019 1:07:51 PM	EDG	105252057	740488	WINTERFELDT, JUSTIN THOMAS	60.00	Yes	No
1/31/2019 1:07:52 PM	EDG	105252057	740489	ZIMMERMAN, FRANK	204.00	Yes	No

\*\*\* Totals

Total Documents: 101

Total Amount: 350,865.22

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2/8/2019 1:39:34 PM	EDG	105252057	740500	ACEVEDO, VERONICA	20.00	Yes	No
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2/8/2019 1:39:35 PM	EDG	105252057	740503	ADVANCED IMAGING SOLUTIONS	789.90	Yes	No
2/8/2019 1:39:35 PM	EDG	105252057	740504	AG IREPAIR	5,670.00	Yes	No
2/8/2019 1:39:35 PM	EDG	105252057	740505	AG PARTNERS TOWN & COUNTRY STOR	342.93	Yes	No
2/8/2019 1:39:35 PM	EDG	105252057	740506	ANCHOR PAPER	3,660.20	Yes	No
2/8/2019 1:39:35 PM	EDG	105252057	740507	APFELBACHER, DALLAS	68.00	Yes	No
2/8/2019 1:39:35 PM	EDG	105252057	740508	APPLE FORD SHAKOPEE	54.14	Yes	No
2/8/2019 1:39:35 PM	EDG	105252057	740509	ARAMARK	2,358.67	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740510	BERNARD FOOD INDUSTRIES, INC	626.24	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740511	BERRY COFFEE COMPANY	112.45	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740512	BIX PRODUCE CO.	3,969.57	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740513	BLOCK, DAN	154.00	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740514	BOCHE, BRENDAN	68.00	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740515	BREITLOW, JEFFREY	83.00	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740516	BROHOLM, SUE	2,069.00	Yes	No
2/8/2019 1:39:36 PM	EDG	105252057	740517	BTU SERVICES, INC.	1,659.80	Yes	No
2/8/2019 1:39:37 PM	EDG	105252057	740518	BUCCEK, AMY	150.00	Yes	No
2/8/2019 1:39:37 PM	EDG	105252057	740519	BUCKEYE CLEANING CENTER	611.08	Yes	No
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2/8/2019 1:39:37 PM	EDG	105252057	740521	CARKHUFF, BRADEN	75.00	Yes	No
2/8/2019 1:39:37 PM	EDG	105252057	740522	CATALYST SOURCING SOLUTIONS	2,094.99	Yes	No
2/8/2019 1:39:37 PM	EDG	105252057	740523	CHANHASSEN HIGH SCHOOL	490.00	Yes	No
2/8/2019 1:39:37 PM	EDG	105252057	740524	CHOICE ELECTRIC, INC	351.84	Yes	No
2/8/2019 1:39:37 PM	EDG	105252057	740525	CITY OF SHAKOPEE	255.00	Yes	No
2/8/2019 1:39:38 PM	EDG	105252057	740526	COMSTOCK, NICOLE	98.33	Yes	No
2/8/2019 1:39:38 PM	EDG	105252057	740527	CSTMN	84,689.70	Yes	No
2/8/2019 1:39:38 PM	EDG	105252057	740528	CUB FOODS	75.08	Yes	No
2/8/2019 1:39:38 PM	EDG	105252057	740529	DELUXE FOR BUSINESS	332.28	Yes	No
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2/8/2019 1:39:38 PM	EDG	105252057	740531	DIVERSIFIED SNACK DISTRIBUTORS	7,113.15	Yes	No
2/8/2019 1:39:38 PM	EDG	105252057	740532	DORAN, CAROYN	173.88	Yes	No
2/8/2019 1:39:38 PM	EDG	105252057	740533	EARTHGRAINS	1,301.17	Yes	No

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2/8/2019 1:39:39 PM	EDG	105252057	740535	EIDER, JAKE	87.00	Yes	No
2/8/2019 1:39:39 PM	EDG	105252057	740536	FREESE, NICHOLAS	83.00	Yes	No
2/8/2019 1:39:39 PM	EDG	105252057	740537	GENERAL PARTS , INC	1,662.10	Yes	No
2/8/2019 1:39:39 PM	EDG	105252057	740538	GERBER, JOSH	83.00	Yes	No
2/8/2019 1:39:39 PM	EDG	105252057	740539	GRAINGER, INC.	16.05	Yes	No
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2/8/2019 1:39:39 PM	EDG	105252057	740541	GREAT NORTHERN LANDSCAPES INC	425.00	Yes	No
2/8/2019 1:39:40 PM	EDG	105252057	740542	GRIDER, RICHARD WILLIAM	77.00	Yes	No
2/8/2019 1:39:40 PM	EDG	105252057	740543	GRIFFITHS, DAN	77.00	Yes	No
2/8/2019 1:39:40 PM	EDG	105252057	740544	GROTHMAN, JOHN	68.00	Yes	No
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2/8/2019 1:39:40 PM	EDG	105252057	740546	HEALY, CHARLES M	77.00	Yes	No
2/8/2019 1:39:40 PM	EDG	105252057	740547	HEIM, WILLIAM VINCENT	83.00	Yes	No
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2/8/2019 1:39:41 PM	EDG	105252057	740549	HILLSHIRE BRANDS CO	4,200.42	Yes	No
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2/8/2019 1:39:41 PM	EDG	105252057	740552	HOVICK, NICHOLAS ANDREW	77.00	Yes	No
2/8/2019 1:39:41 PM	EDG	105252057	740553	ICS CONSULTING INC	124,729.25	Yes	No
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2/8/2019 1:39:41 PM	EDG	105252057	740556	JAGUAR COMMUNICATIONS INC	4,590.00	Yes	No
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2/8/2019 1:39:42 PM	EDG	105252057	740558	JOHNSON, DENNIS W.	59.00	Yes	No
2/8/2019 1:39:42 PM	EDG	105252057	740559	JONCKOWSKI, DICK	120.00	Yes	No
2/8/2019 1:39:42 PM	EDG	105252057	740560	JW PEPPER	14.59	Yes	No
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2/8/2019 1:39:42 PM	EDG	105252057	740562	KNUTSON FLYNN & DEANS	2,847.50	Yes	No
2/8/2019 1:39:42 PM	EDG	105252057	740563	KRUEGER, DWIGHT	77.00	Yes	No
2/8/2019 1:39:43 PM	EDG	105252057	740564	KULLY SUPPLY CO	38.94	Yes	No
2/8/2019 1:39:43 PM	EDG	105252057	740565	LEIGHTON, TIM	77.00	Yes	No
2/8/2019 1:39:43 PM	EDG	105252057	740566	MAAP	345.00	Yes	No
2/8/2019 1:39:43 PM	EDG	105252057	740567	MAHONEY, JEFF	55.00	Yes	No

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2/8/2019 1:39:43 PM	EDG	105252057	740571	MCGILL, GREGORY	68.00	Yes	No
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2/8/2019 1:39:44 PM	EDG	105252057	740573	MINNEAPOLIS OXYGEN	115.32	Yes	No
2/8/2019 1:39:44 PM	EDG	105252057	740574	MINNESOTA HIGHWAY SAFETY & RESE	360.00	Yes	No
2/8/2019 1:39:44 PM	EDG	105252057	740575	MN HARVEST, LLC	945.00	Yes	No
2/8/2019 1:39:44 PM	EDG	105252057	740576	BRISTOL, LAUREN - PE	128.00	Yes	No
2/8/2019 1:39:44 PM	EDG	105252057	740577	NEIL'S OUTDOOR SERVICES	16,075.00	Yes	No
2/8/2019 1:39:44 PM	EDG	105252057	740578	NELSON, DAVID A.	69.00	Yes	No
2/8/2019 1:39:44 PM	EDG	105252057	740579	NEOFUNDS - POSTAGE	1,195.00	Yes	No
2/8/2019 1:39:45 PM	EDG	105252057	740580	NOVAK, HEATHER - PAY	174.03	Yes	No
2/8/2019 1:39:45 PM	EDG	105252057	740581	NOVAK, HEATHER - SUPPLIES	63.38	Yes	No
2/8/2019 1:39:45 PM	EDG	105252057	740582	OCONNOR, JOSEPH	73.00	Yes	No
2/8/2019 1:39:45 PM	EDG	105252057	740583	PALMER BUS SERVICES	1,275.00	Yes	No
2/8/2019 1:39:45 PM	EDG	105252057	740584	PERFORMANCE FOOD GROUP	2,980.14	Yes	No
2/8/2019 1:39:45 PM	EDG	105252057	740585	PFIEFFER, ETHAN	136.00	Yes	No
2/8/2019 1:39:45 PM	EDG	105252057	740586	PIKET, JOSEPH	77.00	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740587	PLANSOURCE	2,062.00	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740588	PRAIRIE RIVER HOME CARE, INC	2,015.00	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740589	PRIOR LAKE HIGH SCHOOL	125.00	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740590	PRO TEAM FOODSERVICE ADVISORS	7,621.00	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740591	PROVISION MEDIA INC.	840.00	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740592	RAHIMI, SIA	155.00	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740593	REED , MADISON	14.95	Yes	No
2/8/2019 1:39:46 PM	EDG	105252057	740594	RICHARDS, CALEB	75.00	Yes	No
2/8/2019 1:39:47 PM	EDG	105252057	740595	RICHTER, BENJAMIN	155.00	Yes	No
2/8/2019 1:39:47 PM	EDG	105252057	740596	RIEDERER, JEAN	150.00	Yes	No
2/8/2019 1:39:47 PM	EDG	105252057	740597	RIEDERER, SARAH	150.00	Yes	No
2/8/2019 1:39:47 PM	EDG	105252057	740598	ROACH, ALYSSA	150.00	Yes	No
2/8/2019 1:39:47 PM	EDG	105252057	740599	ROGERS, GREGORY	155.00	Yes	No
2/8/2019 1:39:47 PM	EDG	105252057	740600	ROSE, DAN	83.00	Yes	No
2/8/2019 1:39:47 PM	EDG	105252057	740601	RYAN MECHANICAL INC	5,550.00	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/8/2019 1:39:47 PM	EDG	105252057	740602	RYDIN DECAL CUSTOM IMAGE	245.41	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740603	SAUL, MIKE	155.00	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740604	SAUNDERS, CURTIS	155.00	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740605	SCHILLER, THOMAS	77.00	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740606	SCHMITT MUSIC COMPANY	6.36	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740607	SCHMITZ, STEVEN	155.00	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740608	SCOTT COUNTY	34,033.56	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740609	SECURITY CONTROL SYSTEMS, INC	905.00	Yes	No
2/8/2019 1:39:48 PM	EDG	105252057	740610	SHAFFER, DONALD	69.00	Yes	No
2/8/2019 1:39:49 PM	EDG	105252057	740611	SHAKOPEE PUBLIC UTILITY COMMIS	108,829.42	Yes	No
2/8/2019 1:39:49 PM	EDG	105252057	740612	SHAKOPEE ROTARY CLUB	130.00	Yes	No
2/8/2019 1:39:49 PM	EDG	105252057	740613	SHEPHERD, BRONSON	155.00	Yes	No
2/8/2019 1:39:49 PM	EDG	105252057	740614	SMITH, CLAYTON	155.00	Yes	No
2/8/2019 1:39:49 PM	EDG	105252057	740615	SOLIE, JORDAN	83.00	Yes	No
2/8/2019 1:39:49 PM	EDG	105252057	740616	SOUKUP, STEFANIE	155.00	Yes	No
2/8/2019 1:39:49 PM	EDG	105252057	740617	SOUTHWEST METRO EDUCATIONAL CO	80.00	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740618	STOERING, ROBERT	20.00	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740619	SUCCESS BEYOND THE CLASSROOM	4,563.00	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740620	SULLWOLD, MARK	225.00	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740621	SUNDE LAND SURVEYING	5,306.30	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740622	SWANSON MEATS INC	3,335.60	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740623	TESKE, DAVID	83.00	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740624	THREE RIVERS PARK DIST	3,536.00	Yes	No
2/8/2019 1:39:50 PM	EDG	105252057	740625	TIERNEY BROTHERS INC	84.73	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740626	TOWNZEN, RYAN	77.00	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740627	TRIMARK FOODSERVICE EQUIPMEMT	4,833.51	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740628	TRUSTED EMPLOYEES	95.00	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740629	TURNITIN LLC	951.72	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740630	US BANK	45.00	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740631	US FOODS, INC.	37,694.91	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740632	VAN CLEVE, MERCEDES	2,500.00	Yes	No
2/8/2019 1:39:51 PM	EDG	105252057	740633	VARSITY ATHLETIC APPAREL	1,405.00	Yes	No
2/8/2019 1:39:52 PM	EDG	105252057	740634	WEBER, ROBERT	59.00	Yes	No
2/8/2019 1:39:52 PM	EDG	105252057	740635	WILLIAMS, KYLE	83.00	Yes	No

**Ultimate EDGE Account's Payable  
Check Register**

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/8/2019 1:39:52 PM	EDG	105252057	740636	WINTERFELDT, JUSTIN THOMAS	180.00	Yes	No
2/8/2019 1:39:52 PM	EDG	105252057	740637	ZIMMERMAN, FRANK	68.00	Yes	No

\*\*\* Totals

Total Documents: 138

Total Amount: 538,821.37

# Ultimate EDGE Account's Payable

## Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/14/2019 3:23:58 PM	EDG	105252057	740638	ACADEMIC ALL STAR TUTORING	869.00	Yes	No
2/14/2019 3:23:59 PM	EDG	105252057	740639	ADVANCED IMAGING SOLUTIONS	6,991.53	Yes	No
2/14/2019 3:23:59 PM	EDG	105252057	740640	ADVANCED IMAGING SOLUTIONS	663.71	Yes	No
2/14/2019 3:23:59 PM	EDG	105252057	740641	AG IREPAIR	2,644.00	Yes	No
2/14/2019 3:23:59 PM	EDG	105252057	740642	ALL FLAGS, LLC	149.40	Yes	No
2/14/2019 3:23:59 PM	EDG	105252057	740643	ANCHOR PAPER	4,591.39	Yes	No
2/14/2019 3:23:59 PM	EDG	105252057	740644	ANDREEN, DEBRA JOY	775.00	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740645	ARAMARK	95.96	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740646	BATEMAN, SETH	77.00	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740647	BIG FISH DIGITAL WORKS	20.00	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740648	BINGHAM, MARK	83.00	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740649	BIX PRODUCE CO.	717.22	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740650	BOWSER, CHARTAGAN	59.00	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740651	BUCCEK, AMY	75.00	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740652	BURLINGAME, KAITLIN	75.00	Yes	No
2/14/2019 3:24:00 PM	EDG	105252057	740653	CANTONE, MICHAEL S	77.00	Yes	No
2/14/2019 3:24:01 PM	EDG	105252057	740654	CENTERPOINT ENERGY MINNEGASCO	1,386.94	Yes	No
2/14/2019 3:24:01 PM	EDG	105252057	740655	CENTERPOINT ENERGY SERVICES	57,268.67	Yes	No
2/14/2019 3:24:01 PM	EDG	105252057	740656	CHOICE ELECTRIC, INC	4,064.84	Yes	No
2/14/2019 3:24:01 PM	EDG	105252057	740657	COMPUTER EXPLORERS	828.00	Yes	No
2/14/2019 3:24:01 PM	EDG	105252057	740658	CUB FOODS	301.35	Yes	No
2/14/2019 3:24:01 PM	EDG	105252057	740659	DASSEL COKATO HIGH SCHOOL	100.00	Yes	No
2/14/2019 3:24:01 PM	EDG	105252057	740660	DEARLY, JERRY M	1,250.00	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740661	DEBAKER, MATT	77.00	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740662	DEMERS, BRANDYN	75.00	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740663	DIVERSIFIED SNACK DISTRIBUTORS	1,102.81	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740664	DUNN, STEVE W.	14,346.85	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740665	EARTHGRAINS	192.72	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740666	ECKROTH MUSIC	18.52	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740667	EDUCATORS BENEFIT CONSULTANTS	453.91	Yes	No
2/14/2019 3:24:02 PM	EDG	105252057	740668	ELSMORE AQUATIC	1,512.20	Yes	No
2/14/2019 3:24:03 PM	EDG	105252057	740669	EQUITY ALLIANCE MN	210.00	Yes	No
2/14/2019 3:24:03 PM	EDG	105252057	740670	GENERAL PARTS, INC	2,503.72	Yes	No
2/14/2019 3:24:03 PM	EDG	105252057	740671	GOPHER SPORT	187.08	Yes	No

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2/14/2019 3:24:03 PM	EDG	105252057	740672	GRAYBAR ELECTRIC CO INC	23,002.33	Yes	No
2/14/2019 3:24:03 PM	EDG	105252057	740673	GREAT NORTHERN LANDSCAPES INC	839.02	Yes	No
2/14/2019 3:24:03 PM	EDG	105252057	740674	GROTH MUSIC	135.91	Yes	No
2/14/2019 3:24:03 PM	EDG	105252057	740675	GROVE, TYLER	155.00	Yes	No
2/14/2019 3:24:03 PM	EDG	105252057	740676	HAHN, RYAN	68.00	Yes	No
2/14/2019 3:24:04 PM	EDG	105252057	740677	HALDEMAN-HOMME INC	3,009.00	Yes	No
2/14/2019 3:24:04 PM	EDG	105252057	740678	HEALY, CHARLES M	77.00	Yes	No
2/14/2019 3:24:04 PM	EDG	105252057	740679	HILLYARD / HUTCHINSON	412.00	Yes	No
2/14/2019 3:24:04 PM	EDG	105252057	740680	HOLIDAY STATION STORES LLC	53.59	Yes	No
2/14/2019 3:24:04 PM	EDG	105252057	740681	HOLZHUETER, TIM	59.00	Yes	No
2/14/2019 3:24:04 PM	EDG	105252057	740682	INNOVATIVE OFFICE SOLUTIONS	81.68	Yes	No
2/14/2019 3:24:04 PM	EDG	105252057	740683	JEPSON, NEAL	59.00	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740684	JOHNSON, DENNIS W.	59.00	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740685	JONCKOWSKI, DICK	30.00	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740686	JW PEPPER	105.55	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740687	KARNAS, LUKE	112.00	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740688	KELLEY FUELS, INC.	7,496.60	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740689	KENT, BRUCE	77.00	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740690	KLEIN, MATTHEW	155.00	Yes	No
2/14/2019 3:24:05 PM	EDG	105252057	740691	KS STATEBANK	22,956.00	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740692	KULLY SUPPLY CO	489.71	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740693	LACH, THEAVY	150.00	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740694	LIEBL, MICHELLE	125.00	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740695	LOCKWOOD, ARTHUR	500.00	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740696	LUNCH LADY U, LLC	620.00	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740697	MARTINEZ, ROBERTO	103.50	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740698	MN ORCHESTRA HALL	283.75	Yes	No
2/14/2019 3:24:06 PM	EDG	105252057	740699	MN DEPT OF LABOR AND INDUSTRY	100.00	Yes	No
2/14/2019 3:24:07 PM	EDG	105252057	740700	MN DEPT OF LABOR AND INDUSTRY	250.00	Yes	No
2/14/2019 3:24:07 PM	EDG	105252057	740701	MN HARVEST, LLC	560.00	Yes	No
2/14/2019 3:24:07 PM	EDG	105252057	740702	MUSIC MART	1,445.05	Yes	No
2/14/2019 3:24:07 PM	EDG	105252057	740703	NEOFUNDS - POSTAGE	2,000.00	Yes	No
2/14/2019 3:24:07 PM	EDG	105252057	740704	UNIVERSITY OF MINNESOTA	24,360.00	Yes	No
2/14/2019 3:24:07 PM	EDG	105252057	740705	OHNSORG TRUCK BODIES	4,595.00	Yes	No

