

# SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA





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May 20, 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. Minnesota DECA State Competition

30 students from Shakopee participated in the annual Minnesota DECA State Career Development Conference in Minneapolis. They competed in more than 50 events focused on entrepreneurship, finance, hospitality, marketing and other related fields. The competitions are designed to simulate real-life business scenarios and test students' academic understanding and skills development. Five of our students received state recognition:

\*Dan Hunter – Business Services Marketing Series – 3rd

\*Jacqueline Macht – Principles of Finance – 3rd

\*Jacqueline Macht – Financial Consulting – 3rd

\*Jacqueline Macht - Accounting - 1st in Round 1, 1st in Round 2, 1st in Central Region Round 2

\*Himani Joshi – Human Resource Management – 5th

\*Akshay Vankayala – Marketing Communication Series – 5th

\*Visara Sok – Employment Interview - Entry Level – 2nd

In addition, Dan, Jacqueline, Himani and Akshay competed at the International Career Development Conference in Orlando in April. The event is referred to as the “Pinnacle of DECA competition”. The ICDC results are:

Himani Joshi - Human Resource Management - Top Role Play

Jacqueline Macht - Principles of Finance - Top Role Play and Top 10 Finalist

3. 2. State Speech Competition and National Tournament

Congratulations to our Shakopee High School speech students for competing in the Minnesota State High School League 2A Speech Tournament in April:

\*Himani Joshi

\*Gautham Nair

\*Agrim Joshi

\*CJ Younger

Additionally, Gautham Nair and Anjali Thomas qualified for nationals. They competed in the National Individual Speech Tournament of Champions in Omaha,

Nebraska earlier this month. They competed with nearly 1000 students from around the country that also had to qualify for the tournament with high placings throughout the 2018-2019 speech season. Congratulations to ALL of these students for their outstanding work and performances!

3. 3. 2018 Faces of Change award through PACER's National Bullying Prevention Center Award Recipient

Congrats to GLOmies; the recipient of the 2018 Faces of Change award through PACER's National Bullying Prevention Center. GLOmies is a peer-to-peer mentor program that works to create and sustain a culture of inclusion and acceptance for all students at Shakopee High School. The primary goal of GLOmies, which includes more than 70 students, is to create connections between general and special education students through structured social experiences. The Inclusion Revolution is spreading in Shakopee! East Middle School started its own Junior GLOmies program in the 2017-2018 school year.

Joining us tonight is Suzi Pierce Fish, Special Education Teacher and GLOmies Advisor at the high school. And, she's joined by GLOmies teachers: Jenn Tabios and Wade Laughlin.

4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS

5. CONSENT ITEMS

5. 1. Personnel Items

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**5.1.1 Acceptance of Retirement**

Last Name, First Name , Position, Location, Effective

Schmitt, Martin, Custodian, Head, Jackson Elementary School, 8/02/2019

Miller, Esther, Program Support Assistant, East Middle School, 6/06/2019

**Recommended Action**

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

**5.1.2 Acceptance of Resignations**

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

Batalden, Jennifer, Teacher, Kindergarten, Jackson Elementary School, 6/07/2019

Churchill, Andrew, Technology Assistant, East Middle School, 5/17/2019

DeShaw, Jennifer, Food Service Worker, Jackson Elementary School, 6/06/2019

Gumenuc, Mariana, Program Support Assistant, East Middle School, 6/06/2019

Johanson, Kimberly, Teacher, Physical Education, Jackson Elementary School, 6/07/2019

Kersteter, Dianne, Teacher, Media Specialist, Jackson/Sun Path Elementary School, 6/07/2019

Kleinedler, Angela, Speech Language Pathologist, Central Family Center, 6/07/2019

Loftness, Amy, Program Support Assistant, Sun Path Elementary School, 6/06/2019

Mohamed, Dalia, Program Support Assistant, Central Family Center, 6/06/2019

Reina, Erica, School Social Worker, Eagle Creek Elementary School, 6/07/2019

See, James, Teacher, Special Services, Sweeney Elementary School, 6/07/2019

Seth, Jessica, Teacher, Social Worker, High School, 6/07/2019

Ward, Kristiana, Equity Programming Principal & Principal of Central Family

**Recommended Action**

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

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

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

Yang, Vatoua, Technology Assistant, Sun Path Elementary School, \$18.30/hr, 5/13/2019

Fitzgibbons, Melissa, Food Service Worker, Eagle Creek Elementary School, \$12.94/hr, 5/13/2019

**Recommended Action**

Approve the non-certified contracts as presented.

**5.1.4 Approval of Long Term Substitute Contracts**

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

Conrad, Emma, Bloom, Elizabeth, Program Support Assistant, District Wide, 5/07/2019 through approx. 6/06/2019, Grade 4 Step 1, .875, \$16.60/hr

Johnson-Dorothy, Oscar, Larson, Stephanie, Program Support Assistant, Eagle Creek Elementary School, 5/13/2019 through approx. 6/06/2019, Grade 3 Step 1, .750, \$14.59/hr

Leroux, Karen, Haugan, Kelsey, Teacher, Grade 1, Sun Path Elementary School, 5/07/2019 through approx. 6/07/2019, MA + 30 Step 8, 1.0, \$329.64/day

McCarty, Erin, Triest, Erin, Teacher, Kindergarten, Sweeney Elementary School, 5/06/2019 through approx. 6/07/2019, BA Step 3, 1.0, \$214.35/day

Fracisco, Andre, Brophy, Jennifer, Teacher, Science, East Middle School, 5/06/2019 through approx. 6/07/2019, BA Step 3, 1.0, \$214.35/day

**Recommended Action**

Approve the Long Term Substitute contracts as presented.

**5.1.5 Approval of Assignment Change**

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

Gregory, Cynthia, Administrative Assistant Human Resources, Secretarial/Clerical Association, Administrative Assistant Human Resources, Unaffiliated Contract, 1.0, 4/22/2019

**Recommended Action**

Approve the assignment change as presented.

**5.1.6 Request for Leave of Absence**

Vanessa Schultz, Stepping Stones teacher at Central Family Center is requesting a 1.0 FTE Leave of Absence, for the 2019-20 school year.

**Recommended Action**

Approve the leave of absence as presented.

**5.1.7 Request for Leave of Absence**

Kara Wong, Speech Language Pathologist at Sweeney Elementary School is requesting a 1.0 FTE Leave of Absence, for the 2019-20 school year.

**Recommended Action**

Approve the leave of absence as presented.

**5.1.8 Approval of Non-Renewal of Teaching Contracts**

The district is recommending the non-renewal of a teaching contract for the following teachers.

The non- renewal will be effective 6/07/2019.

Last Name, First Name, Position, Location, Effective

Arvin, Betsi, Teacher, Grade 5, Jackson Elementary School, 6/07/2019

Beran, Abigail, Teacher, Intervention, Red oak Elementary School, 6/07/2019

Cronin, Chris, Teacher, Grade 5, Sun Path Elementary School, 6/07/2019

Hinseth, Spencer, Teacher, Social Studies, High School, 6/07/2019

Hussong, Jill, Teacher, Grade 1, Sun Path Elementary School, 6/07/2019

Kalthoff, Heather, Teacher, Grade 4, Eagle Creek Elementary School, 6/07/2019

Long, Karli, Teacher, Kindergarten, Eagle Creek Elementary School, 6/07/2019

Mulder, Megan, Teacher, Grade 2, Sweeney Elementary School, 6/07/2019

Nelson, Nick, Teacher, Grade 4, Red Oak Elementary School, 6/07/2019

Netterlund, Laura, Teacher, Grade 2, Sun Path Elementary School, 6/07/2019

Nimmer, Kelsey, Teacher, Grade 3, Sun Path Elementary School, 6/07/2019

Priebe, Christine, Teacher, Intervention, Sweeney Elementary School, 6/07/2019

Sammis, Laura, Teacher, Grade 2, Sun Path Elementary School, 6/07/2019

**Recommended Action**

Approve the above non-renewal of the teaching contracts as presented.

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

**Recommended Action**

Approve the minutes of the April 22, 2019 School Board Business Meeting and May 6, 2019 School Board Learning Session as presented.

5. 3. Consideration of Bills and Authorization to Pay Same 17

**Recommended Action**

Approve the bills and authorize to pay same as presented.

5. 4. Approval of Wires Reports 28

**Recommended Action**

Approve the wires reports as presented.

5. 5. Approval of Annual MacBook Lease 29

**Recommended Action**

Approve the resolutions to approve and authorize the execution of schedule No. PUB18579 to the governmental lease purchase master agreement dated May 15, 2014, and supplements thereto and related documents and certificates as presented.

5. 6. Change Order #28 Shakopee High School Additions and Renovations Project 47  
Change Order #28 for the Shakopee High School Additions and Renovations Project  
in the amount of \$4,267.43 is presented for approval.  
**Recommended Action**  
Approve Change Order #28 as presented.
5. 7. Change Order #29 Shakopee High School Additions and Renovations Project 48  
Change Order #29 for the Shakopee High School Additions and Renovations Project  
in the amount of \$30,780.51 is presented for approval.  
**Recommended Action**  
Approve Change Order #29 as presented.
6. INFORMATIONAL
6. 1. South Site - County Roads 78/79 49  
Buildings and Grounds Manager Ed Zeimet will provide an update regarding the  
district owned land at the corner of County Road 78 & 79.  
Presenter: Buildings and Grounds Manager Ed Zeimet  
Time: 10 minutes
6. 2. Update Regarding Bike Trail  
Superintendent Mike Redmond will provide an update for the Board regarding the  
district bike trail.  
Presenter: Superintendent Mike Redmond  
Time: 5 minutes
6. 3. Update Regarding Community Facilities Task Force  
Members of the School Board Facilities Committee will provide an update for the  
Board on the recent Community Facilities Task Force meeting held May 15, 2019.  
Presenter: School Board Facilities Committee Members  
Time: 10 minutes
6. 4. Monthly Finance Update 63  
Presenter: Director of Finance & Operations Jeff Priess  
Time: 5 minutes
7. DISCUSSION AND POSSIBLE ACTION
7. 1. Approval of 2018-21 Superintendent Contract Addendum 65  
Superintendent Mike Redmond's 2018-21 contract includes a moving and storage  
expense provision. The Redmond's moved in December 2018 to a temporary  
location in Shakopee using only a portion of this allocation. The Redmond's will be  
purchasing a home in July 2019 and this addendum allows the extension of the  
reimbursement period to July 31, 2019 not to exceed the original amount.  
**Recommended Action**  
Approve the addendum to Superintendent Mike Redmond's 2019-20 contract as  
presented.  
Time: 5 minutes
7. 2. Approval of Phone System Project

Director of Instructional Technology Bryan Drozd will review finalist options for the district's phone system project.

**Recommended Action**

Approve the contract for implementation of the phone system as presented.

Presenter: Director of Instructional Technology Bryan Drozd

Time: 10 minutes

7. 3. Approval of Shakopee University Pilot 66

Director of Teaching & Learning Nancy Thul and SEA President Dale Anderson will present for approval the pilot of an alternate pathway for receiving credits used for lane changes on the Shakopee Public Schools' teacher salary schedule.

Presenter: Director of Teaching & Learning Nancy Thul and SEA President Dale Anderson

Time: 5 minutes

7. 4. Approval of Shakopee University Memorandum of Understanding with SEA 68

Director of Teaching & Learning Nancy Thul and SEA President Dale Anderson will present for approval an MOU regarding Shakopee University pilot.

Presenter: Director of Teaching & Learning Nancy Thul and SEA President Dale Anderson

Time: 5 minutes

8. ACTION

9. OTHER

10. COMMITTEE REPORTS

11. RECOGNITION OF VISITORS TO BOARD MEETING

12. UPCOMING MEETINGS AND IMPORTANT DATES

May 22, 2019 5:00PM Facilities Committee Meeting District Office Board Room

June 10, 2019 5:00PM Policy Committee Meeting District Office Room 202

June 10, 2019 6:00PM School Board Work Session District Office Board Room

June 24, 2019 5:00PM Finance Committee Meeting District Office Room 202

June 24, 2019 6:00PM School Board Business Meeting District Office Board Room

June 26, 2019 5:00PM Facilities Committee Meeting District Office Board Room

13. ADJOURNMENT

# Memo

**To:** Superintendent Redmond and HR Director Keith Gray

**From:** Kristiana Ward – Equity Programming Principal and Principal of Central Family Center

**Date:** May 17, 2019

**Re:** Formal Resignation

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Please accept this memo as my formal resignation from the Shakopee Public Schools effective June 30, 2019. It has been my pleasure serving the students, families and staff at Central Family Center. In addition, I have enjoyed engaging in the work around equity districtwide. I wish you all nothing but the best.

# 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, April 22, 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. Above and Beyond Volunteer Recognition

#### 3. 2. Congratulations to our Destination Imagination Teams

Congratulations to our Destination Imagination teams for a successful run at the state level.

“Organized Mess” placed 1st in the Improvisational Challenge and earned the chance to compete in the the Global Finals in Kansas City where they will compete with students from around the world! Team members include: Michael Waldorf, CJ Younger, Himani Joshi, Esther Kuah, and Payton Mason. The team managers are Chris Younger and Sudha Joshi.

“Flip the Switch” placed 5th in the Improvisational Challenge. Team members include: Paige Leary, Janani Karthick, Agrim Joshi, Carter Smith, Libby Hendrickson, and Smrithi Arunkumar. The team manager is Lisa Leary.

Destination Imagination is an innovative, international educational program in which student teams solve open-ended challenges and present their solutions at a regional tournament. After a successful run in the Minnesota regional tournament, Organized Mess and Flip the Switch moved on to compete in the state tournament.

#### 3. 3. Congratulations to our Girls Basketball Team

Congrats to our girls basketball team for competing in the Class 4A Girls State Basketball Tournament in March.

Shakopee qualified for the Class 4A girls state basketball tournament by beating Eden Prairie 41-39 on Friday night at Eden Prairie High School. The Sabers played the # 2 seeded Stillwater Ponies in the state quarterfinals. Congratulations to all of our students, team managers, and coaches: Isabell West, Kyleigh Stark, Jaley Coplin, Kelley Brennan, Jazmyn McClellon, Amanda Moen, Sophie Moran, Kate Cordes, Jasmyn Hale, Maya Mitchell, Delaney Jossart, Natalie Holte, Aly Meier, Paige Broze, Katie Goodwin, Nicole Giese, Jocelyn Shromoff (team manager) and Kelsey Krieg (team manager).

Coaches: Dan Russell, Steve Hack, and Juan Mitchell.

3. 4. Congratulations to SHS Biology Teacher Michael Hoffman

Congrats to Michael Hoffman; our biology teacher at the high school. He was recognized in March by WCCO Channel 4 as an Excellent Educator. This is Michael's 10th year teaching at the school. Michael says he went into teaching because he liked to work with the students. He keeps his lessons exciting, but it's the relationships with the students that excites him the most. At the end of the school year, Hoffman's goal for his students is for them to have evolved.

4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS

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

5. CONSENT ITEMS

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

5. 1. Personnel Items

**5.1.1 Acceptance of Resignations**

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

Ansell, Emily, Teacher, Special Service, Red Oak Elementary School, 6/07/2019

Colburn, Heidi, Teacher, English, High School, 6/07/2019

Duran-Marin, Valeria, Office Assistant, High School, 4/19/2019

Evelt, Mitch, Teacher, Band, High School, 6/07/2019

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

Fokken, Kim, Custodian, High School, 4/19/2019

Holstine, Kelly, Teacher. English, Tokata Learning Center, 6/07/2019

Howling Wolf, Kariusta, Food Service, Eagle Creek Elementary School, 4/24/2019

Larson, Stephanie, Program Support Assistant, Eagle Creek Elementary School, 5/03/2019

Nasiatka, Thomas, Teacher, Music, West Middle School, 6/07/2019

O'Malia, Sarah, Teacher, Art, East Middle School, 3/29/2019

Paul, Linda, Technology Assistant, High School, 4/19/2019

**Recommended Action**

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

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

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

Armstrong, Rachel, Program Support Assistant, Eagle Creek Elementary School, \$14.59, 4/08/2019

Mackey, David, Custodian, High School, \$16.41, 4/17/2019

Neri, Jessica, Program Support Assistant, Sweeney Elementary School, \$16.30, 4/08/2019

Perkins, Cheryl, Food Service Worker, West Middle School, \$12.94, 3/25/2019

Poppler, Ashley, Program Support Assistant, High School, \$14.59, 3/25/2019

Wallebeck, Dylan, Custodian, High School, \$16.41, 4/09/2019

Weierke, Susan, Food Service Worker, Red Oak Elementary School, \$12.94, 3/25/2019

Werner, Rae, Program Support Assistant, Central Family Center, \$14.87, 3/26/2019

**Recommended Action**

Approved the non-certified contracts as presented.

**5.1.3 Approval of Long Term Substitute Contracts**

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

Gruber, Kaytlyn, Swanson, Theresa, Teacher, Special Services, Sweeney Elementary School, 2/19/2019 through approx. 4/30/2019, BA Step 3, 1.0, \$214.35/day

Rendon, Pearl, N/A, Program Support Assistant Bilingual, Eagle Creek Elementary School, 4/08/2019 through approx. 5/31/2019, Grade 3, Step 1, .813, \$16.60/hr

**Recommended Action**

Approved the Long Term Substitute contracts as presented.

**5.1.4 Approval of Co-Curricular Assignments**

Last Name, First Name, Position Title

Allen, Brooks, MS Tennis Coach

Larsen, Jenny, MS Tennis Coach

Sanders, Grace, MS Tennis Coach

Varadhan, Aavni, MS Tennis Coach

**Recommended Action**

Approved the Co-Curricular Assignments as presented.

