

John Bergs
Activities Director
Margot Hansen
Director of Teaching & Learning
Jeff Heine
Buildings & Grounds Director



Chuck Keller
Business Director
Angie Kahle
Student Support Services Director
Dorothy Koller
Community Education Director

REGULAR BOARD MEETING

District Office, 130 South Willow Street, Belle Plaine, MN 56011
5:00 PM Monday, December 19, 2016

Our mission is to pursue excellence in academics, programming, and the social and emotional development of our students. Fostering a culture of kindness, inclusion, and pride in ourselves, our school, and our community.

1. Call to Order:

2. Superintendent Evaluation:

Mr. Gardner

3. Acknowledgment of Visitors and Special Presentations:

1. Truth and Taxation Hearing:

Mr. Keller

2. Football Recognition:

3. Isaiah Trimbo Recognition:

4. Grading for Learning:

4. Other Items as Brought Before the Board & Consideration of Agenda:

5. Consensus Items:

Chair Gardner

1. Previous Board Meeting Minutes:

3

2. Approve Monthly Expenditures:

7

3. Personnel:

4. Student Enrollments:

5. Donations:

19

6. Discussion Items:

1. <u>Superintendent Update:</u>	Dr. Laager	
2. <u>2017-18 School Calendar:</u>		<u>20</u>
3. <u>Board Member Reports:</u>	Board Members	
4. <u>Building Administrator Reports:</u>		<u>21</u>
7. <u>Action Items:</u>		
1. <u>Approve 2015-16 Audit:</u>	Mr. Keller	<u>27</u>
2. <u>Approve 2016-17 Levy:</u>	Mr. Keller	<u>93</u>
3. <u>January 9th Work Session Time Change:</u>	Dr. Laager	
4. <u>Review of Current Policies:</u>	Dr. Laager/Mr. Keller	<u>94</u>
8. <u>Upcoming Meetings:</u>		
9. <u>Adjourn:</u>		

Board Clerk

Date

Minutes of Regular Board Meeting

MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING

The Board of Belle Plaine Public Schools

A Regular Board Meeting of the Board of Belle Plaine Public Schools was held Monday, November 28, 2016, beginning at 6:00 PM in the District Center - Board Room.

1. Call to Order:

Chairperson Gardner will call the meeting to order.

The regular monthly meeting of the Belle Plaine School Board was called to order by Chairperson Gardner on Monday, November 28, 2016 at 6:00 pm at the District Center Board Room with the following members present: Vandermark, Giesen, Gardner, Skelley, O'Brien, Kahle and Supt. Laager.

2. Acknowledgment of Visitors and Special Presentations:

Chairperson Gardner will ask if visitors wish to be placed on the Agenda.

Fall Play – John Bergs

- *4 sold out shows, parent's night and 5th/6th grade presentation*

Volleyball Team – John Bergs

- *MRC Championship – Elizabeth Johnson, Dani Taylor, Mariena Hayden*

Football Team – John Bergs

- *6 – 2 Regular Season*

Tennis Team – John Bergs

- *Runner up in MRC – Ireland Lambrecht first to make it to state since 2002*

Cross Country Team – John Bergs

- *Girls – MRC Champ*

- *Boys – MRC Runner-up*

3. Other Items as Brought Before the Board & Consideration of Agenda:

Chairperson Gardner will ask if there are any items that need to be brought before the board and for consideration of the Agenda.

Motion by Giesen and second by Kahle to approve the agenda as presented. Motion carried unanimously.

4. Consensus Items:

If any board member has concerns about the adoption of the following consensus items, please acknowledge the Chairperson prior to the final vote. If there are no concerns, these items will be voted on as a group.

Presenter: Chair Gardner

Motion by O'Brien and second by Giesen to approve all of the following consensus items. Motion carried unanimously.

4. 1. Previous Board Meeting Minutes:

Enclosed are the October 17, 2016 Regular Board Meeting minutes for your review and adoption.

4. 2. Approve Monthly Expenditures:

At the board finance meeting, expenditures for the month of November were reviewed. Administration recommends approval of the November 2016 disbursements totaling \$2,250,320.75. This includes board payables of

\$289,202.20, hand payments of \$527,449.16, electronic payments of \$1,401,741.86 and student activity payments of \$31,927.53.

4. 3. Personnel:

Approve the hire of Ryan Wolf as a long term substitute from approximately December 9, 2016 through March 3, 2017.

Approve the hire of Kelly Vourlos as a long term substitute from approximately October 26, 2016 through December 22, 2016.

Approve an Employee Leave Request for Adam Smith from March 6, 2017 through August 24, 2017.

4. 4. Student Enrollments:

Approve a LeSueur-Henderson resident, grade 11, to attend Belle Plaine Schools effective November 7, 2016.

Approve two Belle Plaine residents, grades 2 and 7, to attend New Prague Area Schools effective October 24, 2016.

Approve a Belle Plaine resident, grade 12, to attend Big Lake High School effective November 17, 2016.

Approve a Belle Plaine resident, grade 8, to attend Jordan Schools effective September 15, 2016.

4. 5. Donations:

Donations totaling \$4,326.75 were given to the Belle Plaine School District over the past several months. See the attached resolution for a full listing of the donations. Thank you to all who made these wonderful donations!

Date	Donor	Item and Nature of Donation/Gift	Amount
09.29.2016	Belle Plaine PTO	Oak Crest Elementary – 3 rd Grade – Scholastic News	341.25
10.04.2016	Belle Plaine PTO	Oak Crest Elementary – Rollerskates	2,404.00
10.01.2016	Belle Plaine PTO	Chatfield Elementary – G2 Fund Request	100.00
10.13.2016	Belle Plaine PTO	Chatfield Elementary – Plant Mobile	831.50
10.18.2016	Belle Plaine Lions	Oak Crest Elementary – 2016 Wolf Ridge Trip	600.00
10.31.2016	Mary Nesgoda	Food Service – To assist underfunded students	50.00

5. Discussion Items:

5. 1. Superintendent Update:

Superintendent Laager will provide updates on current school activities,
Presenter: Dr. Laager

5. 1. 1. Online Learning Overview:

- Lost \$70,000 last year in students taking online classes
- New program launched – 86 classes being taken

5. 1. 2. Credit Recovery Overview:

- We can look at progression
- For students to participate after school to get special funding

5. 1. 3. Technology Update:

- Busses up and running – analyzing if it is being utilized
- January – getting update from staff on needs
- Next week – student surveys will be done
- iPad Lease is up at the end of next year

5. 1. 4. Students who are leaving our district:

- We have the best capture rate compared to seven neighboring districts

5. 1. 5. 5 Things We are Proud of in the Belle Plaine Public Schools:

- Adding a video and write up to our website telling the 5 Things We are Proud of in BPPS

5. 1. 6. Miscellaneous:

- Draft of 2017-18 Calendar is complete and going to staff for review next week
- State in lawsuit for desegregation – Dr. Laager is sitting on the Board

5. 2. Board Member Reports:

Board members will have an opportunity to share information about meetings they have attended over the past month.

Presenter: Board Members

Wellness – Skelley

- *Gym classes received heart rate monitors*

Curriculum – Skelley

- *80/20 Grading for Learning*
- *World's Best Workforce*

South West Metro – Giesen

- *1st reading of 2017-2018 Calendar*
- *Initiatives for Intermediate Districts*
- *Looking at planning for bringing on additional districts*

Fall Play Intermission Donations – Gardner

- *\$402.30 in donation for the food shelf along with a bag of groceries*

5. 3. Building Administrator Reports:

6. Action Items:

6. 1. January Board Meeting Date Change:

Approve the moving of the January 23rd, 2017 Board Meeting date to January 30th, 2017.

Presenter: Dr. Laager

Motion by Giesen and second by Vandermark to approve the change of date for the January Board Meeting. Motion carried unanimously.

6. 2. Land Bids:

Bids for the renting of the Districts 73 acres of land for farming were received. We received 3 bids with highest bid from Randal E. Koll at the following rates per acre per year: 2017- \$210/acre; 2018- \$210/acre; 2019- \$220/acre. Administration recommends the approval of the highest bid from Randal E. Koll.

Presenter: Mr. Keller

Motion by Vandermark and second by Skelley to accept the highest bid from Randal Koll for the 73 acres of farming land. Motion carried unanimously.

6. 3. Worlds Best Work Force (WBWF):

Approve the 2016-17 WBWF Plan and the 2015-16 WBWF Summary Report that will be submitted to MDE.

Presenter: Dr. Ryan Laager

Motion by Giesen and second by Skelley to approve the World's Best Workforce Plan for 2016-17 and the 2015-16 Summary Report. Motion carried unanimously.

6. 4. Review of Current Policies:

Second of three readings of the revised Policy 513 - Student Promotion, Retention and Program Design. The current and the redline versions are attached.

Presenter: Dr. Laager/Mr. Keller

Motion by Vandermark and second by O'Brien to approve the second of three readings of Policy 513 – Student Promotion, Retention and Program Design.

Motion carried unanimously.

7. Upcoming Meetings:

November 29, 2016 6:00 pm - Community Education Meeting (High School Library)

December 19, 2016 5:00 pm - Regular Board Meeting/Truth in Taxation Hearing
Tech Meeting

January 9, 2017 6:00 pm - Organizational Meeting/Board Work Session

January 30, 2017 6:00 pm - Regular Board Meeting

8. Adjourn:

Motion by Vandermark and second by Skelley to adjourn at 7:11 pm. Motion carried unanimously.

Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	4570	N	ALLISON M BURMEISTER	V70601	56601	12122016	301.75	0.00	301.75	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$301.75			
1	4272	N	AMY FRANCK	V70601	56615	11292016	78.84	0.00	78.84	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$78.84			
1	5407	N	ANDREA ANDERT	V70601	56624	11302016	33.05	0.00	33.05	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$33.05			
1	1082	N	APPLE COMPUTER INC	V70601	56652	4408258067	3,740.00	0.00	3,740.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$3,740.00			
1	4589	N	BANC OF AMERICA LEASING	V70601	56586	91	8,256.74	0.00	8,256.74	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$8,256.74			
1	1125	N	BELLE PLAINE HERALD	V70601	56604	22241	330.63	0.00	330.63	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$330.63			
1	2329	N	BLUE CROSS BLUE SHIELD of MN	V70601	56648	1001651136000	303.00	0.00	303.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$303.00			
1	7184	N	BOOTH LAW GROUP LLC	V70601	56623	4425	225.50	0.00	225.50	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$225.50			
1	6380	N	BRIANNA VELZKE	V70601	56599	12032016	32.70	0.00	32.70	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$32.70			
1	1197	N	BRUCE MATHIOWETZ	V70601	56650	12122016	597.45	0.00	597.45	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$597.45			
1	1274	N	COMMUNITY EDUCATION	V70601	56622	11222016	320.00	0.00	320.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$320.00			
1	7195	N	DARIN MINDRUM	V70601	56632	12092016	111.00	0.00	111.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$111.00			
1	5866	N	DW WRESTLING PRODUCTS	V70601	56612	11262016	188.90	0.00	188.90	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$188.90			
1	5280	Y	EARL GRANSEE	V70601	56589	12122016	2,370.00	0.00	2,370.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$2,370.00			
1	5579	N	EDUCATORS BENEFIT CONSULTAN	V70601	56605	34767	205.84	0.00	205.84	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$205.84			

Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	1511	N	GRAINGER	V70601	56594	6344373336	56.04	0.00	56.04	12/12/2016	12/12/2016	12/12/2016
1	1511	N	GRAINGER	V70601	56593	6344224741	81.72	0.00	81.72	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$137.76			
1	1566	N	HILLYARD FLOOR CARE	V70601	56595	602319937	902.88	0.00	902.88	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$902.88			
1	5840	N	IXL LEARNING	V70601	56651	S300106	800.00	0.00	800.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$800.00			
1	5789	N	KIM DEWITTE	V70601	56613	11152016	86.40	0.00	86.40	12/12/2016	12/12/2016	12/12/2016
1	5789	N	KIM DEWITTE	V70601	56647	12092016	51.84	0.00	51.84	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$138.24			
1	6619	N	LAKE COUNTRY SCALE WORKS, IN	V70601	56626	18956	317.00	0.00	317.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$317.00			
1	3994	N	LKB ETC	V70601	56587	12122016	500.00	0.00	500.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$500.00			
1	4628	N	LOREE HEINKEL	V70601	56598	12122016	223.72	0.00	223.72	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$223.72			
1	7059	N	MALINDA HELFREY	V70601	56627	10292016	61.34	0.00	61.34	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$61.34			
1	6563	N	MARGOT HANSEN	V70601	56618	11162016	76.79	0.00	76.79	12/12/2016	12/12/2016	12/12/2016
1	6563	N	MARGOT HANSEN	V70601	56617	11162016	100.00	0.00	100.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$176.79			
1	3223	N	METRO ECSU	V70601	56614	225	63.74	0.00	63.74	12/12/2016	12/12/2016	12/12/2016
1	3223	N	METRO ECSU	V70601	56625	224	63.74	0.00	63.74	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$127.48			
1	1889	N	MULTILINGUAL WORD INC	V70601	56621	112516-604	90.00	0.00	90.00	12/12/2016	12/12/2016	12/12/2016
1	1889	N	MULTILINGUAL WORD INC	V70601	56620	112516-604	93.20	0.00	93.20	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$183.20			
1	3801	N	PAUL VIZINA	V70601	56634	12092016	111.00	0.00	111.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$111.00			
1	6827	N	REINHART FOOD SERVICES, LLC	V70601	56616	683927	299.19	0.00	299.19	12/12/2016	12/12/2016	12/12/2016
1	6827	N	REINHART FOOD SERVICES, LLC	V70601	56649	690614	380.96	0.00	380.96	12/12/2016	12/12/2016	12/12/2016
1	6827	N	REINHART FOOD SERVICES, LLC	V70601	56609	684292	230.86	0.00	230.86	12/12/2016	12/12/2016	12/12/2016

Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	6827	N	REINHART FOOD SERVICES, LLC	V70601	56597	687871	377.27	0.00	377.27	12/12/2016	12/12/2016	12/12/2016
1	6827	N	REINHART FOOD SERVICES, LLC	V70601	56608	683364	389.07	0.00	389.07	12/12/2016	12/12/2016	12/12/2016
1	6827	N	REINHART FOOD SERVICES, LLC	V70601	56607	686807	510.29	0.00	510.29	12/12/2016	12/12/2016	12/12/2016
1	6827	N	REINHART FOOD SERVICES, LLC	V70601	56603	679460	3,320.35	0.00	3,320.35	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$5,507.99			
1	2039	N	RICHARD FOUST	V70601	56610	11092016	223.02	0.00	223.02	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$223.02			
1	6223	N	RIDGEVIEW MEDICAL CENTER	V70601	56619	12122016	3,232.25	0.00	3,232.25	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$3,232.25			
1	3213	N	SARA GELLER	V70601	56602	11202016	58.38	0.00	58.38	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$58.38			
1	2066	N	SCHINDLER ELEVATOR CORP	V70601	56629	8104423416	495.00	0.00	495.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$495.00			
1	4423	N	SCOTT COUNTY TREASURER	V70601	56600	IN19119	761.85	0.00	761.85	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$761.85			
1	7194	N	SECURITY FIRE SPRINKLER	V70601	56592	1487	142.50	0.00	142.50	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$142.50			
1	2115	N	SHERWIN WILLIAMS	V70601	56591	2739-5	81.92	0.00	81.92	12/12/2016	12/12/2016	12/12/2016
1	2115	N	SHERWIN WILLIAMS	V70601	56590	4052-1	100.37	0.00	100.37	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$182.29			
1	7187	N	SHYLER EGAN	V70601	56611	R228543546	35.00	0.00	35.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$35.00			
1	4959	N	SIBEL DIKMEN	V70601	56606	11222016	67.50	0.00	67.50	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$67.50			
1	2137	N	SOUTH CENTRAL ECSU	V70601	56631	16621	1,000.00	0.00	1,000.00	12/12/2016	12/12/2016	12/12/2016
1	2137	N	SOUTH CENTRAL ECSU	V70601	56630	16936	875.50	0.00	875.50	12/12/2016	12/12/2016	12/12/2016
1	2137	N	SOUTH CENTRAL ECSU	V70601	56596	16902	1,720.65	0.00	1,720.65	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$3,596.15			
1	7188	N	SOUTHERN MN INSPECTION CO LI	V70601	56588	16023	3,125.00	0.00	3,125.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$3,125.00			
1	4297	N	TNT AUDIO INC	V70601	56628	12152016	450.00	0.00	450.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$450.00			

Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	7196	N	TOM SLATER	V70601	56633	12092016	111.00	0.00	111.00	12/12/2016	12/12/2016	12/12/2016
							Check Amount:		\$111.00			
							Report Total:		\$38,762.74			

*Does not meet minimum amount
**Exceeds maximum amount

Electronic

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
p706p1	0716	41121	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	12/5/2016	N	USD	46,276.04
p706p1	0716	41122	SBC		WX	1	1977	PERA	N	N	12/5/2016	N	USD	13,485.56
p706p1	0716	41123	SBC		WX	1	2330	FEDERAL	N	N	12/5/2016	N	USD	31,054.15
p706p1	0716	41123	SBC		WX	1	2330	FEDERAL	N	N	12/5/2016	N	USD	11,330.02
p706p1	0716	41123	SBC		WX	1	2330	FEDERAL	N	N	12/5/2016	N	USD	47,707.14
p706p1	0716	41124	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	12/5/2016	N	USD	13,581.23
p706p1	0716	41125	SBC		WX	1	2735	MII LIFE - VEBA/HSA	N	N	12/5/2016	N	USD	3,405.21
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	1,543.52
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	480.00
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	3,760.27
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	108.00
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	1,806.78
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	5,810.74
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	1,388.78
p706p1	0716	41126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	12/5/2016	N	USD	761.48
P70602	0716	41137	SBC		WX	1	1486	FRONTIER	N	N	11/23/2016	N	USD	97.28
P70602	0716	41137	SBC		WX	1	1486	FRONTIER	N	N	11/23/2016	N	USD	97.28
P70602	0716	41137	SBC		WX	1	1486	FRONTIER	N	N	11/23/2016	N	USD	100.48
P70602	0716	41137	SBC		WX	1	1486	FRONTIER	N	N	11/23/2016	N	USD	1,371.45
P70602	0716	41138	SBC		WX	1	2800	MII LIFE - SELECT ACCOUNT	N	N	11/23/2016	N	USD	550.25
P70602	0716	41156	SBC		WX	1	2336	XCEL ENERGY	N	N	12/2/2016	N	USD	8,188.51
P70602	0716	41156	SBC		WX	1	2336	XCEL ENERGY	N	N	12/2/2016	N	USD	7,969.45
P70602	0716	41156	SBC		WX	1	2336	XCEL ENERGY	N	N	12/2/2016	N	USD	4,566.90
P70602	0716	41157	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	12/5/2016	N	USD	181.81
P70602	0716	41157	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	12/5/2016	N	USD	159.97
P70602	0716	41157	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	12/5/2016	N	USD	110.80
P70602	0716	41158	SBC		WX	1	2336	XCEL ENERGY	N	N	12/6/2016	N	USD	625.88
P70602	0716	41159	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	12/7/2016	N	USD	1,578.47
P70602	0716	41159	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	12/7/2016	N	USD	1,508.11
P70602	0716	41159	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	12/7/2016	N	USD	1,255.96
P70602	0716	41159	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	12/7/2016	N	USD	560.91
P70602	0716	41160	SBC		WX	1	2336	XCEL ENERGY	N	N	12/8/2016	N	USD	13.43

November 2016 PCARD
Payroll 12/05/2016

35,543.69
269,897.43

Total

\$ 516,876.98

Hand Pays

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P70602	0716	41037	SBC	59863	CH	1	2730	DAVE KREFT	Y	N	11/29/2016	N	USD	372.58
P70602	0716	41040	SBC	59864	CH	1	7183	JESSICA IGO	Y	N	11/29/2016	N	USD	210.00
P70602	0716	41038	SBC	59865	CH	1	4145	MEDICAREBLUE RX	Y	N	11/29/2016	N	USD	30.50
P70602	0716	41036	SBC	59866	CH	1	1874	MNGWL	Y	N	11/29/2016	N	USD	150.00
P70602	0716	41039	SBC	59867	CH	1	7182	TRISHA MAMMENGA	Y	N	11/29/2016	N	USD	50.00
P70602	0716	41117	SBC	59868	CH	1	2649	AARP	Y	N	12/2/2016	C	USD	85.00
P70602	0716	41120	SBC	59869	CH	1	6264	BELLE PLAINE AREA FOOD SHELF	Y	N	12/2/2016	C	USD	402.30
P70602	0716	41118	SBC	59870	CH	1	3553	EIDE BAILLY LLP	Y	N	12/2/2016	C	USD	9,000.00
P70602	0716	41119	SBC	59871	CH	1	4172	LAKEVILLE NORTH	Y	N	12/2/2016	C	USD	235.00
p706p1	0716	41127	SBC	59872	CH	1	1123	BELLE PLAINE ED ASSOC	Y	N	12/5/2016	C	USD	5,275.59
p706p1	0716	41128	SBC	59873	CH	1	1134	BELLE PLAINE SCHOOL	Y	N	12/5/2016	C	USD	3,989.50
p706p1	0716	41132	SBC	59874	CH	1	6451	Belle Plaine Schools Dental Ins Account	Y	N	12/5/2016	C	USD	12,285.63
p706p1	0716	41133	SBC	59875	CH	1	6482	Belle Plaine Schools Health Ins Acct	Y	N	12/5/2016	C	USD	116,415.09
p706p1	0716	41129	SBC	59876	CH	1	1178	BPESPA	Y	N	12/5/2016	C	USD	1,100.22
p706p1	0716	41134	SBC	59877	CH	1	7052	FIDELITY SECURITY LIFE INS EYE MED	Y	N	12/5/2016	C	USD	467.51
p706p1	0716	41131	SBC	59878	CH	1	6122	NATIONAL INSURANCE SERVICE of WI	Y	N	12/5/2016	C	USD	2,974.98
p706p1	0716	41130	SBC	59879	CH	1	1836	NCPERS MINNESOTA	Y	N	12/5/2016	C	USD	32.00
P70602	0716	41135	SBC	59880	CH	1	4802	USPS	Y	N	12/6/2016	C	USD	324.69
P70602	0716	41136	SBC	59881	CH	1	4802	USPS	Y	N	12/6/2016	C	USD	290.55
P70602	0716	41154	SBC	59882	CH	1	7192	AMBER GORT	Y	N	12/9/2016	C	USD	100.00
P70602	0716	41144	SBC	59883	CH	1	5532	ANDREW DEMORETT	Y	N	12/9/2016	C	USD	111.00
P70602	0716	41143	SBC	59884	CH	1	4498	BRIAN SHREVE	Y	N	12/9/2016	C	USD	90.00
P70602	0716	41149	SBC	59885	CH	1	6896	CAROLYN GLEASON	Y	N	12/9/2016	C	USD	900.00
P70602	0716	41151	SBC	59886	CH	1	7157	EASTVIEW LDT BOOSTER CLUB	Y	N	12/9/2016	C	USD	115.00
P70602	0716	41153	SBC	59887	CH	1	7191	ERIC IVERSON	Y	N	12/9/2016	C	USD	110.00
P70602	0716	41155	SBC	59888	CH	1	7193	FEDERAL LICENSE MANAGEMENT	Y	N	12/9/2016	C	USD	315.00
P70602	0716	41148	SBC	59889	CH	1	6683	GARY SONNERNBURG	Y	N	12/9/2016	C	USD	111.00
P70602	0716	41139	SBC	59890	CH	1	1629	JEFF HEINE	Y	N	12/9/2016	C	USD	632.98
P70602	0716	41139	SBC	59890	CH	1	1629	JEFF HEINE	Y	N	12/9/2016	C	USD	1,657.99
P70602	0716	41145	SBC	59891	CH	1	5538	MARK JOHNSON	Y	N	12/9/2016	C	USD	111.00
P70602	0716	41146	SBC	59892	CH	1	5924	MIKE LEVERSON	Y	N	12/9/2016	C	USD	110.00
P70602	0716	41147	SBC	59893	CH	1	6391	PANTHER BOOSTER CLUB	Y	N	12/9/2016	C	USD	100.00
P70602	0716	41140	SBC	59894	CH	1	1992	PRAIRIE TRUCKING INC	Y	N	12/9/2016	C	USD	36,815.90

Hand Pays

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P70602	0716	41142	SBC	59895	CH	1	2872	SCOTT RENNE	Y	N	12/9/2016	C N	USD	338.75
P70602	0716	41142	SBC	59895	CH	1	2872	SCOTT RENNE	Y	N	12/9/2016	C N	USD	33.48
P70602	0716	41141	SBC	59896	CH	1	2164	STIER TRANSPORTATION SERVICES	Y	N	12/9/2016	C N	USD	72,991.21
P70602	0716	41150	SBC	59897	CH	1	6976	TIMOTHY HARRIS	Y	N	12/9/2016	C N	USD	110.00
P70602	0716	41152	SBC	59898	CH	1	7190	U OF M - CAREI	Y	N	12/9/2016	C N	USD	800.00
Total													\$ 268,661.87	

Nov 2016 Student Activities

Activity	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Payment Description	Pay Date	Void	Curr	Amount
SR High Student Council	0716	40895	HSAC	7853	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	HS STD CNCL - AMAZON	11/8/2016 0	N	USD	53.96
SR High Student Council	0716	40895	HSAC	7853	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	HS STD CNCL - AMAZON	11/8/2016 0	N	USD	16.92
Art/Visual Art	0716	40895	HSAC	7853	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	/ISUAL ARTS - STIER TRANSPORTATION TO RENAISSANC	11/8/2016 0	N	USD	289.77
FFA	0716	40896	HSAC	7854	CH	3	4748	BRUCE MATHIOWETZ	Nationals - Bills/Students	11/8/2016 0	N	USD	19,297.40
Cross Country	0716	40900	HSAC	7855	CH	3	5842	DEBBIE FOGARTY	CC 9/30 Spaghetti Supper	11/8/2016 0	N	USD	100.00
SR High Student Council	0716	40901	HSAC	7856	CH	3	6875	JOHN WARREN	Snowfest Dance DJ	11/8/2016 0	N	USD	255.00
SH Band	0716	40899	HSAC	7857	CH	3	5470	KITTELSON MARKETING COMPANY, INC	Butter Braid Payment	11/8/2016 0	N	USD	4,096.80
BP Sr. Hi Club	0716	40902	HSAC	7858	CH	3	7172	MASSP-Div of Student Activities	Dues for NHS	11/8/2016 0	N	USD	60.00
Cross Country	0716	40897	HSAC	7859	CH	3	4810	TAHER FOODS	CC Spaghetti Feed Groceries	11/8/2016 0	N	USD	508.31
Tiger Club	0716	40898	HSAC	7860	CH	3	5388	ZACH NELSON	Waseca/BP Football Pizza Feed	11/8/2016 0	N	USD	300.00
Football	0716	40928	HSAC	7861	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	FOOTBALL - 1/2 COST OF COMPUTER	11/16/2016	N	USD	949.00
FFA	0716	40929	HSAC	7862	CH	3	4748	BRUCE MATHIOWETZ	Postage, FFA Button, Pizza	11/16/2016	N	USD	303.81
Concessions	0716	40934	HSAC	7863	CH	3	4946	CASH	Replenish fr Extra money fball	11/16/2016	N	USD	180.00
Concessions	0716	40931	HSAC	7864	CH	3	4823	DANCE TEAM BOOSTER CLUB	CONCESSIONS 10/4 VBALL	11/16/2016	N	USD	400.00
Tiger Fever	0716	40930	HSAC	7865	CH	3	4811	EMMA KRUMBEEES FLORAL	VBALL PARENTS NIGHT FLOWERS	11/16/2016	N	USD	37.50
Cross Country	0716	40932	HSAC	7866	CH	3	4837	FAME AWARDS	Awards	11/16/2016	N	USD	110.00
Concessions	0716	40939	HSAC	7867	CH	3	7178	GOLD MEDAL	CONCESSION SUPPLIES	11/16/2016	N	USD	705.40
Tennis	0716	40938	HSAC	7868	CH	3	7079	MELISSA HANSON	Team Dinner at Pizza Ranch	11/16/2016	N	USD	131.13
Tennis	0716	40938	HSAC	7868	CH	3	7079	MELISSA HANSON	Court Time - Gust	11/16/2016	N	USD	23.50
Tennis	0716	40938	HSAC	7868	CH	3	7079	MELISSA HANSON	Court Time at Gust	11/16/2016	N	USD	34.75
FFA	0716	40935	HSAC	7869	CH	3	5020	NATIONAL FFA	FFA Banner	11/16/2016	N	USD	69.00
Cross Country	0716	40937	HSAC	7870	CH	3	6560	NORTH AMERICAN SAFETY INC	T-Shirts	11/16/2016	N	USD	170.00
Concessions	0716	40933	HSAC	7871	CH	3	4848	PEPSI-COLA	Pop Delivery	11/16/2016	N	USD	646.59
FFA	0716	40936	HSAC	7872	CH	3	6260	UNIVERSITY OF MN - REGENTS	U of MN Invite Registration	11/16/2016	N	USD	60.00
Total												28,798.84	