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2/14/2019 3:24:07 PM	EDG	105252057	740706	OWENS, KASSANDRA	75.00	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740707	PALMER BUS SERVICES	384,467.94	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740708	PETRICH, RYAN KEITH	59.00	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740709	PHOENIX SCHOOL COUNSELING,LLC	16,057.20	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740710	PITNEY BOWES	295.05	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740711	PITNEY BOWES PURCHASE POWER	1,157.56	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740712	PLAINVIEW MILK PRODUCTS	13,438.94	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740713	PRAIRIE RIVER HOME CARE, INC	503.75	Yes	No
2/14/2019 3:24:08 PM	EDG	105252057	740714	PREMIUM WATER CO	42.00	Yes	No
2/14/2019 3:24:09 PM	EDG	105252057	740715	REORG PIZZA DBA LITTLE CAESARS	100.00	Yes	No
2/14/2019 3:24:09 PM	EDG	105252057	740716	RIEDERER, JEAN	75.00	Yes	No
2/14/2019 3:24:09 PM	EDG	105252057	740717	RIEDERER, SARAH	75.00	Yes	No
2/14/2019 3:24:09 PM	EDG	105252057	740718	RIVER BOTTOM PRODUCTIONS	500.00	Yes	No
2/14/2019 3:24:09 PM	EDG	105252057	740719	ROSEMOUNT HIGH SCHOOL	115.00	Yes	No
2/14/2019 3:24:09 PM	EDG	105252057	740720	RYAN MECHANICAL INC	4,070.00	Yes	No
2/14/2019 3:24:09 PM	EDG	105252057	740721	SAFELINE MANAGEMENTSERVICES	8,300.00	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740722	SCHMITT MUSIC COMPANY	17.99	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740723	STEPHANIE PLONSKI	50.00	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740724	STRAND, KAY	75.00	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740725	SULLIVAN, THOMAS W	160.00	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740726	SULLWOLD, MARK	166.00	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740727	SWANSON MEATS INC	540.60	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740728	EDEN PRAIRIE SCHOOL DIST 272	100.00	Yes	No
2/14/2019 3:24:10 PM	EDG	105252057	740729	TAYLOR, GRANT	50.00	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740730	TEACHING STRATEGIES	3,300.00	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740731	THINK WRITE TECHNOLOGIES	2,517.55	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740732	THOUSAND HILLS CATTLE CO	2,579.20	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740733	THREE RIVERS PARK DIST	689.22	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740734	TIERNEY BROTHERS INC	8,532.00	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740735	TRANG, KRIS	100.00	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740736	TREMEL, LISA D	45.00	Yes	No
2/14/2019 3:24:11 PM	EDG	105252057	740737	TRIMARK HOCKENBERGS	7,863.75	Yes	No
2/14/2019 3:24:12 PM	EDG	105252057	740738	TRIO SUPPLY COMPANY	2,390.54	Yes	No
2/14/2019 3:24:12 PM	EDG	105252057	740739	TWIN CITIES CHESS CLUB	4,953.00	Yes	No

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2/14/2019 3:24:12 PM	EDG	105252057	740740	TWIN CITIES DOTS & POP	633.60	Yes	No
2/14/2019 3:24:12 PM	EDG	105252057	740741	TWIN CITY HARDWARE	127.13	Yes	No
2/14/2019 3:24:12 PM	EDG	105252057	740742	TWO GUYS FROM SCOTT COUNTY	50.00	Yes	No
2/14/2019 3:24:12 PM	EDG	105252057	740743	US FOODS, INC.	11,128.65	Yes	No
2/14/2019 3:24:12 PM	EDG	105252057	740744	VERIZON WIRELESS	3,680.10	Yes	No
2/14/2019 3:24:13 PM	EDG	105252057	740745	VRIEZE, TYLER	77.00	Yes	No
2/14/2019 3:24:13 PM	EDG	105252057	740746	WASTE MANAGEMENT	9,759.42	Yes	No
2/14/2019 3:24:13 PM	EDG	105252057	740747	WATER TO YOU	27.00	Yes	No
2/14/2019 3:24:13 PM	EDG	105252057	740748	WILLIAMS, KYLE	83.00	Yes	No
2/14/2019 3:24:13 PM	EDG	105252057	740749	WINTERFELDT, JUSTIN THOMAS	90.00	Yes	No
2/14/2019 3:24:13 PM	EDG	105252057	740750	WOLD ARCHITECTS & ENGINEERS	16,395.23	Yes	No
2/14/2019 3:24:13 PM	EDG	105252057	740751	YMCA OF THE GREATER TWIN CITIES	24,500.00	Yes	No

\*\*\* Totals

Total Documents: 114

Total Amount: 728,379.93

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/21/2019 11:57:54 AM	EDG	105252057	740763	ACADEMIC LANGUAGE RESEARCH AND	10,000.00	Yes	No
2/21/2019 11:57:54 AM	EDG	105252057	740764	ADVANCED IMAGING SOLUTIONS	657.00	Yes	No
2/21/2019 11:57:54 AM	EDG	105252057	740765	AG IREPAIR	1,052.00	Yes	No
2/21/2019 11:57:55 AM	EDG	105252057	740766	AIRGAS NATIONAL CARBONATION	110.80	Yes	No
2/21/2019 11:57:55 AM	EDG	105252057	740767	ANCHOR PAPER	1,350.00	Yes	No
2/21/2019 11:57:55 AM	EDG	105252057	740768	BATTERIES R US	1,213.65	Yes	No
2/21/2019 11:57:55 AM	EDG	105252057	740769	BERANAK, MARI	200.00	Yes	No
2/21/2019 11:57:55 AM	EDG	105252057	740770	BERRY COFFEE COMPANY	118.07	Yes	No
2/21/2019 11:57:55 AM	EDG	105252057	740771	BIX PRODUCE CO.	779.03	Yes	No
2/21/2019 11:57:55 AM	EDG	105252057	740772	BURLINGAME, KAITLIN	225.00	Yes	No
2/21/2019 11:57:56 AM	EDG	105252057	740773	CAPFIRST EQUIPMENT FINANCE	750.00	Yes	No
2/21/2019 11:57:56 AM	EDG	105252057	740774	CENTER FOR EFFICIENT SCHOOL OPER	14,666.00	Yes	No
2/21/2019 11:57:56 AM	EDG	105252057	740775	CENTERPOINT ENERGY MINNEGASCO	596.63	Yes	No
2/21/2019 11:57:56 AM	EDG	105252057	740776	CENTURYLINK	93.98	Yes	No
2/21/2019 11:57:56 AM	EDG	105252057	740777	CHOICE ELECTRIC, INC	2,971.28	Yes	No
2/21/2019 11:57:56 AM	EDG	105252057	740778	CUB FOODS	11.06	Yes	No
2/21/2019 11:57:56 AM	EDG	105252057	740779	DIVERSIFIED SNACK DISTRIBUTORS	1,643.09	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740780	DOOR WORKS	437.00	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740781	EARTHGRAINS	221.75	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740782	ELMI, FARTUN	100.00	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740783	FRONTLINE PLACEMENT TECHNOLOGI	10,783.88	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740784	GENERAL PARTS , INC	722.61	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740785	GLOBAL INDUSTRIAL EQUIPMENT	703.40	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740786	GRAYBAR ELECTRIC CO INC	2,815.43	Yes	No
2/21/2019 11:57:57 AM	EDG	105252057	740787	HILDI INC.	1,430.00	Yes	No
2/21/2019 11:57:58 AM	EDG	105252057	740788	HILLYARD / HUTCHINSON	9,365.70	Yes	No
2/21/2019 11:57:58 AM	EDG	105252057	740789	INHARVEST	105.51	Yes	No
2/21/2019 11:57:58 AM	EDG	105252057	740790	INNOVATIVE OFFICE SOLUTIONS	809.08	Yes	No
2/21/2019 11:57:58 AM	EDG	105252057	740791	INSIGHT PUBLIC SECTOR, INC	51,750.13	Yes	No
2/21/2019 11:57:58 AM	EDG	105252057	740792	INSTITUTE FOR ENVIRON ASSESS	4,235.63	Yes	No
2/21/2019 11:57:58 AM	EDG	105252057	740793	LIEBL, MICHELLE	100.00	Yes	No
2/21/2019 11:57:58 AM	EDG	105252057	740794	LOFFLER	5,768.92	Yes	No
2/21/2019 11:57:59 AM	EDG	105252057	740795	LOUDEN, STEPHANIE	80.00	Yes	No
2/21/2019 11:57:59 AM	EDG	105252057	740796	LOUIS DEGIDIO SERVICES INC	1,377.99	Yes	No

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Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/21/2019 11:57:59 AM	EDG	105252057	740797	LOWES	1,102.73	Yes	No
2/21/2019 11:57:59 AM	EDG	105252057	740798	MAILFINANCE - NEOPOST LEASE	421.77	Yes	No
2/21/2019 11:57:59 AM	EDG	105252057	740799	MEI TOTAL ELEVATOR SOLUTIONS	554.00	Yes	No
2/21/2019 11:57:59 AM	EDG	105252057	740800	MINNEAPOLIS OXYGEN	494.06	Yes	No
2/21/2019 11:57:59 AM	EDG	105252057	740801	MINNESOTA SCHOOL OF BUSINESS	39,144.41	Yes	No
2/21/2019 11:57:59 AM	EDG	105252057	740802	MINNESOTA TIMBERWOLVES BOX OFFI	625.50	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740803	MINNESOTA ZOO	325.00	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740804	NEIL'S OUTDOOR SERVICES	29,223.75	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740805	PALMER BUS SERVICES	3,853.90	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740806	PHOENIX SCHOOL COUNSELING,LLC	8,028.60	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740807	POGUE, GINA	54.64	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740808	PRAIRIE RIVER HOME CARE, INC	1,982.50	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740809	PSAT/MSQT	3,840.00	Yes	No
2/21/2019 11:58:00 AM	EDG	105252057	740810	QUALITY FORKLIFT SALES & SERVI	2,923.86	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740811	RAMACHER, THUY	122.50	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740812	RIVERFRONT PRINTING	49.00	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740813	rSCHOOL TODAY	118.00	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740814	SCHMITT MUSIC COMPANY	20.94	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740815	SHAKOPEE CHAMBER OF COMMERCE	20.00	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740816	SHRED-N-GO, INC.	692.60	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740817	SJOBORG, SUSAN	100.00	Yes	No
2/21/2019 11:58:01 AM	EDG	105252057	740818	STEPHANIE PLONSKI	100.00	Yes	No
2/21/2019 11:58:02 AM	EDG	105252057	740819	SUNFLOWER STITCHES	122.00	Yes	No
2/21/2019 11:58:02 AM	EDG	105252057	740820	TAIKOARTS MIDWEST	800.00	Yes	No
2/21/2019 11:58:02 AM	EDG	105252057	740821	TDS METROCOM	3,734.54	Yes	No
2/21/2019 11:58:02 AM	EDG	105252057	740822	TRI DIM FILTER CORPORATION	582.59	Yes	No
2/21/2019 11:58:02 AM	EDG	105252057	740823	TRIO SUPPLY COMPANY	1,773.76	Yes	No
2/21/2019 11:58:02 AM	EDG	105252057	740824	TWIN CITIES DOTS & POP	2,804.40	Yes	No
2/21/2019 11:58:02 AM	EDG	105252057	740825	US FOODS, INC.	7,157.10	Yes	No

\*\*\* Totals

Total Documents: 63

Total Amount: 238,016.77

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/28/2019 4:11:01 PM	EDG	105252057	740826	ACOSTA, MIKE	83.00	Yes	No
2/28/2019 4:11:01 PM	EDG	105252057	740827	Advanced First Aid, Inc.	13,738.23	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740828	ALPHA VIDEO & AUDIO INC	424.22	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740829	ANCHOR PAPER	449.62	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740830	ASCD	1,740.20	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740831	BERGANKDV LTD	1,500.00	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740832	BERNARD FOOD INDUSTRIES, INC	341.12	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740833	BERRY COFFEE COMPANY	183.86	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740834	BEUC, RANDON W	68.00	Yes	No
2/28/2019 4:11:02 PM	EDG	105252057	740835	SW NEWS MEDIA	954.31	Yes	No
2/28/2019 4:11:03 PM	EDG	105252057	740836	BIX PRODUCE CO.	4,190.35	Yes	No
2/28/2019 4:11:03 PM	EDG	105252057	740837	BOCHE, BRENDAN	68.00	Yes	No
2/28/2019 4:11:03 PM	EDG	105252057	740838	BUCKEYE CLEANING CENTER	352.16	Yes	No
2/28/2019 4:11:03 PM	EDG	105252057	740839	CANON FINANCIAL SERVICES	2,563.44	Yes	No
2/28/2019 4:11:03 PM	EDG	105252057	740840	CARTER, JEREMY	77.00	Yes	No
2/28/2019 4:11:03 PM	EDG	105252057	740841	CENTERPOINT ENERGY MINNEGASCO	2,860.25	Yes	No
2/28/2019 4:11:03 PM	EDG	105252057	740842	CESA 5	2,100.00	Yes	No
2/28/2019 4:11:04 PM	EDG	105252057	740843	CHASKA HIGH SCHOOL	225.00	Yes	No
2/28/2019 4:11:04 PM	EDG	105252057	740844	CHOICE ELECTRIC, INC	823.10	Yes	No
2/28/2019 4:11:04 PM	EDG	105252057	740845	CITY OF SHAKOPEE	839.30	Yes	No
2/28/2019 4:11:04 PM	EDG	105252057	740846	COFFEE MILL INC	57.00	Yes	No
2/28/2019 4:11:04 PM	EDG	105252057	740847	CSTMN	124,574.03	Yes	No
2/28/2019 4:11:04 PM	EDG	105252057	740848	CUB FOODS	90.38	Yes	No
2/28/2019 4:11:04 PM	EDG	105252057	740849	DAN'S COMPUTER SERVICE	59.01	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740850	DEARLY, JERRY M	700.00	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740851	DHAMERA, ANUSHA	75.00	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740852	DIVERSIFIED SNACK DISTRIBUTORS	5,988.18	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740853	DVS RENEWAL	270.00	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740854	EARTHGRAINS	2,205.35	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740855	EASTVIEW HIGH SCHOOL	140.00	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740856	EDEN PRAIRIE HIGH SCHOOL	350.00	Yes	No
2/28/2019 4:11:05 PM	EDG	105252057	740857	FARRINGTON, SAMUEL E	155.00	Yes	No
2/28/2019 4:11:06 PM	EDG	105252057	740858	FULTON, LISA	1,950.00	Yes	No
2/28/2019 4:11:06 PM	EDG	105252057	740859	GENERAL PARTS , INC	1,173.76	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/28/2019 4:11:06 PM	EDG	105252057	740860	GOLTZ, SYDNEY	50.00	Yes	No
2/28/2019 4:11:06 PM	EDG	105252057	740861	GOPHER SPORT	116.90	Yes	No
2/28/2019 4:11:06 PM	EDG	105252057	740862	GROTH MUSIC	204.00	Yes	No
2/28/2019 4:11:06 PM	EDG	105252057	740863	HELMER, TERRY	77.00	Yes	No
2/28/2019 4:11:06 PM	EDG	105252057	740864	HERRMANN, MICHAEL	83.00	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740865	HERZOG, JASON	87.00	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740866	HILLSHIRE BRANDS CO	4,200.42	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740867	HILLYARD / HUTCHINSON	3,174.24	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740868	HOLZHUETER, TIM	59.00	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740869	HUNT, CHRISTOPHER	150.00	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740870	INNOVATIVE GRAPHICS	262.50	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740871	INNOVATIVE OFFICE SOLUTIONS	556.16	Yes	No
2/28/2019 4:11:07 PM	EDG	105252057	740872	INSIGHT PUBLIC SECTOR, INC	5,304.21	Yes	No
2/28/2019 4:11:08 PM	EDG	105252057	740873	INSTITUTE FOR ENVIRON ASSESS	374.00	Yes	No
2/28/2019 4:11:08 PM	EDG	105252057	740874	INTERMEDIATE DISTRICT 287	350.00	Yes	No
2/28/2019 4:11:08 PM	EDG	105252057	740875	JIRIK, ASHLEY	50.00	Yes	No
2/28/2019 4:11:08 PM	EDG	105252057	740876	JOHNSON, DENNIS W.	142.00	Yes	No
2/28/2019 4:11:08 PM	EDG	105252057	740877	JOHNSON, SCOTT	87.00	Yes	No
2/28/2019 4:11:08 PM	EDG	105252057	740878	JONCKOWSKI, DICK	60.00	Yes	No
2/28/2019 4:11:08 PM	EDG	105252057	740879	KLEIN, MATTHEW	87.00	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740880	KULLY SUPPLY CO	500.95	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740881	LAKEVILLE HIGH SCHOOL NORTH	100.00	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740882	LARGENT, BRANDEN	75.00	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740883	LIBERTY MUTUAL NSURANCE	3,368.00	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740884	MADDOX, LUCAS	120.00	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740885	MARSH & MCLENNAN	80.00	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740886	MCIS	415.00	Yes	No
2/28/2019 4:11:09 PM	EDG	105252057	740887	METRO ECSU	198.00	Yes	No
2/28/2019 4:11:10 PM	EDG	105252057	740888	MEYER, RYAN C	77.00	Yes	No
2/28/2019 4:11:10 PM	EDG	105252057	740889	MISSLING, NEIL	155.00	Yes	No
2/28/2019 4:11:10 PM	EDG	105252057	740890	MN DECA	2,250.00	Yes	No
2/28/2019 4:11:10 PM	EDG	105252057	740891	MN HARVEST, LLC	284.00	Yes	No
2/28/2019 4:11:10 PM	EDG	105252057	740892	MONOPRICE.COM	14.98	Yes	No
2/28/2019 4:11:10 PM	EDG	105252057	740893	NEIL'S OUTDOOR SERVICES	67,092.35	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
2/28/2019 4:11:10 PM	EDG	105252057	740894	OCONNOR, JOSEPH	15.00	Yes	No
2/28/2019 4:11:11 PM	EDG	105252057	740895	OKERLUND, CLIFFORD C.	83.00	Yes	No
2/28/2019 4:11:11 PM	EDG	105252057	740896	OWENS, KASSANDRA	75.00	Yes	No
2/28/2019 4:11:11 PM	EDG	105252057	740897	PALMER BUS SERVICES	17,821.75	Yes	No
2/28/2019 4:11:11 PM	EDG	105252057	740898	PARK NICOLLET HEALTH SERVICES	1,410.00	Yes	No
2/28/2019 4:11:11 PM	EDG	105252057	740899	PAULSON, MIKE	155.00	Yes	No
2/28/2019 4:11:11 PM	EDG	105252057	740900	PERFORMANCE FOOD GROUP	4,937.61	Yes	No
2/28/2019 4:11:11 PM	EDG	105252057	740901	PETRICH, RYAN KEITH	83.00	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740902	PLASTIC BAGMART	1,498.50	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740903	PRICE, RACHEL	77.00	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740904	PRIOR LAKE HIGH SCHOOL	500.00	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740905	QUALITY FORKLIFT SALES & SERVI	26.38	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740906	QUILL CORPORATION	39.58	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740907	RAASCH, KELSEY	75.00	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740908	REINA, GALE	14.00	Yes	No
2/28/2019 4:11:12 PM	EDG	105252057	740909	RICHARDS, CALEB	75.00	Yes	No
2/28/2019 4:11:13 PM	EDG	105252057	740910	RIEDERER, JEAN	75.00	Yes	No
2/28/2019 4:11:13 PM	EDG	105252057	740911	RIEDERER, SARAH	75.00	Yes	No
2/28/2019 4:11:13 PM	EDG	105252057	740912	SCHANK, BARB	37.04	Yes	No
2/28/2019 4:11:13 PM	EDG	105252057	740913	SCHOOL SPECIALTY	106.01	Yes	No
2/28/2019 4:11:13 PM	EDG	105252057	740914	SCIENCE EXPLORERS	420.00	Yes	No
2/28/2019 4:11:13 PM	EDG	105252057	740915	SOGO SNACKS	959.70	Yes	No
2/28/2019 4:11:13 PM	EDG	105252057	740916	SOLANDER, GLEN	35.00	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740917	SORENSEN, MATT	77.00	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740918	Soulo Communications	576.29	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740919	SPANGBERG, SCOTT	180.00	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740920	STEINOLFSON, STEVEN S	136.00	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740921	SULLIVAN, LAMARR	77.00	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740922	SWANSON MEATS INC	2,331.50	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740923	TESSMAN COMPANY, THE	2,179.20	Yes	No
2/28/2019 4:11:14 PM	EDG	105252057	740924	THE WORKS	680.00	Yes	No
2/28/2019 4:11:15 PM	EDG	105252057	740925	TRANG, KRIS	110.00	Yes	No
2/28/2019 4:11:15 PM	EDG	105252057	740926	TRIO SUPPLY COMPANY	2,075.42	Yes	No
2/28/2019 4:11:15 PM	EDG	105252057	740927	UHL CO., INC	15,754.90	Yes	No