**5.1.5 Approval of Teaching and Learning Supervisor**

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

Rolfsrud, Ford, Teaching and Learning Supervisor, District Wide, 7/01/2019, \$117,000.00

**Recommended Action**

Approved Ford Rolfsrud as Teaching and Learning Supervisor beginning the 2019-20 School Year.

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

**Recommended Action**

Approved the minutes of the March 25, 2019 School Board Business Meeting and the April 8, 2019 School Board 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 320 Macbooks with an estimated value of \$45,000) as presented.

5. 6. SouthWest Metro Joint Powers Agreement Amendment

**Recommended Action**

1. That the attached SouthWest Metro Joint Powers Agreement be and hereby was approved as amended; and
2. That the Chairman and Clerk are hereby authorized to execute and deliver the attached amended SouthWest Metro Joint Powers Agreement.

6. INFORMATIONAL

6. 1. ICS Audit

In January the District administration initiated an audit of consulting activity between ICS and the school district. Audit focused on consulting activity from 2012 through 2018 emphasizing an analysis of contractual agreements, subsequent district payments related to contractual agreements, and an analysis of reimbursable charges related to consulting activity. The District’s audit firm (BerganKDV) provided support for

the audit. In summary we determined: Payments to ICS were reconciled back to contractual agreements; Costs related to benefit former employee were not passed back to the district; Reimbursable charges were reasonable and easily verified; Contract costs were reasonable to similar school district building projects.

## 6. 2. 2019 Community Facilities Task Force Update

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.

Projected schedule of activities:

- April 8 – 24, 2019 @ 3:00PM Self-nomination application window
- May 15, 2019 @ 6:00PM Kick-off, informational meeting
- July 11, 2019 @ 6:00PM 1st summer 2019 meeting
- August 22, 2019 @ 6:00PM 2nd summer 2019 meeting
- Fall 2019 Meetings all meetings @ 6:00PM
- September 18, 2019
- October 3, 2019
- October 15, 2019
- November 4, 2019
- November 12, 2019
- December 2, 2019
- November 20, 2019 @ 5:00PM Presentation of recommendations to School Board Facilities Committee
- December 9, 2019 @ 6:00PM Presentation of recommendations School Board Business Meeting
- January 2020 CFTF final presentation

[https://docs.google.com/forms/d/1NU4GYsRkSmiwRu6obMRul-gnnD\\_6LMwhtTqf27vHygE/edit](https://docs.google.com/forms/d/1NU4GYsRkSmiwRu6obMRul-gnnD_6LMwhtTqf27vHygE/edit)

## 7. DISCUSSION AND POSSIBLE ACTION

### 7. 1. 2018-19 School District Finance Monthly Update

The 2018-19 school district finance monthly update as presented for review.

#### **Recommended Action**

Aldrich/Peterson moved to approve 2018-19 revised General Fund Revenue in the amount of \$98,126.764 as presented; motion passed unanimously.

## 8. ACTION

### 8. 1. 2nd Reading and Approval of School District Policies 533, 614, 614FRM, 722 and 722FRM; and deletion of Policy 909

Policy Committee Chair Kristi Peterson will present three school district policies and two school district policy forms for approval along with school district policy 909 for deletion.

#### **Recommended Action**

Christiansen/Peterson moved to approve School District Policies 533, 614, 614FRM, 722 and 722FRM; and deletion of Policy 909 as presented; motion passed unanimously.

## 9. OTHER

## 10. COMMITTEE REPORTS

The Board accepted a Facilities Committee report from Tomczik, a Finance Committee report from Aldrich and a Communications Committee report from Peterson.

11. RECOGNITION OF VISITORS TO BOARD MEETING

12. UPCOMING MEETINGS AND IMPORTANT DATES

April 8-24, 2019 Self-nomination period for Community Facilities Task Force (deadline 3:00PM on 4/24/19)

April 22, 2019 5:00PM Finance Committee Meeting District Office Room 202

April 24, 2019 4:00PM Communications Committee Meeting District Office Board Room

April 24, 2019 5:00PM Facilities Committee Meeting District Office Board Room

May 6, 2019 5:00PM Personnel Committee Meeting District Office Room 202

May 6, 2019 6:00PM School Board Work Session District Office Board Room

May 15, 2019 6:00PM Community Facilities Task Force District Office Board Room

May 20, 2019 5:00PM Finance Committee Meeting District Office Room 202

May 20, 2019 6:00PM School Board Business Meeting District Office Board Room

May 22, 2019 5:00PM Facilities Committee Meeting District Office Board Room

June 10, 2019 5:00PM Policy Committee Meeting District Office Room 202

June 10, 2019 6:00PM School Board Work Session District Office Board Room

June 24, 2019 5:00PM Finance Committee Meeting District Office Room 202

June 24, 2019 6:00PM School Board Business Meeting District Office Board Room

June 26, 2019 5:00PM Facilities Committee Meeting District Office Board Room

13. ADJOURNMENT

At 7:04PM, Christiansen/Aldrich moved to adjourn; motion passed unanimously.

# Minutes of School Board Learning Session

## School Board Shakopee Public Schools

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A School Board Learning Session of the School Board of Shakopee Public Schools was held Monday, May 6, 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:

### 2. PLEDGE OF ALLEGIANCE

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

#### 3. 1. Student Recognition of Competition in National Japan Bowl

Two Shakopee High School teams traveled to Washington D.C. to compete in the National Japan Bowl. More than 200 students from 30 schools around the nation participated. Congrats to students Tanner Olsen, Trevor Brickey, and Carson Holm. Additionally, congratulations to Thea Lauren Pineda, Cera Mitchum and Samyu Ravikumar on placing 5th in the competition.

#### 3. 2. Recognition of Student Competition at state Health Occupations Students of America

Congratulations to the following Health Occupations Students of America (HOSA) at Shakopee High School. Before spring break, they competed in the state competition and many students placed in their events.

\*Behavioral Health:

1st Parth Purani

2nd Eashan Sarkar

\*Epidemiology:

1st Eashan Sarkar

2nd Parth Purani

\*Prepared Speaking

1st Gautham Nair

2nd Tharun Inturi

5th Dhvani Hingu

\*Researched Persuasive Writing and Speaking:

2nd Gautham Nair

\*Biomedical Debate:

1st Shivali Mukherji, Bhavesh Boyapati, Rohan Janga, Nikka Narra

\*HOSA Bowl: 1st Shreya Avilala, Eashan Sarkar, Theo Tran, Dhvani Hingu

\*Biomedical Lab Science:

4th Luke Stavedahl

\*Job Seeking Skills:

4th Tharun Inturi

5th Gautham Nair

\*Original Medical Innovation:

2nd Aavni Varddhan, Aly Thorn

\*Public Service Announcement:

3rd Emma Alley, Sam Krocak, Kristen Leith, Sloane Orchard

\*Gautham, Tharun, Shreya, Eashan, Theo, Dhvani, Parth, Shivali, Rohan, Nikka, Bhavesh, and Shivali will travel to Orlando in June to compete in the International HOSA Competition.

#### 4. CONSIDERATION OF AGENDA AS PRESENTED

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

#### 5. DISCUSSION

#### 6. DISCUSSION AND POSSIBLE ACTION

##### 6. 1. 2019 Memorandum of Understanding re: Stretch Calendar

Superintendent Mike Redmond and SEA President Dale Anderson presented a Memorandum of Understanding regarding a Teacher Stretch Calendar. Update and clarification of a section of the Teacher Master Agreement.

##### **Recommended Action**

Peterson/Tucker moved to approve the 2019 MOU with the SEA regarding Teacher Stretch Calendar as presented; motion passed unanimously.

#### 7. INFORMATION

##### 7. 1. Shakopee University

Director of Teaching & Learning Nancy Thul and SEA President Dale Anderson presented a draft of a pilot of an alternate pathway for receiving credits used for lane changes on the Shakopee Public Schools' teacher salary schedule.

##### 7. 2. District Phone Project RFP Finalists

Director of Instructional Technology Bryan Drozd introduced two finalists from RFP process for brief presentations.

#### 8. ACTION

##### 8. 1. Appreciation and Acceptance of Shakopee Mdewakanton Sioux Community Grants

Thank you to the Shakopee Mdewakanton Sioux Community for awarding two grants to our district.

\*Mountain Bike Trail Grant – The tribe awarded \$14,510 for materials to be used for a mountain bike trail in an 8-acre land area on the corner of County Highway 78 & 79. A section of this land is designated as athletic fields, but a section of it will remain wooded and/or has water features. Our goal is to create a trail that wraps around the perimeter of the property, then weaves through the woods and marshes. This 3-4 mile, single-rack trail will have something for everyone. The combination of open, wooded and marshland trails will provide the opportunity for beginner and advanced riders to enjoy nature while getting exercise. The sculpting of trails will take place over a series of weekends throughout spring and summer, with the bulk of it completed by the end of 2019.

\*West Middle School Garden Path Grant – West received a grant earlier this year to create a garden. The tribe grant will allow us to create a path through that outdoor learning space, which will cultivate a better understanding of and appreciation for the environment and edible gardening for our school and community. This outdoor learning space path will weave through our garden, augmenting and enhancing the current trail system and inviting the community to enhance their walking experience by taking in the beauty of our garden. Amount awarded by tribe: \$2,110 for trail materials, including a bench and signage. There will be a planting day on May 21.

##### **Recommended Action**

Aldrich/Christiansen moved to accept the grants from the Shakopee Mdewakanton Sioux Community and

thank them for their continued support of the Shakopee Public Schools and community; motion passed unanimously.

#### 8. 2. Community Facilities Task Force Membership Roster Approval

Members of the School Board Facilities Committee presented a recommended roster of committee membership for the 2019 Community Facilities Task Force for approval.

##### **Recommended Action**

Peterson/Aldrich moved to approve membership roster as presented; motion passed unanimously.

#### 8. 3. Approval of Contract for Community Survey

Superintendent Mike Redmond presented a contract with Virchow Krause, LLP for a community survey for approval.

##### **Recommended Action**

Peterson/Aldrich moved to approve contract for a community survey as presented; motion passed unanimously.

#### 9. OTHER

#### 10. UPCOMING MEETINGS AND IMPORTANT DATES

May 6, 2019 5:00PM Personnel Committee Meeting District Office Room 202

May 6-10, 2019 Teacher Appreciation Week Districtwide

May 15, 2019 6:00PM Community Facilities Task Force District Office Board Room

May 20, 2019 5:00PM Finance Committee Meeting District Office Room 202

May 20, 2019 6:00PM School Board Business Meeting District Office Board Room

May 22, 2019 5:00PM Facilities Committee Meeting District Office Board Room

June 10, 2019 5:00PM Policy Committee Meeting District Office Room 202

June 10, 2019 6:00PM School Board Work Session District Office Board Room

June 24, 2019 5:00PM Finance Committee Meeting District Office Room 202

June 24, 2019 6:00PM School Board Business Meeting District Office Board Room

June 26, 2019 5:00PM Facilities Committee Meeting District Office Board Room

#### 10. 1. Consideration of tentative July 8, 2019 Summer School Board Retreat

#### 10. 2. Happy Teacher Appreciation Week - May 6-10, 2019

#### 11. ADJOURNMENT OF SCHOOL BOARD WORK SESSION

At 7:48PM, Peterson/Christiansen 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
4/26/2019 1:04:15 PM	EDG	105252057	741633	ANCHOR PAPER	355.00	Yes	No
4/26/2019 1:04:15 PM	EDG	105252057	741634	FAIRFIELD GLASS INC	629.00	Yes	No
4/26/2019 1:04:15 PM	EDG	105252057	741635	FASTSIGNS 270102 INC	234.62	Yes	No
4/26/2019 1:04:15 PM	EDG	105252057	741636	PALMER BUS SERVICES	3,895.38	Yes	No
4/26/2019 1:04:15 PM	EDG	105252057	741637	PITNEY BOWES PURCHASE POWER	500.00	Yes	No
4/26/2019 1:04:15 PM	EDG	105252057	741638	SOUTHWEST METRO EDUCATIONAL CO	1,120.88	Yes	No

\*\*\* Totals

Total Documents: 6

Total Amount: 6,734.88

## Ultimate EDGE Account's Payable Check Register

Account: CASH

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4/25/2019 5:55:40 PM	EDG	105252057	741498	AFFINITECH INC	162.94	Yes	No
4/25/2019 5:55:40 PM	EDG	105252057	741499	AG IREPAIR	4,002.00	Yes	No
4/25/2019 5:55:41 PM	EDG	105252057	741500	AIM ELECTRONICS	12,084.50	Yes	No
4/25/2019 5:55:41 PM	EDG	105252057	741501	AM PEST CONTROL LLC	1,042.50	Yes	No
4/25/2019 5:55:41 PM	EDG	105252057	741502	ANCHOR PAPER	6,736.51	Yes	No
4/25/2019 5:55:41 PM	EDG	105252057	741503	BERNARD FOOD INDUSTRIES, INC	1,248.80	Yes	No
4/25/2019 5:55:41 PM	EDG	105252057	741504	BIFFS INC	306.39	Yes	No
4/25/2019 5:55:41 PM	EDG	105252057	741505	BIG FISH DIGITAL WORKS	20.00	Yes	No
4/25/2019 5:55:42 PM	EDG	105252057	741506	BIX PRODUCE CO.	9,314.57	Yes	No
4/25/2019 5:55:42 PM	EDG	105252057	741507	BLOOM, BRIAN MATTHEW	236.00	Yes	No
4/25/2019 5:55:42 PM	EDG	105252057	741508	BROHOLM, SUE	2,069.00	Yes	No
4/25/2019 5:55:42 PM	EDG	105252057	741509	BSN SPORTS	12,867.02	Yes	No
4/25/2019 5:55:42 PM	EDG	105252057	741510	BUCKEYE CLEANING CENTER	352.16	Yes	No
4/25/2019 5:55:42 PM	EDG	105252057	741511	CAPFIRST EQUIPMENT FINANCE	750.00	Yes	No
4/25/2019 5:55:42 PM	EDG	105252057	741512	CENTERPOINT ENERGY MINNEGASCO	3,097.40	Yes	No
4/25/2019 5:55:43 PM	EDG	105252057	741513	CENTERPOINT ENERGY SERVICES	38,030.35	Yes	No
4/25/2019 5:55:43 PM	EDG	105252057	741514	CENTRE STAGE MFG CO	360.00	Yes	No
4/25/2019 5:55:43 PM	EDG	105252057	741515	CENTURYLINK	103.98	Yes	No
4/25/2019 5:55:43 PM	EDG	105252057	741516	CHASKA HIGH SCHOOL	100.00	Yes	No
4/25/2019 5:55:43 PM	EDG	105252057	741517	CITY OF SHAKOPEE	628.18	Yes	No
4/25/2019 5:55:43 PM	EDG	105252057	741518	COLBY, ADAM	156.00	Yes	No
4/25/2019 5:55:43 PM	EDG	105252057	741519	COMPUTER EXPLORERS	252.00	Yes	No
4/25/2019 5:55:44 PM	EDG	105252057	741520	CSTMN	112,476.99	Yes	No
4/25/2019 5:55:44 PM	EDG	105252057	741521	CUB FOODS	411.32	Yes	No
4/25/2019 5:55:44 PM	EDG	105252057	741522	CULLIGAN BOTTLED WATER	235.20	Yes	No
4/25/2019 5:55:44 PM	EDG	105252057	741523	DAN'S COMPUTER SERVICE	82.38	Yes	No
4/25/2019 5:55:44 PM	EDG	105252057	741524	DECORSEY, DREW - JXN	170.00	Yes	No
4/25/2019 5:55:44 PM	EDG	105252057	741525	DIGITAL INSURANCE INC	2,154.00	Yes	No
4/25/2019 5:55:44 PM	EDG	105252057	741526	DIVERSIFIED SNACK DISTRIBUTORS	15,677.55	Yes	No
4/25/2019 5:55:45 PM	EDG	105252057	741527	E WEINBERG SUPPLY & EQUIPMENT	209.00	Yes	No
4/25/2019 5:55:45 PM	EDG	105252057	741528	EARL F. ANDERSON, INC	554.75	Yes	No
4/25/2019 5:55:45 PM	EDG	105252057	741529	EARTHGRAINS	2,076.31	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