November 2016 Pcard

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Account Number	Merchant Name	Transaction Amount
SD BELLE PLAINE	447682231	10/27/2016	10/28/2016	11/27/2016	5550 0800 0162 5453	COBORN S SUPERSTORE	16.31
SD BELLE PLAINE	447682232	10/27/2016	10/28/2016	11/27/2016	5550 0800 0162 5453	AMAZON MKTPLACE PMTS	6.99
SD BELLE PLAINE	447682233	10/27/2016	10/28/2016	11/27/2016	5550 0800 0162 5453	BROOKES PUBLISHING	676.87
SD BELLE PLAINE	448361917	11/2/2016	11/3/2016	11/27/2016	5550 0800 0162 5453	COBORN S SUPERSTORE	121.20
SD BELLE PLAINE	448603877	11/3/2016	11/4/2016	11/27/2016	5550 0800 0162 5453	STAGES THEATRE COMPANY	90.00
SD BELLE PLAINE	449076758	11/8/2016	11/9/2016	11/27/2016	5550 0800 0162 5453	USPS PO 2607300172	94.00
SD BELLE PLAINE	449634049	11/10/2016	11/14/2016	11/27/2016	5550 0800 0162 5453	COBORN S SUPERSTORE	33.78
SD BELLE PLAINE	450016523	11/15/2016	11/16/2016	11/27/2016	5550 0800 0162 5453	WPS	661.50
SD BELLE PLAINE	450368230	11/18/2016	11/18/2016	11/27/2016	5550 0800 0162 5453	ASHA 3	225.00
SD BELLE PLAINE	450736305	11/22/2016	11/22/2016	11/27/2016	5550 0800 0162 5453	THINK SOCIAL PUBLISHIN	116.44
SD BELLE PLAINE	450996667	11/24/2016	11/24/2016	11/27/2016	5550 0800 0162 5453	RVRSIDE EDU *TESTING	95.45
SD BELLE PLAINE	451150761	11/22/2016	11/25/2016	11/27/2016	5550 0800 0162 5453	MULTI-HEALTH SYSTEMS	68.25
HIGH SCHOOL BELLE PLAINE	447682234	10/27/2016	10/28/2016	11/27/2016	5550 0800 0165 6896	MENARDS BURNSVILLE MN	179.89
HIGH SCHOOL BELLE PLAINE	447682235	10/27/2016	10/28/2016	11/27/2016	5550 0800 0165 6896	Rockler Wood*	195.65
HIGH SCHOOL BELLE PLAINE	448089297	10/31/2016	11/1/2016	11/27/2016	5550 0800 0165 6896	MINNESOTA STATE COLLEG	90.00
HIGH SCHOOL BELLE PLAINE	448089298	10/31/2016	11/1/2016	11/27/2016	5550 0800 0165 6896	EREPLACEMENTPARTS.COM	26.01
HIGH SCHOOL BELLE PLAINE	448361919	11/2/2016	11/3/2016	11/27/2016	5550 0800 0165 6896	USPS PO 2607300172	151.26
HIGH SCHOOL BELLE PLAINE	448361920	11/2/2016	11/3/2016	11/27/2016	5550 0800 0165 6896	WM SUPERCENTER #1738	14.99
HIGH SCHOOL BELLE PLAINE	448361921	11/2/2016	11/3/2016	11/27/2016	5550 0800 0165 6896	BSN*SPORT SUPPLY GROUP	2,384.73
HIGH SCHOOL BELLE PLAINE	448603878	11/3/2016	11/4/2016	11/27/2016	5550 0800 0165 6896	COBORN S SUPERSTORE	40.77
HIGH SCHOOL BELLE PLAINE	448603879	11/3/2016	11/4/2016	11/27/2016	5550 0800 0165 6896	USPS PO 2607300172	13.25
HIGH SCHOOL BELLE PLAINE	448603880	11/4/2016	11/4/2016	11/27/2016	5550 0800 0165 6896	SCHMITT MUSIC #11 (262.76
HIGH SCHOOL BELLE PLAINE	448603881	11/3/2016	11/4/2016	11/27/2016	5550 0800 0165 6896	AMAZON MKTPLACE PMTS	194.85
HIGH SCHOOL BELLE PLAINE	449076759	11/7/2016	11/9/2016	11/27/2016	5550 0800 0165 6896	MENARDS HUTCHINSON MN	25.19
HIGH SCHOOL BELLE PLAINE	449076760	11/8/2016	11/9/2016	11/27/2016	5550 0800 0165 6896	TCT*ANDERSON S	(20.91)
HIGH SCHOOL BELLE PLAINE	449076761	11/8/2016	11/9/2016	11/27/2016	5550 0800 0165 6896	AMAZON MKTPLACE PMTS	139.90
HIGH SCHOOL BELLE PLAINE	449215833	11/8/2016	11/10/2016	11/27/2016	5550 0800 0165 6896	POWER DISTRIBUTORS O	72.72
HIGH SCHOOL BELLE PLAINE	449215834	11/8/2016	11/10/2016	11/27/2016	5550 0800 0165 6896	MATHESON - C16	518.05
HIGH SCHOOL BELLE PLAINE	449634050	11/12/2016	11/14/2016	11/27/2016	5550 0800 0165 6896	OFFICE DEPOT #1090	37.45
HIGH SCHOOL BELLE PLAINE	449634051	11/8/2016	11/14/2016	11/27/2016	5550 0800 0165 6896	PROGRESSIVE PRINTING	80.29
HIGH SCHOOL BELLE PLAINE	449634052	11/11/2016	11/14/2016	11/27/2016	5550 0800 0165 6896	NASCO FORT ATKINSON	25.40
HIGH SCHOOL BELLE PLAINE	449634053	11/11/2016	11/14/2016	11/27/2016	5550 0800 0165 6896	TEACH TCI	50.00
HIGH SCHOOL BELLE PLAINE	449897701	11/14/2016	11/15/2016	11/27/2016	5550 0800 0165 6896	OFFICE DEPOT #1090	564.19
HIGH SCHOOL BELLE PLAINE	450016524	11/15/2016	11/16/2016	11/27/2016	5550 0800 0165 6896	COBORN S SUPERSTORE	68.94
HIGH SCHOOL BELLE PLAINE	450016525	11/15/2016	11/16/2016	11/27/2016	5550 0800 0165 6896	SUBWAY 03164670	179.55
HIGH SCHOOL BELLE PLAINE	450016526	11/14/2016	11/16/2016	11/27/2016	5550 0800 0165 6896	MENARDS BURNSVILLE MN	226.93
HIGH SCHOOL BELLE PLAINE	450016527	11/14/2016	11/16/2016	11/27/2016	5550 0800 0165 6896	MENARDS BURNSVILLE MN	184.96
HIGH SCHOOL BELLE PLAINE	450016528	11/15/2016	11/16/2016	11/27/2016	5550 0800 0165 6896	WAL-MART #1738	14.02
HIGH SCHOOL BELLE PLAINE	450164852	11/15/2016	11/17/2016	11/27/2016	5550 0800 0165 6896	HARDWARE DISTRIBUTORS-	294.50
HIGH SCHOOL BELLE PLAINE	450594346	11/20/2016	11/21/2016	11/27/2016	5550 0800 0165 6896	2CO*MBDA.ORG 2CO.COM	40.00
HIGH SCHOOL BELLE PLAINE	450594347	11/19/2016	11/21/2016	11/27/2016	5550 0800 0165 6896	MILLS FLEET FARM 3200	58.31

November 2016 Pcard

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Account Number	Merchant Name	Transaction Amount
HIGH SCHOOL BELLE PLAINE	450594348	11/19/2016	11/21/2016	11/27/2016	5550 0800 0165 6896	THE HOME DEPOT #2812	106.01
HIGH SCHOOL BELLE PLAINE	450736306	11/21/2016	11/22/2016	11/27/2016	5550 0800 0165 6896	COBORN S SUPERSTORE	43.08
HIGH SCHOOL BELLE PLAINE	450736307	11/21/2016	11/22/2016	11/27/2016	5550 0800 0165 6896	MINNESOTA CLAY CO USA	103.02
HIGH SCHOOL BELLE PLAINE	450736308	11/21/2016	11/22/2016	11/27/2016	5550 0800 0165 6896	GENESIS TOWN & COUNTRY	50.91
HIGH SCHOOL BELLE PLAINE	450856029	11/22/2016	11/23/2016	11/27/2016	5550 0800 0165 6896	COBORN S SUPERSTORE	56.70
HIGH SCHOOL BELLE PLAINE	450996668	11/23/2016	11/24/2016	11/27/2016	5550 0800 0165 6896	Amazon.com	39.99
HIGH SCHOOL BELLE PLAINE	450996669	11/22/2016	11/24/2016	11/27/2016	5550 0800 0165 6896	HAAN CRAFTS	384.89
DAVIS KRIS	447682236	10/27/2016	10/28/2016	11/27/2016	5550 0800 0179 9134	METRO SALES INC.	3,402.44
DAVIS KRIS	448361924	11/2/2016	11/3/2016	11/27/2016	5550 0800 0179 9134	USPS PO 2607300172	4.16
DAVIS KRIS	448603882	11/2/2016	11/4/2016	11/27/2016	5550 0800 0179 9134	METRO SALES INC.	741.67
DAVIS KRIS	448603883	11/2/2016	11/4/2016	11/27/2016	5550 0800 0179 9134	METRO SALES INC.	730.40
DAVIS KRIS	448842093	11/5/2016	11/7/2016	11/27/2016	5550 0800 0179 9134	WASTE MGMT WM EZPAY	633.37
DAVIS KRIS	448842094	11/5/2016	11/7/2016	11/27/2016	5550 0800 0179 9134	WASTE MGMT WM EZPAY	816.68
DAVIS KRIS	448842095	11/5/2016	11/7/2016	11/27/2016	5550 0800 0179 9134	WASTE MGMT WM EZPAY	265.46
DAVIS KRIS	448842096	11/5/2016	11/7/2016	11/27/2016	5550 0800 0179 9134	WASTE MGMT WM EZPAY	533.87
DAVIS KRIS	449076762	11/8/2016	11/9/2016	11/27/2016	5550 0800 0179 9134	USPS PO 2607300172	94.00
DAVIS KRIS	449634054	11/10/2016	11/14/2016	11/27/2016	5550 0800 0179 9134	BIFFS INC	266.00
DAVIS KRIS	450016529	11/15/2016	11/16/2016	11/27/2016	5550 0800 0179 9134	SAMS CLUB #6311	64.12
DAVIS KRIS	450016530	11/15/2016	11/16/2016	11/27/2016	5550 0800 0179 9134	PARTY CITY #1033	17.94
DAVIS KRIS	450164853	11/16/2016	11/17/2016	11/27/2016	5550 0800 0179 9134	USPS PO 2607300172	147.45
DAVIS KRIS	450368231	11/18/2016	11/18/2016	11/27/2016	5550 0800 0179 9134	INNOVATIVE OFFICE SOLU	6.52
DAVIS KRIS	450856030	11/22/2016	11/23/2016	11/27/2016	5550 0800 0179 9134	GENESIS - BELLE PLAINE	303.42
DAVIS KRIS	451150762	11/23/2016	11/25/2016	11/27/2016	5550 0800 0179 9134	METRO SALES INC.	1,841.95
KELLER CHUCK	450164846	11/17/2016	11/17/2016	11/27/2016	5550 0800 0119 5663	AMAZON MKTPLACE PMTS	17.02
KELLER CHUCK	450368219	11/18/2016	11/18/2016	11/27/2016	5550 0800 0119 5663	AMAZON.COM AMZN.COM/BI	1,528.68
KELLER CHUCK	450996664	11/24/2016	11/24/2016	11/27/2016	5550 0800 0119 5663	AMAZON MKTPLACE PMTS	29.99
KELLER CHUCK	451150759	11/26/2016	11/25/2016	11/27/2016	5550 0800 0119 5663	VZWRLSS*APOCC VISB	1,008.51
ACTIVITIES BELLE P	447682225	10/27/2016	10/28/2016	11/27/2016	5550 0800 0154 3771	OLIVE GARDEN 00011007	99.86
ACTIVITIES BELLE P	447682226	10/27/2016	10/28/2016	11/27/2016	5550 0800 0154 3771	PIZZA PLUS	36.00
ACTIVITIES BELLE P	447682227	10/27/2016	10/28/2016	11/27/2016	5550 0800 0154 3771	TCT*ANDERSON S	(31.97)
ACTIVITIES BELLE P	447682228	10/28/2016	10/28/2016	11/27/2016	5550 0800 0154 3771	PARK PLAZA HOTEL BLMNG	185.12
ACTIVITIES BELLE P	447682229	10/28/2016	10/28/2016	11/27/2016	5550 0800 0154 3771	PARK PLAZA HOTEL BLMNG	199.84
ACTIVITIES BELLE P	447964152	10/29/2016	10/31/2016	11/27/2016	5550 0800 0154 3771	PIZZA PLUS	67.00
ACTIVITIES BELLE P	448603870	11/4/2016	11/4/2016	11/27/2016	5550 0800 0154 3771	JAEGER SPORTS INC	259.55
ACTIVITIES BELLE P	448603871	11/4/2016	11/4/2016	11/27/2016	5550 0800 0154 3771	DOMINO S 7300	112.00
ACTIVITIES BELLE P	448603872	11/3/2016	11/4/2016	11/27/2016	5550 0800 0154 3771	EASTBAY	101.82
ACTIVITIES BELLE P	448842092	11/5/2016	11/7/2016	11/27/2016	5550 0800 0154 3771	STAGE ACCENTS	4,250.00
ACTIVITIES BELLE P	449076757	11/8/2016	11/9/2016	11/27/2016	5550 0800 0154 3771	COBORN S SUPERSTORE	37.39
ACTIVITIES BELLE P	449634043	11/9/2016	11/14/2016	11/27/2016	5550 0800 0154 3771	SAMUEL FRENCH INC.	21.30
ACTIVITIES BELLE P	449634044	11/10/2016	11/14/2016	11/27/2016	5550 0800 0154 3771	COBORN S SUPERSTORE	47.94
ACTIVITIES BELLE P	449897696	11/15/2016	11/15/2016	11/27/2016	5550 0800 0154 3771	J W PEPPER AND SON INC	392.64