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2/28/2019 4:11:15 PM	EDG	105252057	740928	US FOODS, INC.	34,022.95	Yes	No
2/28/2019 4:11:15 PM	EDG	105252057	740929	WARE, SUE	180.00	Yes	No
2/28/2019 4:11:15 PM	EDG	105252057	740930	WINTERFELDT, JUSTIN THOMAS	90.00	Yes	No
2/28/2019 4:11:15 PM	EDG	105252057	740931	WOLF, ASHLEY	100.00	Yes	No
2/28/2019 4:11:16 PM	EDG	105252057	740932	YOUNGBLOOD LUMBER COMPANY	969.00	Yes	No

\*\*\* Totals

Total Documents: 107

Total Amount: 349,706.41

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
3/8/2019 10:25:54 AM	EDG	105252057	740943	ACOSTA, MIKE	77.00	Yes	No
3/8/2019 10:25:54 AM	EDG	105252057	740944	ADVANCED IMAGING SOLUTIONS	52.00	Yes	No
3/8/2019 10:25:54 AM	EDG	105252057	740945	AG PARTNERS TOWN & COUNTRY STOR	657.36	Yes	No
3/8/2019 10:25:54 AM	EDG	105252057	740946	AIRGAS NATIONAL CARBONATION	153.24	Yes	No
3/8/2019 10:25:54 AM	EDG	105252057	740947	AMUNDSON, BRET	50.00	Yes	No
3/8/2019 10:25:54 AM	EDG	105252057	740948	ANCHOR PAPER	2,034.10	Yes	No
3/8/2019 10:25:54 AM	EDG	105252057	740949	APPLE VALLEY HIGH SCHOOL	501.00	Yes	No
3/8/2019 10:25:55 AM	EDG	105252057	740950	ARAMARK	30.96	Yes	No
3/8/2019 10:25:55 AM	EDG	105252057	740951	BERANAK, MARI	100.00	Yes	No
3/8/2019 10:25:55 AM	EDG	105252057	740952	BIX PRODUCE CO.	6,294.30	Yes	No
3/8/2019 10:25:55 AM	EDG	105252057	740953	BOOTH LAW GROUP	740.00	Yes	No
3/8/2019 10:25:55 AM	EDG	105252057	740954	BUCKEYE CLEANING CENTER	924.30	Yes	No
3/8/2019 10:25:55 AM	EDG	105252057	740955	CAPELLE, MATT	83.00	Yes	No
3/8/2019 10:25:55 AM	EDG	105252057	740956	CATALYST SOURCING SOLUTIONS	4,284.99	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740957	CENTER FOR EFFICIENT SCHOOL OPER	7,333.00	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740958	CENTERPOINT ENERGY SERVICES	63,816.41	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740959	CHASKA HIGH SCHOOL	399.00	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740960	CHASKA HIGH SCHOOL	140.00	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740961	CHOICE ELECTRIC, INC	134.20	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740962	CITY OF SHAKOPEE	75.04	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740963	CUB FOODS	528.84	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740964	DANG, PHONG-ANH	112.00	Yes	No
3/8/2019 10:25:56 AM	EDG	105252057	740965	DEARLY, JERRY M	700.00	Yes	No
3/8/2019 10:25:57 AM	EDG	105252057	740966	DECKER EQUIPMENT	197.36	Yes	No
3/8/2019 10:25:57 AM	EDG	105252057	740967	DEMERS, BRANDYN	75.00	Yes	No
3/8/2019 10:25:57 AM	EDG	105252057	740968	DHAMERA, ANUSHA	75.00	Yes	No
3/8/2019 10:25:57 AM	EDG	105252057	740969	DIVERSIFIED SNACK DISTRIBUTORS	9,169.65	Yes	No
3/8/2019 10:25:57 AM	EDG	105252057	740970	EARTHGRAINS	798.57	Yes	No
3/8/2019 10:25:57 AM	EDG	105252057	740971	EASTVIEW HIGH SCHOOL	382.00	Yes	No
3/8/2019 10:25:57 AM	EDG	105252057	740972	EDEN PRAIRIE HIGH SCHOOL	800.00	Yes	No
3/8/2019 10:25:58 AM	EDG	105252057	740973	EDUCATORS BENEFIT CONSULTANTS	453.91	Yes	No
3/8/2019 10:25:58 AM	EDG	105252057	740974	ELMI, FARTUN	100.00	Yes	No
3/8/2019 10:25:58 AM	EDG	105252057	740975	FULTON, LISA	1,200.00	Yes	No
3/8/2019 10:25:58 AM	EDG	105252057	740976	GENERAL PARTS , INC	152.50	Yes	No

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3/8/2019 10:25:58 AM	EDG	105252057	740977	GERBER, JOSH	83.00	Yes	No
3/8/2019 10:25:58 AM	EDG	105252057	740978	GRIDER, RICHARD WILLIAM	77.00	Yes	No
3/8/2019 10:25:58 AM	EDG	105252057	740979	GRIFFITHS, DAN	77.00	Yes	No
3/8/2019 10:25:58 AM	EDG	105252057	740980	GROTH MUSIC	132.12	Yes	No
3/8/2019 10:25:59 AM	EDG	105252057	740981	HILLSHIRE BRANDS CO	4,200.42	Yes	No
3/8/2019 10:25:59 AM	EDG	105252057	740982	HILLYARD / HUTCHINSON	9,944.69	Yes	No
3/8/2019 10:25:59 AM	EDG	105252057	740983	HOLZHUETER, TIM	142.00	Yes	No
3/8/2019 10:25:59 AM	EDG	105252057	740984	HORIZON COMMERCIAL POOL SUPPLY	324.87	Yes	No
3/8/2019 10:25:59 AM	EDG	105252057	740985	HUNT, CHRISTOPHER	75.00	Yes	No
3/8/2019 10:25:59 AM	EDG	105252057	740986	HYVEE INC	405.00	Yes	No
3/8/2019 10:25:59 AM	EDG	105252057	740987	INNOVATIVE GRAPHICS	2,675.00	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740988	INNOVATIVE OFFICE SOLUTIONS	306.25	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740989	JEPPSON, NEAL	24.00	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740990	JOHN'S SEWER & DRAIN	90.00	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740991	JONCKOWSKI, DICK	60.00	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740992	KOLLER, KRISTIN & CHRIS	214.27	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740993	KULLY SUPPLY CO	186.04	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740994	LACH, THEAVY	218.75	Yes	No
3/8/2019 10:26:00 AM	EDG	105252057	740995	LAURSEN PIANO SERVICE	707.00	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	740996	LIEBL, MICHELLE	100.00	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	740997	LINCOLN NATIONAL LIFE INS CO	24,123.64	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	740998	LOFFLER	9,367.31	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	740999	LOUIS DEGIDIO SERVICES INC	1,350.75	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	741000	LUNCH LADY U, LLC	560.00	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	741001	MAILFINANCE - NEOPOST LEASE	549.27	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	741002	MCEA/MINNESOTA COMNTY ED ASSN	209.00	Yes	No
3/8/2019 10:26:01 AM	EDG	105252057	741003	MED COMPASS	560.00	Yes	No
3/8/2019 10:26:02 AM	EDG	105252057	741004	MEI TOTAL ELEVATOR SOLUTIONS	440.48	Yes	No
3/8/2019 10:26:02 AM	EDG	105252057	741005	METRO ECSU	70.00	Yes	No
3/8/2019 10:26:02 AM	EDG	105252057	741006	MINNEAPOLIS OXYGEN	146.94	Yes	No
3/8/2019 10:26:02 AM	EDG	105252057	741007	MESPA	125.00	Yes	No
3/8/2019 10:26:02 AM	EDG	105252057	741008	MN HARVEST, LLC	598.00	Yes	No
3/8/2019 10:26:02 AM	EDG	105252057	741009	MN STATE HIGH SCHOOL LEAGUE	20.00	Yes	No
3/8/2019 10:26:02 AM	EDG	105252057	741010	MOE, GLEN	83.00	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
3/8/2019 10:26:03 AM	EDG	105252057	741011	Mood Media	162.06	Yes	No
3/8/2019 10:26:03 AM	EDG	105252057	741012	MYHEALTH FOR TEENS AND YOUNG AD	125.00	Yes	No
3/8/2019 10:26:03 AM	EDG	105252057	741013	NEHRING, ANNE	77.00	Yes	No
3/8/2019 10:26:03 AM	EDG	105252057	741014	NEIL'S OUTDOOR SERVICES	25,757.50	Yes	No
3/8/2019 10:26:03 AM	EDG	105252057	741015	NEW PRAGUE PUBLIC SCHOOLS	100.00	Yes	No
3/8/2019 10:26:03 AM	EDG	105252057	741016	NORCOSTCO	24.00	Yes	No
3/8/2019 10:26:03 AM	EDG	105252057	741017	OFFICE OF MN IT SERVICES	243.00	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741018	ORONO HIGH SCHOOL	175.00	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741019	OTTERSON, IRINA	100.00	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741020	OVERHEAD DOOR CO OF THE	636.40	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741021	OWENS, KASSANDRA	75.00	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741022	PALMER BUS SERVICES	14,141.98	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741023	PERFORMANCE FOOD GROUP	8,306.06	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741024	PETRIKOV, KRISTINA	100.00	Yes	No
3/8/2019 10:26:04 AM	EDG	105252057	741025	PLANSOURCE	2,067.60	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741026	PRAIRIE RIVER HOME CARE, INC	3,006.25	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741027	PRIOR LAKE HIGH SCHOOL	345.00	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741028	PROCARE THERAPY	4,516.08	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741029	PROP IT UP NOW	230.00	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741030	REKSTAD, BRAD	77.00	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741031	RIVERFRONT PRINTING	42.00	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741032	RUDOLPH, MICHAEL	83.00	Yes	No
3/8/2019 10:26:05 AM	EDG	105252057	741033	RYAN MECHANICAL INC	16,220.75	Yes	No
3/8/2019 10:26:06 AM	EDG	105252057	741034	SAFELINE MANAGEMENTSERVICES	8,300.00	Yes	No
3/8/2019 10:26:06 AM	EDG	105252057	741035	SCHOOL FINANCES	600.00	Yes	No
3/8/2019 10:26:06 AM	EDG	105252057	741036	SHAKOPEE CHAMBER OF COMMERCE	975.00	Yes	No
3/8/2019 10:26:06 AM	EDG	105252057	741037	SHAKOPEE PUBLIC UTILITY COMMIS	126,270.69	Yes	No
3/8/2019 10:26:06 AM	EDG	105252057	741038	SJOBERG, SUSAN	100.00	Yes	No
3/8/2019 10:26:06 AM	EDG	105252057	741039	SOUTHWEST METRO EDUCATIONAL CO	30,981.15	Yes	No
3/8/2019 10:26:06 AM	EDG	105252057	741040	STEPHANIE PLONSKI	100.00	Yes	No
3/8/2019 10:26:07 AM	EDG	105252057	741041	SULLWOLD, MARK	107.00	Yes	No
3/8/2019 10:26:07 AM	EDG	105252057	741042	SWANSON MEATS INC	4,302.30	Yes	No
3/8/2019 10:26:07 AM	EDG	105252057	741043	TOMEI, APRIL	320.00	Yes	No
3/8/2019 10:26:07 AM	EDG	105252057	741044	TRIMARK FOODSERVICE EQUIPMEMT	6,399.00	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
3/8/2019 10:26:07 AM	EDG	105252057	741045	TRIO SUPPLY COMPANY	992.04	Yes	No
3/8/2019 10:26:07 AM	EDG	105252057	741046	TWIN CITIES DOTS & POP	1,386.00	Yes	No
3/8/2019 10:26:07 AM	EDG	105252057	741047	TWIN PORTS CHORAL PROJECT	205.00	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741048	UNITED STATES POSTAL SERVICE	1,681.11	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741049	US FOODS, INC.	46,546.90	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741050	USA KARATE SHAKOPEE	212.50	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741051	VERIZON WIRELESS	3,560.33	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741052	WEINREIS, DEB	77.00	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741053	WENTE, BRANDON	75.00	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741054	WINTERFELDT, JUSTIN THOMAS	90.00	Yes	No
3/8/2019 10:26:08 AM	EDG	105252057	741055	YOUNGBLOOD LUMBER COMPANY	2,746.62	Yes	No

\*\*\* Totals

Total Documents: 113

Total Amount: 473,508.85

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3/14/2019 5:25:19 PM	EDG	105252057	741056	ADVANCED IMAGING SOLUTIONS	9,193.00	Yes	No
3/14/2019 5:25:19 PM	EDG	105252057	741057	ADVANCED IMAGING SOLUTIONS	720.00	Yes	No
3/14/2019 5:25:19 PM	EDG	105252057	741058	AG IREPAIR	2,686.00	Yes	No
3/14/2019 5:25:19 PM	EDG	105252057	741059	AIM ELECTRONICS	4,455.00	Yes	No
3/14/2019 5:25:19 PM	EDG	105252057	741060	AIRGAS NATIONAL CARBONATION	115.24	Yes	No
3/14/2019 5:25:19 PM	EDG	105252057	741061	AIRTECH THERMEX LLC	867.00	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741062	ALPHA VIDEO & AUDIO INC	63,606.50	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741063	ANCHOR PAPER	2,962.12	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741064	ARIN	300.00	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741065	ATHENA AWARDS COMMITTEE	210.00	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741066	ATLAS STAFFING	900.00	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741067	BEARCOM WIRELESS WORLDWIDE	890.64	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741068	BERANAK, MARI	100.00	Yes	No
3/14/2019 5:25:20 PM	EDG	105252057	741069	BIG FISH DIGITAL WORKS	20.00	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741070	BIX PRODUCE CO.	563.25	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741071	BOARD OF SCHOOL SUPERINTENDENT	3,324.00	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741072	BUCKEYE CLEANING CENTER	899.04	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741073	BURNSIDE, LOGAN	336.00	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741074	BURNSVILLE SCHOOL DISTRICT	550.00	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741075	CAPFIRST EQUIPMENT FINANCE	750.00	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741076	CENTERPOINT ENERGY MINNEGASCO	498.36	Yes	No
3/14/2019 5:25:21 PM	EDG	105252057	741077	CITY OF SHAKOPEE	276,240.94	Yes	No
3/14/2019 5:25:22 PM	EDG	105252057	741078	CUB FOODS	204.01	Yes	No
3/14/2019 5:25:22 PM	EDG	105252057	741079	DAKOTA ACADEMIC CONSULTING INC	3,200.00	Yes	No
3/14/2019 5:25:22 PM	EDG	105252057	741080	DEARLY, JERRY M	700.00	Yes	No
3/14/2019 5:25:22 PM	EDG	105252057	741081	DECKER EQUIPMENT	220.15	Yes	No
3/14/2019 5:25:22 PM	EDG	105252057	741082	DEMERS, BRANDYN	75.00	Yes	No
3/14/2019 5:25:22 PM	EDG	105252057	741083	DEVINE, PAT	83.00	Yes	No
3/14/2019 5:25:22 PM	EDG	105252057	741084	DIVERSIFIED SNACK DISTRIBUTORS	393.98	Yes	No
3/14/2019 5:25:23 PM	EDG	105252057	741085	EARTHGRAINS	36.30	Yes	No
3/14/2019 5:25:23 PM	EDG	105252057	741086	EICHACKER, ERIC R	83.00	Yes	No
3/14/2019 5:25:23 PM	EDG	105252057	741087	ELMI, FARTUN	100.00	Yes	No
3/14/2019 5:25:23 PM	EDG	105252057	741088	ERDMAN, MARTY	83.00	Yes	No
3/14/2019 5:25:23 PM	EDG	105252057	741089	GILLUND, TOM	77.00	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
3/14/2019 5:25:23 PM	EDG	105252057	741090	GOTVALD, KELLI JEANNE	75.00	Yes	No
3/14/2019 5:25:23 PM	EDG	105252057	741091	GRIDER, RICHARD WILLIAM	77.00	Yes	No
3/14/2019 5:25:23 PM	EDG	105252057	741092	GRILL, KELLY	1,001.00	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741093	GROTH MUSIC	108.00	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741094	GUIDARELLI, JOE	77.00	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741095	HAREBRAIN INC	223.00	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741096	HENKE, THOMAS W	77.00	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741097	HIGH TOUCH HIGH TECH OF THE TWIN	1,000.00	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741098	HILLYARD / HUTCHINSON	619.74	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741099	HOLZHUETER, TIM	166.00	Yes	No
3/14/2019 5:25:24 PM	EDG	105252057	741100	HYVEE INC	30.69	Yes	No
3/14/2019 5:25:25 PM	EDG	105252057	741101	ICS CONSULTING INC	41,855.80	Yes	No
3/14/2019 5:25:25 PM	EDG	105252057	741102	INNOVATIVE GRAPHICS	90.00	Yes	No
3/14/2019 5:25:25 PM	EDG	105252057	741103	INNOVATIVE OFFICE SOLUTIONS	579.97	Yes	No
3/14/2019 5:25:25 PM	EDG	105252057	741104	INSIGHT PUBLIC SECTOR, INC	1,328.00	Yes	No
3/14/2019 5:25:25 PM	EDG	105252057	741105	JAGUAR COMMUNICATIONS INC	4,590.00	Yes	No
3/14/2019 5:25:25 PM	EDG	105252057	741106	JOHNSON CONTROLS	5,598.34	Yes	No
3/14/2019 5:25:25 PM	EDG	105252057	741107	JONCKOWSKI, DICK	100.00	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741108	JOSTENS INC	4,571.57	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741109	KIDCREATE STUDIO	329.00	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741110	KROELLS KARATE CTR	1,089.00	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741111	LEE, WAI YEE	90.00	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741112	LEUKEMIA & LYMPHOMA SOCIETY	1,601.16	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741113	LIEBL, MICHELLE	200.00	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741114	LINDBERG, SUSAN	168.00	Yes	No
3/14/2019 5:25:26 PM	EDG	105252057	741115	LOUIS DEGIDIO SERVICES INC	9,021.20	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741116	LUDWIG, SARAH	50.00	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741117	MAD SCIENCE OF MINNESOTA	500.00	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741118	MADDOX, LUCAS	60.00	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741119	MEDCO SUPPLY COMPANY	75.00	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741120	METRO ECSU	130.00	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741121	MEYER, JACOB A	583.80	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741122	MEYER, RYAN C	77.00	Yes	No
3/14/2019 5:25:27 PM	EDG	105252057	741123	MINNESOTA DEBATE TEACHERS ASSN	150.00	Yes	No