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4/25/2019 5:55:46 PM	EDG	105252057	741535	FISCHER, BETH	50.00	Yes	No
4/25/2019 5:55:46 PM	EDG	105252057	741536	FULTON, LISA	400.00	Yes	No
4/25/2019 5:55:46 PM	EDG	105252057	741537	GENERAL PARTS , INC	1,082.85	Yes	No
4/25/2019 5:55:46 PM	EDG	105252057	741538	GOPHER SPORT	426.79	Yes	No
4/25/2019 5:55:46 PM	EDG	105252057	741539	GOPHER STAGE LIGHTING INC	5,400.00	Yes	No
4/25/2019 5:55:46 PM	EDG	105252057	741540	GRALAPP, CRAIG	78.00	Yes	No
4/25/2019 5:55:47 PM	EDG	105252057	741541	GRAYBAR ELECTRIC CO INC	546.46	Yes	No
4/25/2019 5:55:47 PM	EDG	105252057	741542	GREAT LAKES AQUARIUM	205.00	Yes	No
4/25/2019 5:55:47 PM	EDG	105252057	741543	GROTH MUSIC	409.47	Yes	No
4/25/2019 5:55:47 PM	EDG	105252057	741544	GUENINGSMAN, DAN	70.00	Yes	No
4/25/2019 5:55:47 PM	EDG	105252057	741545	HENRY, GINA	120.00	Yes	No
4/25/2019 5:55:47 PM	EDG	105252057	741546	HILLYARD / HUTCHINSON	479.24	Yes	No
4/25/2019 5:55:47 PM	EDG	105252057	741547	HORIZON COMMERCIAL POOL SUPPLY	672.80	Yes	No
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4/25/2019 5:55:48 PM	EDG	105252057	741550	INNOVATIVE GRAPHICS	4,052.00	Yes	No
4/25/2019 5:55:48 PM	EDG	105252057	741551	INNOVATIVE OFFICE SOLUTIONS	247.94	Yes	No
4/25/2019 5:55:48 PM	EDG	105252057	741552	INSTITUTE FOR ENVIRON ASSESS	7,493.56	Yes	No
4/25/2019 5:55:48 PM	EDG	105252057	741553	JAKOVLESKI, SARAH	30.00	Yes	No
4/25/2019 5:55:48 PM	EDG	105252057	741554	JOBS FOUNDATION/TECH DUMP	1,226.84	Yes	No
4/25/2019 5:55:49 PM	EDG	105252057	741555	JOHNSON CONTROLS	10,416.45	Yes	No
4/25/2019 5:55:49 PM	EDG	105252057	741556	JOSTENS INC	2,105.66	Yes	No
4/25/2019 5:55:49 PM	EDG	105252057	741557	KAHMEYER, TROY	187.00	Yes	No
4/25/2019 5:55:49 PM	EDG	105252057	741558	KIM TONG TRANSLATION SERVICE INC	45.00	Yes	No
4/25/2019 5:55:49 PM	EDG	105252057	741559	KNUTSON FLYNN & DEANS	4,353.75	Yes	No
4/25/2019 5:55:49 PM	EDG	105252057	741560	KOTEK, MARK	78.00	Yes	No
4/25/2019 5:55:49 PM	EDG	105252057	741561	KROELLS KARATE CTR	990.00	Yes	No
4/25/2019 5:55:50 PM	EDG	105252057	741562	LACH, THEAVY	100.00	Yes	No
4/25/2019 5:55:50 PM	EDG	105252057	741563	LAKEVILLE HIGH SCHOOL NORTH	125.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

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4/25/2019 5:55:50 PM	EDG	105252057	741567	LOCKWOOD, ARTHUR	300.00	Yes	No
4/25/2019 5:55:51 PM	EDG	105252057	741568	LOFFLER	6,058.10	Yes	No
4/25/2019 5:55:51 PM	EDG	105252057	741569	MASPA/STATE NEGOTIATORS	140.00	Yes	No
4/25/2019 5:55:51 PM	EDG	105252057	741570	MCCULLUGH, SHARON	220.00	Yes	No
4/25/2019 5:55:51 PM	EDG	105252057	741571	MN DEPT OF HEALTH	175.00	Yes	No
4/25/2019 5:55:51 PM	EDG	105252057	741572	METRO ECSU	70.00	Yes	No
4/25/2019 5:55:51 PM	EDG	105252057	741573	MIDWEST BAND INST. SERVICE	363.32	Yes	No
4/25/2019 5:55:51 PM	EDG	105252057	741574	MIDWEST SPECIAL INSTRUMENTS	134.00	Yes	No
4/25/2019 5:55:52 PM	EDG	105252057	741575	MINNESOTA CLAY	109.62	Yes	No
4/25/2019 5:55:52 PM	EDG	105252057	741576	MINNESOTA SCHOOL OF BUSINESS	43,339.23	Yes	No
4/25/2019 5:55:52 PM	EDG	105252057	741577	MINNESOTA ZOO	92.00	Yes	No
4/25/2019 5:55:52 PM	EDG	105252057	741578	MN BOARD OF SCHOOL ADMIN	32.50	Yes	No
4/25/2019 5:55:52 PM	EDG	105252057	741579	MN HOSA	2,900.00	Yes	No
4/25/2019 5:55:52 PM	EDG	105252057	741580	MSBA	2,100.00	Yes	No
4/25/2019 5:55:52 PM	EDG	105252057	741581	MOHN, MONICA	44.00	Yes	No
4/25/2019 5:55:53 PM	EDG	105252057	741582	NEIL'S OUTDOOR SERVICES	1,849.25	Yes	No
4/25/2019 5:55:53 PM	EDG	105252057	741583	NORCOSTCO	542.90	Yes	No
4/25/2019 5:55:53 PM	EDG	105252057	741584	NORTHSTAR AV LLC	780.00	Yes	No
4/25/2019 5:55:53 PM	EDG	105252057	741585	NYBERG, KRISTEN	30.00	Yes	No
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4/25/2019 5:55:53 PM	EDG	105252057	741587	OLSON, THOR	156.00	Yes	No
4/25/2019 5:55:53 PM	EDG	105252057	741588	PALMER BUS SERVICES	159,655.15	Yes	No
4/25/2019 5:55:54 PM	EDG	105252057	741589	PARALLEL TECHNOLOGIES INC	22,431.33	Yes	No
4/25/2019 5:55:54 PM	EDG	105252057	741590	PERFORMANCE FOOD GROUP	6,353.58	Yes	No
4/25/2019 5:55:54 PM	EDG	105252057	741591	PLASTIC BAGMART	811.15	Yes	No
4/25/2019 5:55:54 PM	EDG	105252057	741592	POESCHEL, RON	156.00	Yes	No
4/25/2019 5:55:54 PM	EDG	105252057	741593	PRAIRIE RIVER HOME CARE, INC	5,915.00	Yes	No
4/25/2019 5:55:54 PM	EDG	105252057	741594	PROVISION MEDIA INC.	402.00	Yes	No
4/25/2019 5:55:54 PM	EDG	105252057	741595	RADMACHER, JON	78.00	Yes	No
4/25/2019 5:55:55 PM	EDG	105252057	741596	REED, SCOTT	133.00	Yes	No
4/25/2019 5:55:55 PM	EDG	105252057	741597	RIVER VALLEY YMCA	15,292.82	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

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4/25/2019 5:55:55 PM	EDG	105252057	741600	RYAN MECHANICAL INC	8,552.50	Yes	No
4/25/2019 5:55:55 PM	EDG	105252057	741601	SCHMIDT, ERIC	75.00	Yes	No
4/25/2019 5:55:55 PM	EDG	105252057	741602	SCHMITT MUSIC COMPANY	56.04	Yes	No
4/25/2019 5:55:56 PM	EDG	105252057	741603	SCHOLASTIC BOOK CLUBS, INC	34.00	Yes	No
4/25/2019 5:55:56 PM	EDG	105252057	741604	SCHOOL MATE	770.00	Yes	No
4/25/2019 5:55:56 PM	EDG	105252057	741605	SCHWAAB	158.15	Yes	No
4/25/2019 5:55:56 PM	EDG	105252057	741606	SHAKOPEE ROTARY CLUB	150.00	Yes	No
4/25/2019 5:55:56 PM	EDG	105252057	741607	SHIBLEY, JEREMY	70.00	Yes	No
4/25/2019 5:55:56 PM	EDG	105252057	741608	SMITH, JAMES E	238.00	Yes	No
4/25/2019 5:55:57 PM	EDG	105252057	741609	SOLARWINDS	3,631.00	Yes	No
4/25/2019 5:55:57 PM	EDG	105252057	741610	SOUTHERN PLAINS EDUCATION COOP	2,640.00	Yes	No
4/25/2019 5:55:57 PM	EDG	105252057	741611	SOUTHWEST METRO EDUCATIONAL CO	28,258.50	Yes	No
4/25/2019 5:55:57 PM	EDG	105252057	741612	SUMAN, SUSANNA - WJH	20.01	Yes	No
4/25/2019 5:55:57 PM	EDG	105252057	741613	SWANSON MEATS INC	3,459.45	Yes	No
4/25/2019 5:55:57 PM	EDG	105252057	741614	TDS METROCOM	3,702.92	Yes	No
4/25/2019 5:55:57 PM	EDG	105252057	741615	THREE RIVERS PARK DIST	739.86	Yes	No
4/25/2019 5:55:58 PM	EDG	105252057	741616	TISCHENDORF, MICHAEL	78.00	Yes	No
4/25/2019 5:55:58 PM	EDG	105252057	741617	TOUSIGNANT, JOHN	70.00	Yes	No
4/25/2019 5:55:58 PM	EDG	105252057	741618	TREML, LISA D	30.00	Yes	No
4/25/2019 5:55:58 PM	EDG	105252057	741619	TRI DIM FILTER CORPORATION	5,244.63	Yes	No
4/25/2019 5:55:58 PM	EDG	105252057	741620	TRIMARK FOODSERVICE EQUIPMEMT	1,059.13	Yes	No
4/25/2019 5:55:58 PM	EDG	105252057	741621	TRIO SUPPLY COMPANY	3,107.86	Yes	No
4/25/2019 5:55:58 PM	EDG	105252057	741622	TT CONSTRUCTION SPECIALTIES	2,800.00	Yes	No
4/25/2019 5:55:59 PM	EDG	105252057	741623	UHL CO., INC	24,833.52	Yes	No
4/25/2019 5:55:59 PM	EDG	105252057	741624	US FOODS, INC.	52,809.31	Yes	No
4/25/2019 5:55:59 PM	EDG	105252057	741625	VERIZON WIRELESS	1,554.11	Yes	No
4/25/2019 5:55:59 PM	EDG	105252057	741626	WANKE, SANDRA	35.00	Yes	No
4/25/2019 5:55:59 PM	EDG	105252057	741627	WATCH ME DRAW LLC	920.00	Yes	No
4/25/2019 5:55:59 PM	EDG	105252057	741628	WEST, DON	78.00	Yes	No
4/25/2019 5:55:59 PM	EDG	105252057	741629	WESTERN PSYCHOLOGICAL SERVICES	166.00	Yes	No
4/25/2019 5:56:00 PM	EDG	105252057	741630	WILLHAUS, ROGER	133.00	Yes	No
4/25/2019 5:56:00 PM	EDG	105252057	741631	WOYCHICK DESIGN INC	1,200.00	Yes	No

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

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
4/25/2019 5:56:00 PM	EDG	105252057	741632	YOUTH FRONTIERS INC	750.00	Yes	No

\*\*\* Totals

Total Documents: 137

Total Amount: 774,233.09

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
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5/2/2019 1:13:49 PM	EDG	105252057	741654	ADVANCED IMAGING SOLUTIONS	720.00	Yes	No
5/2/2019 1:13:49 PM	EDG	105252057	741655	ALLEN, JASON	400.00	Yes	No
5/2/2019 1:13:49 PM	EDG	105252057	741656	ANCHOR PAPER	5,126.00	Yes	No
5/2/2019 1:13:49 PM	EDG	105252057	741657	APPLE FORD SHAKOPEE	54.73	Yes	No
5/2/2019 1:13:49 PM	EDG	105252057	741658	ARCH LANGUAGE NETWORK INC	600.00	Yes	No
5/2/2019 1:13:49 PM	EDG	105252057	741659	ATX LEARNING	2,493.75	Yes	No
5/2/2019 1:13:49 PM	EDG	105252057	741660	BIX PRODUCE CO.	1,885.53	Yes	No
5/2/2019 1:13:50 PM	EDG	105252057	741661	BOOKBINS	9,855.00	Yes	No
5/2/2019 1:13:50 PM	EDG	105252057	741662	CANON FINANCIAL SERVICES	2,563.44	Yes	No
5/2/2019 1:13:50 PM	EDG	105252057	741663	CHOICE ELECTRIC, INC	8,886.35	Yes	No
5/2/2019 1:13:50 PM	EDG	105252057	741664	COFFEE MILL INC	88.00	Yes	No
5/2/2019 1:13:50 PM	EDG	105252057	741665	CTC COFFEE TA CREAM	15.00	Yes	No
5/2/2019 1:13:50 PM	EDG	105252057	741666	CUB FOODS	469.02	Yes	No
5/2/2019 1:13:50 PM	EDG	105252057	741667	DEARLY, JERRY M	850.00	Yes	No
5/2/2019 1:13:51 PM	EDG	105252057	741668	DECKER EQUIPMENT	184.75	Yes	No
5/2/2019 1:13:51 PM	EDG	105252057	741669	DIGITAL INSURANCE INC	4,034.40	Yes	No
5/2/2019 1:13:51 PM	EDG	105252057	741670	DIVERSIFIED SNACK DISTRIBUTORS	3,282.03	Yes	No
5/2/2019 1:13:51 PM	EDG	105252057	741671	DUFAULT, ALEX	150.00	Yes	No
5/2/2019 1:13:51 PM	EDG	105252057	741672	DURAND MANUFACTURING	695.10	Yes	No
5/2/2019 1:13:51 PM	EDG	105252057	741673	EARTHGRAINS	1,880.58	Yes	No
5/2/2019 1:13:51 PM	EDG	105252057	741674	EXPRESS PRESS, INC.	4,763.90	Yes	No
5/2/2019 1:13:52 PM	EDG	105252057	741675	FULTON, LISA	400.00	Yes	No
5/2/2019 1:13:52 PM	EDG	105252057	741676	GOPHER SPORT	442.32	Yes	No
5/2/2019 1:13:52 PM	EDG	105252057	741677	HILLYARD / HUTCHINSON	3,000.06	Yes	No
5/2/2019 1:13:52 PM	EDG	105252057	741678	INFINITE CAMPUS, INC.	975.00	Yes	No
5/2/2019 1:13:52 PM	EDG	105252057	741679	INNOVATIONAL CONCEPTS	125.00	Yes	No
5/2/2019 1:13:52 PM	EDG	105252057	741680	INNOVATIVE OFFICE SOLUTIONS	657.88	Yes	No
5/2/2019 1:13:52 PM	EDG	105252057	741681	JAGUAR COMMUNICATIONS INC	4,590.00	Yes	No
5/2/2019 1:13:53 PM	EDG	105252057	741682	Johnee D'Shea	450.00	Yes	No
5/2/2019 1:13:53 PM	EDG	105252057	741683	JONCKOWSKI, DICK	180.00	Yes	No
5/2/2019 1:13:53 PM	EDG	105252057	741684	KULLY SUPPLY CO	298.27	Yes	No
5/2/2019 1:13:53 PM	EDG	105252057	741685	LANGE, KELA	214.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
5/2/2019 1:13:53 PM	EDG	105252057	741686	LANO EQUIPMENT INC	617.18	Yes	No
5/2/2019 1:13:53 PM	EDG	105252057	741687	LARA, SUMMER	150.00	Yes	No
5/2/2019 1:13:53 PM	EDG	105252057	741688	LAURSEN PIANO SERVICE	202.00	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741689	LOCKWOOD, ARTHUR	150.00	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741690	MASSP	105.00	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741691	MATHESON TRI GAS	48.00	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741692	MCCARTHY, KATRINA	200.00	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741693	MINNEAPOLIS OXYGEN	151.30	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741694	MINNESOTA EDUCATION JOB FAIR ASS	150.00	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741695	NEIL'S OUTDOOR SERVICES	16,822.50	Yes	No
5/2/2019 1:13:54 PM	EDG	105252057	741696	NEOFUNDS - POSTAGE	1,054.36	Yes	No
5/2/2019 1:13:55 PM	EDG	105252057	741697	NORTHSTAR AV LLC	425.00	Yes	No
5/2/2019 1:13:55 PM	EDG	105252057	741698	OFFICE OF MN IT SERVICES	216.00	Yes	No
5/2/2019 1:13:55 PM	EDG	105252057	741699	OVERHEAD DOOR CO OF THE	6,887.00	Yes	No
5/2/2019 1:13:55 PM	EDG	105252057	741700	PALMER BUS SERVICES	2,880.09	Yes	No
5/2/2019 1:13:55 PM	EDG	105252057	741701	PERFORMANCE FOOD GROUP	3,099.15	Yes	No
5/2/2019 1:13:55 PM	EDG	105252057	741702	PRETTY AWESOME APPEARENCES	125.00	Yes	No
5/2/2019 1:13:55 PM	EDG	105252057	741703	QDOBA	742.50	Yes	No
5/2/2019 1:13:56 PM	EDG	105252057	741704	RONALD MCDONALD HOUSE CHARITIE	1,321.58	Yes	No
5/2/2019 1:13:56 PM	EDG	105252057	741705	SECURITY CONTROL SYSTEMS, INC	792.00	Yes	No
5/2/2019 1:13:56 PM	EDG	105252057	741706	SEW EASY DESIGNS	319.50	Yes	No
5/2/2019 1:13:56 PM	EDG	105252057	741707	SHAKOPEE PUBLIC UTILITY COMMIS	97,239.30	Yes	No
5/2/2019 1:13:56 PM	EDG	105252057	741708	SHAW LUNDQUIST ASSOCIATES INC	216,254.62	Yes	No
5/2/2019 1:13:56 PM	EDG	105252057	741709	SNAP FITNESS OF SHAKOPEE	340.00	Yes	No
5/2/2019 1:13:56 PM	EDG	105252057	741710	STATELY, CHARLES D	150.00	Yes	No
5/2/2019 1:13:57 PM	EDG	105252057	741711	SWANSON MEATS INC	1,165.40	Yes	No
5/2/2019 1:13:57 PM	EDG	105252057	741712	SWENSON, ELISE	150.00	Yes	No
5/2/2019 1:13:57 PM	EDG	105252057	741713	TRANG, KRIS	140.00	Yes	No
5/2/2019 1:13:57 PM	EDG	105252057	741714	TRIO SUPPLY COMPANY	2,221.51	Yes	No
5/2/2019 1:13:57 PM	EDG	105252057	741715	TWIN CITY HARDWARE	3,579.18	Yes	No
5/2/2019 1:13:57 PM	EDG	105252057	741716	US FOODS, INC.	16,290.86	Yes	No
5/2/2019 1:13:57 PM	EDG	105252057	741717	BSN SPORTS	69.94	Yes	No
5/2/2019 1:13:58 PM	EDG	105252057	741718	VARITRONICS, LLC	4,401.67	Yes	No