November 2016 Pcard

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Account Number	Merchant Name	Transaction Amount
ACTIVITIES BELLE P	450016521	11/15/2016	11/16/2016	11/27/2016	5550 0800 0154 3771	SUBWAY 03164670	112.20
ACTIVITIES BELLE P	450016522	11/15/2016	11/16/2016	11/27/2016	5550 0800 0154 3771	STAGE ACCENTS	582.08
ACTIVITIES BELLE P	450164850	11/16/2016	11/17/2016	11/27/2016	5550 0800 0154 3771	KOHL S #0520	124.24
ACTIVITIES BELLE P	450164851	11/15/2016	11/17/2016	11/27/2016	5550 0800 0154 3771	IMAGE MARKET	676.80
ACTIVITIES BELLE P	450368226	11/16/2016	11/18/2016	11/27/2016	5550 0800 0154 3771	BIGGER FASTER STRONGER	312.99
ACTIVITIES BELLE P	450736303	11/21/2016	11/22/2016	11/27/2016	5550 0800 0154 3771	COBORN S SUPERSTORE	18.50
ACTIVITIES BELLE P	450736304	11/21/2016	11/22/2016	11/27/2016	5550 0800 0154 3771	PAYPAL *PINNON HATC	89.00
ACTIVITIES BELLE P	450856023	11/22/2016	11/23/2016	11/27/2016	5550 0800 0154 3771	PIZZA PLUS	81.93
ACTIVITIES BELLE P	450856024	11/22/2016	11/23/2016	11/27/2016	5550 0800 0154 3771	PIZZA PLUS	70.94
ACTIVITIES BELLE P	450856025	11/22/2016	11/23/2016	11/27/2016	5550 0800 0154 3771	GALACTIC PIZZA	269.69
ACTIVITIES BELLE P	450856026	11/22/2016	11/23/2016	11/27/2016	5550 0800 0154 3771	GALACTIC PIZZA	5.12
ACTIVITIES BELLE P	450856027	11/22/2016	11/23/2016	11/27/2016	5550 0800 0154 3771	HIGHPOINT CENTER FOR P	76.00
ACTIVITIES BELLE P	450996665	11/22/2016	11/24/2016	11/27/2016	5550 0800 0154 3771	TAMS-WITMARKMUSICLIBRA	144.00
COMM ED BELLE PLAINE	448214071	11/1/2016	11/2/2016	11/27/2016	5550 0800 0154 8051	Amazon.com	38.49
COMM ED BELLE PLAINE	448214072	11/2/2016	11/2/2016	11/27/2016	5550 0800 0154 8051	Amazon.com	38.49
COMM ED BELLE PLAINE	448603876	11/4/2016	11/4/2016	11/27/2016	5550 0800 0154 8051	INNOVATIVE OFFICE SOLU	101.94
COMM ED BELLE PLAINE	449215831	11/9/2016	11/10/2016	11/27/2016	5550 0800 0154 8051	WM SUPERCENTER #3513	53.04
COMM ED BELLE PLAINE	449215832	11/9/2016	11/10/2016	11/27/2016	5550 0800 0154 8051	WAL-MART #3513	45.88
COMM ED BELLE PLAINE	449634046	11/11/2016	11/14/2016	11/27/2016	5550 0800 0154 8051	ACCUCUT LLC	64.00
COMM ED BELLE PLAINE	449634047	11/10/2016	11/14/2016	11/27/2016	5550 0800 0154 8051	APL*APPLEONLINESTOREUS	52.61
COMM ED BELLE PLAINE	449634048	11/11/2016	11/14/2016	11/27/2016	5550 0800 0154 8051	SCHOLASTIC BOOK CLUB	340.00
COMM ED BELLE PLAINE	449897700	11/14/2016	11/15/2016	11/27/2016	5550 0800 0154 8051	COBORN S SUPERSTORE	18.15
COMM ED BELLE PLAINE	450996666	11/22/2016	11/24/2016	11/27/2016	5550 0800 0154 8051	LAKESHORE LEARNING MAT	80.49
ELEMENTARY CHATFIELD	447682230	10/26/2016	10/28/2016	11/27/2016	5550 0800 0154 6667	LAKESHORE LEARNING MAT	(59.98)
ELEMENTARY CHATFIELD	448361913	11/1/2016	11/3/2016	11/27/2016	5550 0800 0154 6667	SUBWAY 00999912	153.90
ELEMENTARY CHATFIELD	448361914	11/3/2016	11/3/2016	11/27/2016	5550 0800 0154 6667	SSI*SCHOOL SPECIALTY	77.76
ELEMENTARY CHATFIELD	448603873	11/3/2016	11/4/2016	11/27/2016	5550 0800 0154 6667	OFFICEMAX CT*IN#490035	28.25
ELEMENTARY CHATFIELD	448603874	11/4/2016	11/4/2016	11/27/2016	5550 0800 0154 6667	MICHAELS STORES 3747	39.21
ELEMENTARY CHATFIELD	448603875	11/3/2016	11/4/2016	11/27/2016	5550 0800 0154 6667	LAKESHORE LEARNING MAT	217.53
ELEMENTARY CHATFIELD	449215830	11/9/2016	11/10/2016	11/27/2016	5550 0800 0154 6667	SDE INC	415.00
ELEMENTARY CHATFIELD	449634045	11/11/2016	11/14/2016	11/27/2016	5550 0800 0154 6667	INNOVATIVE OFFICE SOLU	7.12
ELEMENTARY CHATFIELD	449897697	11/14/2016	11/15/2016	11/27/2016	5550 0800 0154 6667	COBORN S SUPERSTORE	167.34
ELEMENTARY CHATFIELD	449897698	11/14/2016	11/15/2016	11/27/2016	5550 0800 0154 6667	SDE INC	(415.00)
ELEMENTARY CHATFIELD	449897699	11/14/2016	11/15/2016	11/27/2016	5550 0800 0154 6667	FITNESS FINDERS INC	69.00
ELEMENTARY CHATFIELD	450368227	11/19/2016	11/18/2016	11/27/2016	5550 0800 0154 6667	AMAZON MKTPLACE PMTS	33.59
ELEMENTARY CHATFIELD	450368228	11/19/2016	11/18/2016	11/27/2016	5550 0800 0154 6667	AMAZON MKTPLACE PMTS	31.00
ELEMENTARY CHATFIELD	450368229	11/19/2016	11/18/2016	11/27/2016	5550 0800 0154 6667	AMAZON MKTPLACE PMTS	50.78
ELEMENTARY CHATFIELD	450856028	11/22/2016	11/23/2016	11/27/2016	5550 0800 0154 6667	INNOVATIVE OFFICE SOLU	21.48
ELEMENTARY CHATFIELD	451150760	11/25/2016	11/25/2016	11/27/2016	5550 0800 0154 6667	AMAZON MKTPLACE PMTS	6.99
ELEMENTARY OAK CREST	447682223	10/27/2016	10/28/2016	11/27/2016	5550 0800 0131 0064	INSTITUTE FOR EDUCATIO	245.00
ELEMENTARY OAK CREST	447682224	10/27/2016	10/28/2016	11/27/2016	5550 0800 0131 0064	INSTITUTE FOR EDUCATIO	245.00

November 2016 Pcard

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Account Number	Merchant Name	Transaction Amount
ELEMENTARY OAK CREST	448089294	11/1/2016	11/1/2016	11/27/2016	5550 0800 0131 0064	SSI*SCHOOL SPECIALTY	46.54
ELEMENTARY OAK CREST	448089295	10/31/2016	11/1/2016	11/27/2016	5550 0800 0131 0064	JONES SCHOOL SUPPLY	14.41
ELEMENTARY OAK CREST	448089296	10/31/2016	11/1/2016	11/27/2016	5550 0800 0131 0064	SAMSClub #6311	30.30
ELEMENTARY OAK CREST	448214070	11/1/2016	11/2/2016	11/27/2016	5550 0800 0131 0064	TEACHERSPAYTEACHERS.CO	15.92
ELEMENTARY OAK CREST	448361910	11/2/2016	11/3/2016	11/27/2016	5550 0800 0131 0064	PAYPAL *ARTEDUCATOR	210.00
ELEMENTARY OAK CREST	448603869	11/3/2016	11/4/2016	11/27/2016	5550 0800 0131 0064	GROTH MUSIC	306.53
ELEMENTARY OAK CREST	448946835	11/7/2016	11/8/2016	11/27/2016	5550 0800 0131 0064	BRAINPOP	1,695.00
ELEMENTARY OAK CREST	449076756	11/8/2016	11/9/2016	11/27/2016	5550 0800 0131 0064	USPS PO 2607300172	151.60
ELEMENTARY OAK CREST	449215828	11/9/2016	11/10/2016	11/27/2016	5550 0800 0131 0064	TARGET 00018333	46.98
ELEMENTARY OAK CREST	449215829	11/9/2016	11/10/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	34.99
ELEMENTARY OAK CREST	449634042	11/10/2016	11/14/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	69.80
ELEMENTARY OAK CREST	449897694	11/14/2016	11/15/2016	11/27/2016	5550 0800 0131 0064	COBORN S SUPERSTORE	33.13
ELEMENTARY OAK CREST	449897695	11/14/2016	11/15/2016	11/27/2016	5550 0800 0131 0064	SUBWAY 03164670	166.72
ELEMENTARY OAK CREST	450164847	11/16/2016	11/17/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	55.01
ELEMENTARY OAK CREST	450164848	11/16/2016	11/17/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	21.87
ELEMENTARY OAK CREST	450164849	11/17/2016	11/17/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	55.01
ELEMENTARY OAK CREST	450368220	11/18/2016	11/18/2016	11/27/2016	5550 0800 0131 0064	COBORN S SUPERSTORE	31.55
ELEMENTARY OAK CREST	450368221	11/18/2016	11/18/2016	11/27/2016	5550 0800 0131 0064	CARIBOU COFFEE #1306	79.96
ELEMENTARY OAK CREST	450368222	11/18/2016	11/18/2016	11/27/2016	5550 0800 0131 0064	TEACHERSPAYTEACHERS.CO	19.44
ELEMENTARY OAK CREST	450368223	11/17/2016	11/18/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	44.88
ELEMENTARY OAK CREST	450368224	11/18/2016	11/18/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	53.68
ELEMENTARY OAK CREST	450368225	11/19/2016	11/18/2016	11/27/2016	5550 0800 0131 0064	AMAZON MKTPLACE PMTS	99.95
ELEMENTARY OAK CREST	450594344	11/19/2016	11/21/2016	11/27/2016	5550 0800 0131 0064	Amazon.com	29.61
ELEMENTARY OAK CREST	450594345	11/21/2016	11/21/2016	11/27/2016	5550 0800 0131 0064	SSI*SCHOOL SPECIALTY	149.08
ELEMENTARY OAK CREST	450856022	11/22/2016	11/23/2016	11/27/2016	5550 0800 0131 0064	TEACHERSPAYTEACHERS.CO	15.00

Total	35,543.69
--------------	------------------

John Bergs
Activities Director
Margot Hansen
Curriculum & Assessment Director
Jeff Heine
Buildings & Grounds Director



Chuck Keller
Business Manager
Mary Mesler
Student Support Services Director
Mindy Chevalier
Community Ed Director

DATE OF BOARD MEETING: December 19, 2016
 SUBJECT: Gifts and Donations
 RECOMMENDATION: Approve

Therefore, the Director of Finance and Operations recommends the following resolution:

WHEREAS, School Board Policy #706 establishes guidelines for the acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 716 accept with appreciation the following gifts/donation and permit their use as designated by the donor(s).

DETAIL OF GIFTS/DONATIONS:

Date	Donor	Item and Nature of Donation/Gift	Amount
11.10.2016	Belle Plaine Elementary PTO	Chatfield – Conference Meal	150.00
11.10.2016	Belle Plaine Elementary PTO	Chatfield – Fund Request – K – Gerres	103.00
11.10.2016	Belle Plaine Elementary PTO	Oak Crest – Conference Meal	150.00
11.22.2016	Mary Nesgoda	Food Service – To assist underfunded students	50.00



Independent School District No. 716

http://www.belleplaine.k12.mn.us

District Calendar 2017-2018

DRAFT

District Contact Information

District Office: (952) 873-2400
 Chatfield Elementary: (952) 873-2401
 Oak Crest Elementary: (952) 873-2402
 Junior-Senior High: (952) 873-2403

Jul-17 S T

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

Jan-18 S T

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

- No School (Holiday)
- No School (Teacher Workshop Day)
- K-6 Parent-Teacher Conferences
- 7-12 Parent-Teacher Conferences
- End of Quarter
- No School (Conference Give Back)

Aug-17 S T

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

Feb-18 S T

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

- August**
- 23-30 New Teacher Workshop; Teacher Workshop
 - 30 7-12 Parent Teacher Conferences

- September**
- 4 No School - Labor Day
 - 5 School Begins 7-12
 - 5 K-6 Conferences 12:00 - 8:00 pm
 - 6 K-6 Conferences 10:00 - 6:00 pm
 - 7 School Begins K-6

Sep-17 S T

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

Mar-18 S T

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

- October**
- 19-20 No School Education MN Conference

- November**
- 7 End of 1st Quarter
 - 13 & 16 K-6 Parent Teacher Conferences
 - 14 & 21 7-12 Parent Teacher Conferences
 - 22-24 No School - Thanksgiving Break

Oct-17 S T

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

Apr-18 S T

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

- December**
- 25-29 No School - Holiday Break

- January**
- 1-2 No School - Holiday Break
 - 3 School Resumes
 - 19 End 2nd Q/1st Semester
 - 22 No School - Teacher Workshop

Nov-17 S T

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

May-18 S T

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

- February**
- 12 & 15 K-6 Parent Teacher Conferences
 - 13 7-12 Parent Teacher Conferences
 - 19 No School - President's Day

Dec-17 S T

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

Jun-18 S T

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

- March**
- 23 End 3rd Quarter
 - 26-30 No School - Spring Break

- April**
-
- May**
- 28 No School - Memorial Day

- June**
- 1 Last student day, end of 4th Quarter
 - 3 Graduation
 - 4 Teacher Workshop

Student Contact Day Summary

Quarter Summary	
1st Quarter	44
2nd Quarter	43
3rd Quarter	43
4th Quarter	44
Total	174

8 teacher workshop days
 2 days allotted for parent-teacher conferen
Total teacher days: 184

Board Report
December 19th, 2016
Oak Crest Elementary
Liann Hanson

Appreciation:

- **Grant Money for Backpack Program** Thanks goes out to our Backpack Program for submitting and receiving a \$500 grant for our Backpack Program from MN Valley Electric!!!

Acceleration:

- **Writer's Round Table** We had our December Writer's Round Table on Friday, December 9th with students in 3rd-6th grade who were selected by their teachers as having excellent writing. Students had lunch with the principal and were able to share their writing.
- **Geography Bee** The Geography Bee will be held on Monday, December 19th at 1:45 PM.

Anticipation

- **Evaluation** Most probationary staff members have been formally observed twice by December 22nd. All general education teachers have been observed at least one. Observations are going well and the coaching conversations are moving staff forward. Observations will be continuing after Winter Break.
- **5th Grade Field Trip** The 5th grade will take a field trip to the Stepping Stone Theater on Thursday, December 17th.
- **Holiday Program** Oak Crest's 3rd-6th Grade Holiday Concert is on Tuesday, December 20th at 1:30 and 7:00 PM.
- **Holiday Sing-A-Long** Oak Crest staff and students will have a holiday sing along on Thursday, December 22nd at 2:30 PM to start our winter break with some holiday cheer!