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3/14/2019 5:25:28 PM	EDG	105252057	741126	MN DECA	2,040.00	Yes	No
3/14/2019 5:25:28 PM	EDG	105252057	741127	MN DEPT OF LABOR AND INDUSTRY	400.00	Yes	No
3/14/2019 5:25:28 PM	EDG	105252057	741128	MN STATE HIGH SCHOOL LEAGUE	3,265.00	Yes	No
3/14/2019 5:25:28 PM	EDG	105252057	741129	MONOPRICE.COM	26.39	Yes	No
3/14/2019 5:25:28 PM	EDG	105252057	741130	NEIL'S OUTDOOR SERVICES	32,357.50	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741131	NEOFUNDS - POSTAGE	1,000.00	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741132	MINNESOTA DEPT OF EDUCATION	1,380.00	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741133	OutFront Minnesota	60.00	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741134	OVERHEAD DOOR CO OF THE	167.35	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741135	OWENS, KASSANDRA	75.00	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741136	PALMER BUS SERVICES	266,264.76	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741137	PARALLEL TECHNOLOGIES INC	7,657.75	Yes	No
3/14/2019 5:25:29 PM	EDG	105252057	741138	PEARSON EDUCATION	418.70	Yes	No
3/14/2019 5:25:30 PM	EDG	105252057	741139	PLAINVIEW MILK PRODUCTS	12,540.75	Yes	No
3/14/2019 5:25:30 PM	EDG	105252057	741140	PRAIRIE RIVER HOME CARE, INC	2,486.25	Yes	No
3/14/2019 5:25:30 PM	EDG	105252057	741141	PREMIUM WATER CO	42.00	Yes	No
3/14/2019 5:25:30 PM	EDG	105252057	741142	PRIOR LAKE HIGH SCHOOL	200.00	Yes	No
3/14/2019 5:25:30 PM	EDG	105252057	741143	PROCARE THERAPY	2,330.88	Yes	No
3/14/2019 5:25:30 PM	EDG	105252057	741144	PROVISION MEDIA INC.	1,016.00	Yes	No
3/14/2019 5:25:30 PM	EDG	105252057	741145	RAMACHER, THUY	280.00	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741146	REGION 6AA - NANCY MANDERFELD	6,450.00	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741147	RIEDERER, JEAN	75.00	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741148	RIEDERER, SARAH	75.00	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741149	RIVERFRONT PRINTING	42.00	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741150	ROCK, KEITH A	77.00	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741151	rSCHOOL TODAY	4,600.00	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741152	RYAN MECHANICAL INC	1,164.50	Yes	No
3/14/2019 5:25:31 PM	EDG	105252057	741153	SCHMITT MUSIC COMPANY	34.96	Yes	No
3/14/2019 5:25:32 PM	EDG	105252057	741154	SCHOLASTIC , INC	1,235.80	Yes	No
3/14/2019 5:25:32 PM	EDG	105252057	741155	SCOTT COUNTY	75,294.74	Yes	No
3/14/2019 5:25:32 PM	EDG	105252057	741156	SECURITY CONTROL SYSTEMS, INC	205.00	Yes	No
3/14/2019 5:25:32 PM	EDG	105252057	741157	SHAKOPEE CHAMBER OF COMMERCE	975.00	Yes	No

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3/14/2019 5:25:32 PM	EDG	105252057	741159	SHAW LUNDQUIST ASSOCIATES INC	167,476.88	Yes	No
3/14/2019 5:25:32 PM	EDG	105252057	741160	SHRED-N-GO, INC.	382.13	Yes	No
3/14/2019 5:25:32 PM	EDG	105252057	741161	SJOBERG, SUSAN	100.00	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741162	SM HENTGES & SONS INC	16,038.37	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741163	SNAP FITNESS OF SHAKOPEE	600.00	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741164	SOLIE, JORDAN	83.00	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741165	Soulo Communications	1,530.45	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741166	SOURCEWELL	25,140.00	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741167	SOUTH SUBURBAN CONFERENCE	498.05	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741168	SOUTHWEST METRO EDUCATIONAL CO	75,007.08	Yes	No
3/14/2019 5:25:33 PM	EDG	105252057	741169	SW NEWS MEDIA	265.00	Yes	No
3/14/2019 5:25:34 PM	EDG	105252057	741170	SPORTS ENGINE	795.00	Yes	No
3/14/2019 5:25:34 PM	EDG	105252057	741171	STENZEL, MELISSA	100.00	Yes	No
3/14/2019 5:25:34 PM	EDG	105252057	741172	STEPHANIE PLONSKI	100.00	Yes	No
3/14/2019 5:25:34 PM	EDG	105252057	741173	SULLWOLD, MARK	166.00	Yes	No
3/14/2019 5:25:34 PM	EDG	105252057	741174	TRICOM COMMUNICATIONS	42,150.00	Yes	No
3/14/2019 5:25:34 PM	EDG	105252057	741175	TRIO SUPPLY COMPANY	1,709.61	Yes	No
3/14/2019 5:25:34 PM	EDG	105252057	741176	TWIN CITIES DOTS & POP	910.80	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741177	UHL CO., INC	5,326.00	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741178	UNIVERSAL ATHLETIC SERVICE	3,200.00	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741179	US FOODS, INC.	2,690.71	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741180	VICKERS, SARA - RO	40.70	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741181	WASTE MANAGEMENT	4,294.16	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741182	WATER TO YOU	33.00	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741183	WENTE, BRANDON	75.00	Yes	No
3/14/2019 5:25:35 PM	EDG	105252057	741184	WESTERN PSYCHOLOGICAL SERVICES	91.30	Yes	No
3/14/2019 5:25:36 PM	EDG	105252057	741185	WILSON, JESSICA	75.00	Yes	No
3/14/2019 5:25:36 PM	EDG	105252057	741186	WINTERFELDT, JUSTIN THOMAS	60.00	Yes	No
3/14/2019 5:25:36 PM	EDG	105252057	741187	YOUNGER, CHRISTINE	200.00	Yes	No
3/14/2019 5:25:36 PM	EDG	105252057	741188	YOUTH ENRICHMENT LEAGUE	2,471.50	Yes	No

\*\*\* Totals

Total Documents: 133

Total Amount: 1,272,073.32

### Bank Account - Wires Out

Date	Description	Amount
2/1/2019	Payroll Direct Deposit	1,473,944.20
2/1/2019	Health Partners Premium	3,752.00
2/4/2019	IRS Federal Tax ACH	516,425.01
2/5/2019	State of MN Taxes ACH	88,079.00
2/5/2019	Payroll Voluntary Deductions	10,071.03
2/5/2019	State of MN Taxes ACH	268.01
2/6/2019	Community Ed Credit Card Fees	2,860.78
2/7/2019	Teachers Retirement Association (TRA) ACH	266,851.48
2/7/2019	Public Employee Retirement Association (PERA) ACH	73,554.65
2/7/2019	Payroll Voluntary Deductions	39,606.56
2/7/2019	Health Savings Account (HSA) Contributions	25,615.08
2/7/2019	Food Service Credit Card Fees	6,265.06
2/8/2019	Miscellaneous Service Charge	90.85
2/11/2019	Payroll Voluntary Deductions	133,731.33
2/12/2019	Payroll Voluntary Deductions	14,148.15
2/15/2019	Payroll Direct Deposit	1,447,320.95
2/19/2019	IRS Federal Tax ACH	507,332.43
2/19/2019	Payroll Voluntary Deductions	4,298.83
2/20/2019	Payroll Voluntary Deductions	132,941.65
2/20/2019	State of MN Taxes ACH	86,672.00
2/20/2019	State of MN Taxes ACH	235.71
2/21/2019	Payroll Voluntary Deductions	39,467.68
2/21/2019	Health Savings Account (HSA) Contributions	25,652.08
2/22/2019	Payroll Voluntary Deductions	7,337.65
2/25/2019	Teachers Retirement Association (TRA) ACH	265,555.75
2/25/2019	Public Employee Retirement Association (PERA) ACH	71,217.68
2/26/2019	Payroll Voluntary Deductions	16,177.42
2/28/2019	MN UI Fund	66,219.92
2/28/2019	Bank Service Charge	1,273.39
		5,326,966.33

THIS AGREEMENT, made on May 22, 2017 by and between the **Shakopee School District**, herein called the Landlord, and the **Scott-Carver-Dakota CAP Agency, Inc., Head Start Program** hereinafter called Tenant.

Section 1. **Premises.** Subject to and in accordance with all the terms, conditions and provisions contained in this lease, the area used by the Tenant shall include the following facilities located at the Central Family Center, 505 S. Holmes Street, Shakopee, MN 55379

1. Room 108 for exclusive program use.
2. Lunchroom and kitchen use as scheduled with other building agencies.
3. Gymnasium use as scheduled with other building agencies.
4. Playground use as scheduled with other building agencies.
5. The men's and women's restrooms located on first floor.
6. Access to internet connections.
7. Access to use copier in 1<sup>st</sup> floor workroom on a fee basis of .021 per side cost.
8. Access to use district's central duplication services on a fee basis of .021 per side cost.
9. Appropriate access to district fax and postage service on a fee basis. (Head Start will be charged back directly by ISD #720 business office for phone, copying and postage expenses.)
10. Access to appropriate building storage space in the lower level assigned area with other building early childhood program users. The storage space will be used and kept orderly and not block any stairwell, doors, or cause any safety or health concerns.
11. Head Start furniture will be left in room #107 for Shakopee Early Childhood staff use.

Section 2. **Use of Leased Space.** The Tenant shall use the leased space for the sole purpose of the Head Start Program and activities related to the program and for no other purpose throughout the entire term of the lease without the prior written consent of the Landlord. The classroom program space (Room 108) can be used Monday-Friday from 7:00 AM to 9:00 PM during the school year and, if needed, Monday-Friday from 7:00 AM to 4:00 PM during the summer months.

Section 3. **Term of Lease.** The lease is for a term of 12 months (**1 year**) beginning on July 1, 2017 and ending on June 30, 2018.

Section 4. **Amount of Rent.** The Tenant shall pay the Landlord as rental for the leased space, the sum of \$ \$1,100 per month for room 108 for use of the facilities. Payment will be made for the ten (10) month period of August 2017 through May 2018. The total amount due with this 12-month lease to the Shakopee School District is \$ 11,000.

Section 5. **Maintenance.** The Landlord shall be responsible for basic janitorial and maintenance services of the leased space. The Tenant will provide for all necessary supplies and equipment necessary to conduct their program and services.

Section 6. **Alterations.** The Tenant shall not make any material alterations in or on the leased space without the prior written consent of the Landlord.

Section 7. **Subleasing and Assignment.** The Tenant shall not sublease any portion of the leased area or assign this lease without the written consent of the Landlord.

Section 8. **Compliance with Laws & Regulations.** The Tenant shall not commit or permit any act to be performed in the leased space or omission to occur which will be in violation of any statute, regulation, rule, or ordinance/policy of any governmental body, or which will be in violation of any insurance policy carried by the Landlord. Tobacco products, intoxicating beverages, or liquors are not allowed on school property. The Central Family Center Early Childhood Supervisor will serve as the school district liaison to the Head Start Program.

Section 9. **Insurance.** The Tenant will maintain in full force and effect during the term of the Lease a policy of public liability insurance under which Landlord and Tenant are named as insurers. The minimum limits of liability of such insurance shall be \$500,000 for injury or death to any one person; \$500,000 for injury or death to more than one person; and \$1,000,000 for property damage. Tenant shall deliver a duplicate copy of said policy to Landlord. Such policy shall contain a provision requiring thirty (30) days written notice to the Landlord before cancellation of the policy can be effected.

Section 10. **Indemnification.** The Tenant agrees to protect, indemnify, and save the Landlord harmless from any and all liability to Tenant's employees, students, guests, invitees or family members for any loss, damage, or injury to their property or person sustained by reason of any act or occurrence whatsoever due directly to the use of the premises or any part thereof.

Section 11. **Termination.** Notwithstanding the term contained in Section 3 of this Lease, either party may terminate this Lease for any reason whatsoever upon sixty (60) days written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the day and year written above.

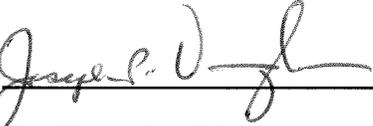
**Landlord**  
Independent School District #720

BY: 

TITLE: clerk

DATE: 6/12/17

**Tenant**  
Scott-Carver-Dakota CAP Agency, Inc.

BY: 

TITLE: Executive Director

DATE: 07/07/2017

THIS AGREEMENT, made on February 7, 2019 by and between the **Shakopee School District**, herein called the Landlord, and the **Scott-Carver-Dakota CAP Agency, Inc., Head Start Program** hereinafter called Tenant.

**Section 1. Premises.** Subject to and in accordance with all the terms, conditions and provisions contained in this lease, the area used by the Tenant shall include the following facilities located at the Central Family Center, 505 S. Holmes Street, Shakopee, MN 55379

1. Room 108 for exclusive program use.
2. Lunchroom and kitchen use as scheduled with other building agencies.
3. Gymnasium use as scheduled with other building agencies.
4. Playground use as scheduled with other building agencies.
5. The men's and women's restrooms located on first floor.
6. Access to internet connections.
7. Access to use copier in 1<sup>st</sup> floor workroom on a fee basis of .021 per side cost.
8. Access to use district's central duplication services on a fee basis of .021 per side cost.
9. Appropriate access to district fax and postage service on a fee basis. (Head Start will be charged back directly by ISD #720 business office for phone, copying and postage expenses.)
10. Access to appropriate building storage space in the lower level assigned area with other building early childhood program users. The storage space will be used and kept orderly and not block any stairwell, doors, or cause any safety or health concerns.
11. Head Start furniture will be left in room #107 for Shakopee Early Childhood staff use.
12. An air conditioner will be provided in room #108

**Section 2. Use of Leased Space.** The Tenant shall use the leased space for the sole purpose of the Head Start Program and activities related to the program and for no other purpose throughout the entire term of the lease without the prior written consent of the Landlord. The classroom program space (Room 108) can be used Monday-Friday from 7:00 AM to 9:00 PM during the school year and, if needed, Monday-Friday from 7:00 AM to 4:00 PM during the summer months.

**Section 3. Term of Lease.** The lease is for a term of 12 months (**1 year**) beginning on July 1, 2019 and ending on June 30, 2020.

**Section 4. Amount of Rent.** The Tenant shall pay the Landlord as rental for the leased space, the sum of \$ \$1,100 per month for room 108 for use of the facilities. Payment will be made for the ten (10) month period of August 2019 through May 2020. The total amount due with this 12-month lease to the Shakopee School District is \$ 11,000.

**Section 5. Maintenance.** The Landlord shall be responsible for basic janitorial and maintenance services of the leased space. The Tenant will provide for all necessary supplies and equipment necessary to conduct their program and services.

**Section 6. Alterations.** The Tenant shall not make any material alterations in or on the leased space without the prior written consent of the Landlord.

Section 7. **Subleasing and Assignment.** The Tenant shall not sublease any portion of the leased area or assign this lease without the written consent of the Landlord.

Section 8. **Compliance with Laws & Regulations.** The Tenant shall not commit or permit any act to be performed in the leased space or omission to occur which will be in violation of any statute, regulation, rule, or ordinance/policy of any governmental body, or which will be in violation of any insurance policy carried by the Landlord. Tobacco products, intoxicating beverages, or liquors are not allowed on school property. The Central Family Center Early Childhood Supervisor will serve as the school district liaison to the Head Start Program.

Section 9. **Insurance.** The Tenant will maintain in full force and effect during the term of the Lease a policy of public liability insurance under which Landlord and Tenant are named as insurers. The minimum limits of liability of such insurance shall be \$500,000 for injury or death to any one person; \$500,000 for injury or death to more than one person; and \$1,000,000 for property damage. Tenant shall deliver a duplicate copy of said policy to Landlord. Such policy shall contain a provision requiring thirty (30) days written notice to the Landlord before cancellation of the policy can be effected.