\*\*\* Totals

Total Documents: 67

Total Amount: 469,716.35

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
5/8/2019 4:09:37 PM	EDG	105252057	741719	ADVANCED IMAGING SOLUTIONS	10,825.55	Yes	No
5/8/2019 4:09:37 PM	EDG	105252057	741720	ADVANCED IMAGING SOLUTIONS	709.63	Yes	No
5/8/2019 4:09:37 PM	EDG	105252057	741721	AG IREPAIR	59.00	Yes	No
5/8/2019 4:09:38 PM	EDG	105252057	741722	ALTMAN, ADAM	640.00	Yes	No
5/8/2019 4:09:38 PM	EDG	105252057	741723	ANCHOR PAPER	2,827.27	Yes	No
5/8/2019 4:09:38 PM	EDG	105252057	741724	BELL, THOMAS M	70.00	Yes	No
5/8/2019 4:09:38 PM	EDG	105252057	741725	BELLANGER, LISA	300.00	Yes	No
5/8/2019 4:09:38 PM	EDG	105252057	741726	BESTGE, MONICA	30.00	Yes	No
5/8/2019 4:09:38 PM	EDG	105252057	741727	BISSONETTE, ROBERT	78.00	Yes	No
5/8/2019 4:09:38 PM	EDG	105252057	741728	BLOOM, BRIAN MATTHEW	82.00	Yes	No
5/8/2019 4:09:39 PM	EDG	105252057	741729	BROWER, ROSS	54.00	Yes	No
5/8/2019 4:09:39 PM	EDG	105252057	741730	CATALYST SOURCING SOLUTIONS	2,925.15	Yes	No
5/8/2019 4:09:39 PM	EDG	105252057	741731	COMPUTER EXPLORERS	252.00	Yes	No
5/8/2019 4:09:39 PM	EDG	105252057	741732	CROWFEATHER, REUBEN	500.00	Yes	No
5/8/2019 4:09:39 PM	EDG	105252057	741733	CUB FOODS	204.97	Yes	No
5/8/2019 4:09:39 PM	EDG	105252057	741734	CULLIGAN BOTTLED WATER	125.82	Yes	No
5/8/2019 4:09:40 PM	EDG	105252057	741735	DEARLY, JERRY M	900.00	Yes	No
5/8/2019 4:09:40 PM	EDG	105252057	741736	EARTHGRAINS	204.98	Yes	No
5/8/2019 4:09:40 PM	EDG	105252057	741737	EDUCATORS BENEFIT CONSULTANTS	453.91	Yes	No
5/8/2019 4:09:40 PM	EDG	105252057	741738	FISCHER, BETH	35.00	Yes	No
5/8/2019 4:09:40 PM	EDG	105252057	741739	FOREST LAKE SCHOOLS	525.00	Yes	No
5/8/2019 4:09:40 PM	EDG	105252057	741740	FULTON, LISA	1,050.00	Yes	No
5/8/2019 4:09:40 PM	EDG	105252057	741741	GELMO, IBSAA	187.00	Yes	No
5/8/2019 4:09:41 PM	EDG	105252057	741742	GOPHER SPORT	309.43	Yes	No
5/8/2019 4:09:41 PM	EDG	105252057	741743	GREGUS, DANIEL	54.00	Yes	No
5/8/2019 4:09:41 PM	EDG	105252057	741744	HAMANN, RON	70.00	Yes	No
5/8/2019 4:09:41 PM	EDG	105252057	741745	HENNEN-JOHNSON, DENISE	35.00	Yes	No
5/8/2019 4:09:41 PM	EDG	105252057	741746	HENNENS AUTO SERVICE	31.10	Yes	No
5/8/2019 4:09:41 PM	EDG	105252057	741747	HIGH TOUCH HIGH TECH OF THE TWIN	160.00	Yes	No
5/8/2019 4:09:42 PM	EDG	105252057	741748	HINGST, LEE A	70.00	Yes	No
5/8/2019 4:09:42 PM	EDG	105252057	741749	HOLZEMER, THOMAS JOSEPH	70.00	Yes	No
5/8/2019 4:09:42 PM	EDG	105252057	741750	HUSCHKA, MARTHA M	60.00	Yes	No
5/8/2019 4:09:42 PM	EDG	105252057	741751	INNOVATIVE GRAPHICS	1,387.00	Yes	No
5/8/2019 4:09:42 PM	EDG	105252057	741752	INNOVATIVE OFFICE SOLUTIONS	3,468.42	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
5/8/2019 4:09:42 PM	EDG	105252057	741753	IVESDAL, RUTH	250.00	Yes	No
5/8/2019 4:09:42 PM	EDG	105252057	741754	JOHNSON, MICHAEL D	70.00	Yes	No
5/8/2019 4:09:43 PM	EDG	105252057	741755	JONCKOWSKI, DICK	150.00	Yes	No
5/8/2019 4:09:43 PM	EDG	105252057	741756	KAHLER, MICHAEL	70.00	Yes	No
5/8/2019 4:09:43 PM	EDG	105252057	741757	KIDCREATE STUDIO	280.00	Yes	No
5/8/2019 4:09:43 PM	EDG	105252057	741758	KNUTSON FLYNN & DEANS	605.00	Yes	No
5/8/2019 4:09:43 PM	EDG	105252057	741759	KOTEK, MARK	78.00	Yes	No
5/8/2019 4:09:43 PM	EDG	105252057	741760	KOZIK, WILLIAM	78.00	Yes	No
5/8/2019 4:09:43 PM	EDG	105252057	741761	KULLY SUPPLY CO	417.00	Yes	No
5/8/2019 4:09:44 PM	EDG	105252057	741762	LAKEVILLE HIGH SCHOOL NORTH	200.00	Yes	No
5/8/2019 4:09:44 PM	EDG	105252057	741763	LAROCK-ROUSSEAU, KATRINA	150.00	Yes	No
5/8/2019 4:09:44 PM	EDG	105252057	741764	LAURSEN PIANO SERVICE	395.00	Yes	No
5/8/2019 4:09:44 PM	EDG	105252057	741765	LIDEN TECHNOLOGIES LLC	1,425.00	Yes	No
5/8/2019 4:09:44 PM	EDG	105252057	741766	MIDWEST SPECIAL INSTRUMENTS	1,003.32	Yes	No
5/8/2019 4:09:44 PM	EDG	105252057	741767	MINNESOTA HIGHWAY SAFETY & RESE	414.00	Yes	No
5/8/2019 4:09:45 PM	EDG	105252057	741768	MN STATE HIGH SCHOOL LEAGUE	700.00	Yes	No
5/8/2019 4:09:45 PM	EDG	105252057	741769	MUSIC MART	2,135.29	Yes	No
5/8/2019 4:09:45 PM	EDG	105252057	741770	NATIONAL URBAN ALLIANCE FOR EFFE	2,500.00	Yes	No
5/8/2019 4:09:45 PM	EDG	105252057	741771	NEIL'S OUTDOOR SERVICES	16,822.50	Yes	No
5/8/2019 4:09:45 PM	EDG	105252057	741772	NEW PRAGUE PUBLIC SCHOOLS	100.00	Yes	No
5/8/2019 4:09:45 PM	EDG	105252057	741773	OPPORTUNITY SERVICES	20,813.52	Yes	No
5/8/2019 4:09:45 PM	EDG	105252057	741774	PATRY, JEFFREY	525.00	Yes	No
5/8/2019 4:09:46 PM	EDG	105252057	741775	PLANSOURCE	2,070.40	Yes	No
5/8/2019 4:09:46 PM	EDG	105252057	741776	PROVISION MEDIA INC.	280.00	Yes	No
5/8/2019 4:09:46 PM	EDG	105252057	741777	REILAND, BRAD	80.00	Yes	No
5/8/2019 4:09:46 PM	EDG	105252057	741778	RIVERA, RICARDO FRANK	80.00	Yes	No
5/8/2019 4:09:46 PM	EDG	105252057	741779	ROONEY SIGNS	183.00	Yes	No
5/8/2019 4:09:46 PM	EDG	105252057	741780	SCHAEFER, JOHN	70.00	Yes	No
5/8/2019 4:09:47 PM	EDG	105252057	741781	SCOTT COUNTY	3,496.00	Yes	No
5/8/2019 4:09:47 PM	EDG	105252057	741782	SHERMAN, COLETTE	250.00	Yes	No
5/8/2019 4:09:47 PM	EDG	105252057	741783	SHIBLEY, JEREMY	70.00	Yes	No
5/8/2019 4:09:47 PM	EDG	105252057	741784	SIR LINES A LOT	1,634.00	Yes	No
5/8/2019 4:09:47 PM	EDG	105252057	741785	SMISEK, DAVE	70.00	Yes	No
5/8/2019 4:09:47 PM	EDG	105252057	741786	SOUTH SUBURBAN CONFERENCE	320.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
5/8/2019 4:09:47 PM	EDG	105252057	741787	STAATS	91.40	Yes	No
5/8/2019 4:09:47 PM	EDG	105252057	741788	STENZEL, MELISSA	210.00	Yes	No
5/8/2019 4:09:48 PM	EDG	105252057	741789	THE WORKS	910.00	Yes	No
5/8/2019 4:09:48 PM	EDG	105252057	741790	TORBORG, JIM	155.75	Yes	No
5/8/2019 4:09:48 PM	EDG	105252057	741791	TREML, LISA D	35.00	Yes	No
5/8/2019 4:09:48 PM	EDG	105252057	741792	TRIO SUPPLY COMPANY	1,135.58	Yes	No
5/8/2019 4:09:48 PM	EDG	105252057	741793	TRUSTED EMPLOYEES	2,030.34	Yes	No
5/8/2019 4:09:48 PM	EDG	105252057	741794	TWIN CITIES CHESS CLUB	480.00	Yes	No
5/8/2019 4:09:48 PM	EDG	105252057	741795	UHL CO., INC	8,296.35	Yes	No
5/8/2019 4:09:49 PM	EDG	105252057	741796	US AWARDS INC	1,140.00	Yes	No
5/8/2019 4:09:49 PM	EDG	105252057	741797	US FOODS, INC.	2,834.59	Yes	No
5/8/2019 4:09:49 PM	EDG	105252057	741798	WANKE, SANDRA	35.00	Yes	No
5/8/2019 4:09:49 PM	EDG	105252057	741799	WAYZATA RESULTS, INC	1,275.00	Yes	No
5/8/2019 4:09:49 PM	EDG	105252057	741800	WELCOME NEIGHBOR INC	495.00	Yes	No
5/8/2019 4:09:49 PM	EDG	105252057	741801	WEST, DON	148.00	Yes	No
5/8/2019 4:09:49 PM	EDG	105252057	741802	WHITNEY, WILLIAM	108.00	Yes	No
5/8/2019 4:09:50 PM	EDG	105252057	741803	ZIMANSKE, DOUGLAS	78.00	Yes	No
5/8/2019 4:09:50 PM	EDG	105252057	741804	ZONAR CONNECTED	22,022.76	Yes	No

\*\*\* Totals

Total Documents: 86

Total Amount: 128,020.03

### Bank Account - Wires Out

Date	Description	Amount
4/1/2019	Payroll Voluntary Deductions	131,281.97
4/1/2019	IRS Federal Taxes ACH	509,694.83
4/1/2019	Health Partners Premium	3,552.00
4/2/2019	State of MN Taxes ACH	87,172.00
4/2/2019	State of MN Payroll Deductions ACH	839.36
4/2/2019	Payroll Voluntary Deductions	5,646.81
4/3/2019	Teachers Retirement Association (TRA) ACH	264,418.87
4/3/2019	Public Employee Retirement Association (PERA) ACH	75,635.84
4/4/2019	Payroll Voluntary Deductions	65,574.67
4/4/2019	Public Employee Retirement Association (PERA) ACH	450.00
4/5/2019	RevTrak Credit Card Fees	6,345.87
4/5/2019	Public Employee Retirement Association (PERA) ACH	32.06
4/8/2019	Credit Card Fees	2,714.78
4/8/2019	Miscellaneous Service Charge	4.00
4/9/2019	Payroll Voluntary Deductions	7,014.18
4/12/2019	Payroll Direct Deposit	1,458,402.14
4/15/2019	Payroll Voluntary Deductions	129,767.43
4/15/2019	IRS Federal Taxes ACH	505,014.93
4/16/2019	State of MN Taxes ACH	86,504.00
4/16/2019	Payroll Voluntary Deductions	7,158.50
4/16/2019	State of MN Payroll Deductions ACH	321.11
4/16/2019	Transfer to High School Activity Fund	1,812.97
4/19/2019	Payroll Voluntary Deductions	129,767.43
4/19/2019	Teachers Retirement Association (TRA) ACH	267,072.86
4/19/2019	Public Employee Retirement Association (PERA) ACH	58,676.68
4/19/2019	Employee Reimbursement ACH	8,861.15
4/22/2019	IRS Federal Taxes ACH	1,314.04
4/22/2019	State of MN Taxes ACH	12.08
4/23/2019	Payroll Voluntary Deductions	5,452.46
4/23/2019	Miscellaneous Service Charge	51.00
4/24/2019	Payroll Voluntary Deductions	3,671.15
4/24/2019	Employee Reimbursement ACH	88.50
4/26/2019	Payroll Direct Deposit	1,458,787.45
4/26/2019	Employee Reimbursement ACH	107.14
4/29/2019	IRS Federal Taxes ACH	512,643.08
4/30/2019	State of MN Taxes ACH	87,393.00
4/30/2019	Payroll Voluntary Deductions	6,093.07
4/30/2019	State of MN Payroll Deductions ACH	51.30
4/30/2019	Transfer to High School Activity Fund	43.00
4/30/2019	Bank Service Charge	925.94
		5,890,369.65

# Lease Documentation Checklist

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## Documents Required Prior to Shipment

## Scanned to Apple

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**NOTE:** Please call Robin Ficca at 800-669-9441 ex.1734 with any questions.

Schedule (Exhibit A)	Lessee Signature, Name/Title & Execution Date	_____
Incumbency Certificate (Exhibit C)	The Incumbency section is to be executed by a person other than the signer of the documents. This may be a Board Secretary/Clerk, any Board Member, OR the Superintendent.	_____
Bank Qualified Designation (Exhibit D)	This tells us if the issue is "Bank Qualified" or "Non-Bank Qualified"	_____
Lease Payment Instructions (Exhibit E)	Identify how Lease is to be invoiced.	_____
Insurance Coverage Requirements (Exh F)	Complete name of insurance company and contact information.	_____
IRS Form 8038-G or 8038-GC	Included for reference, please complete the Questionnaire only	_____
Essential Use Audit	Complete in its entirety.	_____
Sales/Use Tax Exemption Certificate	Please provide a copy, if applicable. Please list Seller as Apple Inc. and its Assigns.	_____

**NOTE:** Please provide scanned copies of the above items to [rficca@leasedirect.com](mailto:rficca@leasedirect.com).

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## Documents Required Prior to Funding

## Mailed to Apple

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Originals of all the above	<b>Please mail to:</b> <b>Apple Financial Services</b> <b>Attention: Robin Ficca</b> <b>1111 Old Eagle School Rd.</b> <b>Wayne PA 19087</b>	_____
Insurance Certificate or Self-Insurance Letter	Provide All Risk Personal Property and General Liability Coverage listing Apple Inc. and its assigns as "Loss Payee" and "Additionally Insured" or provide a self insurance letter as described in the "Insurance Coverage Requirements."	_____
Acceptance Certificate (Exhibit B)	Lessee Signature, Name/Title & Execution Date. <i>Sign upon Acceptance</i>	_____
Advance Lease Payment	Invoice attached, if applicable.	_____

## EXHIBIT A

### SCHEDULE NO. PUB18579 DATED May 10, 2019 TO MASTER LEASE PURCHASE AGREEMENT DATED May 15, 2014

This Schedule No. PUB18579 ("Schedule") is entered into pursuant to that Master Lease Purchase Agreement dated May 15, 2014 ("Master Lease"), and is effective as of May 10, 2019. All of the terms and conditions of the Master Lease, including Lessee's representations and warranties, are incorporated herein by reference. Unless otherwise indicated, all capitalized terms used but not otherwise defined herein shall have the same meaning as set forth in the Master Lease.

To the extent that less than all of the Equipment subject to this Schedule has been installed and accepted by Lessee on or prior to the date hereof, Lessee hereby acknowledges that a portion of the Equipment has not been delivered, installed and accepted by Lessee for purposes of this Lease. In consideration of the foregoing, Lessee hereby acknowledges and agrees that its obligation to make Lease Payments as set forth in this Schedule is absolute and unconditional as of the date hereof and on each date and in the amounts as set forth in the Lease Payment Schedule, subject to the terms and conditions of the Lease.