**Belle Plaine High School
School Board Report
Submitted by Dave Kreft and Mindy Chevalier
December 19, 2016**

Appreciation:

- We just wrapped up the last Grading for Learning presentation to our students. The presentation was similar to what we presented to the parents during conferences. We focused more on what is in a grade and what is not in a grade with the student presentations than we did during the parent presentation. The student presentation will be shared at the board meeting. Staff members also heard the presentation during advisory so we are all speaking the same message.
- We completed a round of our English teachers visiting each other with administrators. The focus of the visits was to reflect on their PLC goal progress, which is based on the scope and sequence. The visits allowed all of us to see how each teacher was instructing on certain standards. Based on what the department saw, they requested a work day to tighten up their scope and sequence. We have led the math and English departments in these visits and will move to science next, followed by social. All of the visits have a particular purpose.

Acceleration:

- At our last staff meeting, we had our Grading for Learning committee serve as a panel to address some of the staff submitted questions. The purpose was to give them more tools that they may implement in their own practice. The questions included:
 - How to get students to care about work in the 0% or even 20% category. The first question asked whenever anything is happening in class is "What category is this going into?" and the effort that follows corresponds to the category. I have heard the sports and practice analogy, and that makes sense, but at the same time, students usually want to be in activities and enjoy the practice that comes with it. Not so much for school.
 - How to manage the extensive retakes/redos of formative assessments?
 - How can I get more students to retake their summatives that they are failing?
 - What does your intervention process look like? What do you do for your students to help them prep for a retake?

Anticipation:

- We have begun conversations about offerings for next year, with registration taking place after winter break. As always, we are looking at the relevance of our courses for the world that students will be entering.
- We have more clearly identified our Belle Plaine Tiger brand and logo. You see the consistent logo on much of our apparel. We will be adding more "decoration" to our gyms and common areas so any visitor may identify with our Tiger brand.

Dave Kreft
Jr/Sr High Principal
Mindy Chevalier
Asst. Jr/Sr High Principal
Community Ed Director
Liann Hanson, Ph.D.
Oak Crest Elementary Principal
Kim DeWitte
Chatfield Elementary Principal



Ryan Laager, Ed.D., Superintendent

Mary Mesler
Student Support Services Director
John Bergs
Activities Director
Margot Hansen
Curriculum & Assessment Director
Jeff Heine
Buildings & Grounds Director
Chuck Keller
Business Manager

December Board Report

Belle Plaine School District #0716 Student Support Services Update

- Completing paraprofessional observations as part of paraprofessional evaluations.
- Attended a Section 504 training on December 8th.
- Participated in a meeting with an Early Childhood Specialist from MDE to look at the possibility of adopting the Classroom Engagement Model for our early learners.
- Targeted Services began on 11/28. Attendance has been good. Things are running smoothly thanks to the excellent teachers who are working with the students who are participating.
- Working with the Transition Team to continue to develop the SOAR program.
- Planning a short meeting/training with special education staff on 1/20/17

Board Report
December 14, 2016
Chatfield Elementary
Kimberly DeWitte

Appreciation:

- Thank you to all of the staff, families, and kiddos that helped to make Holiday Express a HUGE success. This is a wonderful community event!
- Thank you to Mrs. Young and Mrs. Graff for all your work with the Turkey Trot.
- Thank you to Taher Food Service for organizing cookie decorating for all of the BK-2 students.

Acceleration:

- Professional Learning Communities:
 - The grade level teams and specialist are working on tweaking their report cards to a standards based format that include their learning targets/I Can statements.
 - We have also switched our reporting from Mastered and Developing to Proficient and Developing on the report cards. This aligns with Oak Crest grade reporting as well.
 - We are also aligning ourselves with the high school grading for learning philosophy and allowing students to retake summative assessments 1 time and receive their current grade.
 - We are also talking about spelling and creating a consistent expectation that aligns with Oak Crest.
 - The grade level teams are also working on uploading their summative assessments to google drive.
 - The data team is continuing to meet with grade levels monthly to talk about progress monitoring, goal setting, and serving kids.

Anticipation:

- We are starting to receive Kindergarten and Beginnergarten information from families for the 2017-2018 school year. We will send out another letter in January to all families that have not responded to our first letter.
- We are working on the system to have families register for preschool online for the 17-18 school year. This is a work in progress but big thanks to Ann Woelfel and Mindy for helping with this process.
- December 21 we will have red/green dress up day and be joined by 7th, 8th, and 9th grade students from 10:10-10:40 in the morning. The older students will read a book, talk about the holiday, and do a brain break together.
- We will have our annual Chatfield Christmas sing along on Thursday, December 22, from 2:15-3:00 as a way to celebrate the holidays. This is also PJ dress up day!

**Belle Plaine High School
School Board Report
Submitted by Margot Hansen
December, 2016**

Appreciation:

- Bryce Jacobson has been working to provide technology-based instructional support to our teachers. Some of his work has included with co-teaching to implement technology for students, setting up working meetings before, after, or during teacher prep times, and providing informational videos and examples for teachers to study or implement when time permits. Bryce and I will be working with individual teachers at the elementary level to use digital storytelling to publish student reading skills. Bryce and I are in the process of developing other professional development opportunities for staff throughout the year.
- Chuck Keller and I have been working with our network consultant, Jason Borglum, to determine updates that will be needed when it comes to phone systems, servers, and other hardware over the next 5 years.
- I have had the opportunity to work with many teachers this year in regards to our Grading for Learning initiative. I am very impressed by their commitment to serving students and trying new instructional practices and management in order to best meet their needs.

Acceleration:

- The English department met last week to analyze the scope and sequence of their standards and benchmarks 7-12. Their conversations were rich and productive. They were able to spend some of that time developing rubrics aligned with expectations and standards at each grade level for writing. This work is time consuming, but extremely valuable. This work will continue throughout PLCs and likely into the summer.
- Our juniors and sophomores took the OLPA (MCA practice test) within the last couple of weeks. The teachers now have access to the data and can be using it to set goals and determine needs moving forward.

Anticipation:

- Our Technology Refresh Committee will be meeting on December 19, 2016. At this time we will share a summary of the teacher and staff information collected in regards to devices and curricular resources.
- Our students who receive ELL services will begin their ACCESS assessments late January through mid-February.
- I look forward to spending more time in classrooms, completing walkthroughs with administrators and continuing conversations with teachers about instruction and technology opportunities and needs for the future.

**Community Education
School Board Report
Mindy Chevalier
December 2016**

Appreciation:

- **The Winter Brochure is in the homes of our families and out in our schools and businesses! Thanks to Chelsea Hutchison for all her work with formatting and design as well as organizing adult enrichment offerings! Her creative talents have made this brochure fantastic!**
- **Dorothy Saulsbury played a key role in the brochure offerings as well! Her work and background in Community Ed. along with her endless energy is a huge asset!**
- **ECFE's Holiday Express was another fantastic event, even in the dark! Holiday Express ran even though the transformer blew, largely in part to the assistance of the Fire Department, their lights and generators!! Thank you to Sheri Prokosh & her staff for their work and organization and providing our community with this wonderful event!**
- **Community Ed Advisory met in late November to go over the Winter brochure and provide us with feedback. It is great to get different perspectives from a variety of voices!**

Anticipation

- **We have been asked to decorate 5 more vacant store fronts with a winter theme. We have reached out to our K-6th grade teachers for their assistance with this project and many have graciously accepted.**
- **Fitness and Strength Training begins January 12th. This is the first official class in our new weight room facility!**
- **Thursday's in January, our very own Tech Integrationist Bryce Jacobson is going to provide a tech class for parents. This is an opportunity for our parents to learn more about the applications and resources our students are using, as well as other areas of interest to them.**

Acceleration

- **We are continuing our planning for a potential PreSchool Kids Co option next Fall. The planning will continue over holiday break.**
- **Ann Woelful has put together a great Google Form for PreSchool registration this spring! We are excited about our new process for Online registration for our families.**
- **We continue to develop weekly articles for the Belle Plaine Herald on upcoming offerings. Chelsea Hutchison has designed an appealing format for our article!**



Financial Report
June 30, 2016

Independent School District No. 716
Belle Plaine, Minnesota

INTRODUCTORY SECTION

List of Elected School OfficialsI

FINANCIAL SECTION

Independent Auditor’s Report..... II

Management’s Discussion and Analysis..... V

Basic Financial Statements:

Government-Wide Financial Statements:

Statement of Net Position 1
Statement of Activities..... 2

Fund Financial Statements:

Balance Sheet – Governmental Funds 3
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position..... 4
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds 5
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities 6
Statement of Net Position – Proprietary Fund 7
Statement of Changes in Net Position – Proprietary Fund..... 8
Statement of Cash Flows – Proprietary Fund 9
Notes to Financial Statements..... 10

Required Supplementary Information:

Schedules of Funding Progress 37
Schedule of Employer’s Share of Net Pension Liability and Schedule of Employer’s Contributions 38
Budgetary Comparison Schedules:
General Fund..... 39
Notes to Required Supplementary Information 40

Combining Fund Financial Statements:

Combining Balance Sheet – Nonmajor Governmental Funds 41
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Governmental Funds..... 42

MINNESOTA COMPLIANCE SECTION

Independent Auditor’s Report on Minnesota Legal Compliance 43

Uniform Financial Accounting and Reporting Standards Compliance Table..... 44

ADDITIONAL REPORTS AND SCHEDULE

Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.. 45

Summary of Audit Findings..... 47

Independent School District No. 716
Belle Plaine, Minnesota
List of Elected School Officials
June 30, 2016

Board of Education

Dan Gardner	Chair
Dan Giesen	Vice-Chair
Tracy O'Brien	Clerk
Joe Vandermark	Treasurer
Diane Skelley	Director
Terry Kahle	Director



Independent Auditor's Report

Members of the School Board
Independent School District No. 716
Belle Plaine, Minnesota

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Independent School District No. 716 (District), Belle Plaine, Minnesota, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District, as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedules of funding progress, budgetary comparison information, schedule of employer's share of net pension liability and schedule of employer's contributions as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's financial statements. The accompanying introductory section, the combining nonmajor fund financial statements and the Uniform Financial Accounting and Reporting Standards (UFARS) Compliance Table are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining fund financial statements and the UFARS Compliance Table are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements and the UFARS Compliance Table are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated December 13, 2016, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering internal controls over financial reporting and compliance.

Handwritten signature in cursive script that reads "Eric Sully LLP".

Mankato, Minnesota
December 13, 2016

**INDEPENDENT SCHOOL DISTRICT #716
BELLE PLAINE SCHOOLS
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016**

This section of Independent School District No. 716, (the Districts)'s annual financial report presents our discussion and analysis of the District's financial performance during the fiscal year that ended on June 30, 2015. Please read it in conjunction with the District's financial statements, which immediately follow this section.

The Management's Discussion and Analysis (MD&A) is an element of the reporting model required by the Governmental Accounting Standards Board's (GASB) Statement No 34 –*Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* in June 1999. Statement No. 34 contains significant requirements that enhance financial reporting. These requirements are also designed to make annual reports easier for the public to understand and more useful to stakeholders. Specifically, Statement No. 34 establishes new reporting requirements that include new financial statements, expanded disclosure, and supplemental information, including the MD&A (this section).

FINANCIAL HIGHLIGHTS

- Net Position increased \$2,328,277 from the prior year.
- Overall general fund revenues were \$16,185,104 while overall general fund expenses totaled \$16,595,249 for the year ended June 30, 2016.
- The General Fund balance decreased by \$410,145, the Food Service fund balance decreased by \$7,892, and the Community Service fund balance decreased by \$25,273.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial section of the annual report consists of three parts – Independent Auditor's Report, required supplemental information, which includes the management's discussion and analysis (this section), and the basic financial statements. The basic financial statements include two kinds of statements that present different views of the District:

- The first two statements are *district-wide financial statements* that provide both *short-term* and *long-term* information about the District's overall financial status.
- The remaining statements are *fund financial statements* that focus on individual parts of the District, reporting the District's operations in more detail than the district-wide statements.
- The *governmental funds statements* tell how basic services such as regular and special education were financed in the short-term as well as what remains for future spending.
- *Fiduciary fund* statements provide information about the financial relationships in which the District acts solely as a trustee or agent for the benefit of others to whom the resources belong.

**INDEPENDENT SCHOOL DISTRICT #716
 BELLE PLAINE SCHOOLS
 MANAGEMENT'S DISCUSSION AND ANALYSIS
 YEAR ENDED JUNE 30, 2016**

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The diagram shows how the various parts of this annual report are arranged and related to one another.

OVERVIEW OF THE FINANCIAL STATEMENTS

The major features of the District's financial statements, including the portion of the District's activities they cover and the types of information they contain, are summarized below. The remainder of the overview section of the MD&A highlights the structure and content of each of the statements.

Fund Financial Statements

	District-Wide Statements	Governmental Funds	Fiduciary Funds
Scope	Entire district (except Fiduciary funds(s))	The activities of the district that are not proprietary or fiduciary, such as special education and building maintenance	Instances in which the district administers resources on behalf of someone else, such as scholarship programs and student activities
Required Financial Statements	<ul style="list-style-type: none"> • Statement of Net Position • Statement of Activities 	<ul style="list-style-type: none"> • Balance Sheet • Statement of Revenues, Expenses, and Changes in Fund Balances 	<ul style="list-style-type: none"> • Statement of Fiduciary Net Position
Accounting Basis and Measurement Focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial focus	Accrual accounting and economic resources focus
Type of Asset / Liability Information	All assets, deferred inflows of resources, liabilities, and deferred outflows of resources, both financial and capital, short-term and long-term	Generally assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets or long-term liabilities included	All assets and liabilities, both short-term and long-term; funds do not currently contain capital assets, although they can
Type of Inflow/Outflow Information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and the related liability is due and payable	All additions and deductions during the year, regardless of when cash is received or paid

**INDEPENDENT SCHOOL DISTRICT #716
BELLE PLAINE SCHOOLS
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016**

District-wide Statements

The district-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of Net Position includes all of the District's assets, deferred inflows of resources, liabilities, and deferred outflows of resources. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two district-wide statements report the District's Net Position and how it has changed. Net Position—the difference between the District's assets, deferred inflows, liabilities, and deferred outflows is one way to measure the District's financial health or position.

Over time, increases or decreases in the District's Net Position are an indicator of whether its financial position is improving or deteriorating, respectively.

- Governmental activities – Most of the District's basic services are included here, such as regular and special education, transportation, administration, food services, and community education. Property taxes and state aids finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's funds – focusing on its most significant or “major” funds – not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs.

The District has two kinds of funds:

Governmental funds – Most of the District's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the district-wide statements, we provide additional information following the governmental funds statements that explains the relationship (or difference) between them.

Fiduciary funds – The District is the trustee, or fiduciary, for assets that belong to others, such as the trust and agency fund. The District is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the asset belong. The District's fiduciary activities are reported in a separate Statement of Fiduciary Net Position. The District excludes these activities from the district-wide financial statements because it cannot use these assets to finance its operations.