Section 10. **Indemnification.** The Tenant agrees to protect, indemnify, and save the Landlord harmless from any and all liability to Tenant's employees, students, guests, invitees or family members for any loss, damage, or injury to their property or person sustained by reason of any act or occurrence whatsoever due directly to the use of the premises or any part thereof.

Section 11. **Termination.** Notwithstanding the term contained in Section 3 of this Lease, either party may terminate this Lease for any reason whatsoever upon sixty (60) days written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the day and year written above.

**Landlord**  
**Independent School District #720**

**Tenant**  
**Scott-Carver-Dakota CAP Agency, Inc.**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: **Executive Director**

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



**2018-2019 AGREEMENT BETWEEN  
THE YOUNG MEN’S CHRISTIAN ASSOCIATION OF THE GREATER TWIN CITIES, THE  
RIVER VALLEY BRANCH, AND THE INDEPENDENT SCHOOL DISTRICT 720  
SHAKOPEE**

TERM: One-year minimum beginning **September 1, 2018 through August 31, 2019** with review by the Director of Community Education and the Director of Community Programs, The Young Men’s Christian Association of the Greater Twin Cities, The River Valley Branch. (YMCA)

It is agreed the Shakopee School District shall provide space for School Age Care (SAC) activities to the YMCA.

The YMCA:

1. It is the intent of the YMCA to provide SAC for grades K-5 on days when school is in session and K-6 on school release days. The YMCA will also provide care during summer months for grades entering K-8. School year locations are Jackson, Red Oak, Sweeney, Sun Path, and Eagle Creek. Summer programs will be operated in a minimum of two schools. Summer location may rotate each year as agreed upon by School District and YMCA. Appropriate public school location in the Shakopee School District may be provided as alternatives to these locations as the School District sees fit.
2. The YMCA will provide extended afterschool care for the 4 early release dates added to the **2018-2019** school year. Extended care will be available at 2 locations (Jackson Elementary and Red Oak Elementary) and students will be bussed to these locations. Care for this will only be available to current participants registered in the YMCA programs. YMCA will provide the bussing for students on these days.
3. The School District shall provide appropriate space as may be determined between the Community Education Director and the YMCA for a period starting on **September 1, 2018 through August 31, 2019**. Program Hours will be as follows:

Grades K-5

6:15 AM-until school starts

After school- until 6:15 PM

6:15 AM-6:15 PM on release days (grades K-6)

Care will be provided for grades K-5 at Jackson, Red Oak, Sun Path, Sweeney, and Eagle Creek schools or appropriate public school location.

District 720 will offer one school location for the YMCA to run a release day program in the event of a school closing due to severe/cold day temperatures.

Summer grades entering K-8

6:15am-6:15pm

2 or more school buildings to be announced

4. A non-refundable one-time registration fee of \$50.00 per child will be charged to all participants.

School Year Grades K-5

A non-refundable one-time registration fee of \$50.00 per child will be charged to all participants.

AM	\$12.15
PM	\$12.15
Non-school days	\$43.00 (includes field trip and bussing costs)

Summer

A non-refundable one-time registration fee of \$50.00 per child will be charged to all Summer Power, Summer Uproar, and Summer Power Kindergarten participants.

Weekly fees for Summer Power Kindergarten

3 days	\$149
4 days	\$188
5 days	\$215

Weekly fees for Summer Power

3 days	\$145
4 days	\$184
5 days	\$208

Uproar will be as follows:

3 days	\$149
4 days	\$190
5 Days	\$217

\*A minimum of 3 days per week will be required for Uproar, Summer Power and Kindergarten.

4. The total payment by the YMCA to ISD 720 under this agreement will be the following:

Fee \$121,000 for annual rental space.

Monthly payments, due to ISD 720 the first of each month will be:

\$10,083.33 September 2018-August 2019.

Totaling 12 payments distributed monthly throughout the length of the contract.

5. The school district shall provide the normal custodial and maintenance services. Additional requested services should be paid for the YMCA after first receiving written permission from the school district. Custodial charges incurred by the SAC program will be billed to the YMCA three times per year in November, February, and May.
6. The YMCA shall make arrangements directly with the respective lead custodian and Community Education Director for the storage of any materials.
7. The YMCA agrees to reimburse the school district for the cost of repairing any damages caused by the SAC program.
8. The Community Education Director will serve as the district liaison to SAC.
9. Shakopee parents will be kept informed about the program through a parent handbook and other parent communications.
10. Parent evaluations will be conducted at least once a school year. A summary of the parent evaluations will be provided to the Director of Community Education as a representative of the school district.
11. Jackson, Eagle Creek, Red Oak, Sun Path, and Sweeney or other public school location, will provide use of a TV/DVD and access to computers and technology for the YMCA program. An annual training will occur at the expense of the YMCA.
12. The kitchen will be provided for use for occasional cooking projects and will be supervised by YMCA staff. The YMCA Site Coordinators will have a training session provided by the appropriate staff on the kitchen equipment including the stove and ovens prior to the beginning of the summer program. The YMCA will be responsible for all clean up and condition of equipment with a final inspection at the end of the summer program in August.
13. All staff members involved in the operation of the program will be employees of the YMCA of The Greater Twin Cities. The YMCA agrees to comply with all applicable laws, including insurance liability and workers compensation laws.
14. The YMCA agrees to release, hold harmless and indemnify Shakopee Schools, its individual Board of Education members, all employees, demands, action or causes of action, of any kind; arising from the operation of the program. To the extent authorized by law, statutes, and constitution of the State of Minnesota, this does not extend to any personal injuries caused by Shakopee Schools as a result of any defect in, condition of, or failure by Shakopee Schools to provide physical maintenance of its school facilities.

The Shakopee Schools, its individual Board of Education members, all employees, agrees to release, hold harmless and indemnify the YMCA, its directors, officers,

employees demand, actions or causes if action, of any kind; arising from the operation of the program including, but not limited to, transportation to and from the program.

15. The YMCA agrees to provide its own public and automotive liability insurance coverage's at an amount deemed appropriate by the YMCA and the YMCA shall name Independent School District 720 as an "additional insured" on its insurance policies and, furthermore, shall provide the school district with a Certificate of Insurance delineating this contractual provision.
16. The school district agrees to provide its own public liability insurance coverage at an amount deemed appropriate by the school district and the school district shall name The Young Men's Christian Association of Metropolitan Minneapolis and The River Valley Branch as an "additional insured" on its insurance policy and, furthermore shall provide the YMCA with a certificate of Insurance delineating this contractual provision.
17. An annual report of the program will be presented to the Community Education Advisory Council and Board of Education in the spring of each year.
18. The YMCA agrees to comply with all applicable State and Federal laws and regulations, including those of the State of Minnesota governing child and day care program operations. The YMCA will obtain and maintain all necessary (if any) licenses from the State of Minnesota and any other applicable authority in order to operate a child and day care program in the State of Minnesota. The YMCA agrees at all times to operate the program in accordance with these licensing requirements.
19. Any changes in the School Age Care Agreement and fee structure must be reviewed and approved by the Shakopee School District Board of Education prior to student registration for the upcoming program.
20. The Young Men's Christian Association of the Greater Twin Cities, The River Valley Branch will have access to existing Extended Day Disabled dollars through District 720 as allowed by the state statute. The Young Men's Christian Association of Metropolitan Minneapolis, The River Valley Branch will submit quarterly statements to receive appropriate reimbursement. Such service may include: Children with disabilities or children experiencing family or related problems of a temporary nature that participate in the extended day program.
21. The YMCA has agreed to provide School Age Care in our existing morning programs for students in District 720 that become displaced from their homes and are considered "homeless" by state guidelines. The YMCA will provide care at no charge to these families for up to twelve weeks while the family is in transition.

22. The YMCA will provide emergency care to children who participate in after school community education programs. Care would be provided by the YMCA if an instructor cancels programs before parents can make appropriate arrangements to pick up their child. Community Education will inform parents of this procedure when parents sign up for classes. Community Education will provide emergency contact information to the YMCA for all participants who may need emergency care.

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Scott Swanson  
Board of Education Chair

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David Grote  
District Childcare Supervisor  
The Young Men's Christian Association of The  
Greater Twin Cities, The River Valley Branch

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Robert Greeley  
Community Education Director

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Stephanie Chauss  
Senior Vice President of Operations  
The Young Men's Christian Association of the  
Greater Twin Cities

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Superintendent of Schools

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Karen Larson  
Chief Financial Officer  
The Young Men's Christian Association of The  
Greater Twin Cities



2019-2020 AGREEMENT BETWEEN  
THE YOUNG MEN’S CHRISTIAN ASSOCIATION OF THE GREATER TWIN CITIES, THE  
RIVER VALLEY BRANCH, AND THE INDEPENDENT SCHOOL DISTRICT 720  
SHAKOPEE

TERM: One-year minimum beginning September 1, 2019 through August 31, 2020 with review by the Director of Community Education and the Director of Community Programs, The Young Men’s Christian Association of the Greater Twin Cities, The River Valley Branch. (YMCA)

It is agreed the Shakopee School District shall provide space for School Age Care (SAC) activities to the YMCA.

The YMCA:

1. It is the intent of the YMCA to provide SAC for grades K-5 on days when school is in session and K-6 on school release days. The YMCA will also provide care during summer months for grades entering K-8. School year locations are Jackson, Red Oak, Sweeney, Sun Path, and Eagle Creek. Summer programs will be operated in a minimum of two schools. Summer location may rotate each year as agreed upon by School District and YMCA. Appropriate public school location in the Shakopee School District may be provided as alternatives to these locations as the School District sees fit.
2. The YMCA will provide extended afterschool care for the 4 early release dates added to the 2019-2020 school year. Extended care will be available at 2 locations (Jackson Elementary and Red Oak Elementary) and students will be bussed to these locations. Care for this will only be available to current participants registered in the YMCA programs. YMCA will provide the bussing for students on these days.
3. The School District shall provide appropriate space as may be determined between the Community Education Director and the YMCA for a period starting on September 1, 2019 through August 31, 2020. Program Hours will be as follows:

Grades K-5

6:15 AM-until school starts

After school- until 6:15 PM

6:15 AM-6:15 PM on release days (grades K-6)

Care will be provided for grades K-5 at Jackson, Red Oak, Sun Path, Sweeney, and Eagle Creek schools or appropriate public school location.

District 720 will offer one school location for the YMCA to run a release day program in the event of a school closing due to severe/cold day temperatures.

Summer grades entering K-8

6:15am-6:15pm

2 or more school buildings to be announced

- 4. A non-refundable one-time registration fee of \$50.00 per child will be charged to all participants.

School Year Grades K-5

A non-refundable one-time registration fee of \$50.00 per child will be charged to all participants.

AM	\$12.50
PM	\$12.50
Non-school days	\$44.00 (includes field trip and bussing costs)

Summer

A non-refundable one-time registration fee of \$50.00 per child will be charged to all Summer Power, Summer Uproar, and Summer Power Kindergarten participants.

Weekly fees for Summer Power Kindergarten

3 days	\$151
4 days	\$187
5 days	\$219

Weekly fees for Summer Power

3 days	\$146
4 days	\$186
5 days	\$211

Uproar will be as follows:

3 days	\$151
4 days	\$192
5 Days	\$221

\*A minimum of 3 days per week will be required for Uproar, Summer Power and Kindergarten.

- 5. The total payment by the YMCA to ISD 720 under this agreement will be the following:

Fee \$125,000 for annual rental space.

Monthly payments, due to ISD 720 the first of each month will be:

\$10,416.67 September 2019-August 2020.

Totaling 12 payments distributed monthly throughout the length of the contract.

6. The school district shall provide the normal custodial and maintenance services. Additional requested services should be paid for the YMCA after first receiving written permission from the school district. Custodial charges incurred by the SAC program will be billed to the YMCA three times per year in November, February, and May.
7. The YMCA shall make arrangements directly with the respective lead custodian and Community Education Director for the storage of any materials.
8. The YMCA agrees to reimburse the school district for the cost of repairing any damages caused by the SAC program.
9. The Community Education Director will serve as the district liaison to SAC.
10. Shakopee parents will be kept informed about the program through a parent handbook and other parent communications.
11. Parent evaluations will be conducted at least once a school year. A summary of the parent evaluations will be provided to the Director of Community Education as a representative of the school district.
12. Jackson, Eagle Creek, Red Oak, Sun Path, and Sweeney or other public school location, will provide use of a TV/DVD and access to computers and technology for the YMCA program. An annual training will occur at the expense of the YMCA.
13. The kitchen will be provided for use for occasional cooking projects and will be supervised by YMCA staff. The YMCA Site Coordinators will have a training session provided by the appropriate staff on the kitchen equipment including the stove and ovens prior to the beginning of the summer program. The YMCA will be responsible for all clean up and condition of equipment with a final inspection at the end of the summer program in August.
14. All staff members involved in the operation of the program will be employees of the YMCA of The Greater Twin Cities. The YMCA agrees to comply with all applicable laws, including insurance liability and workers compensation laws.
15. The YMCA agrees to release, hold harmless and indemnify Shakopee Schools, its individual Board of Education members, all employees, demands, action or causes of action, of any kind; arising from the operation of the program. To the extent authorized by law, statutes, and constitution of the State of Minnesota, this does not extend to any personal injuries caused by Shakopee Schools as a result of any defect in, condition of, or failure by Shakopee Schools to provide physical maintenance of its school facilities.

The Shakopee Schools, its individual Board of Education members, all employees, agrees to release, hold harmless and indemnify the YMCA, its directors, officers, employees demand, actions or causes if action, of any kind; arising from the operation of the program including, but not limited to, transportation to and from the program.

16. The YMCA agrees to provide its own public and automotive liability insurance coverage's at an amount deemed appropriate by the YMCA and the YMCA shall name Independent School District 720 as an "additional insured" on its insurance policies and, furthermore, shall provide the school district with a Certificate of Insurance delineating this contractual provision.
17. The school district agrees to provide its own public liability insurance coverage at an amount deemed appropriate by the school district and the school district shall name The Young Men's Christian Association of Metropolitan Minneapolis and The River Valley Branch as an "additional insured" on its insurance policy and, furthermore shall provide the YMCA with a certificate of Insurance delineating this contractual provision.
18. An annual report of the program will be presented to the Community Education Advisory Council and Board of Education in the spring of each year
19. The YMCA agrees to comply with all applicable State and Federal laws and regulations, including those of the State of Minnesota governing child and day care program operations. The YMCA will obtain and maintain all necessary (if any) licenses from the State of Minnesota and any other applicable authority in order to operate a child and day care program in the State of Minnesota. The YMCA agrees at all times to operate the program in accordance with these licensing requirements.
20. Any changes in the School Age Care Agreement and fee structure must be reviewed and approved by the Shakopee School District Board of Education prior to student registration for the upcoming program.
21. The Young Men's Christian Association of the Greater Twin Cities, The River Valley Branch will have access to existing Extended Day Disabled dollars through District 720 as allowed by the state statute. The Young Men's Christian Association of Metropolitan Minneapolis, The River Valley Branch will submit quarterly statements to receive appropriate reimbursement. Such service may include: Children with disabilities or children experiencing family or related problems of a temporary nature that participate in the extended day program.
22. The YMCA has agreed to provide School Age Care in our existing morning programs for students in District 720 that become displaced from their homes and are considered "homeless" by state guidelines. The YMCA will provide care at no charge to these families for up to twelve weeks while the family is in transition.

23. The YMCA will provide emergency care to children who participate in after school community education programs. Care would be provided by the YMCA if an instructor cancels programs before parents can make appropriate arrangements to pick up their child. Community Education will inform parents of this procedure when parents sign up for classes. Community Education will provide emergency contact information to the YMCA for all participants who may need emergency care.

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Reggie Bowerman  
Board of Education Chair

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David Grote  
District Childcare Supervisor  
The Young Men's Christian Association of The  
Greater Twin Cities, The River Valley Branch

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Robert Greeley  
Community Education Director

---

Stephanie Chauss  
Senior Vice President of Operations  
The Young Men's Christian Association of the  
Greater Twin Cities

---

Michael Redmond  
Superintendent of Schools

---

Karen Larson  
Chief Financial Officer  
The Young Men's Christian Association of The  
Greater Twin Cities



# AIA Document G701™ – 2001

## Change Order

<b>PROJECT</b> (Name and address):	<b>CHANGE ORDER NUMBER:</b> 026	<b>OWNER:</b> <input checked="" type="checkbox"/>
Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	<b>DATE:</b> February 7, 2019	<b>ARCHITECT:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address):	<b>ARCHITECT'S PROJECT NUMBER:</b> 152092	<b>CONTRACTOR:</b> <input checked="" type="checkbox"/>
Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	<b>CONTRACT DATE:</b> July 26, 2016	<b>FIELD:</b> <input type="checkbox"/>
	<b>CONTRACT FOR:</b> General Construction	<b>OTHER:</b> <input type="checkbox"/>

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. PCO 319/PR 238: Area N and Q Modifications ADD: \$46,057.09
2. PCO 380/PR 293: Area F Locker Rooms ADD: \$42,727.85
3. PCO 384/CCD 008/PR 297: Food Service ADD: \$11,752.27
4. PCO 396/PR 318: Retaining Wall in Area B (RFI 709) ADD: \$7,275.85
5. PCO 412/CCD 011/PR 323: RFI 707 and 729 Piping Accommodation in N303 ADD: \$4,937.69
6. PCO 417/PR 334: D124 Flooring Modification ADD: \$1,506.75
7. PCO 419/PR 335: Area D and A Lighting CCD #015 ADD: \$11,584.04
8. PCO 425/PR 340: Arts and Communications Academy Entry Wood Wall ADD: \$8,047.00
9. PCO 443/CCD 012: Area A and Q Modifications ADD: \$15,465.55
10. PCO 452/PR 345R: Parking Lot Striping and Signage ADD: \$3,791.45
11. PCO 459/GCPR 063: Add Shades in Area R and L ADD: \$2,487.00
12. PCO 460/PR 363: P141 Remove Exit Light into Lobby ADD: \$98.18
13. PCO 463/GCPR 066: Add ACT-1 Above Entrance of Girl's Bathroom ADD: \$620.55
14. PCO 464/GCPR 067: Seating Lights ADD: \$1,500.00
15. PCO 466/GCPR 070: Down Light East Lobby A105 at Studio Stage Pricing ADD: \$346.13
16. PCO 468/GCPR 069: Pricing Light Pole and Base East of Bus Lot ADD: \$1,340.98

TOTAL THIS CHANGE ORDER: \$159,538.38

The original Contract Sum was	\$ 73,088,000.00
The net change by previously authorized Change Orders	\$ 3,098,677.41
The Contract Sum prior to this Change Order was	\$ 76,186,677.41
The Contract Sum will be increased by this Change Order in the amount of	\$ 159,538.38
The new Contract Sum including this Change Order will be	\$ 76,346,215.79

The Contract Time will be unchanged by zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is September 2, 2018