**Lessee expressly represents that at least ninety-five percent (95%) of the financing cost set forth in this Schedule is being used to acquire Equipment that will be capitalizable for federal income tax purposes**

EQUIPMENT INFORMATION	
QTY	EQUIPMENT DESCRIPTION
1	<b>Computer Hardware--See attached Exhibit 1.</b>

LEASE PAYMENT SCHEDULE						
Pmt #	Payment Date	Payment Amount	Interest	Principal	Purchase Price after scheduled payment(s)	Outstanding Balance
Commencement	6/15/2019					\$1,185,600.00
	7/15/2019	\$303,378.81	\$1,451.95	\$301,926.86	\$903,555.79	\$883,673.14
	7/15/2020	\$303,378.81	\$13,166.73	\$290,212.08	\$606,813.93	\$593,461.06
	7/15/2021	\$303,378.81	\$8,842.57	\$294,536.24	\$305,650.63	\$298,924.82
	7/15/2022	\$303,378.81	\$4,453.99	\$298,924.82	\$0.00	\$0.00
Promotional Interest Rate	1.49%					
Totals		\$1,213,515.24	\$27,915.24	\$1,185,600.00		

LESSEE ACKNOWLEDGES THAT THE AMOUNT FINANCED BY LESSOR IS \$1,151,699.16 AND THAT SUCH AMOUNT, NET OF ANY ADVANCE PAYMENTS, IS THE ISSUE PRICE FOR FEDERAL INCOME TAX PURPOSES. THE YIELD FOR THIS SCHEDULE FOR FEDERAL INCOME TAX PURPOSES IS 3.403%. SUCH ISSUE PRICE AND YIELD WILL BE STATED IN THE APPLICABLE IRS FORM 8038-G OR 8038-GC, AS APPLICABLE.

**IMPORTANT: Read before signing.** The terms of the Master Lease should be read carefully because only those terms in writing are enforceable. Terms or oral promises which are not contained in this written agreement may not be legally enforced. The terms of the Master Lease or Lease may only be changed by another written agreement between Lessor and Lessee. Lessee agrees to comply with the terms and conditions of the Master Lease and this Lease.

Commencement Date: **June 15, 2019**

LESSOR: <b>APPLE INC.</b>	LESSEE: <b>SHAKOPEE SCHOOL DISTRICT 720</b>
SIGNATURE: <b>X</b> _____	SIGNATURE: <b>X</b> _____
NAME / TITLE: <b>X</b> _____	NAME / TITLE: <b>X Jeffrey Priess, Director of Finance &amp; Operations</b>
DATE: <b>X</b> _____	DATE: <b>X 5/20/2019</b>

**EXHIBIT 1 – EQUIPMENT INFORMATION to Schedule No. PUB18579**  
under Master Lease Purchase Agreement dated [May 15, 2014](#)

#	Product Description	Qty
1	<b>AppleCare OS Support – Preferred</b> Part Number D5690ZM/A	1
2	<b>13-inch MacBook Air: 1.6GHz dual-core Intel Core i5, 128GB – Space Gray</b> Part Number MRF82LL/A <b>Configuration:</b> <ul style="list-style-type: none"> <li>• 065-C65L 1.6GHz dual-core 8th-generation Intel Core i5 processor, Turbo Boost up to 3.6GHz</li> <li>• 065-C65P Intel UHD Graphics 617</li> <li>• 065-C65Q 8GB 2133MHz LPDDR3 memory</li> <li>• 065-C662 128GB PCIe-based SSD</li> <li>• 065-C673 Force Touch Trackpad</li> <li>• 065-C674 Two Thunderbolt 3 Ports</li> <li>• 065-C6N8 Touch ID</li> <li>• 065-C7FH Retina Display</li> <li>• 065-C66N Backlit Keyboard (US English)</li> <li>• 065-C6NX Accessory Kit</li> </ul>	1,140

*The above Equipment includes all attachments and accessories attached thereto and made a part thereof.*

## ACCEPTANCE OF LEASE PAYMENT OBLIGATION

Re: Master Lease Schedule of Equipment No. **PUB18579** to that certain Master Lease Purchase Agreement dated as of **May 15, 2014** between Apple Inc., as Lessor, and **SHAKOPEE SCHOOL DISTRICT 720**, as Lessee.

In accordance with the Master Lease Purchase Agreement (the "Agreement"), the undersigned hereby acknowledges and represents that:

All or a portion of the Equipment (as such term is defined in the Agreement) listed in the above-referenced Master Lease Schedule of Equipment No. **PUB18579** (the "Schedule") has not been delivered, installed, or available for use and has not been placed in service as of the date hereof;

Lessee acknowledges that Lessor has agreed to set aside funds in an amount sufficient to provide financing (to the extent requested by Lessee and agreed to by Lessor) for the Equipment listed in the Schedule (the "Financed Amount");

The Financed Amount is set forth as the "Principal Component" of Lease Payments in the Lease Payment Schedule attached to the Schedule as Exhibit A ("Exhibit A"); and

Lessee agrees to execute a Payment Request Form, attached to the Agreement as Exhibit B, authorizing payment of the Financed Amount, or a portion thereof, for each disbursement of funds.

NOTWITHSTANDING that all or a portion of the Equipment has not been delivered to, or accepted by, Lessee on the date hereof, Lessee warrants that:

(a) Lessee's obligation to commence Lease Payments as set forth in Exhibit A is absolute and unconditional as of the Commencement Date of the Schedule and on each date set forth in Exhibit A thereafter, subject to the terms and conditions of the Agreement;

(b) Immediately upon delivery and acceptance of all the Equipment, Lessee will notify Lessor of Lessee's final acceptance of the Equipment by delivering to Lessor a "Final Acceptance Certificate" in the form set forth as Exhibit B to the Agreement;

(c) In the event that any surplus amount remains from the funds set aside or an event of nonappropriation under the Agreement occurs, any amount then remaining shall be applied or distributed in accordance with Lessor's standard servicing procedures, which includes, but is not limited to, application of the remaining amount to the next Lease Payment and other amounts due; and

(d) Regardless of whether Lessee delivers a Final Acceptance Certificate, Lessee shall be obligated to pay all Lease Payments (including principal and interest) as they become due as set forth in Exhibit A.

AGREED TO on **X** 5/20/2019

### **SHAKOPEE SCHOOL DISTRICT 720**

By **X** \_\_\_\_\_

Name **X** Jeffrey Priess

Title **X** Director of Finance & Operations

**EXHIBIT C**

**INCUMBENCY CERTIFICATE**

**SCHEDULE NO. PUB18579 TO MASTER LEASE PURCHASE AGREEMENT DATED May 15, 2014**

Being a knowledgeable and authorized agent of the Lessee, I hereby certify to Lessor that the person(s) who executed the Master Lease and this Schedule are legally authorized to do so on behalf of the Lessee and that the signatures that appear on the Master Lease and Schedule are genuine.

LESSEE: **SHAKOPEE SCHOOL DISTRICT 720**

Signature: **X** \_\_\_\_\_

Printed Name/Title: **X** Dr. Mike Redmond - Superintendent

Date: **X** 5/20/2019

**(THE INCUMBENCY IS TO BE EXECUTED BY A PERSON OTHER THAN THE SIGNER OF THIS SCHEDULE AND RELATED DOCUMENTS. THIS MAY BE A BOARD CLERK/SECRETARY, BOARD MEMBER OR SUPERINTENDENT.)**

**EXHIBIT D**

**BANK QUALIFIED DESIGNATION**

SCHEDULE NO. **PUB18579** TO MASTER LEASE PURCHASE AGREEMENT DATED **May 15, 2014**

Lessee hereby represents and certifies the following (please check one):

**Bank Qualified**

Lessee has designated, and hereby designates, this Lease as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”). In making that designation, Lessee hereby certifies and represents that:

- As of the date hereof in the current calendar year, neither Lessee nor any other issuer on behalf of Lessee has designated more than \$10,000,000 of obligations (including this Lease) as “qualified tax-exempt obligations”;
- Lessee reasonably anticipates that the total amount of tax-exempt obligations (including this Lease) to be issued by or on behalf of Lessee (or allocated to Lessee) during the current calendar year will not exceed \$10,000,000;
- The Lease will not be at any time a “private activity bond” as defined in Section 141 of the Code;
- The Lease is not subject to control by any entity and there are no entities subject to control by Lessee; and
- Not more than \$10,000,000 of obligations of any kind (including the Lease) issued by, on behalf of or allocated to Lessee will be designated for purposes of Section 265(b)(3) of the Code during the current calendar year.

**Non-Bank Qualified**

Lessee has not designated this Lease as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Code.

LESSEE: **SHAKOPEE SCHOOL DISTRICT 720**

Signature: **X** \_\_\_\_\_

Printed Name/Title: **X** Jeffrey Priess, Director of Finance & Operations \_\_\_\_\_

Date: **X** 5/20/2019 \_\_\_\_\_

**EXHIBIT E**

**LEASE PAYMENT INSTRUCTIONS**

Pursuant to the Master Lease Purchase Agreement dated May 15, 2014 (the "Master Lease"), Schedule No. PUB18579, between Apple Inc. (the "Lessor") and SHAKOPEE SCHOOL DISTRICT 720 (the "Lessee"), Lessee hereby acknowledges the obligations to make Lease Payments promptly when due in accordance with the Lease.

LESSEE NAME: Shakopee Public Schools district 720

TAX ID#: 41-6003781

SHIP TO ADDRESS: 1200 Shakopee Town Sq, Shakopee MN 55379

PRIMARY DELIVERY CONTACT NAME: Holly Anderson

PRIMARY DELIVERY CONTACT PHONE NUMBER/EMAIL: 952-496-5118, handerso@shakopee.k12.mn.us

SECONDARY DELIVERY CONTACT NAME: Bryan Drozd, bdrozd@shakopee.k12.mn.us

SECONDARY DELIVERY CONTACT PHONE NUMBER/EMAIL: 952-496-5174

DIGITAL PRODUCT DELIVERY CONTACT(IF APPLICABLE) NAME/EMAIL: 1200 Shakopee Town Sq, Shakopee MN 55379

INVOICE MAILING PHYSICAL ADDRESS: \_\_\_\_\_

WOULD YOU LIKE YOUR INVOICES SENT ELECTRONICALLY?  YES  NO

IF YES PLEASE PROVIDE EMAIL ADDRESS: \_\_\_\_\_

Mail invoices to the attention of: Bryan Drozd

Phone (612)496-5174

Fax (612)496-5193

Email: bdrozd@shakopee.k12.mn.us

Approval of Invoices required by: Jeffrey Priess

Phone (952)496-5011

Fax (652)496-5193

Email: jpriess@shakopee.k12.mn.us

Accounts Payable Contact: Hilaire Thomas

Phone (952)496-5016

Fax (952)496-5193

Email: hthomas@shakopee.k12.mn.us

Processing time for Invoices: 30 Days Approval: \_\_\_\_\_ Checks: \_\_\_\_\_

Do you have a Purchase Order Number that you would like included on the invoice? No \_\_\_ Yes  PO# HA1370

Do your Purchase order numbers change annually? No  Yes \_\_\_ Processing time for new purchase orders: \_\_\_\_\_

LESSEE: **SHAKOPEE SCHOOL DISTRICT 720**

SIGNATURE:  \_\_\_\_\_

NAME / TITLE:  Jeffrey Priess, Director of Finance & Operations

DATE:  5/20/2019

## EXHIBIT F

### INSURANCE COVERAGE REQUIREMENTS

#### SHAKOPEE SCHOOL DISTRICT 720

- 1) Insurance Agency - Name of Agency, Phone Number, Fax Number, and Contact Name  

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Marsh & McLennan Agency

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763-746-8290 FAX 212-948-8641 Email: Susan.Hill@marshmma.com

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Susan Hill

---
  
- 2) Property Damage & Loss Coverage -
  - a) "All Risk" Physical Damage & Loss Insurance
  - b) Include: Policy Number, Effective Date, Expiration Date, Equipment Description **OR REFERENCE SCHEDULE No. PUB18579** and Equipment Location\*
  - c) **APPLE INC. and its Assigns** named "Loss Payee"
  - d) Endorsement giving 30 days written notice of any changes or cancellation.  
LIMITS: The full replacement value of the equipment.
  
- 3) General Liability Coverage -
  - a) Liability insurance that protects Lessor from liability in all events in form and amount satisfactory to Lessor
  - b) Include: Policy Number, Effective Date, Expiration Date and Equipment Location\*
  - c) **APPLE INC. and its Assigns** named "Additional Insured"
  - d) Endorsement giving 30 days written notice of any changes or cancellation.
  
- 4) The Certificate Holder should be named as follows:

**APPLE INC. and its Assigns**  
1111 Old Eagle School Road  
Wayne, PA 19087

**\*If the equipment is located in several different places, please have the insurance company add one of the following statements to the certificate:**

**1- a general statement on the certificate which would acknowledge that the equipment is covered no matter where it may be located.**

**2- a statement about the equipment being located throughout your organization's facilities.**

#### **FOR SELF INSURANCE:**

A letter needs to be prepared on Lessee's Letterhead and addressed to **APPLE INC. and its Assigns**, and signed by an authorized official of the Lessee. The letter must refer to the Master Lease, and include information regarding the statute authorizing this form of insurance (with a copy of the statute attached to the letter).



**Financial Services**  
Education Finance

- Check here if your billing or Equipment Location has changed or is incorrect. Please note changes on the reverse side.  
Payments sent without a copy of this invoice may be subject to a delay in processing.

INVOICE# ADV18579  
 REFERENCE # PUB18579  
 CUSTOMER #  
 DUE DATE: 7/15/2019  
 TOTAL DUE \$303,378.81

- Please do not send correspondence to this address.
- Make check payable to :

Apple Inc. c/o Apple Financial Services  
 REF # PUB18579  
 1111 OLD EAGLE SCHOOL RD.  
 WAYNE, PA 19087

**LEASE PAYMENT INVOICE**

**Remit Lease Payment to:**

Apple Inc.  
 1111 Old Eagle School Rd.  
 Wayne, PA 19087  
 Attn: Robin Ficca

**Future Remittance:**

Apple Inc. c/o Apple Financial Services  
 PO Box 41602  
 Philadelphia, PA 19182-2276

INVOICE #	REFERENCE #	CUSTOMER
ADV18579	PUB18579	
P.O. NUMBER		EQUIPMENT DESCRIPTION
		SEE BELOW
EQUIPMENT LOCATION		
SHAKOPEE SCHOOL DISTRICT 720 1200 SHAKOPEE TOWN SQUARE SHAKOPEE MN 55379		

EQUIPMENT DESCRIPTION	DUE DATE	PAYMENT AMOUNT
Apple Computer Equipment	7/15/2019	\$303,378.81
<b>TOTAL DUE</b>		<b>\$303,378.81</b>

**FOR PROPER CREDIT, PLEASE SUBMIT A COPY OF THIS INVOICE WITH PAYMENT**



**ESSENTIAL USE CERTIFICATE**

1. Has any of the equipment to be leased been delivered? ( ) YES (x) NO  
 Is the equipment to be leased replacing any existing equipment? ( ) YES ( ) NO  
 If YES, how long has the existing equipment been in use?  
 ( ) 1-3 years ( ) 4-5 years ( ) 6-7 years ( ) 7+ years

Why is the existing equipment being replaced? N/A

What will be done with the replaced equipment?

2. What grade levels, locations and departments will utilize the equipment to be leased?  
 ( ) K-4 ( ) University ( ) Social Sciences  
 ( ) 5-6 ( ) Math ( ) Computer Lab  
 ( ) 7-8 ( ) Science ( ) Classroom: \_\_\_\_\_  
 ( ) 9-12 ( ) Language Arts ( ) Other: \_\_\_\_\_

Who will be the principal users of the equipment? *(Total of all users below equal 100%.)*  
 (x) Students: 99 % (X) Classified Faculty: 1 % ( ) Other: \_\_\_\_\_ %  
 ( ) Certified Faculty: \_\_\_\_\_ % ( ) Administrative: \_\_\_\_\_ % ( ) Other: \_\_\_\_\_ %

What applications will the equipment be used for and what benefits will the equipment provide? *(Please be detailed.)* \_\_\_\_\_

*(Use additional pages if necessary.)*

3. What is/are the sources of funding for repayment of the lease?  
 (x) General Fund ( ) Other  
 Fund: \_\_\_\_\_  
 ( ) Grant Revenue (detail type of grant): \_\_\_\_\_ ( )  
 Other: \_\_\_\_\_

Are the funds for the payment(s) due in the first fiscal year of the lease appropriated and encumbered in the District's approved budget? (x) YES ( ) NO  
 If NO, why are the funds not appropriated and encumbered in an approved budget?

\_\_\_\_\_

4. Has the District's governing Board approved entering into the lease? ( ) YES ( ) NO  
 If YES, please provide a copy of Board Minutes or Resolution.  
 If NO, why is a Board approval not required, or when will the Board approve entering into the lease? Approval given to enter into lease by statue

5. Has the School District ever non-appropriated funds? ( ) YES (x) NO  
 If YES, please provide details regarding any non-appropriation: \_\_\_\_\_

Completed By: Jeffrey Priess Completed By: \_\_\_\_\_

Title: Director of Finance & Operations Title: \_\_\_\_\_

Date: 5/20/2019 Date: \_\_\_\_\_

## IRS FORM 8038-G QUESTIONNAIRE

NAME OF LESSEE: SHAKOPEE SCHOOL DISTRICT 720

ADDRESS OF LESSEE: 1200 SHAKOPEE TOWN SQUARE

SHAKOPEE MN 55379

### Written Tax Compliance Procedures

The IRS Form 8038-G asks specific questions about whether written procedures exist with regard to compliance with the federal tax code for tax-exempt obligations. Please answer the following questions to help us complete the form correctly prior to your signature. Please note that your answers to these questions will not impact the terms or conditions of the subject transaction:

1. Has the Lessee established written procedures to monitor compliance with federal tax restrictions for the term of the lease? The written procedures should identify a particular individual within Lessee's organization to monitor compliance with the federal tax requirements related to use of the financed assets and describe actions to be taken in the event failure to comply with federal tax restrictions is contemplated or discovered.

YES \_\_\_\_\_ NO X If Yes, please attach/provide a copy.