**INDEPENDENT SCHOOL DISTRICT #716
 BELLE PLAINE SCHOOLS
 MANAGEMENT'S DISCUSSION AND ANALYSIS
 YEAR ENDED JUNE 30, 2016**

**FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE
 (DISTRICT-WIDE FINANCIAL STATEMENTS)**

Net Position:

The District's combined Net Position was \$3,564,743 on June 30, 2016, (see details in Table A-1). This represents an increase in comparison to June 30, 2015.

Table A-1

**Statement of Net Position
 June 30, 2016 and 2015**

	2016	2015	Percentage Change
ASSETS			
Current assets	\$ 12,789,648	\$ 10,317,503	23.96%
Capital assets	39,972,798	41,223,257	-3.03%
Total assets	<u>52,762,446</u>	<u>51,540,760</u>	2.37%
DEFERRED INFLOWS OF RESOURCES			
Pension plans	2,340,099	1,550,090	50.97%
LIABILITIES			
Other liabilities	1,970,863	2,372,434	-16.93%
Long-term liabilities	44,580,441	42,264,699	5.48%
Total liabilities	<u>46,551,304</u>	<u>44,637,133</u>	4.29%
DEFERRED OUTFLOWS OF RESOURCES			
Unavailable revenue-property taxes	4,640,139	4,681,400	-0.88%
Pension plans	346,359	2,536,835	-86.35%
Total deferred inflows of resources	<u>4,986,498</u>	<u>7,218,235</u>	-30.92%
NET POSITION			
Net investment in capital assets	8,765,147	7,245,524	20.97%
Restricted for specific purposes	1,208,585	1,377,709	-12.28%
Unrestricted	<u>(6,408,989)</u>	<u>(7,387,751)</u>	-13.25%
Total net position	<u>\$ 3,564,743</u>	<u>\$ 1,235,482</u>	188.53%

**INDEPENDENT SCHOOL DISTRICT #716
BELLE PLAINE SCHOOLS
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016**

Change in Net Position

Table A-2

**Statement of Activities
June 30, 2016 and 2015**

	2016	2015	Percentage Change
REVENUES			
Program revenues			
Charges for service	\$ 1,536,429	\$ 1,405,521	9.31%
Operating grants and contributions	2,374,449	2,556,472	-7.12%
Capital grants and contributions	240,826	250,843	-3.99%
General			
Property taxes	4,107,439	3,958,378	3.77%
County apportionment	654,862	641,707	2.05%
Aids and payments from state and other	11,783,724	11,571,072	1.84%
Unrestricted investment earnings	13,955	38,831	-64.06%
Miscellaneous revenues	267,666	172,797	54.90%
Total revenues	<u>20,979,350</u>	<u>20,595,621</u>	1.86%
EXPENSES			
District and school administration	1,014,480	842,048	20.48%
District support services	287,544	146,192	96.69%
Regular instruction	7,098,131	7,863,193	-9.73%
Vocational instruction	391,588	163,253	139.87%
Special Education instruction	2,556,365	2,393,737	6.79%
Community education and services	720,086	609,979	18.05%
Instructional support services	753,504	1,756,319	-57.10%
Pupil support services	2,043,221	1,964,747	3.99%
Site, buildings and equipment	2,575,038	1,343,363	91.69%
Fiscal and other fixed-cost programs	50,302	47,422	6.07%
Interest and fiscal charges on long-term debt	1,160,814	2,255,945	-48.54%
Total expenses	<u>18,651,073</u>	<u>19,386,198</u>	-3.79%
Change In Net Position	2,328,277	1,209,423	92.51%
Net Position - Beginning	<u>1,236,466</u>	<u>26,059</u>	4644.87%
Net Position - Ending	<u>\$ 3,564,743</u>	<u>\$ 1,235,482</u>	188.53%

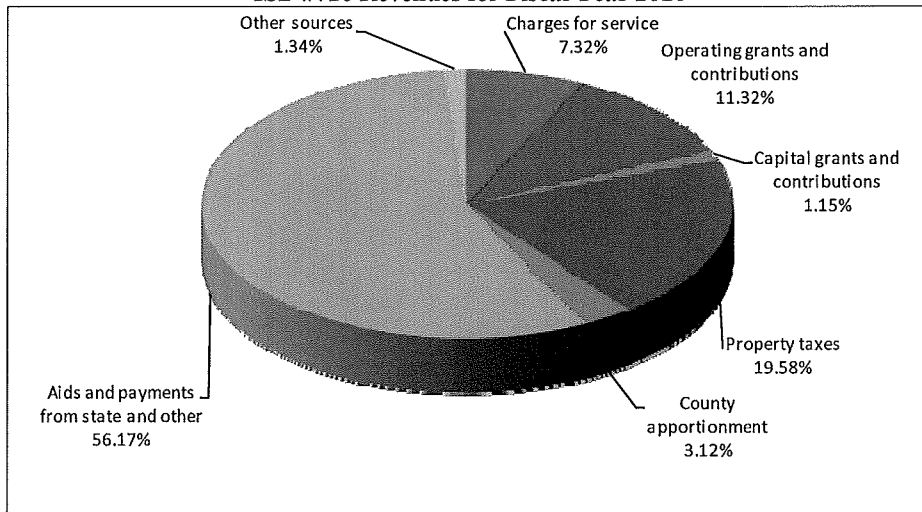
**INDEPENDENT SCHOOL DISTRICT #716
 BELLE PLAINE SCHOOLS
 MANAGEMENT'S DISCUSSION AND ANALYSIS
 YEAR ENDED JUNE 30, 2016**

Changes in Net Position. The District's total revenues were \$20,979,350 for the year ended June 30, 2016. (See Table A-2)

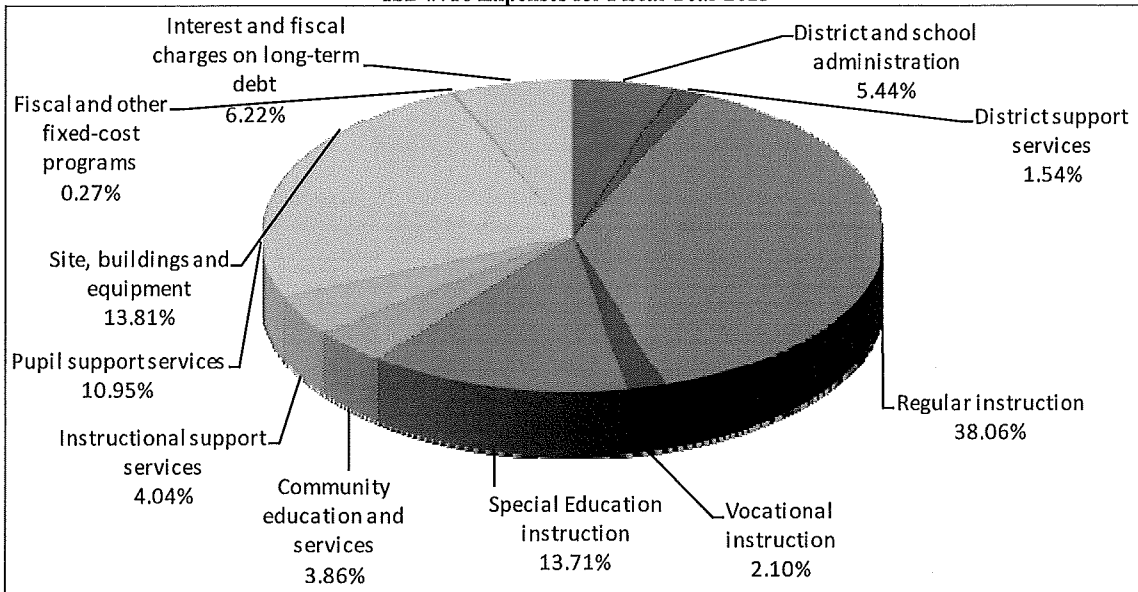
Unallocated state and federal aid along with local property taxes accounted for 78.87% of the total revenue for the year. Operating and capital grants and contributions for specific programs contributed 12.47% and the remainder from fees charged for services and miscellaneous sources 8.66% (See Table A-3 below.)

The total cost of all programs and services was \$18,651,073 for the year ended June 30, 2016. The District's expenses are predominantly related to student education and student educational support (72.72%). The District's administrative activities accounted for 5.44% of the total costs. (See Table A-4) Total revenues surpassed total expenses, increasing net position \$2,328,277 from last year.

**Table A-3
 ISD #716 Revenues for Fiscal Year 2016**



**Table A-4
 ISD #716 Expenses for Fiscal Year 2015**



**INDEPENDENT SCHOOL DISTRICT #716
BELLE PLAINE SCHOOLS
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016**

Governmental Activities:

Table A-5 shows the net cost of each major activity of the District. The net cost is the total cost less the programs revenues applicable to each activity.

Table A-5

	Total Cost of Services			Net Cost of Services		
	2016	2015	Percentage Change	2016	2015	Percentage Change
District and school administration	\$ 1,014,480	\$ 842,048	20.48%	\$ 1,014,480	\$ 842,048	20.48%
District support services	287,544	146,192	96.69%	287,544	146,192	96.69%
Regular instruction	7,098,131	7,863,193	-9.73%	6,138,200	6,854,919	-10.46%
Vocational instruction	391,588	163,253	139.87%	391,588	163,253	139.87%
Special Education instruction	2,556,365	2,393,737	6.79%	1,025,630	681,450	50.51%
Community education and services	720,086	609,979	18.05%	145,273	118,202	22.90%
Instructional support services	753,504	1,756,319	-57.10%	753,504	1,756,319	-57.10%
Pupil support services	2,043,221	1,964,747	3.99%	1,237,182	1,263,241	-2.06%
Site, buildings and equipment	2,575,038	1,343,363	91.69%	2,294,852	1,044,371	119.74%
Fiscal and other fixed-costs	50,302	47,422	6.07%	50,302	47,422	6.07%
Interest and fiscal charges on Long-Term Debt	1,160,814	2,255,945	-48.54%	1,160,814	2,255,945	-48.54%
	<u>\$ 18,651,073</u>	<u>\$ 19,386,198</u>	-3.79%	<u>\$ 14,499,369</u>	<u>\$ 15,173,362</u>	-4.44%

- The cost of all governmental activities this year was \$18,651,073.
- The users of the District's programs financed \$1,536,429 of the cost of services through charges for services.
- District and state taxpayers financed \$16,546,025 of the District's costs. This portion of governmental activities was financed with \$4,107,439 in property taxes, \$654,862 in fiscal disparities, and \$11,783,724 unrestricted state aid based on the statewide educational aid formula.
- The balance of \$2,615,275 was financed from operating and capital grants and contributions.

**FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS
(FUNDS FINANCIAL STATEMENTS)**

The financial performance of the District as a whole is reflected in its governmental funds. At the end of the 2015-2016 fiscal year, the District's governmental funds reported combined fund balances of \$5,830,902. This is compared to \$3,150,279 for the previous year. This includes restricted, committed, nonspendable, and unassigned fund balances.

Total revenue and expenditures for the District's governmental funds were \$20,825,350 and \$21,270,951, respectively. As a result, the District completed the year with deficiency of revenues under expenditures in the amount of \$445,601.

General Fund:

The General Fund is used to account for all revenues and expenditures of the School District not accounted for elsewhere. This fund is used to account for: K-12 educational activities, District instructional and student support programs, expenditures for both District and School Administration, normal operations and maintenance, pupil transportation, capital expenditures, and all other legal expenditures not specifically designated to be accounted for in any other fund. (See Table A-6 for a summary of the revenues, expenditures, and fund balances for all of the District's Governmental funds, including the General Fund).

**INDEPENDENT SCHOOL DISTRICT #716
BELLE PLAINE SCHOOLS
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016**

Revenues:

The formula allowance increased for the 2015-2016 year to \$5,948 per ADM. Revenues totaled \$16,204,157, an increase of \$290,222 over fiscal year 2015.

Expenditures:

For Fiscal Year 2016 expenditures totaled \$16,595,249, this was a decrease of \$335,095 over the previous year.

Food Service Fund:

The Food Service Fund revenues for 2015-2016 totaled \$721,677 and expenditures were \$729,569. The June 30, 2016, fund balance is \$58,276, a decrease of \$7,892 from fiscal year 2015.

Community Service Fund:

The Community Service Fund revenue for 2015-2016 totaled \$693,522 and expenditures were \$718,795. The June 30, 2016, combined fund balances are \$80,210, a \$25,273 decrease from fiscal year 2015.

Debt Service Fund:

The Debt Service fund revenue and other financing sources for 2015-2016 totaled \$6,351,271 and expenditures were \$3,227,338. The June 30, 2016, fund balance is \$3,756,793, an increase from fiscal year 2015 of \$3,123,933.

Fund Balance:

The unassigned general fund balance is \$1,294,674 and the various restricted, committed, and nonspendable fund balances totaled \$391,986, \$232,934, and \$16,029, respectively. The unassigned fund balance decreased by \$173,651 from the prior year due to increased staffing costs and a severance payout to a retiring Superintendent.

The single best measurement of the District's overall financial health in the General Fund is the Unassigned Fund Balance. The District closely monitors this fund balance through budget planning sessions.

**Table A-6
Revenue and Expenditures – Governmental Funds**

	<u>Revenue</u>	<u>Expenditures</u>	<u>Other Financing Sources</u>	<u>Net Increase (Decrease)</u>	<u>Fund Balance As of 6/30/15</u>	<u>Fund Balance As of 6/30/16</u>
General Fund	\$ 16,185,104	\$ 16,595,249	\$ -	\$ (410,145)	\$ 2,345,768	\$ 1,935,623
Food Service Fund	721,677	729,569	-	(7,892)	66,168	58,276
Community Service	693,522	718,795	-	(25,273)	105,483	80,210
Debt Service	3,225,047	3,227,338	3,126,224	3,123,933	632,860	3,756,793
	<u>\$ 20,825,350</u>	<u>\$ 21,270,951</u>	<u>\$ 3,126,224</u>	<u>\$ 2,680,623</u>	<u>\$ 3,150,279</u>	<u>\$ 5,830,902</u>

General Fund Budgetary Highlights:

The District operating budget (originally approved in June of 2015) showed expenditures would exceed revenues by \$394,815, the actual results for the year show expenditures exceeded revenues by \$410,145, due in part to higher actual staffing/benefit costs of \$94,396 as well higher utility costs of \$31,129. Some of these costs were offset by higher general education aid of \$123,418.

**INDEPENDENT SCHOOL DISTRICT #716
 BELLE PLAINE SCHOOLS
 MANAGEMENT'S DISCUSSION AND ANALYSIS
 YEAR ENDED JUNE 30, 2016**

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets:

By the end of 2016, the District had invested \$59,915,278 in a broad range of capital assets, including school buildings, land, computer and equipment for various instructional programs (see Table A-7). Total depreciation expense for the year was \$1,549,415. More detailed information about capital assets can be found in Note 3 to the financial statements.