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Wold Architects Engineers</u> <b>ARCHITECT</b> (Firm name)	<u>Shaw-Lundquist Associates, Inc.</u> <b>CONTRACTOR</b> (Firm name)	<u>Independent School District #720</u> <b>OWNER</b> (Firm name)
<u>332 Minnesota Street, Suite W2000</u> <u>St. Paul, MN 55102</u> <b>ADDRESS</b>	<u>2757 West Service Road</u> <u>St. Paul, MN 55121</u> <b>ADDRESS</b>	<u>1200 Town Square Mall</u> <u>Shakopee, MN 55379</u> <b>ADDRESS</b>

# DRAFT AIA® Document G701™ - 2001

## Change Order

**PROJECT** (Name and address):  
 Shakopee High School Additions and Renovations  
 100 17th Avenue West  
 Shakopee, MN 55379

**CHANGE ORDER NUMBER:** 027  
**DATE:** February 27, 2019

**TO CONTRACTOR** (Name and address):  
 Shaw-Lundquist Associates, Inc.  
 2757 West Service Road  
 St. Paul, MN 55121

**ARCHITECT'S PROJECT NUMBER:** 152092  
**CONTRACT DATE:** July 26, 2016  
**CONTRACT FOR:** General Construction

OWNER:   
 ARCHITECT:   
 CONTRACTOR:   
 FIELD:   
 OTHER:

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. PCO 242/PR 188: Repair Door Frame in Area E ADD: \$4,095.30
2. PCO 458/PR 362: Exterior Signage CUP ADD: \$6,254.47
3. PCO 465/PR 364: Uniform Storage Room C111 DEDUCT (\$4,752.80)
4. PCO 467/GCPR 071: Electrical For Furniture Pricing ADD: \$7,077.60
5. PCO 470/GCPR 074: Temporary Paint for Area A Academy Wall ADD: \$902.00
6. PCO 478/GCPR 082: Pricing Exit Light ADD: \$343.84

TOTAL THIS CHANGE ORDER: \$13,920.41

The original Contract Sum was  
 The net change by previously authorized Change Orders  
 The Contract Sum prior to this Change Order was  
 The Contract Sum will be increased by this Change Order in the amount of  
 The new Contract Sum including this Change Order will be

\$	73,088,000.00
\$	3,258,215.79
\$	76,346,215.79
\$	13,920.41
\$	76,360,136.20

The Contract Time will be unchanged by zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is September 2, 2018

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Wold Architects Engineers  
 ARCHITECT (Firm name)

Shaw-Lundquist Associates, Inc.  
 CONTRACTOR (Firm name)

Independent School District #720  
 OWNER (Firm name)

332 Minnesota Street, Suite W2000  
 St. Paul, MN 55102  
 ADDRESS

2757 West Service Road  
 St. Paul, MN 55121  
 ADDRESS

1200 Town Square Mall  
 Shakopee, MN 55379  
 ADDRESS

BY (Signature)

BY (Signature)

BY (Signature)

R. Scott McQueen  
 (Typed name)

Trent Lundquist  
 (Typed name)

Jeffrey Priess, Director of Finance  
 (Typed name)

DATE

DATE

DATE



**General Fund -  
Feb 28, 2019**

**REVENUE & EXPENDITURE  
SUMMARY BY SOURCE,  
OBJECT SERIES**

REVENUE CATEGORIES	June 30, 2017	6/30/2018	FY 19	FY19	Budget			
			Revised Budget	Received YTD	Remaining	% Budget Received	% Actuals Received	% Actuals Received
STATE	74,409,199	76,908,387	78,149,997	39,998,174	38,186,840	51.16%	52.15%	51.11%
FEDERAL	2,608,594	2,279,034	2,258,755	356,679	1,902,076	15.79%	33.44%	38.47%
PROPERTY TAXES	13,303,807	13,957,451	15,769,200	15,656,053	113,147	99.28%	48.16%	38.47%
LOCAL (FEES, INTEREST, ETC.)	2,010,115	2,854,954	3,048,812	1,269,644	1,852,865	40.66%	63.30%	68.85%
<b>TOTALS</b>	<b>92,331,715</b>	<b>95,999,826</b>	<b>99,226,764</b>	<b>57,280,550</b>	<b>42,054,928</b>	<b>57.66%</b>	<b>51.45%</b>	<b>49.31%</b>

**EXPENDITURES**

OBJECT SERIES	June 30, 2017	30-Jun-18	Revised Budget	Expended YTD	Budget Remaining			
						% Budget Received	% Actuals Received	% Actuals Received
SALARIES & WAGES	56,814,018	56,092,989	57,780,892	32,236,125	25,586,888	55.75%	56.01%	57.43%
EMPLOYEE BENEFITS	16,535,540	16,557,655	17,255,584	10,017,261	7,271,030	57.94%	57.88%	53.68%
PURCHASED SERVICES	12,421,607	12,287,716	12,996,654	6,569,949	6,273,279	51.15%	57.17%	57.24%
SUPPLIES	3,097,134	2,734,909	2,940,392	1,645,252	1,295,140	55.95%	63.23%	68.38%
EQUIPMENT	4,296,160	5,822,578	5,716,431	4,318,514	1,397,917	75.55%	80.15%	95.26%
DEBT SERVICE	-	-	-	-	-	-	-	-
OTHER EXPENDITURES	621,008	737,601	797,858	253,573	544,285	31.78%	48.19%	47.50%
<b>TOTALS</b>	<b>93,785,468</b>	<b>94,233,448</b>	<b>97,487,811</b>	<b>55,040,674</b>	<b>42,368,539</b>	<b>56.50%</b>	<b>58.13%</b>	<b>58.77%</b>

Revenue over (under) Expenditures: 1,766,379 1,738,953

	Actual June 30, 2017	Actual 6/30/2018	Projected June 30, 2019
Non Spendable Fund Balance	657,884	208,934	208,934
Restricted Fund Balance	(303,080)	370,113	1,535,342
Assigned Fund Balance	20,882	185,388	185,388
Unassigned Fund Balance	691,569	2,069,198	2,642,922
<b>Total Fund Balance</b>	<b>1,067,255</b>	<b>2,833,633</b>	<b>4,572,586</b>

A Property Taxes are recognized at 100% of current year levy less property tax shift



# Shakopee Public Schools Digital Learning Student Handbook

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## Shakopee Public Schools Digital Learning Student Handbook

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Our goal in Shakopee Public Schools is to help students demonstrate digital responsibility, technological awareness and the ability to use technology to create, research, communicate and produce in the academic and professional setting. [The goal of Our digital initiative is intended](#) to foster engaging curriculum, dynamic learning environments and students who are better prepared for the world beyond our school doors. [We believe that it](#) is not about the device, but rather how to use the device in education.

### Shakopee Public Schools Expectations for Digital Learning:

1. Use technology to access and produce information
2. Use technology to collaborate and communicate with others
3. Use technology to craft, refine and publish content to a wider audience
4. Use technology to create and innovate

### Expectations for Digital Citizenship:

Being a responsible citizen in our schools, communities and the digital world requires responsibilities adapted for a changing world. We embrace the following conditions of being a digital citizen:

- ❖ *Respect yourself.* I will select names that are appropriate. I will carefully consider the information and images I post online. I will not post personal information about my life, experiences, experimentation, or relationships. I will not be obscene.
- ❖ *Protect yourself.* I will ensure that the information I post online will not put me at risk. I will not publish details about myself, my contact information, or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will protect passwords, accounts, and resources.
- ❖ *Respect others.* I will show respect to others. I will not use technology to bully, harass, tease, or stalk other people. I will show respect for others through my choice of websites. I will not visit sites or display images that are inappropriate or disrespectful. I will not abuse my rights of access.
- ❖ *Protect others.* I will protect others by reporting abuse and not forwarding inappropriate or hurtful materials or communications and not visiting sites that are inappropriate or disrespectful.
- ❖ *Respect & protect intellectual property.* I will suitably use and cite any and all content (websites, books, media, etc.) according to copyright or creative commons licensing. I will request to use the software and media that others produce.

[Board Policy](#)

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[Consent to the digital device agreement also includes adherence to Board Policy 524: Internet Acceptable Use and Safety Policy. In instances where the student has put his/her own safety or the safety of others at risk \(i.e. sexting or bullying\), digital learning device privileges will be revoked immediately.](#)

**Access to Shakopee Public Schools' owned technology is a privilege and not a right. At any point access to devices, Internet and other technology resources can be revoked.**

**Student Digital Responsibility includes, but is not limited to:**

**Board Policy**

Consent to the digital device agreement also includes adherence to Board Policy 524- Internet Acceptable Use and Safety Policy. ~~In instances where the student has put his/her own safety or the safety of others at risk (i.e. sexting or bullying), digital learning device privileges will be revoked immediately.~~

**Accessing/Posting Inappropriate Material**

Accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials (including photos of students and staff) that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal is a violation of this agreement.

**Personal Safety**

Do not send any message that includes your personal information such as: home address, personal phone numbers and/or last name for yourself or any other person. Do not send information regarding your schedule (where you are/will be, times, dates, etc.).

**Privacy**

Students and families need to know that files stored on school-owned computers (including digital learning devices) are not private. Network and Internet access is provided as a tool for educational purposes only. Shakopee Public Schools has the right to monitor, inspect, copy, review, and store at any time, without prior notice, any and all usage of the computer network and Internet access including transmitted and received information. All files are the property of Shakopee Public Schools and no user shall have any expectations of privacy regarding such files. Students may be selected, at any time, to provide their digital learning device for inspection.

**Password Protection**

The student or family should secure the digital learning device with a passcode and it is the responsibility of the student and family to remember the passcode. Never share your passcode, steal or use another person's passcode.

**Online Etiquette**

Follow the guidelines of accepted behaviors within each school's handbook. Do not use technology, ~~including this device~~ to bully anyone, or pass along obscene material or material which is based on slurs or stereotypes relating to race, gender, ethnicity, nationality, religion or sexual orientation.

**Blogging and/or Podcasting**

Use of blogs, podcasts, emails, texting, social media or other tools are considered an extension of the classroom. Expectations for behavior and online etiquette will apply regardless of the tools being used or the setting in which speech takes place.

**Plagiarism/Copyright/Licensing**

Plagiarism is the act of representing or using someone else's words or ideas as your own. Students are required to give proper credit to all Internet sources used in academic assignments, whether quoted, paraphrased, or summarized. This includes all forms of media on the Internet, such as graphics, movies, music and text. Students must adhere to ~~the~~ copyright laws of the United States (P.L. 94-553) and the Congressional Guidelines that delineate it regarding software, authorship and copying information. All students should also adhere to the Creative Commons licenses where the author/artist denotes what media may be shared, remixed or reused.

### Photos and Video

Students should only take pictures or videos of staff or students with staff permission. Any student use of cameras in Shakopee Schools should be part of a class or club activity.

### Malicious Use/Vandalism

Any malicious use, disruption or harm to the district's technology, networks and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses, is a violation of this agreement. No student shall obtain or try to obtain other students' accounts, files, and/or data. Students are NOT to manipulate the operating system or remove or attempt to remove or circumvent the management system installed on each digital learning device. Using or possessing hacking software is a violation of this agreement. Students who attempt to hack or "jailbreak" any Shakopee Public Schools digital learning device will be in violation of this agreement. The use of anonymous proxies, VPNs, or similar software to circumvent content filtering is strictly prohibited.

### Classroom Expectations

**Failure to follow teacher direction in regards to the use of devices/tools/websites during class is a violation of this agreement.** If students leave their digital learning device at home they are responsible for completing coursework as if they had their digital learning device present.

### Student Discipline

If a student violates any part of the above policy, he/she will be subject to disciplinary action. The disciplinary action for a violation ~~will~~ could range from the student needing to check his or her digital learning device in and out of school each day for a period of time, to having all digital learning device privileges revoked. The student may also be subject to other disciplinary action as outlined in the Shakopee Guidelines for Student Behavioral Expectations handbook.

### Tech Support

If technical difficulties arise with a digital learning device, or inappropriate content is discovered, the device may be restored by district technology department staff. If staff needs to restore the digital learning device, the district is not responsible for the loss of content put on the device by the student. It is strongly encouraged that all important data is regularly backed up to Google Drive.

### Digital Learning Device General Precautions

- The digital learning device is Shakopee Public Schools' property.
- The digital learning device must remain free of any writing, drawing, stickers, or labels that are not issued and placed onto the device by Shakopee Public Schools staff.
- Cords and cables must be inserted carefully into the device to prevent damage.
- Never expose a device to extreme cold or heat, direct sunlight, or prolonged periods of time in places that are not at a normal room temperature.
- Digital learning devices must be kept in a secure location at all times. It is the student's responsibility to know where their device is. During classes or lunch periods when the device is not needed, place the device in your locker or in a locked classroom. ~~DO NOT SHARE YOUR LOCKER COMBINATION WITH ANYONE.~~ Do NOT place your device on the BOTTOM of your locker, but rather on top of all other materials.
- The use of or access to the digital learning device in any unauthorized area (~~ie-such as~~ locker rooms, restrooms) is prohibited.
- If ~~your-the~~ digital learning device is either lost or stolen students should report that information to the front office or technology staff as soon as possible. The digital learning devices contain software that can be

activated to track and possibly recover missing devices. The district will coordinate with law enforcement to track missing or lost devices in partnership with the student/family.

#### **Device Cases: Transporting To & From School**

Shakopee Public Schools provides a protective case for iPads and a padded bag for transporting MacBooks. -

- iPads should ALWAYS be in the protective case. [No part of the case should be removed.](#)
- MacBooks should be stored and transported in the provided bag.
- The device should be charged using the charger provided and brought to school ready to use each day.
- Do NOT place your device in a book bag that contains food, liquids, heavy or sharp objects.

#### **Digital Learning Device Screen & Cleaning**

- The screens are sensitive to pressure and therefore can be damaged; they are scratch *resistant*, not scratch proof.
- The screens are made of glass and can either break or shatter.
- Do NOT use liquids to clean the device. This includes, but is not limited to: window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives.
- PLEASE USE: A soft, dry cloth or anti-static cloth.

#### **Digital Learning Device Maintenance**

- Do NOT attempt to try to repair the internal workings of any digital learning device yourself.
- If your device is not working take your device to the Media Center/Learning Commons as soon as possible and have technology department staff examine it. If your device needs to be worked on for an extended period of time, you will be issued a temporary device until yours is working properly. For cases of hardware failure or other damage, a replacement device will be provided.
- Each digital learning device has identifying labels which must not be removed or altered in any fashion.

#### **Earphones and Audio**

Shakopee Public Schools does not provide earphones. If a student wishes to purchase his/her own earphones then:

- Earphones shall not be used within or on school property unless a teacher specifically requests or allows students to do so.
- If allowed to use earphones, the appropriate level is when only the person wearing the earphones can hear the sound. Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.

#### **Storing Documents**

There will be limited storage on the device and academic files take priority over personal. [Several backup options exist to cloud storage or personal computers.](#)—Students should backup their files [to Google Drive](#). The district is not responsible for saving, restoring or backing up documents, music, or photos that students may be storing on the digital learning device.

#### **Applications and Content**

Students may install apps made available to them through Shakopee Public Schools' Self Service app store. Students may load music and photos on their district-owned digital learning device as long as all content complies with the Acceptable Use Policy. Applications or content that does not have an educational purpose, is not in compliance with the Acceptable Use Policy, or is disruptive to the educational process or at home may be removed from the device. If technology department staff need to restore a digital learning device for any reason, the district is not responsible for any content put on the device by the student.

#### **Use of online educational applications**

The Children's Online Privacy Protection Act (COPPA) requires that parents and guardians of children under the age of 13 provide written consent for the accessing and use of many online services, including academic applications that will be used at school.

The district reviews the use of online services to ensure that student data is maintained in a secure manner, that personally identifiable student data is not shared with third parties, and that our use is compliant with district policies related to student privacy and records.

A compiled list of online services is available for review on the district website (<https://www.shakopee.k12.mn.us/Page/7602>) or by request from the school office.

#### **Turn In**

Student digital learning devices and accessories will be checked in at the end of each school year at a date and time determined by school administration. Exceptions to the requirement for turning in a device may be available at the district's discretion. Students who graduate early, transfer, withdraw or are expelled will return the device and accessories at the time of withdrawal. Failure to return the property in a timely fashion may result in the involvement of law enforcement.

#### **Device Insurance**

The Shakopee Public Schools digital initiative is designed to provide a powerful and personalized learning experience for all students.

The district recognizes the need to protect our investment in digital learning devices and to protect families from expenses from theft or damage of the device assigned to the student. Therefore, the district is offering families a choice of two protection plan options. Parents will be given a Digital Learning Device Protection Plan & Use Agreement Form. Parents must choose one of the two options in order for their student to participate in the digital learning device program.

##### **Option 1: SCHOOL INSURANCE**

Families may purchase an **annual** \$20 per year (iPad) or \$60 per year (MacBook-Air) non-refundable insurance policy from the district. Insurance covers up to two incidents annually. This will include coverage for hardware failure, theft, repair, accidental damage including screen repairs, and liquid damage. It does not include deliberate or negligent damage to the digital learning device. **It does not cover the case, charger or cord.** Removing the case from the iPad voids the insurance. See below for more coverage specifics.

##### **Option 2: NO INSURANCE**

Families may choose to not insure the digital learning device and will be responsible for the full value of the device or repairs. Estimated repair or replacement costs are listed below. Device repairs must be completed by the district.

##### **Additional Details**

Payment for insurance can be made by either cash, check or credit (via the Fees area in the Infinite Campus on-line portal). Please make your checks payable to: Shakopee Public Schools and write in the memo Digital Learning Device Insurance. Please bring this signed form as well as your method or confirmation of payment to your school's designated roll-out or parent information event.

The insurance option is available for up to two weeks after the student's first day of enrollment.

If a student is withdrawn from the Shakopee Public Schools for any reason, this insurance agreement becomes null and void on that date. There are no refunds once this agreement becomes active on the date the digital learning device is issued. Devices not returned on the date of withdrawal will be reported stolen.