**Answer the following question *only if* proceeds of the current financing will be funded to an ESCROW Account.**

The IRS Form 8038-G asks specific questions about written procedures to monitor the yield on the investment of gross proceeds of tax-exempt obligations and, as necessary, make payments of arbitrage rebate earned to the United States.

2. Has the Lessee established written procedures to monitor the yield on the investment of proceeds of the Lease on deposit in an escrow account or similar fund prior to being spent and to ensure that any positive arbitrage rebate earned is paid to the United States?

YES \_\_\_\_\_ NO \_\_\_\_\_ If Yes, please attach/provide a copy.

*If you have further questions, please consult your regular bond or legal counsel.*

The following 8038 G or GC Form is a SAMPLE only.

The actual 8038G or GC will be completed and sent to you for your signature after closing, with instructions to return the original to us at your earliest convenience.

This is being done in this manner to comply with Internal Revenue Service regulations.

Thank you.

# Information Return for Tax-Exempt Governmental Obligations

► Under Internal Revenue Code section 149(e)  
► See separate instructions.

OMB No. 1545-0720

Department of the Treasury  
Internal Revenue Service

**Caution:** If the issue price is under \$100,000, use Form 8038-GC.

<b>Part I Reporting Authority</b>		If Amended Return, check here ► <input type="checkbox"/>
1 Issuer's name		2 Issuer's employer identification number (EIN)
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		3b Telephone number of other person shown on 3a
4 Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	5 Report number (For IRS Use Only) 3
6 City, town, or post office, state, and ZIP code		7 Date of issue
8 Name of issue		9 CUSIP number
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information (see instructions)		10b Telephone number of officer or other employee shown on 10a

<b>Part II Type of Issue (enter the issue price).</b> See the instructions and attach schedule.	
11 Education . . . . .	11 XXXXXX
12 Health and hospital . . . . .	12 XXXXXX
13 Transportation . . . . .	13 XXXXXX
14 Public safety . . . . .	14 XXXXXX
15 Environment (including sewage bonds) . . . . .	15 XXXXXX
16 Housing . . . . .	16 XXXXXX
17 Utilities . . . . .	17 XXXXXX
18 Other. Describe ►	18 XXXXXX
19 If obligations are TANs or RANs, check only box 19a . . . . .	<input type="checkbox"/>
If obligations are BANs, check only box 19b . . . . .	<input type="checkbox"/>
20 If obligations are in the form of a lease or installment sale, check box . . . . .	<input type="checkbox"/>

<b>Part III Description of Obligations.</b> Complete for the entire issue for which this form is being filed.					
	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21	XXXXXX	\$ XXXXXX	\$ XXXXXX	XXXXXX years	XXXXXX %

<b>Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)</b>					
22	Proceeds used for accrued interest . . . . .	22	XXXXXX		
23	Issue price of entire issue (enter amount from line 21, column (b)) . . . . .	23	XXXXXX		
24	Proceeds used for bond issuance costs (including underwriters' discount) . . . . .	24	XXXXXX		
25	Proceeds used for credit enhancement . . . . .	25	XXXXXX		
26	Proceeds allocated to reasonably required reserve or replacement fund . . . . .	26	XXXXXX		
27	Proceeds used to currently refund prior issues . . . . .	27	XXXXXX		
28	Proceeds used to advance refund prior issues . . . . .	28	XXXXXX		
29	Total (add lines 24 through 28) . . . . .	29	XXXXXX		
30	Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here) . . . . .	30	XXXXXX		

<b>Part V Description of Refunded Bonds.</b> Complete this part only for refunding bonds.					
31	Enter the remaining weighted average maturity of the bonds to be currently refunded . . . . .	XXXXXX	years		
32	Enter the remaining weighted average maturity of the bonds to be advance refunded . . . . .	XXXXXX	years		
33	Enter the last date on which the refunded bonds will be called (MM/DD/YYYY) . . . . .	XXXXXX			
34	Enter the date(s) the refunded bonds were issued ► (MM/DD/YYYY)	XXXXXX			



# Instructions for Form 8038-G



Department of the Treasury  
Internal Revenue Service

(Rev. September 2011)

## Information Return for Tax-Exempt Governmental Obligations

Section references are to the Internal Revenue Code unless otherwise noted.

### General Instructions

#### Purpose of Form

Form 8038-G is used by issuers of tax-exempt governmental obligations to provide the IRS with the information required by section 149(e) and to monitor the requirements of sections 141 through 150.

#### Who Must File

IF the issue price (line 21, column (b)) is...	THEN, for tax-exempt governmental obligations issued after December 31, 1986, issuers must file...
\$100,000 or more	A <b>separate</b> Form 8038-G for <b>each</b> issue
Less than \$100,000	Form 8038-GC, Information Return for Small Tax-Exempt Governmental Bond Issues, Leases, and Installment Sales



For all build America bonds and recovery zone economic development bonds use Form 8038-B, Information Return for Build America Bonds and Recovery Zone Economic Development Bonds. For tax credit bonds and specified tax credit bonds use Form 8038-TC, Information Return for Tax Credit Bonds and Specified Tax Credit Bonds.

#### When To File

File Form 8038-G on or before the 15th day of the 2nd calendar month after the close of the calendar quarter in which the bond is issued. Form 8038-G may not be filed before the issue date and must be completed based on the facts as of the issue date.

**Late filing.** An issuer may be granted an extension of time to file Form 8038-G under Section 3 of Rev. Proc. 2002-48, 2002-37 I.R.B. 531, if it is determined that the failure to file timely is not due to willful neglect. Type or print at the top of the form "Request for Relief under section 3 of Rev. Proc. 2002-48" and attach a letter explaining why Form 8038-G was not submitted to the IRS on time. Also indicate whether the bond issue in question is under examination by the IRS. Do not submit copies of the trust

indenture or other bond documents. See *Where To File* next.

#### Where To File

File Form 8038-G, and any attachments, with the Department of the Treasury, Internal Revenue Service Center, Ogden, UT 84201.

**Private delivery services.** You can use certain private delivery services designated by the IRS to meet the "timely mailing as timely filing/paying" rule for tax returns and payments. These private delivery services include only the following:

- DHL Express (DHL); DHL Same Day Service.
- Federal Express (FedEx): FedEx Priority Overnight, FedEx Standard Overnight, FedEx 2Day, FedEx International Priority, and FedEx International First.
- United Parcel Service (UPS): UPS Next Day Air, UPS Next Day Air Saver, UPS 2nd Day Air, UPS 2nd Day Air A.M., UPS Worldwide Express Plus, and UPS Worldwide Express.

The private delivery service can tell you how to get written proof of the mailing date.

#### Other Forms That May Be Required

For rebating arbitrage (or paying a penalty in lieu of arbitrage rebate) to the Federal government, use Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate.

For private activity bonds, use Form 8038, Information Return for Tax-Exempt Private Activity Bond Issues.

For build America bonds (Direct Pay), build America bonds (Tax Credit), and recovery zone economic development bonds, complete Form 8038-B, Information Return for Build America Bonds and Recovery Zone Economic Development Bonds.

For qualified forestry conservation bonds, new clean renewable energy bonds, qualified energy conservation bonds, qualified zone academy bonds, qualified school construction bonds, clean renewable energy bonds, Midwestern tax credit bonds, and all other qualified tax credit bonds (except build America bonds), file Form 8038-TC, Information Return for Tax Credit Bonds and Specified Tax Credit Bonds.

#### Rounding to Whole Dollars

You may show amounts on this return as whole dollars. To do so, drop amounts less than 50 cents and increase amounts from 50 cents through 99 cents to the next higher dollar.

#### Questions on Filing Form 8038-G

For specific questions on how to file Form 8038-G send an email to the IRS at [TaxExemptBondQuestions@irs.gov](mailto:TaxExemptBondQuestions@irs.gov) and put "Form 8038-G Question" in the subject line. In the email include a description of your question, a return email address, the name of a contact person, and a telephone number.

#### Definitions

**Tax-exempt obligation.** This is any obligation, including a bond, installment purchase agreement, or financial lease, on which the interest is excluded from income under section 103.

**Tax-exempt governmental obligation.** A tax-exempt obligation that is not a private activity bond (see below) is a tax-exempt governmental obligation. This includes a bond issued by a qualified volunteer fire department under section 150(e).

**Private activity bond.** This includes an obligation issued as part of an issue in which:

- More than 10% of the proceeds are to be used for any private activity business use, **and**
- More than 10% of the payment of principal or interest of the issue is **either (a)** secured by an interest in property to be used for a private business use (or payments for such property) **or (b)** to be derived from payments for property (or borrowed money) used for a private business use.

It also includes a bond, the proceeds of which **(a)** are to be used directly or indirectly to make or finance loans (other than loans described in section 141(c)(2)) to persons other than governmental units and **(b)** exceeds the lesser of 5% of the proceeds **or** \$5 million.

**Issue price.** The issue price of obligations is generally determined under Regulations section 1.148-1(b). Thus, when issued for cash, the issue price is the first price at which a substantial amount of the obligations are sold to the public. To determine the issue price of an obligation issued for property, see sections 1273 and 1274 and the related regulations.

**Issue.** Generally, obligations are treated as part of the same issue if they are issued by the same issuer, on the same date, and in a single transaction, or a series of related transactions. However, obligations issued during the same calendar year (a) under a loan agreement under which amounts are to be advanced periodically (a "draw-down loan") or (b) with a term not exceeding 270 days, may be treated as part of the same issue if the obligations are equally and ratably secured under a single indenture or loan agreement and are issued under a common financing arrangement (for example, under the same official statement periodically updated to reflect changing factual circumstances). Also, for obligations issued under a draw-down loan that meet the requirements of the preceding sentence, obligations issued during different calendar years may be treated as part of the same issue if all of the amounts to be advanced under the draw-down loan are reasonably expected to be advanced within 3 years of the date of issue of the first obligation. Likewise, obligations (other than private activity bonds) issued under a single agreement that is in the form of a lease or installment sale may be treated as part of the same issue if all of the property covered by that agreement is reasonably expected to be delivered within 3 years of the date of issue of the first obligation.

**Arbitrage rebate.** Generally, interest on a state or local bond is not tax-exempt unless the issuer of the bond rebates to the United States arbitrage profits earned from investing proceeds of the bond in higher yielding nonpurpose investments. See section 148(f).

**Construction issue.** This is an issue of tax-exempt bonds that meets both of the following conditions:

1. At least 75% of the available construction proceeds are to be used for construction expenditures with respect to property to be owned by a governmental unit or a section 501(c)(3) organization, and
2. All the bonds that are part of the issue are qualified 501(c)(3) bonds, bonds that are not private activity bonds, or private activity bonds issued to finance property to be owned by a governmental unit or a section 501(c)(3) organization.

In lieu of rebating any arbitrage that may be owed to the United States, the issuer of a construction issue may make an irrevocable election to pay a penalty. The penalty is equal to 1½% of the amount of construction proceeds that do not meet certain spending requirements. See section 148(f)(4)(C) and the Instructions for Form 8038-T.

## Specific Instructions

### Part I—Reporting Authority

**Amended return.** An issuer may file an amended return to change or add to the information reported on a previously filed

return for the same date of issue. If you are filing to correct errors or change a previously filed return, check the *Amended Return* box in the heading of the form.

The amended return must provide all the information reported on the original return, in addition to the new or corrected information. Attach an explanation of the reason for the amended return and write across the top, "Amended Return Explanation." Failure to attach an explanation may result in a delay in processing the form.

**Line 1.** The issuer's name is the name of the entity issuing the obligations, not the name of the entity receiving the benefit of the financing. For a lease or installment sale, the issuer is the lessee or the purchaser.

**Line 2.** An issuer that does not have an employer identification number (EIN) should apply for one on Form SS-4, Application for Employer Identification Number. You can get this form on the IRS website at IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676). You may receive an EIN by telephone by following the instructions for Form SS-4.

**Line 3a.** If the issuer wishes to authorize a person other than an officer or other employee of the issuer (including a legal representative or paid preparer) to communicate with the IRS and whom the IRS may contact about this return (including in writing or by telephone), enter the name of such person here. The person listed in line 3a must be an individual. Do not enter the name and title of an officer or other employee of the issuer here (use line 10a for that purpose).

**Note.** By authorizing a person other than an authorized officer or other employee of the issuer to communicate with the IRS and whom the IRS may contact about this return, the issuer authorizes the IRS to communicate directly with the individual entered on line 3a and consents to disclose the issuer's return information to that individual, as necessary, to process this return.

**Lines 4 and 6.** If you listed an individual on line 3a to communicate with the IRS and whom the IRS may contact about this return, enter the number and street (or P.O. box if mail is not delivered to street address), city, town, or post office, state, and ZIP code of that person. Otherwise, enter the issuer's number and street (or P.O. box if mail is not delivered to street address), city, town, or post office, state, and ZIP code.

**Note.** The address entered on lines 4 and 6 is the address the IRS will use for all written communications regarding the processing of this return, including any notices.

**Line 5.** This line is for IRS use only. Do not make any entries in this box.

**Line 7.** The date of issue is generally the date on which the issuer physically

exchanges the bonds that are part of the issue for the underwriter's (or other purchaser's) funds. For a lease or installment sale, enter the date interest starts to accrue in a MM/DD/YYYY format.

**Line 8.** If there is no name of the issue, please provide other identification of the issue.

**Line 9.** Enter the CUSIP (Committee on Uniform Securities Identification Procedures) number of the bond with the latest maturity. If the issue does not have a CUSIP number, write "None."

**Line 10a.** Enter the name and title of the officer or other employee of the issuer whom the IRS may call for more information. If the issuer wishes to designate a person other than an officer or other employee of the issuer (including a legal representative or paid preparer) whom the IRS may call for more information about the return, enter the name, title, and telephone number of such person on lines 3a and 3b.



Complete lines 10a and 10b even if you complete lines 3a and 3b.

### Part II—Type of Issue



Elections referred to in Part II are made on the original bond documents, not on this form.

Identify the type of obligations issued by entering the corresponding issue price (see *Issue price* under *Definitions* earlier). Attach a schedule listing names and EINs of organizations that are to use proceeds of these obligations, if different from those of the issuer, include a brief summary of the use and indicate whether or not such user is a governmental or nongovernmental entity.

**Line 18.** Enter a description of the issue in the space provided.

**Line 19.** If the obligations are short-term tax anticipation notes or warrants (TANs) or short-term revenue anticipation notes or warrants (RANs), check box 19a. If the obligations are short-term bond anticipation notes (BANs), issued with the expectation that they will be refunded with the proceeds of long-term bonds at some future date, check box 19b. Do not check both boxes.

**Line 20.** Check this box if property other than cash is exchanged for the obligation, for example, acquiring a police car, a fire truck, or telephone equipment through a series of monthly payments. (This type of obligation is sometimes referred to as a "municipal lease.") Also check this box if real property is directly acquired in exchange for an obligation to make periodic payments of interest and principal. **Do not** check this box if the proceeds of the obligation are received in the form of cash, even if the term "lease" is used in the title of the issue.

### Part III—Description of Obligations

**Line 21.** For column (a), the final maturity date is the last date the issuer must redeem the entire issue.

For column (b), see *Issue price* under *Definitions* earlier.

For column (c), the stated redemption price at maturity of the entire issue is the sum of the stated redemption prices at maturity of each bond issued as part of the issue. For a lease or installment sale, write "N/A" in column (c).

For column (d), the weighted average maturity is the sum of the products of the issue price of each maturity and the number of years to maturity (determined separately for each maturity and by taking into account mandatory redemptions), divided by the issue price of the entire issue (from line 21, column (b)). For a lease or installment sale, enter instead the total number of years the lease or installment sale will be outstanding.

For column (e), the yield, as defined in section 148(h), is the discount rate that, when used to compute the present value of all payments of principal and interest to be paid on the obligation, produces an amount equal to the purchase price, including accrued interest. See Regulations section 1.148-4 for specific rules to compute the yield on an issue. If the issue is a variable rate issue, write "VR" as the yield of the issue. For other than variable rate issues, carry the yield out to four decimal places (for example, 5.3125%). If the issue is a lease or installment sale, enter the effective rate of interest being paid.

### Part IV—Uses of Proceeds of Bond Issue

For a lease or installment sale, write "N/A" in the space to the right of the title for Part IV.

**Line 22.** Enter the amount of proceeds that will be used to pay interest from the date the bonds are dated to the date of issue.

**Line 24.** Enter the amount of the proceeds that will be used to pay bond issuance costs, including fees for trustees and bond counsel. If no bond proceeds will be used to pay bond issuance costs, enter zero. Do not leave this line blank.

**Line 25.** Enter the amount of the proceeds that will be used to pay fees for credit enhancement that are taken into account in determining the yield on the issue for purposes of section 148(h) (for example, bond insurance premiums and certain fees for letters of credit).

**Line 26.** Enter the amount of proceeds that will be allocated to such a fund.

**Line 27.** Enter the amount of the proceeds that will be used to pay principal, interest, or call premium on any other issue of bonds within 90 days of the date of issue.

**Line 28.** Enter the amount of the proceeds that will be used to pay

principal, interest, or call premium on any other issue of bonds after 90 days of the date of issue, including proceeds that will be used to fund an escrow account for this purpose.

### Part V—Description of Refunded Bonds

Complete this part only if the bonds are to be used to refund a prior issue of tax-exempt bonds. For a lease or installment sale, write "N/A" in the space to the right of the title for Part V.

**Lines 31 and 32.** The remaining weighted average maturity is determined without regard to the refunding. The weighted average maturity is determined in the same manner as on line 21, column (d).

**Line 34.** If more than a single issue of bonds will be refunded, enter the date of issue of each issue. Enter the date in an MM/DD/YYYY format.

### Part VI—Miscellaneous

**Line 35.** An allocation of volume cap is required if the nonqualified amount for the issue is more than \$15 million but is not more than the amount that would cause the issue to be private activity bonds.