**Table A-7
Capital Assets**

	2016	2015	Percentage Change
Land and Land Improvements	\$ 1,433,916	\$ 1,433,916	0.00%
Buildings	52,273,508	52,175,362	0.19%
Equipment	6,207,854	6,007,044	3.34%
Accumulated depreciation	<u>(19,942,480)</u>	<u>(18,393,065)</u>	8.42%
Total capital assets	<u>\$ 39,972,798</u>	<u>\$ 41,223,257</u>	-3.03%

Long-Term Liabilities:

As of June 30, 2016, the District had the following long-term liabilities as shown in Table A-8. Additionally, The District has a net pension liability of \$10,246,566 at year end. More detailed information about long-term liabilities can be found in Note 3 to the financial statements.

**Table A-8
Outstanding Long-term Liabilities**

	2016	2015	Percentage Change
General Obligation Building Bonds	\$ 30,240,000	\$ 29,395,000	2.87%
Fixed-draw Capital Lease Payable	1,789,773	2,220,068	-19.38%
	<u>\$ 32,029,773</u>	<u>\$ 31,615,068</u>	1.31%

**INDEPENDENT SCHOOL DISTRICT #716
BELLE PLAINE SCHOOLS
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2016**

Factors Bearing on the District's Future:

The District is dependent on the State of Minnesota for its revenue authority. Recent experience demonstrates that legislated revenue increases have not been sufficient to meet instructional program needs and increased costs due to inflation.

The Legislative session passed numerous bills that will be beneficial to our district. These benefits include a \$119 per pupil unit basic formula increase for FY 2017 and additional Long Term Facilities Maintenance revenue beginning in FY 2017. The District also expects enrollment to remain steady over the next several years. Budgetary reductions in staffing were also implemented for FY 2017.

Contacting the District's Financial Management:

This financial report is designed to provide the District's citizens, taxpayers, customers, and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or would like additional information, contact the District Office, ISD #716, 130 South Willow Street, Belle Plaine, MN 56011.

Independent School District No. 716
 Belle Plaine, Minnesota
 Statement of Net Position
 June 30, 2016

Assets	
Cash	\$ 5,002,541
Cash and investments with fiscal agent	3,101,246
Receivables	
Current property taxes	2,189,604
Delinquent property taxes	38,842
Accounts	54,235
Due from other Minnesota school districts	116,636
Due from Minnesota Department of Education	1,642,726
Due from Federal through Minnesota Department of Education	373,924
Due from other governmental units	15,587
Inventories	16,919
Prepaid items	17,629
Net OPEB asset	70,666
Single employer plan net pension asset	149,093
Capital assets not being depreciated:	
Land	1,068,384
Capital assets, net of accumulated depreciation:	
Land improvements	136,022
Buildings	36,777,970
Equipment	1,990,422
Total assets	52,762,446
Deferred Outflows of Resources	
Pension plans	2,340,099
Liabilities	
Salaries payable	93,197
Aid anticipation certificates payable	491,226
Accounts payable	128,556
Interest payable	442,036
Due to other Minnesota school districts	307,755
Due to other governmental units	4,025
Payroll deductions	343,855
Unearned revenue	16,355
Claims incurred but not reported	143,858
Noncurrent liabilities:	
Net pension liability	10,246,566
Due within one year	2,576,853
Due in more than one year	31,757,022
Total liabilities	46,551,304
Deferred Inflows of Resources	
Pension plans	346,359
Unavailable revenue - property taxes	4,640,139
Total deferred inflows of resources	4,986,498
Net Position	
Net investment in capital assets	8,765,147
Restricted for:	
Debt service	677,279
Food service	58,276
Community service	81,044
Other purposes	391,986
Unrestricted	(6,408,989)
Total net position	\$ 3,564,743

Independent School District No. 716
 Belle Plaine, Minnesota
 Statement of Activities
 Year Ended June 30, 2016

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities					
Administration	\$ 1,014,480	\$ -	\$ -	\$ -	\$ (1,014,480)
District support services	287,544	-	-	-	(287,544)
Regular instruction	7,098,131	588,760	371,171	-	(6,138,200)
Vocational instruction	391,588	-	-	-	(391,588)
Special education instruction	2,556,365	30,966	1,499,769	-	(1,025,630)
Community education and services	720,086	413,101	161,712	-	(145,273)
Instructional support services	753,504	-	-	-	(753,504)
Pupil support services	2,043,221	474,184	331,855	-	(1,237,182)
Sites and buildings	2,575,038	29,418	9,942	240,826	(2,294,852)
Fiscal and other fixed cost programs	50,302	-	-	-	(50,302)
Interest and fiscal charges	1,160,814	-	-	-	(1,160,814)
Total Governmental Activities	\$ 18,651,073	\$ 1,536,429	\$ 2,374,449	\$ 240,826	(14,499,369)
General Revenues					
Property taxes and other county sources					4,107,439
Fiscal disparities					654,862
State aid not restricted to specific purposes					11,783,724
Interest earnings					13,955
Miscellaneous					267,666
Total general revenues					16,827,646
Changes in Net Position					2,328,277
Net Position - Beginning					1,236,466
Net Position - Ending					\$ 3,564,743

Independent School District No. 716
 Belle Plaine, Minnesota
 Balance Sheet – Governmental Funds
 June 30, 2016

	General	Debt Service	Total Nonmajor Funds	Total Governmental Funds
Assets				
Cash	\$ 1,825,175	\$ 2,275,141	\$ 207,163	\$ 4,307,479
Cash and investments with fiscal agent	-	3,101,246	-	3,101,246
Receivables				
Current property taxes	731,092	1,404,851	53,661	2,189,604
Delinquent property taxes	12,961	24,929	952	38,842
Accounts	54,234	-	1	54,235
Due from other Minnesota school districts	116,636	-	-	116,636
Due from Minnesota Department of Education	1,608,700	15,437	18,589	1,642,726
Due from Federal through Minnesota Department of Education	366,782	-	7,142	373,924
Due from other governmental units	-	-	15,587	15,587
Inventories	-	-	16,919	16,919
Prepaid items	16,029	-	1,600	17,629
Total assets	\$ 4,731,609	\$ 6,821,604	\$ 321,614	\$ 11,874,827
Liabilities				
Salaries payable	\$ 74,981	\$ -	\$ 18,216	\$ 93,197
Aid anticipation certificates payable	491,226	-	-	491,226
Accounts payable	76,084	-	28,590	104,674
Interest payable	9,006	-	-	9,006
Due to other Minnesota school districts	307,755	-	-	307,755
Due to other governmental units	1,133	-	2,892	4,025
Payroll deductions	343,855	-	-	343,855
Unearned revenue	-	-	16,355	16,355
Total liabilities	1,304,040	-	66,053	1,370,093
Deferred Inflows of Resources				
Unavailable revenue - delinquent taxes	11,127	21,732	834	33,693
Unavailable revenue - property taxes	1,480,819	3,043,079	116,241	4,640,139
Total deferred inflows of resources	1,491,946	3,064,811	117,075	4,673,832
Fund Balances				
Nonspendable				
Prepaid items	16,029	-	1,600	17,629
Inventories	-	-	16,919	16,919
Restricted				
Staff development	14,997	-	-	14,997
Operating capital	376,989	-	-	376,989
Community education	-	-	53,974	53,974
Early childhood family education	-	-	15,767	15,767
School readiness	-	-	6,048	6,048
Bond refunding	-	3,101,246	-	3,101,246
Other purposes	-	655,547	44,178	699,725
Committed				
Severance	81,607	-	-	81,607
Student activities	151,327	-	-	151,327
Unassigned	1,294,674	-	-	1,294,674
Total fund balances	1,935,623	3,756,793	138,486	5,830,902
Total liabilities, deferred inflows of resources, and fund balances	\$ 4,731,609	\$ 6,821,604	\$ 321,614	\$ 11,874,827

Independent School District No. 716

Belle Plaine, Minnesota

Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position

June 30, 2016

Total Fund Balances for Governmental Funds \$ 5,830,902

Amounts reported for governmental activities
in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. 39,972,798

Some of the District's property taxes will be collected after year-end, but are not available soon enough to pay for the current period's expenditures, and therefore, are reported as unearned revenue in the funds. 33,693

Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. (433,030)

The internal service fund accounts for the district's health and dental self-insurance plan. The assets and liabilities of the internal service fund is included in governmental activities in the statement of net position. 527,322

Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds. 1,993,740

Long-term liabilities (assets) that pertain to governmental funds are not due and payable in the current period, and therefore are not reported as fund liabilities. All liabilities (assets) - both current and long-term - are reported in the statement of net position. Balances at year end are:

Bonds Payable	\$	32,544,102	
Capital Lease Payable		1,789,773	
Multi-Employer Plans Net Pension Liability		10,246,566	
Single Employer Plan Net Pension Asset		(149,093)	
OPEB Asset		(70,666)	
		(44,360,682)	(44,360,682)

Total Net Position for Governmental Activities \$ 3,564,743

Independent School District No. 716
Belle Plaine, Minnesota

Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
Year Ended June 30, 2016

	General	Debt Service	Total Nonmajor Funds	Total Governmental Funds
Revenues				
Local property tax levies	\$ 1,328,444	\$ 2,683,394	\$ 98,927	\$ 4,110,765
Other local and county sources	1,077,435	387,926	438,673	1,904,034
State sources	13,318,683	153,727	198,952	13,671,362
Federal sources	460,542	-	259,085	719,627
Local sales and insurance recovery	-	-	419,562	419,562
Total revenues	16,185,104	3,225,047	1,415,199	20,825,350
Expenditures				
Administration	1,014,480	-	-	1,014,480
District support services	491,309	-	-	491,309
Regular instruction	8,126,531	-	-	8,126,531
Vocational instruction	390,933	-	-	390,933
Special education instruction	2,563,486	-	-	2,563,486
Community education and services	-	-	718,795	718,795
Instructional support services	739,653	-	-	739,653
Pupil support services	1,331,202	-	729,569	2,060,771
Sites and buildings	1,383,166	-	-	1,383,166
Fiscal and other fixed cost programs	50,302	-	-	50,302
Debt service:				
Principal	430,295	2,125,000	-	2,555,295
Interest and fiscal charges	73,892	1,102,338	-	1,176,230
Total expenditures	16,595,249	3,227,338	1,448,364	21,270,951
Excess (Deficiency) of Revenues Over (Under) Expenditures	(410,145)	(2,291)	(33,165)	(445,601)
Other Financing Sources (Uses)				
Refunding bonds issued	-	2,970,000	-	2,970,000
Refunding bond premium	-	156,224	-	156,224
Total Other Financing Sources (Uses)	-	3,126,224	-	3,126,224
Net Change in Fund Balances	(410,145)	3,123,933	(33,165)	2,680,623
Fund Balances - Beginning	2,345,768	632,860	171,651	3,150,279
Fund Balances - Ending	\$ 1,935,623	\$ 3,756,793	\$ 138,486	\$ 5,830,902

Independent School District No. 716

Belle Plaine, Minnesota

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities

Year Ended June 30, 2016

Total Net Change in Fund Balances for Governmental Funds \$ 2,680,623

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. (1,250,459)

In governmental funds, issuance of new debt is reported as an other financing source (in the amount of the proceeds received). However, in the statement of activities, a new debt issuance is not revenue, rather it constitutes a long-term liability in the statement of net position. (2,970,000)

In governmental funds, Other Post-Employment Benefit (OPEB) liabilities are measured by the amount of resources used. However, in the statement of activities, an increase in OPEB liability is based on the amount earned by the employees during the period. This amount is the net of these differences. 17,747

Governmental funds report the effect of premiums and discounts when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences. 58,563

In the statement of activities the cost of pension benefits earned net of employee contributions is reported as pension expense. In the governmental funds, however, the contributions are reported as expense. 1,014,873

The governmental funds report repayment of bond principal and capital lease principal as expenditures. In the statement of net position, however, repayment of principal reduces the liability. 2,555,295

Long-term debt interest is recognized as an expenditure in the governmental funds when it is due. In the statement of activities, however, interest expense is recognized as it accrues, regardless of when it is due. 15,416

The internal service fund accounts for the district's health and dental self-insurance plan. The net revenue of the internal service fund is included in the governmental activities. 209,546

Property taxes levied and due in previous fiscal years that have not been received as of the end of the current fiscal year are recorded as unavailable revenue - delinquent taxes in the governmental funds. In the statement of activities, these taxes are considered revenue in the period for which they are levied. (3,327)

Change in Net Position of Governmental Activities \$ 2,328,277

Independent School District No. 716
Belle Plaine, Minnesota
Statement of Net Position – Proprietary Fund
June 30, 2016

	Governmental Activities - Internal Service Fund
	<u> </u>
Current Assets	
Cash	\$ 695,062
	<u> </u>
Current Liabilities	
Accounts payable	23,882
Claims incurred but not reported	143,858
Total current liabilities	<u>167,740</u>
Net Position	
Unrestricted	<u>\$ 527,322</u>

Independent School District No. 716
 Belle Plaine, Minnesota
 Statement of Changes in Net Position – Proprietary Fund
 Year Ended June 30, 2016

	Governmental Activities - Internal Service Fund
Operating Revenues	
Health and dental premiums	\$ 1,943,023
Operating Expenses	
Health and dental claims	1,448,645
Administration fees	285,935
Total operating expenses	1,734,580
Operating income (loss)	208,443
Nonoperating Revenues (expenses):	
Interest earnings	1,103
Change in Net Position	209,546
Net Position - Beginning	317,776
Net Position - Ending	\$ 527,322

Independent School District No. 716
 Belle Plaine, Minnesota
 Statement of Cash Flows – Proprietary Fund
 Year Ended June 30, 2016

	Governmental Activities - Internal Service Fund
Operating Activities	
Receipts from participants	\$ 1,943,023
Payments for insurance claims and administration	(1,718,052)
Net cash from operating activities	224,971
Investing Activities	
Interest Earnings	1,103
Net Change in Cash	226,074
Cash, July 1	468,988
Cash, June 30	\$ 695,062
Reconciliation of Operating Income to Net Cash from Operating Activities	
Operating income	\$ 208,443
Adjustments to reconcile operating income to net cash from operating activities	
Changes in assets and liabilities	
Accounts payable	(2,222)
Claims incurred but not reported	18,750
Net cash from operating activities	\$ 224,971

Note 1 - Summary of Significant Accounting Policies

The Independent School District No. 716 (District) is a school district governed by a board elected by eligible voters of the District. The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant School District accounting policies are described below.

A. Financial Reporting Entity

The financial reporting entity consists of (1) the primary government, (2) organizations for which the primary government is financially accountable, and (3) other organizations for which the primary government is not accountable, but for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. The District does not have any blended or discretely presented component units.