[Students who start after 1<sup>st</sup> semester may be eligible for a pro-rated insurance fee; please check with the school office on this option.](#)

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**Financial assistance is available to families who need it and qualify for Free and Reduced Lunch. Please contact your child's school office for help with this.**

<p><b>Annual Standard Student Rates for 2019-2020:</b> 1 Year Term - \$20.00 (iPad) or \$60.00 (MacBook) (\$0 Deductible)</p>	<p><b>Effective Coverage/Expiration Dates</b> <b>Effective Date:</b> Based on the receipt of signed agreement. <b>Expiration Date:</b> Start of the next school year.</p>
<p style="text-align: center;"><b>Covered</b></p> <ul style="list-style-type: none"> <li>•• <b>Accidental Damage:</b> Pays for accidental damage caused by liquid spills, drops, broken headphone jacks, or other unintentional events.</li> <li>•• <b>Accidental Loss:</b> A misplaced device should be reported to tech within one school day of the loss.</li> <li>•• <b>Theft:</b> Pays for loss or damage due to theft. The claim requires a police report to be filed within one week if the theft occurs off of school grounds.</li> <li>•• <b>Fire:</b> Pay for loss or damage of the device due to fire. The claim must be accompanied by an official fire report from the investigating authority.</li> <li>•• <b>Electrical Surge:</b> Pays for damage to the device due to an electrical surge.</li> <li>•• <b>Natural Disasters:</b> Pay for loss or damage caused by natural disasters.</li> </ul>	<p style="text-align: center;"><b>Not Covered</b></p> <ul style="list-style-type: none"> <li>• <b>Dishonest, Fraudulent, Intentional, Negligent or Criminal Acts:</b> Will not pay if damage or loss occurs in conjunction with dishonest, fraudulent, intentional, negligent or criminal act. The student/parent will be responsible for the full amount of the repair/replacement. Such acts include altering device software in any way that damages the device. It also includes repeatedly losing a device.</li> <li>• <b>Consumables:</b> Including but not limited to the case, charger, and software. (See replacement costs below.)</li> <li>• <b>Cosmetic damage</b> that does not affect the functionality of the device. This includes but is not limited to scratches, dents, and broken plastic ports or port covers.</li> </ul>

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The district is not liable for any loss, damage (including incidental, consequential or punitive damages) or expenses caused directly or indirectly by the equipment.

Replacement or repair fees will be assessed for lost or damaged devices, [according to the following estimated replacement costs:](#)

- ~~iPad case is \$35. MacBook carrying sleeve is \$25.~~
- ~~iPad wall charger and cord is \$30. MacBook wall charger and cord is \$80.~~
- ~~Repairable damage to a device will be assessed based on the extent of damage and actual repair cost.~~

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**NOTICE: Caution Against Fraud**

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud, a federal offense.



# Shakopee Public Schools

## Digital Learning Student Handbook

Our goal in Shakopee Public Schools is to help students demonstrate digital responsibility, technological awareness and the ability to use technology to create, research, communicate and produce in the academic and professional setting. Our digital initiative is intended to foster engaging curriculum, dynamic learning environments and students who are better prepared for the world beyond our school doors. We believe that it is not about the device, but rather how to use the device in education.

### Shakopee Public Schools Expectations for Digital Learning:

1. Use technology to access and produce information
2. Use technology to collaborate and communicate with others
3. Use technology to craft, refine and publish content to a wider audience
4. Use technology to create and innovate

### Expectations for Digital Citizenship:

Being a responsible citizen in our schools, communities and the digital world requires responsibilities adapted for a changing world. We embrace the following conditions of being a digital citizen:

- ❖ *Respect yourself.* I will select names that are appropriate. I will carefully consider the information and images I post online. I will not post personal information about my life, experiences, experimentation, or relationships. I will not be obscene.
- ❖ *Protect yourself.* I will ensure that the information I post online will not put me at risk. I will not publish details about myself, my contact information, or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will protect passwords, accounts, and resources.
- ❖ *Respect others.* I will show respect to others. I will not use technology to bully, harass, tease, or stalk other people. I will show respect for others through my choice of websites. I will not visit sites or display images that are inappropriate or disrespectful. I will not abuse my rights of access.
- ❖ *Protect others.* I will protect others by reporting abuse and not forwarding inappropriate or hurtful materials or communications and not visiting sites that are inappropriate or disrespectful.
- ❖ *Respect & protect intellectual property.* I will suitably use and cite any and all content (websites, books, media, etc.) according to copyright or creative commons licensing. I will request to use the software and media that others produce.

### Board Policy

Consent to the digital device agreement also includes adherence to Board Policy 524: Internet Acceptable Use and Safety Policy. **In instances where the student has put his/her own safety or the safety of others at risk (i.e. sexting or bullying), digital learning device privileges will be revoked immediately.**

**Access to Shakopee Public Schools' owned technology is a privilege and not a right. At any point access to devices, Internet and other technology resources can be revoked.**

## **Student Digital Responsibility includes, but is not limited to:**

### **Accessing/Posting Inappropriate Material**

Accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials (including photos of students and staff) that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal is a violation of this agreement.

### **Personal Safety**

Do not send any message that includes your personal information such as: home address, personal phone numbers and/or last name for yourself or any other person. Do not send information regarding your schedule (where you are/will be, times, dates, etc.).

### **Privacy**

**Students and families need to know that files stored on school-owned computers are not private.** Network and Internet access is provided as a tool for educational purposes only. Shakopee Public Schools has the right to monitor, inspect, copy, review, and store at any time, without prior notice, any and all usage of the computer network and Internet access including transmitted and received information. All files are the property of Shakopee Public Schools and no user shall have any expectations of privacy regarding such files. Students may be selected, at any time, to provide their digital learning device for inspection.

### **Password Protection**

The student or family should secure the digital learning device with a passcode and it is the responsibility of the student and family to remember the passcode. Never share your passcode, steal or use another person's passcode.

### **Online Etiquette**

Follow the guidelines of accepted behaviors within each school's handbook. Do not use technology to bully anyone, or pass along obscene material or material which is based on slurs or stereotypes relating to race, gender, ethnicity, nationality, religion or sexual orientation.

### **Blogging and/or Podcasting**

Use of blogs, podcasts, emails, texting, social media or other tools are considered an extension of the classroom. Expectations for behavior and online etiquette will apply regardless of the tools being used or the setting in which speech takes place.

### **Plagiarism/Copyright/Licensing**

Plagiarism is the act of representing or using someone else's words or ideas as your own. Students are required to give proper credit to all Internet sources used in academic assignments, whether quoted, paraphrased, or summarized. This includes all forms of media on the Internet, such as graphics, movies, music and text. Students must adhere to copyright law regarding software, authorship and copying information. All students should also adhere to the Creative Commons licenses where the author/artist denotes what media may be shared, remixed or reused.

### **Photos and Video**

Students should only take pictures or videos of staff or students with staff permission. Any student use of cameras in Shakopee Schools should be part of a class or club activity.

### **Malicious Use/Vandalism**

Any malicious use, disruption or harm to the district's technology, networks and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses, is a violation of this

agreement. No student shall obtain or try to obtain other students' accounts, files, and/or data. Students are NOT to manipulate the operating system or remove or attempt to remove or circumvent the management system installed on each digital learning device. Using or possessing hacking software is a violation of this agreement. Students who attempt to hack or "jailbreak" any Shakopee Public Schools digital learning device will be in violation of this agreement. The use of anonymous proxies, VPNs, or similar software to circumvent content filtering is strictly prohibited.

### **Classroom Expectations**

**Failure to follow teacher direction in regards to the use of devices/tools/websites during class is a violation of this agreement.** If students leave their digital learning device at home they are responsible for completing coursework as if they had their digital learning device present.

### **Student Discipline**

If a student violates any part of the above policy, he/she will be subject to disciplinary action. The disciplinary action for a violation could range from the student needing to check his or her digital learning device in and out of school each day for a period of time, to having all digital learning device privileges revoked. The student may also be subject to other disciplinary action as outlined in the Shakopee Guidelines for Student Behavioral Expectations handbook.

### **Tech Support**

If technical difficulties arise with a digital learning device, or inappropriate content is discovered, the device may be restored by district technology department staff. If staff needs to restore the digital learning device, the district is not responsible for the loss of content put on the device by the student. It is strongly encouraged that all important data is regularly backed up to Google Drive.

### **Digital Learning Device General Precautions**

- The digital learning device is Shakopee Public Schools' property.
- The digital learning device must remain free of any writing, drawing, stickers, or labels that are not issued and placed onto the device by Shakopee Public Schools staff.
- Cords and cables must be inserted carefully into the device to prevent damage.
- Never expose a device to extreme cold or heat, direct sunlight, or prolonged periods of time in places that are not at a normal room temperature.
- Digital learning devices must be kept in a secure location at all times. It is the student's responsibility to know where their device is. During classes or lunch periods when the device is not needed, place the device in your locker or in a locked classroom. Do NOT place your device on the BOTTOM of your locker, but rather on top of all other materials.
- The use of or access to the digital learning device in any unauthorized area (such as locker rooms, restrooms) is prohibited.
- If the digital learning device is either lost or stolen students should report that information to the front office or technology staff as soon as possible. The digital learning devices contain software that can be activated to track and possibly recover missing devices. The district will coordinate with law enforcement to track missing or lost devices in partnership with the student/family.

### **Device Cases: Transporting To & From School**

Shakopee Public Schools provides a protective case for iPads and a padded bag for transporting MacBooks. -

- iPads should ALWAYS be in the protective case. No part of the case should be removed.
- MacBooks should be stored and transported in the provided bag.
- The device should be charged using the charger provided and brought to school ready to use each day.
- Do NOT place your device in a book bag that contains food, liquids, heavy or sharp objects.

### Digital Learning Device Screen & Cleaning

- The screens are sensitive to pressure and therefore can be damaged; they are scratch *resistant*, not scratch proof.
- The screens are made of glass and can either break or shatter.
- Do NOT use liquids to clean the device. This includes, but is not limited to: window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives.
- PLEASE USE: A soft, dry cloth or anti-static cloth.

### Digital Learning Device Maintenance

- Do NOT attempt to try to repair the internal workings of any digital learning device yourself.
- If your device is not working take your device to the Media Center/Learning Commons as soon as possible and have technology department staff examine it. If your device needs to be worked on for an extended period of time, you will be issued a temporary device until yours is working properly. For cases of hardware failure or other damage, a replacement device will be provided.
- Each digital learning device has identifying labels which must not be removed or altered in any fashion.

### Earphones and Audio

Shakopee Public Schools does not provide earphones. If a student wishes to purchase his/her own earphones then:

- Earphones shall not be used within or on school property unless a teacher specifically requests or allows students to do so.
- If allowed to use earphones, the appropriate level is when only the person wearing the earphones can hear the sound. Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.

### Storing Documents

There will be limited storage on the device and academic files take priority over personal. Students should backup their files to Google Drive. The district is not responsible for saving, restoring or backing up documents, music, or photos that students may be storing on the digital learning device.

### Applications and Content

Students may install apps made available to them through Shakopee Public Schools' Self Service app store. Students may load music and photos on their district-owned digital learning device as long as all content complies with the Acceptable Use Policy. Applications or content that does not have an educational purpose, is not in compliance with the Acceptable Use Policy, or is disruptive to the educational process or at home may be removed from the device. If technology department staff need to restore a digital learning device for any reason, the district is not responsible for any content put on the device by the student.

### Use of online educational applications

The Children's Online Privacy Protection Act (COPPA) requires that parents and guardians of children under the age of 13 provide written consent for the accessing and use of many online services, including academic applications that will be used at school.

The district reviews the use of online services to ensure that student data is maintained in a secure manner, that personally identifiable student data is not shared with third parties, and that our use is compliant with district policies related to student privacy and records.

A compiled list of online services is available for review on the district website (<https://www.shakopee.k12.mn.us/Page/7602>) or by request from the school office.

### Turn In

Student digital learning devices and accessories will be checked in at the end of each school year at a date and time determined by school administration. Exceptions to the requirement for turning in a device may be available at the district’s discretion. Students who graduate early, transfer, withdraw or are expelled will return the device and accessories at the time of withdrawal. Failure to return the property in a timely fashion may result in the involvement of law enforcement.

**Device Insurance**

The Shakopee Public Schools digital initiative is designed to provide a powerful and personalized learning experience for all students.

The district recognizes the need to protect our investment in digital learning devices and to protect families from expenses from theft or damage of the device assigned to the student. Therefore, the district is offering families a choice of two protection plan options. Parents will be given a Digital Learning Device Protection Plan & Use Agreement Form. Parents must choose one of the two options in order for their student to participate in the digital learning device program.

**Option 1: SCHOOL INSURANCE**

Families may purchase an **annual \$20** per year (iPad) or **\$60** per year (MacBook) non-refundable insurance policy from the district. Insurance covers up to two incidents annually. This will include coverage for hardware failure, theft, repair, accidental damage including screen repairs, and liquid damage. It does not include deliberate or negligent damage to the digital learning device. **It does not cover the case, charger or cord.** Removing the case from the iPad voids the insurance. See below for more coverage specifics.

**Option 2: NO INSURANCE**

Families may choose to not insure the digital learning device and will be responsible for the full value of the device or repairs. Estimated repair or replacement costs are listed below. Device repairs must be completed by the district.

**Additional Details**

Payment for insurance can be made by either cash, check or credit (via the Fees area in the Infinite Campus on-line portal). Please make your checks payable to: Shakopee Public Schools and write in the memo Digital Learning Device Insurance. Please bring this signed form as well as your method or confirmation of payment to your school’s designated roll-out or parent information event.

The insurance option is available for up to two weeks after the student’s first day of enrollment.

If a student is withdrawn from the Shakopee Public Schools for any reason, this insurance agreement becomes null and void on that date. There are no refunds once this agreement becomes active on the date the digital learning device is issued. Devices not returned on the date of withdrawal will be reported stolen.

Students who start after 1<sup>st</sup> semester may be eligible for a pro-rated insurance fee; please check with the school office on this option.

**Financial assistance is available to families who need it and qualify for Free and Reduced Lunch. Please contact your child’s school office for help with this.**

<p><b>Annual Standard Student Rates for 2019-2020:</b> 1 Year Term - \$20.00 (iPad) or \$60.00 (MacBook) (\$0 Deductible)</p>	<p><b>Effective Coverage/Expiration Dates</b> <b>Effective Date:</b> Based on the receipt of signed agreement.</p>
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	<b>Expiration Date:</b> Start of the next school year.
<p style="text-align: center;"><b>Covered</b></p> <ul style="list-style-type: none"> <li>• <b>Accidental Damage:</b> Pays for accidental damage caused by liquid spills, drops, broken headphone jacks, or other unintentional events.</li> <li>• <b>Accidental Loss:</b> A misplaced device should be reported to tech within one school day of the loss.</li> <li>• <b>Theft:</b> Pays for loss or damage due to theft. The claim requires a police report to be filed within one week if the theft occurs off of school grounds.</li> <li>• <b>Fire:</b> Pay for loss or damage of the device due to fire. The claim must be accompanied by an official fire report from the investigating authority.</li> <li>• <b>Electrical Surge:</b> Pays for damage to the device due to an electrical surge.</li> <li>• <b>Natural Disasters:</b> Pay for loss or damage caused by natural disasters.</li> </ul>	<p style="text-align: center;"><b>Not Covered</b></p> <ul style="list-style-type: none"> <li>• <b>Dishonest, Fraudulent, Intentional, Negligent or Criminal Acts:</b> Will not pay if damage or loss occurs in conjunction with a dishonest, fraudulent, intentional, negligent or criminal act. The student/parent will be responsible for the full amount of the repair/replacement. Such acts include altering device software in any way that damages the device. It also includes repeatedly losing a device.</li> <li>• <b>Consumables:</b> Including but not limited to the case, charger, and software. (See replacement costs below.)</li> <li>• <b>Cosmetic damage</b> that does not affect the functionality of the device. This includes but is not limited to scratches, dents, and broken plastic ports or port covers.</li> </ul>

The district is not liable for any loss, damage (including incidental, consequential or punitive damages) or expenses caused directly or indirectly by the equipment.

Replacement or repair fees will be assessed for lost or damaged devices.

**NOTICE: Caution Against Fraud**

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud, a federal offense.



## Digital Learning Device Protection Plan & Use Agreement Form

Student Name \_\_\_\_\_ Grade \_\_\_\_\_ Date \_\_\_\_\_

Device Type: \_\_\_\_\_ iPad (Grades 6-8) - \$20.00 \_\_\_\_\_ MacBook Air (Grades 9-12) - \$60.00

Parents/Guardians **must choose one** of the options below. If choosing option #1 – **payment must be made no later than two weeks after the student's first day of enrollment** and can be made by either cash, check or credit via the Infinite Campus On-Line Portal. Checks should be made payable to: Shakopee Public Schools.

**NOTE - Financial assistance is available to families who need it and/or qualify for Free and Reduced Lunch. Please contact your child's school office for help with this.**

I am choosing:

\_\_\_\_\_ **OPTION 1 – SCHOOL INSURANCE** – I choose to purchase insurance for the device checked above. I understand that this is a non-refundable insurance policy (See coverage details in the Digital Learning Student Handbook)

\_\_\_\_\_ **OPTION 2 – NO INSURANCE** – I choose not to insure the digital learning device and will be responsible for the full value cost of the device for or repairs. (See the Digital Learning Student Handbook for estimated

### STUDENT/PARENT TECHNOLOGY USE AGREEMENT

#### STUDENT – Please read and initial

I (the **student**) have read and understand the policies and information in the Digital Learning Student Handbook.

- I agree to care for and use digital learning devices properly as described in the Handbook.
- ~~I agree to use digital learning devices properly as described in the Handbook.~~
- I understand that the school network, accounts, device and applications are owned by Shakopee Public Schools and that the school or district has the right to access any files or information at any time.
- I agree to return digital learning devices and accessories in working order.

Student initials: \_\_\_\_\_

#### PARENT – Please read and initial

I (**parent/guardian**) have read the Digital Learning Student Handbook. I understand the technology is provided for educational purposes in keeping with the academic goals of Shakopee Public Schools. I acknowledge that there may be additional guidelines not listed, but within the realm of stated guidelines.

- I understand and will support my student in adhering to this Acceptable Use Agreement as well as the Shakopee Guidelines for Secondary Student Behavioral Expectations & Consequences handbook.
- I am aware that if my child breaks this agreement, the consequences could include suspension of computer privileges and/or other disciplinary action.
- I understand that the school network, accounts, device and applications are owned by Shakopee Public Schools and that the school or district has the right to access any files or information at any time.
- I understand that digital learning devices are school property and must be returned according to school policy. Devices are meant only for currently enrolled students. Upon graduating or un-enrolling for any reason devices must be returned.
- Although the district makes a concerted effort to filter and protect internet activity, I recognize it is impossible for the school to restrict access to all controversial materials and will not hold the school responsible for materials acquired on the school network.
- I understand that children's computer activities at home should be supervised.

Parent Initials: \_\_\_\_\_

#### OFFICE USE ONLY: Do not separate

Amount Paid: \$20 \$60 Other \$ \_\_\_\_\_ Cash \_\_\_\_\_ Check # \_\_\_\_\_ (must include) Paid On-Line \_\_\_\_\_

\_\_\_\_\_ This is a MacBook installment payment. (Full payment must be made by November 1<sup>st</sup>)

Processed by \_\_\_\_\_ Entered in Infinite Campus by \_\_\_\_\_ Date \_\_\_\_\_

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# Digital Learning Device Protection Plan & Use Agreement Form

Student Name \_\_\_\_\_ Grade \_\_\_\_\_ Date \_\_\_\_\_

Device Type: \_\_\_\_\_ iPad (Grades 6-8) - \$20.00      \_\_\_\_\_ MacBook (Grades 9-12) - \$60.00

Parents/Guardians **must choose one** of the options below. If choosing option #1 – **payment must be made no later than two weeks after the student’s first day of enrollment** and can be made by either cash, check or credit via the Infinite Campus On-Line Portal. Checks should be made payable to: Shakopee Public Schools.