**Line 36.** If any portion of the gross proceeds of the issue is or will be invested in a guaranteed investment contract (GIC), as defined in Regulations section 1.148-1(b), enter the amount of the gross proceeds so invested, as well as the final maturity date of the GIC and the name of the provider of such contract.

**Line 37.** Enter the amount of the proceeds of this issue used to make a loan to another governmental unit, the interest of which is tax-exempt.

**Line 38.** If the issue is a loan of proceeds from another tax-exempt issue, check the box and enter the date of issue, EIN, and name of issuer of the master pool obligation.

**Line 40.** Check this box if the issue is a construction issue and an irrevocable election to pay a penalty in lieu of arbitrage rebate has been made on or before the date the bonds were issued. The penalty is payable with a Form 8038-T for each 6-month period after the date the bonds are issued. Do not make any payment of penalty in lieu of arbitrage rebate with this form. See Rev. Proc. 92-22, 1992-1 C.B. 736 for rules regarding the "election document."

**Line 41a.** Check this box if the issuer has identified a hedge on its books and records according to Regulations sections 1.148-4(h)(2)(viii) and 1.148-4(h)(5) that permit an issuer of tax-exempt bonds to identify a hedge for it to be included in yield calculations for computing arbitrage.

**Line 42.** In determining if the issuer has super-integrated a hedge, apply the rules of Regulations section 1.148-4(h)(4). If the hedge is super-integrated, check the box.

**Line 43.** If the issuer takes a "deliberate action" after the issue date that causes

the conditions of the private business tests or the private loan financing test to be met, then such issue is also an issue of private activity bonds. Regulations section 1.141-2(d)(3) defines a deliberate action as any action taken by the issuer that is within its control regardless of whether there is intent to violate such tests. Regulations section 1.141-12 explains the conditions to taking remedial action that prevent an action that causes an issue to meet the private business tests or private loan financing test from being treated as a deliberate action. Check the box if the issuer has established written procedures to ensure timely remedial action for all nonqualified bonds according to Regulations section 1.141-12 or other remedial actions authorized by the Commissioner under Regulations section 1.141-12(h).

**Line 44.** Check the box if the issuer has established written procedures to monitor compliance with the arbitrage, yield restriction, and rebate requirements of section 148.

**Line 45a.** Check the box if some part of the proceeds was used to reimburse expenditures. Figure and then enter the amount of proceeds that are used to reimburse the issuer for amounts paid for a qualified purpose prior to the issuance of the bonds. See Regulations section 1.150-2.

**Line 45b.** An issuer must adopt an official intent to reimburse itself for preissuance expenditures within 60 days after payment of the original expenditure unless excepted by Regulations section 1.150-2(f). Enter the date the official intent was adopted. See Regulations section 1.150-2(e) for more information about official intent.

### Signature and Consent

An authorized representative of the issuer must sign Form 8038-G and any applicable certification. Also print the name and title of the person signing Form 8038-G. The authorized representative of the issuer signing this form must have the authority to consent to the disclosure of the issuer's return information, as necessary to process this return, to the person(s) that have been designated in Form 8038-G.

**Note.** If the issuer in Part 1, lines 3a and 3b authorizes the IRS to communicate (including in writing and by telephone) with a person other than an officer or other employee of the issuer, by signing this form, the issuer's authorized representative consents to the disclosure of the issuer's return information, as necessary to process this return, to such person.

### Paid Preparer

If an authorized officer of the issuer filled in this return, the paid preparer's space should remain blank. Anyone who prepares the return but does not charge the organization should not sign the return. Certain others who prepare the

return should not sign. For example, a regular, full-time employee of the issuer, such as a clerk, secretary, etc., should not sign.

Generally, anyone who is paid to prepare a return must sign it and fill in the other blanks in the *Paid Preparer Use Only* area of the return.

The paid preparer must:

- Sign the return in the space provided for the preparer's signature (a facsimile signature is acceptable),
- Enter the preparer information, and
- Give a copy of the return to the issuer.

**Paperwork Reduction Act Notice.** We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us

the information. We need it to ensure that you are complying with these laws.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The time needed to complete and file this form varies depending on individual circumstances. The estimated average time is:

<b>Learning about the law or the form</b> . . . . .	2 hr., 41 min.
<b>Preparing, copying, assembling, and sending the form to the IRS</b> . . . . .	3 hr., 3 min.

If you have comments concerning the accuracy of these time estimates or suggestions for making this form simpler, we would be happy to hear from you. You can write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:M:S, 1111 Constitution Ave. NW, IR-6526, Washington, DC 20224. **Do not** send the form to this office. Instead, see *Where To File*.

**SAVED**



# DRAFT AIA® Document G701™ – 2001

## Change Order

**PROJECT** (Name and address):

Shakopee High School Additions and Renovations  
100 17th Avenue West  
Shakopee, MN 55379

**TO CONTRACTOR** (Name and address):

Shaw-Lundquist Associates, Inc.  
2757 West Service Road  
St. Paul, MN 55121

**CHANGE ORDER NUMBER:** 029

**DATE:** April 23, 2019

**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 230/GCPR 025: Added Soffits ADD: \$10,596.23
2. PCO 446/CCD 020: Electrical Modifications ADD: \$6,951.78
3. PCO 448/CCD 021: PR 356: Served Door and Corner Guards ADD: \$9,360.45
4. PCO 477/GCPR 081: Replaces GCPR #075 B100 Door Modifications ADD: \$3,872.05
5. PCO 480/SO 054: Renumber VAV 25-19 to VAV 28-51 NO COST CHANGE

TOTAL THIS CHANGE ORDER: \$30,780.51

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
\$	3,276,403.63
\$	76,364,403.63
\$	30,780.51
\$	76,395,184.14

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~~ Directive.

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

Wold Architects Engineers

**ARCHITECT** (Firm name)

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

**ADDRESS**

**BY** (Signature)

R. Scott McQueen  
(Typed name)

**DATE**

Shaw-Lundquist Associates, Inc.

**CONTRACTOR** (Firm name)

2757 West Service Road  
St. Paul, MN 55121

**ADDRESS**

**BY** (Signature)

Trent Lundquist  
(Typed name)

**DATE**

Independent School District #720

**OWNER** (Firm name)

1200 Town Square Mall  
Shakopee, MN 55379

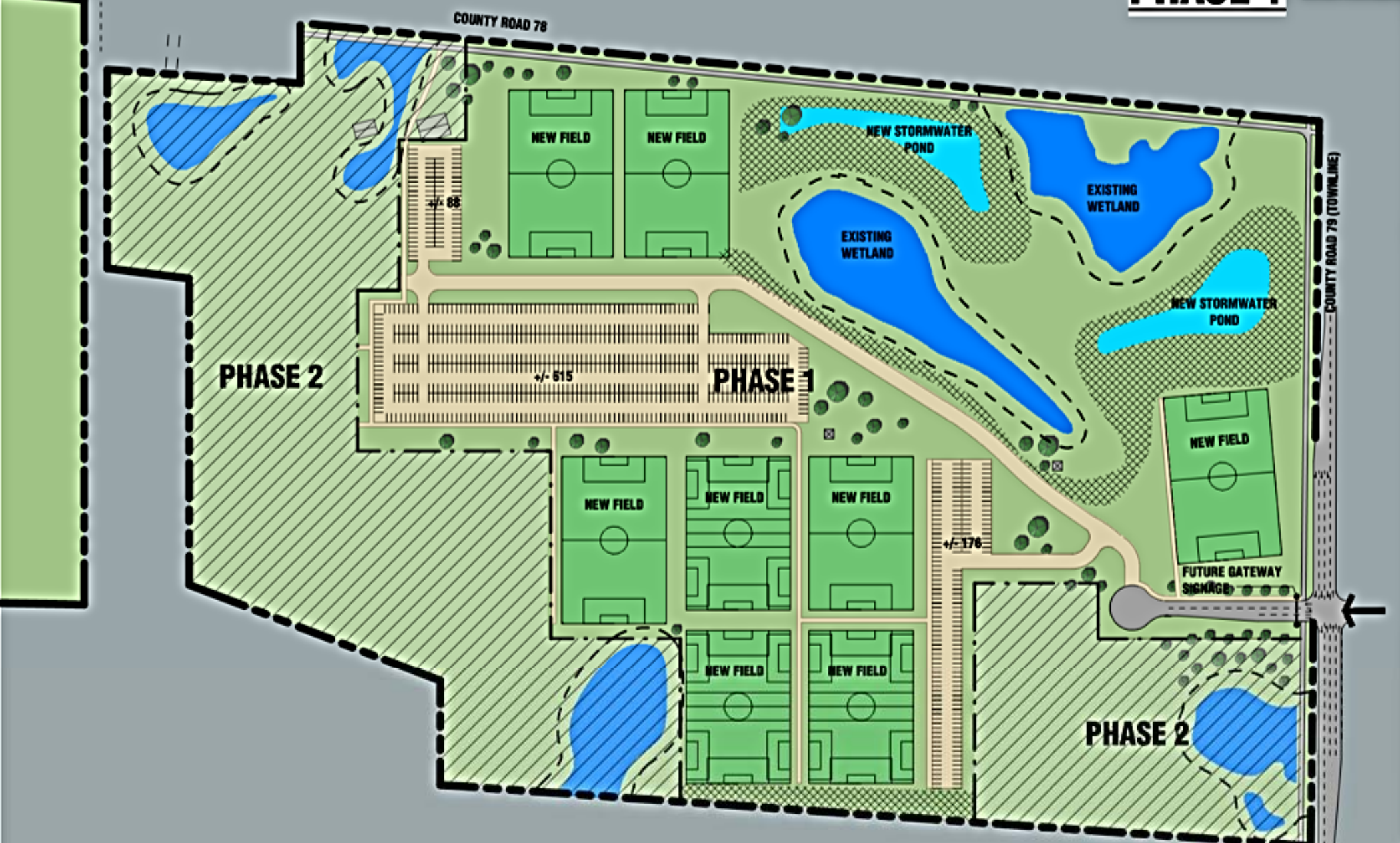
**ADDRESS**

**BY** (Signature)

Jeffrey Priess, Director of Finance  
(Typed name)

**DATE**

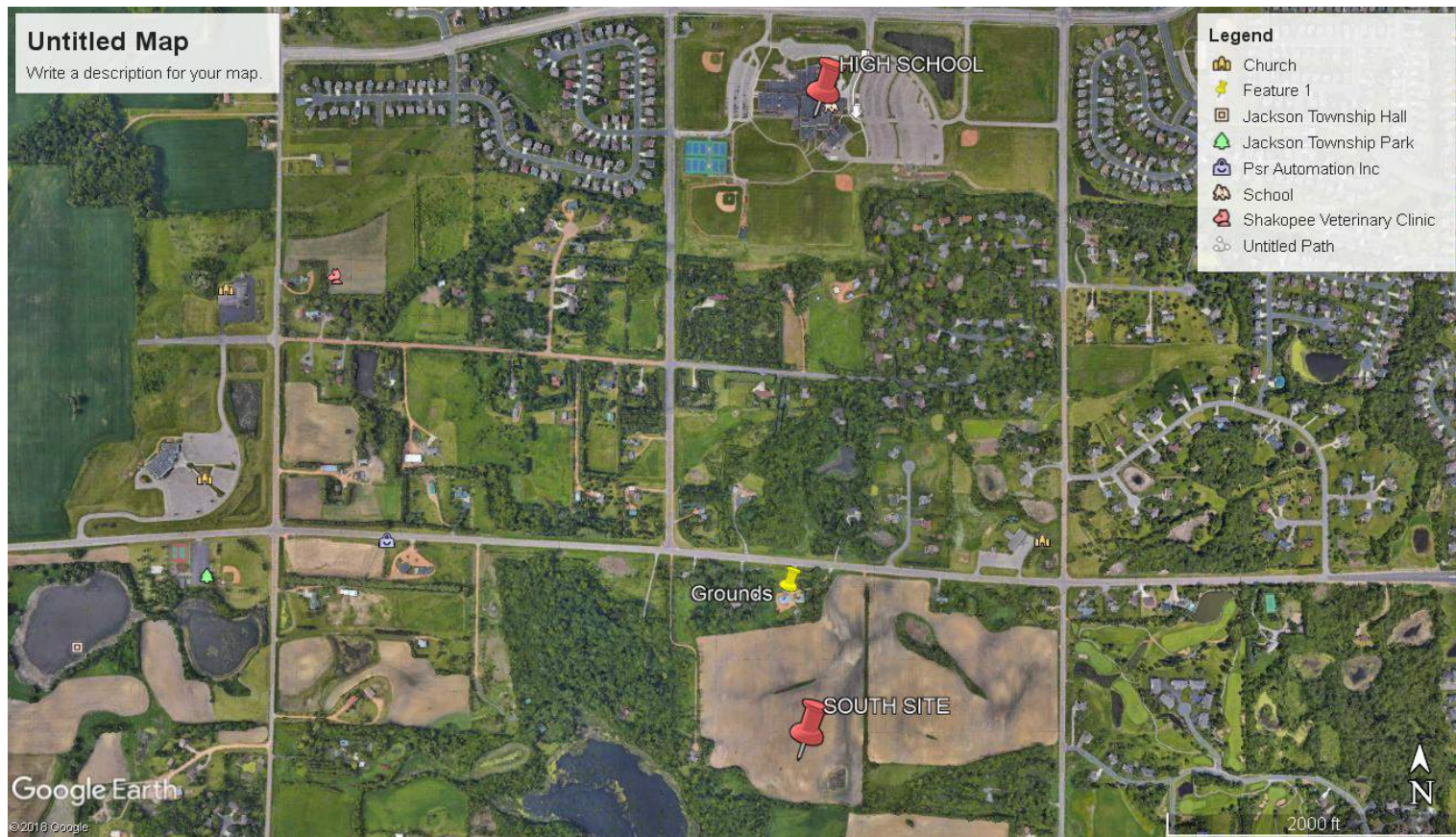
# PHASE 1



# SOUTH SITE UPDATE

THE EXTRA FIELDS WILL HELP IN BEING ABLE TO HOUSE ALL OF OUR OWN TEAMS. LESS DEPENDANCE ON CITY FIELDS, WHICH OPENS UP SCHEDULING FLEXIBILITY. THE ABILITY TO EXPAND INTRAMURAL SPORTS. THE SITE WILL BE AVAILABLE FOR USE IN THE FALL OF 2020. THE FIELDS WILL BE USED FOR PRACTICES AND JR. VARSITY GAMES. THEY WILL ALSO BE AVAILABLE FOR RENTAL TO OUTSIDE ORGANIZATIONS.

# SOUTH SITE IS LOCATED SOUTH OF THE HIGH SCHOOL AT COUNTY ROADS 78 & 79




THERE'S A TOTAL OF 86.4 ACRES, 67.9 ACRES WILL BE USABLE AFTER PONDS AND PRACTICAL GRADING

South Site



This document depicts a highly accurate map for a project and is not intended to be used as one. This drawing is a compilation of records, information, and data to-dated in relation to county and local offices, and other sources affecting the area shown, and is not to be used for other purposes only. Scott County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact the South County Planning Office.

  
Date: 5/15/2019

1 in = 376 ft  


# DESIGNED PLAN



# AREA SEEDED IN 2018



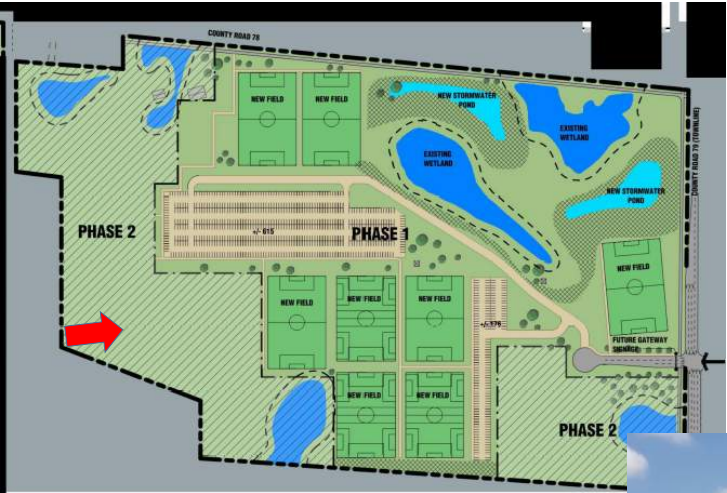
# LAZER LEVELING AND SEEDING OF THE FIELDS WAS COMPLETED WEEK OF 5/13-5/17



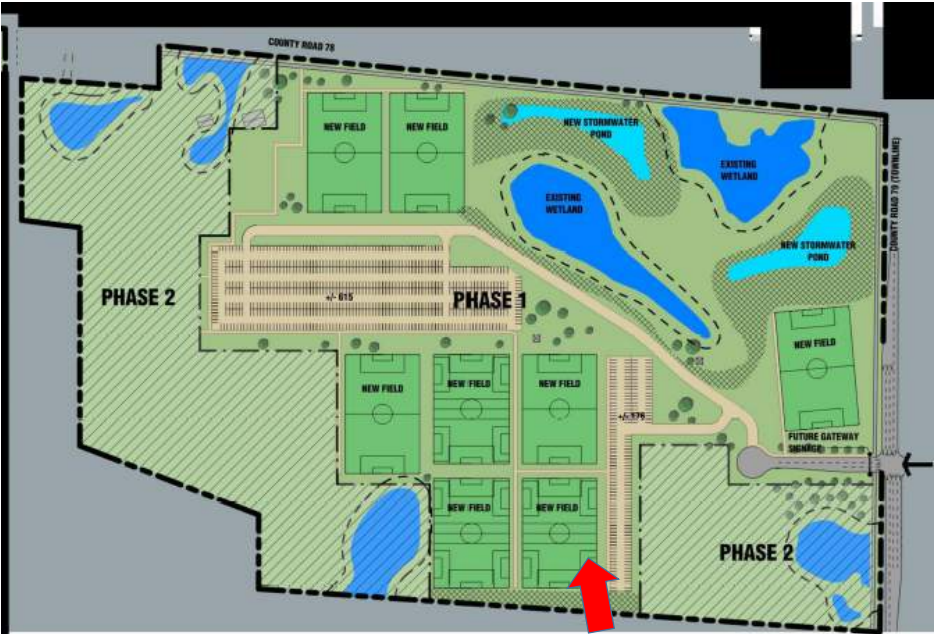
IRRIGATION COMES DIRECTLY FROM ONE OF THE RETAINING PONDS.



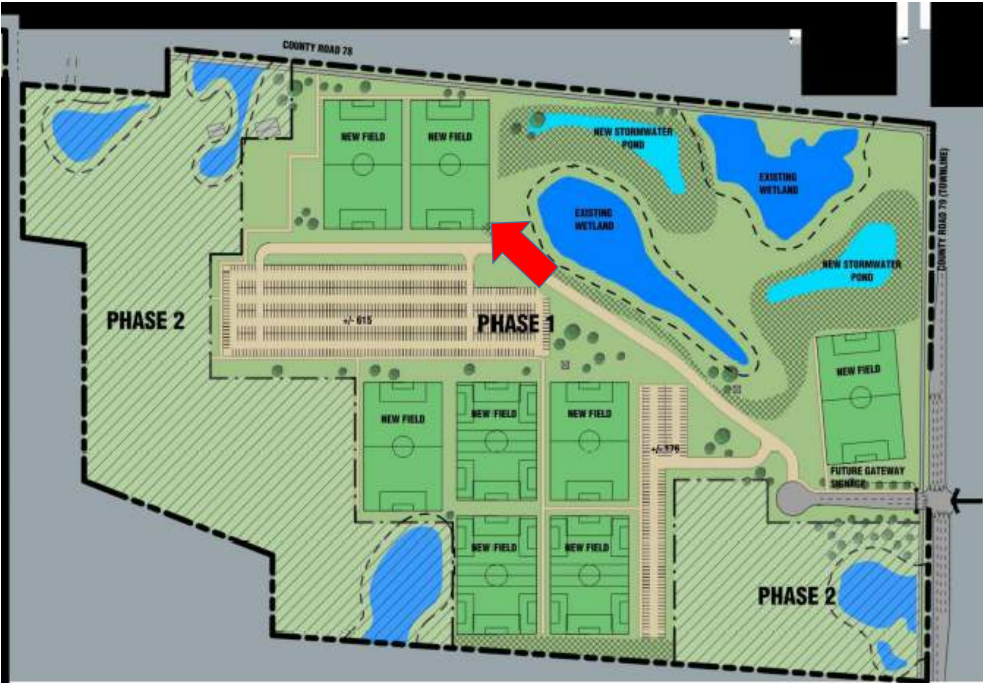
# VIEW FROM THE WEST



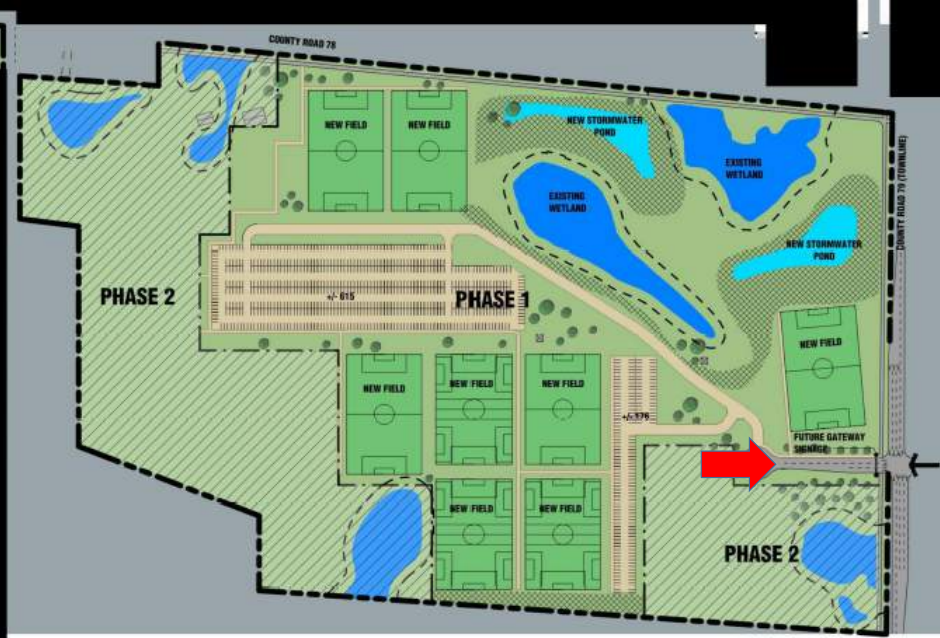
# VIEW FROM THE SOUTH



# VIEW OF THE NORTH FIELDS



# VIEW OF MAIN ENTRANCE



WE ARE IN THE PROCESS OF OBTAINING THE PERMITS TO ADD THE REQUIRED TURNING LANES ON COUNTY RD 79. ONCE THAT'S COMPLETED, FENCING AND A GATE WILL BE INSTALLED LATER THIS SUMMER



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**Superintendent:** Mike Redmond  
**Finance Director:** Jeffrey Priess

**To:** School Board

**From:** Jeff Priess

**Date:** May 20, 2019

**Re:** Budget update

Attached budget update reflects General Fund revenue and expense through April 30, 2019, with comparative actual revenue and expense totals for the prior two years. Actual revenues and expenses are tracking with respective planned budget amounts. Budget surplus for the current year is expected to be \$638,953.



**ADDENDUM TO EMPLOYMENT AGREEMENT  
FOR THE SUPERINTENDENT OF SCHOOLS  
OF INDEPENDENT SCHOOL DISTRICT #720**

This is an addendum ("Addendum") to the Employment Agreement ("Contract") between Independent School District No. 720, Shakopee, Minnesota, hereinafter referred to as the School District, and Mike Redmond, hereinafter referred to as the Superintendent dated October 22, 2018.

In an effort to move to the Shakopee community as soon as possible, the Superintendent secured temporary housing while searching for a home. Now having found a home the Superintendent wishes to access Article X, Section 9, however the closing date of the home will delay the move. In accordance with the intention of the aforementioned Section 9, the School District and Superintendent mutually agree to modify the terms of the October 22, 2018 Contract as follows (strikeout text deleted, underlined text added):

ARTICLE X, OTHER PROVISIONS, Section 9. Moving and Storage Expenses: The School District will reimburse no more than \$9000 for moving and storage expenses incurred from the first date of employment until July 31, 2019. ~~for the 2018-19 school year.~~ The Superintendent will provide receipts for all expense reimbursements requested.

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Mike Redmond

FOR THE SCHOOL DISTRICT:

IN WITNESS WHEREOF, we have subscribed our signatures this \_\_ day of Month, 2019.

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School Board Chair

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School Board Clerk

**PURPOSE:**

Continued support and professional learning is essential to see gains in student achievement. A report on effective professional learning from the U.S. Department of Education found that when there are at least 49 hours of professional learning, impacts were seen on student achievement on state standardized tests, with an increase of at least 21 percentile points. However, when teachers only participated in 14 hours or less of professional learning, there was NO IMPACT on student achievement. After participating in an Induction Program, new teachers need continued support in order to maximize their impact on student achievement, and continued on-boarding to implement district initiatives with fidelity.

Shakopee University will help equip teacher with the best practices needed to implement to four critical instructional practices: authentic learning, student-centered learning, digital learning, and gradual release of responsibility, while deepening their understanding of the characteristics, beliefs, and practices of a Shakopee Educator.

Along with providing professional learning to help support and build high-quality educators, Shakopee University will promote retention of teachers with this incentive.

**PARTICIPANTS:**

- 20 participants
- Balance of grade, content areas and specialists (classroom based)
- Participant Prioritization:
  - All 2nd and 3rd year probationary teachers in the district
  - Have good standing in the district (principal to approve)
  - If additional spots remain, new and tenured teachers will be able to apply

**TIMELINE:**

- Fall 2019 - Fall of 2020
  - 3 semesters (1 class per semester)
  - 1 summer (2 classes)

**CURRICULUM OVERVIEW:**

Shakopee University will teach high quality instructional practices by modeling high quality instructional practices. Courses will be designed with a combination of classroom instruction, virtual instruction and collaboration, and job-embedded support through coaching cycles. This structure will ensure not only highly interactive and engaging learning, but also application of the learning into the classroom so students benefit. Please see the back side of this document for a brief summary of coursework.

**COST:**

- For Instructors, curriculum development, participants - FREE!
- For Materials - \$500 (Books, copies)
- For Lane Changes - approximately \$40,000 (assuming most participants move from a BA to BA+10 on the salary schedule)

## CURRICULUM OVERVIEW

Course Sequence	Classroom/Virtual Learning (20 hours per course)	Application of Learning (10 hours per course)	Credits
<b>Characteristics of a Shakopee Educator</b>  (Fall 2019)	<b>Topics:</b> <ul style="list-style-type: none"> <li>Professionalism</li> <li>Beliefs and Practices</li> <li>Environment/Engagement</li> <li>Equity</li> <li>Reaching ALL students</li> <li>Differentiation</li> <li>Assessment FOR Learning</li> </ul> <b>Texts:</b> <ul style="list-style-type: none"> <li>Hidden Gems, Pedagogy of Confidence, Students at the Center, and Writers Workshop</li> </ul>	<ul style="list-style-type: none"> <li>2 weeks of job-embedded coaching</li> <li>Written reflection of learning</li> </ul>	<b>2 credits</b> (30 hours)
<b><i>ALL courses below will embed the work done in the first course and continue to focus and grow participants understanding of the Characteristics of a Shakopee Educator.</i></b>			
<b>Gradual Release of Responsibility</b>  (Spring 2019)	<b>Topics:</b> <ul style="list-style-type: none"> <li>Think Aloud, Think Together, Guided Practice</li> <li>Assessing student's needs and readiness based on feedback</li> <li>Differentiation/small groups</li> </ul> <b>Texts:</b> <ul style="list-style-type: none"> <li>Writing Workshop</li> <li>Compilation of articles (Fisher/Frey, Stiggins, Brookhart)</li> </ul>	<ul style="list-style-type: none"> <li>2 weeks of job-embedded coaching</li> <li>Written reflection of learning</li> </ul>	<b>2 credits</b> (30 hours)
<b>Digital Tools</b>  (Summer 2020)	<b>Topics:</b> <ul style="list-style-type: none"> <li>SAMR Model/ISTE Standards</li> <li>Implementing digital tools to engage, assess, and differentiate</li> </ul> <b>Texts:</b> <ul style="list-style-type: none"> <li>Learning First, Technology Second</li> </ul>	<ul style="list-style-type: none"> <li>Practice teaching with peers and coaches</li> <li>Written reflections of learning</li> <li>Coaching in the fall on the plans that were developed in the summer course</li> </ul>	<b>2 credits</b> (30 hours)
<b>Authentic Learning</b>  (Summer 2020)	<b>Topics:</b> <ul style="list-style-type: none"> <li>Definition of Authentic Learning, Connection to Real World and 6 C's</li> <li>Journey Mapping</li> <li>Performance Assessment</li> <li>Facilitating/Managing Process</li> </ul> <b>Texts:</b> <ul style="list-style-type: none"> <li>Authentic Learning Handbook</li> <li>Compilation of articles (Buck Institute and D School)</li> </ul>		<b>2 credits</b> (30 hours)
<b>Student - Centered Learning</b>  (Fall 2020)	<b>Topics:</b> <ul style="list-style-type: none"> <li>Putting all the previous coursework together to lead to more personalization of content and process.</li> </ul> <b>Texts:</b> <ul style="list-style-type: none"> <li>Students at the Center</li> </ul>	<ul style="list-style-type: none"> <li>2 weeks of job-embedded coaching</li> <li>Written reflection of learning</li> </ul>	<b>2 credits</b> (30 hours)
<b>TOTAL: 10 CREDITS = 1 LANE CHANGE</b>			

**\*\*Readings, assignments, and preparation for class is NOT included in the total hours\*\***

# MEMORANDUM OF UNDERSTANDING

## DISTRICT PROFESSIONAL DEVELOPMENT TRAINING OUTSIDE THE CONTRACT DAY AND/OR CALENDAR

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*This Memorandum of Understanding is entered into between Independent School District No. 720, Shakopee Public Schools ("the District"), and Shakopee Education Association ("SEA"), exclusive representative for teachers in the District.*

Whereas the District and SEA both recognize the importance of high-quality professional development for the improvement of teacher practice and on outcomes for students; and

Whereas the District has invested significant resources in developing its Instructional Framework for Personalized Learning and its Characteristics of a Shakopee Educator; and

Whereas the both the District and SEA understand the significant value of providing collegial, pedagogical, and curricular support to teachers early in their careers and throughout the stages of their careers:

NOW, THEREFORE, Shakopee Public Schools (MN ISD 720) and Shakopee Education Association hereby enter into the following agreement regarding the use of credits for lane changes from specific District-sponsored and approved professional development outside the contract day or calendar to be implemented beginning with the 2019-2020 school year:

- 7.3.2 **Definition of Professional Training.** All credits, semester or quarter, as well as any Master's Degree programs, must be earned after the bachelor's degree (see a. below for definition) has been granted and must have the District's written approval prior to registration for the course. All of these credits must relate to the teacher's current teaching assignment and be upper level for any of the B.A. lanes and graduate level for any of the M.A. lanes [or be District-identified Shakopee University professional development credits approved for lane changes.](#)
- A. **B.A. Lane.** Requires a bachelor's degree from a teacher training institution upon which a valid Minnesota Teaching Certificate has been granted.
  - B. **B.A.+10/15 Lane.** Ten (10) semester or 15 quarter hour qualifying credits after the bachelor's degree, approved by the District in advance, and verified by the District upon completion, are required to move to this lane.
  - C. **B.A.+20/30 Lane.** 20 semester or 30 quarter hour qualifying credits after the bachelor's degree, approved by the District in advance, and verified by the District upon completion, are required to move to this lane.
  - D. **B.A.+30/45 Lane.** 30 semester or 45 quarter hour qualifying credits after the bachelor's degree, approved by the District in advance, and verified by the District upon completion, are required to move to this lane.
  - E. **Master's Degree/M.A. Lane.** The awarding of a master's degree through completion of a qualifying university's master's program, approved by the District in advance, and verified by the District upon completion, are required to move to this lane.
  - F. **M.A.+10/15 Lane.** Ten (10) semester or 15 quarter hour qualifying credits after the master's degree, approved by the District in advance, and verified by the District upon completion, are required to move to this lane.
  - G. **M.A.+20/30 Lane.** 20 semester or 30 quarter hour qualifying credits after the master's degree, approved by the District in advance, and verified by the District upon completion, are required to move to this lane.
  - H. **M.A.+30/45 Lane.** 30 semester or 45 quarter hour qualifying credits after the master's degree, approved by the District in advance, and verified by the District upon completion, are required to move to this lane.
  - I. **Specialist/PhD Lane.** The specialist degree requires completion of a specialist degree from an accredited teacher-training institution, which must relate to the teacher's current teaching assignment. The doctorate degree requires completion of a doctor's degree from an accredited teacher-training institution, which must relate to the teacher's current teaching assignment. In order to qualify for the specialist/doctor's degree level, such degree and credits within the degree must have the written approval of the Superintendent, whose decision shall be final and binding and shall not be subject to the grievance procedure.
- 7.3.3 **Lane Change Application.** Credits to apply to lanes beyond a particular lane must be earned subsequent to the earning of the degree, and must be taken from an accredited college or university pursuant to the provisions Section 7.3.2.A - I above [or through District-identified Shakopee University professional development credits outside the contract day or calendar.](#) College credits not accepted by the granting institution for their own graduate programs shall not be applied to lane changes.
- 7.3.4 **Rate of Earning Credits.** There shall be no limit on the number of credits per quarter or semester that may be taken or earned for lane advancement during the school year. No credits shall be earned for lane advancement by completion of any in-service or non-college course work [with the exception of District-identified Shakopee University professional development credits outside the contract day or calendar.](#)

- 7.3.5 **Credits Submission Deadline.** Individual contracts will be modified to reflect qualified lane changes effective the first of the month following the month which the teacher submits satisfactory evidence of completion of the requirements for the lane change to the Personnel Office. Lane changes will not be retroactive. Lane changes shall be granted and paid even if the effective date of the contract has elapsed and no subsequent contract is in effect.
- 7.3.6 **Credit Qualification.** College [or District-identified Shakopee University professional development](#) credits earned under Section 3 must have had prior approval of the administration. All undergraduate courses taken must be completed with a grade of C or P or better and all graduate courses taken must be completed with a grade of B or P or better.
- 7.3.7 **Prior Experience.** All teachers may be given full credit on the salary schedule set forth in Appendix A and B for all years of outside teaching experience in a District accredited by a recognized accrediting agency.

*SEA and the District are in agreement with the above language as evidenced by the signatures of their representatives below.*

Representative for:  
**Shakopee Education Association**

**ISD 720, Shakopee Public Schools**

\_\_\_\_\_

President

\_\_\_\_\_

ISD 720 Board Representative

\_\_\_\_\_

Date

\_\_\_\_\_

Date