**NOTE - Financial assistance is available to families who need it and/or qualify for Free and Reduced Lunch. Please contact your child’s school office for help with this.**

I am choosing:

\_\_\_\_\_ **OPTION 1 – SCHOOL INSURANCE** – I choose to purchase insurance for the device checked above. I understand that this is a non-refundable insurance policy (See coverage details in the Digital Learning Student Handbook)

\_\_\_\_\_ **OPTION 2 – NO INSURANCE** – I choose not to insure the digital learning device and will be responsible for the full cost of the device or repairs.

## STUDENT/PARENT TECHNOLOGY USE AGREEMENT 2019-2020

### **STUDENT – Please read and initial**

I (the **student**) have read and understand the policies and information in the Digital Learning Student Handbook.

- I agree to care for and use digital learning devices properly as described in the Handbook.
- I understand that the school network, accounts, device and applications are owned by Shakopee Public Schools and that the school or district has the right to access any files or information at any time.
- I agree to return digital learning devices and accessories in working order.

Student initials: \_\_\_\_\_

### **PARENT – Please read and initial**

I (**parent/guardian**) have read the Digital Learning Student Handbook. I understand the technology is provided for educational purposes in keeping with the academic goals of Shakopee Public Schools. I acknowledge that there may be additional guidelines not listed, but within the realm of stated guidelines.

- I understand and will support my student in adhering to this Acceptable Use Agreement as well as the Shakopee Guidelines for Secondary Student Behavioral Expectations & Consequences handbook.
- I am aware that if my child breaks this agreement, the consequences could include suspension of computer privileges and/or other disciplinary action.
- I understand that the school network, accounts, device and applications are owned by Shakopee Public Schools and that the school or district has the right to access any files or information at any time.
- I understand that digital learning devices are school property and must be returned according to school policy. Devices are meant only for currently enrolled students. Upon graduating or un-enrolling for any reason devices must be returned.
- Although the district makes a concerted effort to filter and protect internet activity, I recognize it is impossible for the school to restrict access to all controversial materials and will not hold the school responsible for materials acquired on the school network.
- I understand that children’s computer activities at home should be supervised.

Parent Initials: \_\_\_\_\_

<b>OFFICE USE ONLY: Do not separate</b>			
Amount Paid:	\$20   \$60   Other \$ _____	Cash _____	Check # _____ (must include) Paid On-Line _____
_____ This is a MacBook installment payment. (Full payment must be made by November 1 <sup>st</sup> )			
Processed by _____	Entered in Infinite Campus by _____	Date _____	

The 2019 Community Task Force will analyze pertinent information and consider options for the current facilities. Our Community Facilities Task Force will be comprised of a broad cross section of interests from School District residents and parents to district staff and administration.

The goal of the Task Force is to achieve a thorough understanding of the capacity of existing spaces and the areas where space is available. The Task Force will make a recommendation of the most appropriate use of these spaces to the School Board.

The Task Force analysis will include Pearson School and the Central Family Center (CFC). It will also take into account enrollment trends.

### **Framework for deliverables**

- Initiate the process of self-nomination for Task Force membership to begin shortly
- Hold a kick-off meeting to be held on May 15, 2019 (prior to end of school year)
- Schedule two Task Force meetings in summer 2019
- Schedule additional Community Facilities Task Force meetings September through November 2019
- Recommendations from Community Facilities Task Force shared with School Board Facilities Committee and School Board

### **Establish a current understanding of school district facilities**

- What is the maximum capacity of district buildings?
- What is the quantity of available space in the district?
- How do we make the best use of our current spaces?

### **Anticipated topics**

- Enrollment and current building capacities
- Pearson School
- Central Family Center

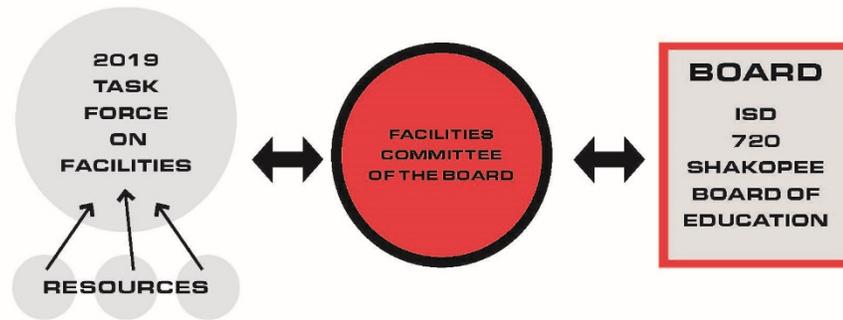
### **Topics not part of our task force**

- Grade configuration
- Attendance areas
- Transfer request between buildings
- Temporary crowding

## Participants

- Taskforce: 18 participants
  - Community/parents (6)
  - Teachers (4 = 1 early childhood, 1 elementary, 1 middle, 1 high school)
  - Staff (2)
  - School Board members (3)
  - District administrator (1)
  - Building administrator (1)
  - Buildings & Grounds Manager (Ed Zeimet)
  - Committee facilitator (Scott McQueen, Wold Architects & Engineers)
- Resources: Superintendent, administrators and other experts as appropriate
- Use self-nomination application process

## Reporting structure



## Participant attendance commitment

- Kick-off meeting in May 2019
- Two summer 2019 meetings
- Approximately 3 months of 2 hour meetings, every 2 weeks (Sept-Nov 2019)

## Projected schedule of activities

- Recommended self-nomination application window: April 8 – 26, 2019 @ 4:30PM
- Tentative kick-off, informational meeting: May 15, 2019 @ 6:00PM
- Two meetings summer 2019
- September-November meeting schedule to be determined
- CFTF first presentation of recommendations to School Board Facilities Committee: November 20, 2019 @ 5:00PM
- CFTF first presentation of recommendations School Board Business Meeting: December 9, 2019 @ 6:00PM
- CFTF final presentation: January 2020

## **534 UNPAID MEAL CHARGES**

### **I. PURPOSE**

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

### **II. PAYMENT OF MEALS**

- A. Students have use of a meal account. When the balance reaches zero, a student may charge no more than \$25.00 to this account. When an account reaches -\$25.00, a student shall not be allowed to charge further meals. When the account reaches zero, no or a la carte items can be purchased until money is added to the account.
- B. If the school district receives school lunch aid under Minn. Stat. § 124D.111, it must make lunch available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance.
- C. A student with an outstanding meal charge debt will be allowed to purchase a meal if the student pays for the meal when it is received.
- D. The school district may provide a typical school meal that meets federal and state requirements to a student who does not have sufficient funds in the student's account or cannot pay cash for a meal. The school district will accommodate special dietary needs with respect to meals. If the student does not qualify for the free and reduced price lunch program, the cost of this school meal will be charged to the student's account or otherwise charged to the student.
- E. When a student has a negative account balance, the student will not be allowed to charge a snack item.
- F. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

### **III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION**

- A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero.
- B. Families will be notified of a low balance once the balance reaches \$0.50. Families will be notified by automated calling system, email, and/or letters sent home.
- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program.

### **IV. UNPAID MEAL CHARGES**

- A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for free and reduced-price meals for their children.
- B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt in a variety of ways.
- C. Negative balances of more than \$25.00, not paid prior to the end of the school year, will be designated for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.
- D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

### **V. COMMUNICATION OF POLICY**

- A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:
  - 1. all households at or before the start of each school year;
  - 2. students and families who transfer into the school district, at the time of enrollment; and
  - 3. all school district personnel who are responsible for enforcing this policy.
- B. The school district may post the policy on the school district’s website, in addition to providing the required written notification described above.

**Legal References:** Minn. Stat. § 124D.111, Subd. 4

42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)

7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)

7 C.F.R. § 220.8 (School Breakfast Program Regulations)

USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)

USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)

USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and Q&A

**SHAKOPEE PUBLIC SCHOOLS  
I.S.D. # 720  
JOB DESCRIPTION**

<b><u>Job Title:</u></b> Assistant Superintendent	<b><u>Department/Location:</u></b> District Office
<b><u>Accountability:</u></b> Superintendent	<b><u>Date:</u></b> 03/13/19
<b><u>Reviewed:</u></b> _____ Immediate Supervisor	<b><u>Approval:</u></b> _____ Human Resource Director

**JOB SUMMARY:**

**MAJOR AREAS OF ACCOUNTABILITY:**

<b>50%</b>	<p>Strategic Implementation</p> <ul style="list-style-type: none"> <li>A. Supports the superintendent as a member of the cabinet, in coordinating action to achieve the district’s mission.</li> <li>B. Represents the perspectives, needs and interests for leadership and teaching and learning.</li> <li>C. Builds community within the district through teamwork, service, and relationships.</li> <li>D. Engages the principals, the teaching and learning team, and teachers in discussions resulting in actionable, measurable, challenging, and personalized academic objectives intended to maximize student learning and achievement.</li> <li>E. Designs and implements activities that enrich the talent and grows the leadership of the principals and assistant principals and other aspiring leaders in the district.</li> <li>F. Ensures that the principals, the teaching and learning team, and teachers understand the concepts of personalized learning and continuous improvement.</li> <li>G. Conducts principal evaluations on all head and assistant principals on a yearly basis.</li> </ul>
<b>50%</b>	<p>Organizational Management</p> <ul style="list-style-type: none"> <li>A. Serves as the acting district leader in the absence of the superintendent.</li> <li>B. Provides leadership or support for special projects (i.e. referendums, facility planning, school attendance boundaries, etc.)</li> <li>C. Plans and facilitates meetings with secondary and elementary principals to engage in general planning and ensuring operational excellence in all administrative functions.</li> <li>D. Works in cooperation with principals to resolve parent and student issues/concerns.</li> <li>E. Works in cooperation with other administrators to develop staffing, enrollment, facility use plans, and district student attendance boundaries.</li> <li>F. Maintains a current understanding of laws, policies, and employment contracts which impact schools.</li> <li>G. Supports, directs and evaluates principals and other direct reports</li> <li>H. Collaborates with staff and local law enforcement officials to maintain a safe and healthy learning environment.</li> <li>I. Serves on committees as needed.</li> </ul>
	Performs related work as assigned.

## **CRITICAL SKILLS/EXPERTISE:**

### **Physical Involvement:**

- Position requires sustained periods of sitting and working on computer and office equipment.

### **Mental Involvement:**

- Position requires handling multiple tasks at once, responding to numerous requests for information, dealing with interruptions, and prioritizing job tasks.
- Position requires analyzing and interpreting data, conducting research, managing Resources and evaluating the performance of others.
- Position requires establishing and maintaining effective working relationships with a wide variety of constituents.

### **Working Conditions:**

- The majority of work is performed in typical office conditions.
- Requires travel within the district and the Metro area as well as other regional, state and National destinations.
- Requires occasional presence in construction zones.

## **MINIMUM QUALIFICATIONS:**

### **Education:**

- Master's degree required.

### **Licensure:**

- Administrative License Required (K-12 Principal or Superintendent)

### **Experience:**

- 5 years of district level administrative experience preferred

### **Special Knowledge or Skills:**

- Extensive knowledge of educational trends and issues at the local, state, and national levels
- Experience developing a school district Annual Operating Plan
- Expertise in the area of public school finance
- Exceptional communication skills; ability to write and verbally present in a clear and concise manner
- Knowledge of district administrative policies, procedures and standards
- Ability to use discretion and exercise sound judgment
- Exemplifies high standards of professional practice and behavior.
- Ability to work with, supervise and discipline individuals with a variety of styles and personalities.
- Knowledge and understanding of all building programs.
- Ability to assess, diagnose and evaluate programs.
- Ability to analyze, interpret, compare, and present data using a wide range of mediums to large and small groups

### **Equipment, Machines, Tools, Electronic Devices, Software:**

- Requires the use of technology and software in multiple arenas

## **JOB OUTCOMES:**

- Projects a positive, cooperative and respectful attitude with students, parents, employees and community members.
- Provides school board and district administration with adequate and timely information.
- Manages employees consistently and fairly in accordance with personnel contracts and policies and labor laws.
- Recruits and selects high quality staff members and provides ongoing evaluation and staff development to maintain and improve staff and district performance.
- Assists in providing a district environment that portrays a positive public image communicating to the community, parents, staff, and students that all resources have been appropriately utilized.

*This description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform other job-related duties as requested by their supervisor. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.*

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**2019-20 Assistant Superintendent Compensation:**

<b>Assistant Superintendent</b>	
Salary	\$154,000.00
Benefits	\$54,226.02
<b>Total Compensation</b>	<b>\$208,226.02</b>

**2019 Shakopee Public Schools  
School Board Meeting Dates and other important dates**

<b>Date</b>	<b>Time</b>	<b>Type of Meeting</b>	<b>Location</b>
March 25, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
March 27, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
April 8, 2019	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
April 8, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
April 22, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
April 22, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
April 24, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
May 6, 2019	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
May 6, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
May 20, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
May 20, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
May 22, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
June 10, 2019	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
June 10, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
June 24, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
June 24, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
June 26, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
TENTATIVE Monday, July 8, 2019	5:00-9:00PM	Summer Retreat	District Office Board Room, 1200 Town Square
July 22, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
July 22, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
July 24, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
August 12, 2019	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
August 12, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
August 26, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
August 26, 2019	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
August 26, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
August 28, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
September 9, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
September 23, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
September 23, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
September 25, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
October 14, 2019	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
October 14, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
October 28, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
October 28, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
October 30, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
November 18, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
November 18, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
November 20, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
December 9, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
December 9, 2019	6:00PM	Truth in Taxation Hearing & School Board Business Meeting	District Office Board Room, 1200 Town Square
December 11, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square



# Shakopee Public Schools 2018-19 School Calendar

## Updated April 23, 2018

NOTE: Tokata Lng. Ctr. First Day of School: September 4, 2018

NOTE: Grades 6-12 First Day of School: September 5, 2018

NOTE: Grades E-5 First Day of School: September 6, 2018

### August 2018

August 20-23.....New Teacher Fall Workshop  
August 27-30.....Teacher Fall Workshop

### September 2018

September 3.....No School - Labor Day  
September 4, 2018.....Student 1st Day of School (Tokata ONLY)  
September 5, 2018.....Student 1st Day of School (Grades 6-12)  
September 6, 2018.....Student 1st Day of School (Grades E-5)  
September 4....Moving Day for Staff (Grades 6-12)  
September 4-5.....Assess & Connect Days (Grades E-5)  
September 26.....Student 2-Hour Early Release

### October 2018

October 17.....No School - Teacher Staff Development Day  
October 18-19.....No School - Fall Break

### November 2018

November 8.....1st Quarter Ends  
November 9.....No School - Teacher Planning Day  
November 21-23.....No School - Thanksgiving Break  
November 28.....Student 2-Hour Early Release

### December 2018

December 20.....No School - Early Childhood Education Only  
December 21-Jan 1.....No School - Winter Break

### January 2019

December 21-Jan 1.....No School - Winter Break  
January 21.....No School - Teacher Staff Development Day  
January 25.....1st Semester Ends  
January 28.....No School - Teacher Planning Day

### February 2019

February 15.....No School - Teacher Staff Development Day  
February 18.....No School - Presidents' Day Break

### March 2019

March 13.....Student 2-Hour Early Release  
March 28.....3rd Quarter Ends  
March 29.....No School - Teacher Planning Day

### April 2019

April 1-5.....No School - Spring Break  
April 19.....No School - Students & Staff  
April 24.....Student 2-Hour Early Release

### May 2019

May 27.....No School - Memorial Day  
May 31.....Senior Class (12th grade) Last Day of School

### June 2019

June 6, 2019.....Student Last Day of School  
June 7.....Teacher Work Day  
June 8, 2019.....Graduation

### August 2018

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### September 2018

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

### October 2018

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### November 2018

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### December 2018

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### January 2019

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### February 2019

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

### March 2019

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### April 2019

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

### May 2019

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### June 2019

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

### Key

	No School - Students and Staff
	No School - Students
	First/Last Day of School
	Quarter/Semester Change
	Student Early Release 2-Hours before Dismissal



# Shakopee Public Schools 2019-20 School Calendar

\*Updated 3/11/19

August 2019	
August 19-22.....	New Teacher Fall Workshop
August 26-29.....	Teacher Fall Workshop

September 2019	
September 2.....	No School - Labor Day
September 3-4.....	Elementary Connect Days (Grades E-5)
September 3.....	Student 1st Day of School (Grades 6-12)
September 5.....	Student 1st Day of School (Grades E-5)
*September 25 26.....	Student 2-Hour Early Release K-12

October 2019	
October 16.....	No School - Teacher Staff Development Day
October 17-18.....	No School - Fall Break

November 2019	
November 7 .....	1st Quarter Ends
*November 7 20.....	Student 2-Hour Early Release K-12
November 8.....	No School - Teacher Planning Day
November 27-29.....	No School - Thanksgiving Break

December 2019	
December 20.....	No School - Early Childhood Only (PD day)
December 23-Jan 1.....	No School - Winter Break

January 2020	
December 23-Jan 1.....	No School - Winter Break
*January 20.....	No School - No Teachers - MLK, Jr. Day
*January 23.....	1st Semester Ends
*January 23 March 18.....	Student 2-Hour Early Release K-12
*January 24 27.....	No School - Teacher Planning Day

February 2020	
February 14.....	No School - All Teacher Staff Development Day
*February 14.....	No School - Teachers E-5 Off
February 17.....	No School - Presidents' Day Break

March 2020	
March 26.....	3rd Quarter Ends
*March 26 April 22.....	Student 2-Hour Early Release K-12
March 27.....	No School - Teacher Planning Day
March 30-April 3.....	No School - Spring Break

April 2020	
March 30-April 3.....	No School - Spring Break
*April 10.....	No School - Students & Staff All-Grades (removed, class in session)

May 2020	
*May 1.....	No School - Gr. 6-12 Teacher Staff Development Day
*May 1.....	No School - Gr. E-5 Teachers Off
May 25.....	No School - Memorial Day
*May 29.....	Senior Class (12th grade) Last Day of School (removed)

June 2020	
June 4.....	Student Last Day of School
June 5.....	Teacher Work Day
June 6.....	Graduation

August 2019				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September 2019				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October 2019				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November 2019				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December 2019				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

January 2020				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February 2020				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March 2020				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2020				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 2020				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2020				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Key	
	No School - Students and Staff
	No School - Students
	First/Last Day of School
	Quarter/Semester Change
	Student Early Release 2-Hours before Dismissal