The District is the basic level of government which has oversight responsibility and control over all activities related to the public school education in the District's area. The District receives funding from local, state, and federal government sources and must comply with the requirements of these funding source entities. However, the District is not included in any other governmental "reporting entity" as defined by the GASB pronouncements, since board members are elected by the public and have decision making authority, the authority to levy taxes, the power to designate management, the ability to significantly influence operations, and primary accountability for fiscal matters.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of inter-fund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or program is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes, intergovernmental revenues, and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities and deferred inflows of resources generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers most revenues to be available if they are collected within 60 days of the end of the current fiscal period, except as stated below. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable, except for the following: (1) commodity inventory items are recorded when received, (2) interest and principal on long-term debt are recorded when paid, and (3) claims and judgments, group health claims, and compensated absences are recorded as expenditures when paid with expendable available financial resources. Prepaid items are recorded for approved disbursements made in advance of the year in which the item is budgeted.

Property tax revenues for all funds, which are payable by property owners in a calendar year, are recognized in the fiscal year beginning July 1 of that calendar year. State revenues are recognized in the year to which they apply according to Minnesota Statutes. Federal revenues are recorded in the year in which the related expenditure is made. If the amounts of Minnesota or Federal revenues cannot be reasonably estimated or realization is not assured, they are not recorded as revenue in the current year. Revenue from other school districts is generally recognized when related expenditures occur. All other revenue items are considered to be measurable and available as stated above.

The District reports unearned revenue on its governmental fund financial statements and government wide financial statements when resources are received by the District before the revenue has been earned. The District records unavailable revenue on its governmental fund financial statements when potential revenue does not meet both the measurable and available criteria for recognition in the current period. In subsequent periods, when both revenue recognition criteria are met, or when the District has a legal claim to the resources, the unavailable revenue is removed from the financial statements and revenue is recognized.

The proprietary fund distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenue of the District's internal service fund is receipts from participants. Operating expenses for the internal service fund includes payments for insurance claims and administration. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The District reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The general fund is used to account for educational activities, District instructional and student support programs, expenditures for the superintendent, district administration, normal operations and maintenance, pupil transportation, capital expenditures, and legal school district expenditures not specifically designated to be accounted for in any other fund. The District's Student Activity Funds of \$151,327 are under board control and are reported and audited in the general fund as committed funds.

The *debt service fund* accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds.

Additionally, the government reports the following fund types:

The *internal service fund* is a proprietary fund used to account for the activities of the District's self-insured health and dental plans.

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, and Net Position or Fund Balance

1. Cash and Investments

Cash balances of the District's funds are combined (pooled) and invested to the extent available in various deposits and investments authorized by Minnesota State Statutes. Each fund shares in the earnings according to its average cash and investments balance. Cash includes amounts in demand deposits, as well as short-term investments, with an original maturity date within three months of the date acquired by the District. Investments include State and Local Government Securities (SLGS) held by a trustee for the purposes of a bond refunding. As of June 30, 2016 the District's investments are carried at amortized cost.

2. Receivables

Under the modified accrual basis of accounting, some revenues are susceptible to accrual while others are not. Major revenues treated as susceptible to accrual are: property taxes, state and federal aids, and revenue from other Minnesota school districts. All receivables are reported at their gross value and, if appropriate, reduced by the estimated portion that is expected to be uncollectible.

Interest and certain receivables are recorded as revenue in the year earned and available to pay liabilities of the current period.

On or before September 15th of each year, the School Board certifies to the county auditor the dates it has selected for its public hearing and for the continuation of its hearing, if necessary. If not certified by this date, the county auditor will assign the hearing date. All school districts must hold public hearings on their proposed property tax levies. Also, at this time the School Board certifies its proposed property tax levy to the county auditor for collection in the following year.

Beginning on November 29th and through December 20th of each year, the District is required by state law to hold its public hearing on its proposed budgets and proposed property tax levies for the taxes payable in the following year. On or before five business days after December 20th, the School Board certifies its final adopted property taxes payable the following year to the county auditor. If the District has not certified its final property tax by this time, its property tax will be the amount levied by it in the preceding year.

In Minnesota, counties act as collection agents for all property taxes. The County spreads all levies over taxable property. Such taxes become a lien on January 1 and are recorded as receivables by the District at that date. Real property taxes may be paid by taxpayers in two equal installments on May 15 and October 15. Agricultural land taxes may be paid on May 15 and November 15. Personal property taxes may be paid on February 28 and June 30. The County provides tax settlements to Districts three times a year, in January, June, and November.

Property tax revenue is recorded under the intact levy concept whereby taxes collectible during a calendar year are recorded as revenue in the fiscal year beginning with the year of collection. Current taxes receivable represent taxes levied in 2015 which are not payable until 2016 less amounts received before June 30, 2016. Delinquent taxes receivable represent levies collectible during 2015 and prior years. Delinquent taxes are recorded as unavailable revenue. Taxes levied for subsequent years represent current taxes receivable, which are levied in 2015, but not payable until 2016 and are not expendable by the District until the 2016-2017 school year, adjusted for the property tax shift amount.

3. Inventories, Commodities, and Prepaid Items

All inventories are expended when consumed rather than when purchased and are valued at the lower of cost or market using the first in first out (FIFO) method. United States Department of Agriculture commodities received are recorded as revenue at the fair market value of such commodities and included in the food service fund revenue and expenditures when received. Unused commodities at year end are included in inventories of food.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

4. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$1,500 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant, and equipment of the District are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	50
Plumbing and Electrical	30
Building Improvements Interior, Portable Classrooms, and Fire System	25
Heating and Ventilation System, Long-term Admin Software, Furniture and Fixtures, Outdoor Equipment, Roofing, and Site Improvements	20
Custodial Equipment, Grounds Equipment, Kitchen Equipment, and Machinery and Tools	15
All Other Equipment, Short-term Admin Software, and Long-term Instructional Software	10
Vehicles and Buses	8
Carpet Replacement	7
Computer Hardware, Copiers, Short-term Instructional Software, and Library Books	5

5. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. In the fund financial statements, governmental fund types report the face amount of debt issued as other financing sources.

In the government-wide financial statements, bond premiums and discounts are deferred and amortized over the life of the bonds and issuance costs are expensed in the period incurred. In the fund financial statements, governmental fund types recognize premiums received on debt issuances as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Compensated Absences - It is the District's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since the District does not have a policy to pay any amounts when employees separate from service with the District. Vacation leave is accrued as a liability and recorded as an expense of those funds as the benefits are earned by the employees. A liability for these amounts is reported only if they have matured, for example, as a result of employee resignations and retirements. All unused vacation leave at June 30, 2016, expired.

6. Postemployment Benefits

Under the provisions of the various employee and union contracts the District provides health coverage until age 65 if certain criteria are met. The amount to be incurred is limited as specified by contract. All premiums are funded on a pay-as-you-go basis. This amount was actuarially determined, in accordance with GASB Statement No. 45, at July 1, 2014.

7. Pensions

a. Single Employer Plan

Under the provisions of the various employee contracts the District provides a lump sum payment (maximum \$42,000) to retirees if certain criteria are met. The amount to be incurred is limited as specified by contract. All premiums are funded on a pay-as-you-go basis and plan members are not required to contribute. This amount was actuarially determined, in accordance with GASB 27, at July 1, 2014. The plan does not issue a stand-alone financial report.

b. Multi-Employer Plans

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and the Teachers Retirement Association (TRA) and additions to/deductions from PERA's and TRA's fiduciary net position have been determined on the same basis as they are reported by PERA and TRA. TRA has a special funding situation created by direct aid contributions made by the State of Minnesota, City of Minneapolis and Minneapolis School District. The direct aid is a result of the Minneapolis Teachers Retirement Fund Association merger into TRA in 2006. A second direct aid source is from the State of Minnesota for the merger of the Duluth Teacher's Retirement Fund Association (DTRFA) in 2015. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

8. Deferred Inflows/Outflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. The District has two items that qualify for reporting in this category. They are the contributions made to pension plans after the measurement date and prior to the fiscal year-end, and changes in the net pension liability not included in pension expense reported in the government-wide statement of net position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period and so will *not* be recognized as an inflow of resources (revenue) until that time. The District has two types of items that qualify for reporting in this category. The District reports unavailable revenues from property taxes on the government-wide statement of net position and the governmental funds balance sheet. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The other item is changes in the net pension liability not included in pension expense reported in the government-wide statement of net position.

9. Net Position and Fund Balances

Net position represents the difference between assets, deferred outflows/inflows of resources, and liabilities in the government-wide and fiduciary fund financial statements. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any long-term debt used to build or acquire the capital assets. Net position is reported as restricted in the government-wide financial statements when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned.

- Nonspendable fund balance represents a portion of fund balance that includes amounts that cannot be spent because they are either: a) not in spendable form or b) legally or contractually required to be maintained intact.
- Restricted fund balances represents a portion of fund balance that reflects constraints placed on the use of resources (other than nonspendable items) that are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.
- Committed fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority which is the School Board through an ordinance or resolution.
- Assigned fund balance represents amounts constrained by the District's intent to be used for specific purposes, but neither restricted nor committed. The School Board has the authority to assign a fund balance and the School Board has also delegated the authority to assign fund balances to the superintendent and business manager.
- Unassigned fund balance represents residual classification for the general fund. This classification represents fund balance not assigned to other funds and not restricted, committed, or assigned to specific purposes within the general fund. The general fund should be the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceeded the amounts restricted, committed, or assigned to those purposes, it would be necessary to report a negative unassigned fund balance.

The District will strive to maintain a minimum unassigned general fund balance of 10 percent of the annual budget. If resources from more than one fund balance classification could be spent, the District will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned.

E. Inter-Fund Transactions

Quasi-external transactions are accounted for as revenues, expenditures or expenses in the government-wide financial statements and fund financial statements. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other inter-fund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Transfers have been removed from the government-wide financial statements.

F. Property Tax Shift

Each year the State of Minnesota requires school districts to shift property taxes and general education aid in accordance with state statutes. During prior years, the District shifted \$102,480 in property tax revenues and general education aid; during the current year, the state decreased the shifted amount by \$1,208. The District has recognized an increase in property tax revenues and general education aid an amount equal to these shifted amounts. The net amount shifted to date has reduced taxes levied for subsequent years by \$101,272 in the general fund. Of this total shifted amount, \$63,261 was for referendum levies shifted at 31 percent of the 2000 payable 2001 levy limitation and certification, and \$35,722 and \$2,289 for career tech and reemployment, respectively, shifted at 100 percent of the 2015 payable 2016 levy limitation and certification.

The referendum, career tech, and reemployment levy shift amounts are early revenue recognition and have increased the current years fund balance in the general fund. The other property tax amounts have no effect on the District's fund balances. The referendum shift amount will remain constant from year to year until changed by state statutes.

Note 2 - Stewardship, Compliance, and Accountability

A. Budgetary Information

The District adopts an annual budget for all funds in accordance with Minnesota State Statutes. The budget is prepared on the modified accrual basis of accounting. Before July 1, the proposed budget is presented to the School Board for review. The School Board holds public hearings and a final budget must be prepared and adopted no later than one week after the School Board approves the audited financial statements and has published the final budget in the local newspaper. Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year-end. The actual revenues, expenditures, and transfers for the year ended June 30, 2016, have been compared to the District's budget for the year where applicable. Variances in parentheses are unfavorable and indicate revenues are less than budget or expenditures are greater than budget. The budget is adopted through passage of a resolution. Any revisions that alter total expenditures of any fund must be approved by the School Board.

Budgetary control is maintained by fund, at the object of expenditure category level within each program, and in compliance with state requirements. Also inherent in this controlling function is the management philosophy that the existence of a particular item or appropriation in the approved budget does not automatically mean that it will be spent. Therefore, there is a constant review process and expenditures are not approved until it has been determined that (1) adequate funds were appropriated; (2) the expenditure is still necessary; and (3) funds are available. Budgeted amounts are as originally adopted or as amended by the School Board. Budgeted expenditure appropriations lapse at year end. The School Board made several supplemental budgetary appropriations throughout the year.

B. Excess of Expenditures over Appropriations

For the year ended June 30, 2016, expenditures exceeded appropriations in the general fund, food service fund, and community service fund by \$436,857, \$69,569, and \$42,260, respectively. The over expenditures were funded by greater than anticipated revenues and available fund balance in the case of the community service fund.

Note 3 - Detailed Notes on All Funds

A. Cash and Investments

1. Cash

In accordance with Minnesota Statutes, the District maintains deposits at those depository banks authorized by the School Board. All such depositories are members of the Federal Reserve System. Minnesota Statutes require that all District deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by insurance or bonds. Minnesota Statutes require that securities pledged as collateral be held in safekeeping by the District Treasurer or in a financial institution other than that furnishing the collateral.

Custodial Credit Risk—Deposits. Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of June 30, 2016, none of the District's bank balances were exposed to custodial credit risk.

2. Investments

As of June 30, 2016, the District has an investment in State and Local Government Securities (SLGS) with a carrying value of \$3,101,246. SLGS are federal investments to assist in compliance with arbitrage agreements associated with the crossover refunding the District is completing. Maturities of SLGS are aligned to mature when interest is due on the crossover refunding bonds. Average maturity is 1.3 years.

Custodial Credit Risk-Investments. The investments are not subject to the credit risk classifications as noted in paragraph 9 of GASB Statement No. 40. The District does not have an investment policy for custodial credit risk.

Interest Rate Risk. The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk. The District may invest funds as authorized by Minnesota Statutes Section 118A.04. The District has no investment policy that would further limit its investment choices. As of June 30, 2016, the District's SLGS are federal insured and are non-marketable.

Concentration of Credit Risk. The District places no limit on the amount the District may invest in any one issuer. More than 5% of the District's investments are invested in SLGS (100%).

B. Capital Assets

Depreciation expense was charged to functions/programs of the primary government as follows:

District support services	\$ 4,678
Regular instruction	94,909
Vocational instruction	655
Special education instruction	8,331
Community education and services	1,291
Instructional support services	73,240
Pupil support services	9,181
Sites and buildings	<u>1,357,130</u>
Total depreciation expense	<u>\$ 1,549,415</u>

Capital asset activity for the year ended June 30, 2016, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities				
Capital Assets, not being Depreciated:				
Land	\$ 1,068,384	\$ -	\$ -	\$ 1,068,384
Capital Assets, being Depreciated:				
Land improvements	365,532	-	-	365,532
Buildings	52,175,362	98,146	-	52,273,508
Equipment	6,007,044	200,810	-	6,207,854
Total Capital Assets, being Depreciated	58,547,938	298,956	-	58,846,894
Less Accumulated Depreciation for:				
Land improvements	213,125	16,385	-	229,510
Buildings	14,503,836	991,702	-	15,495,538
Equipment	3,676,104	541,328	-	4,217,432
Total Accumulated Depreciation	18,393,065	1,549,415	-	19,942,480
Total Capital Assets, being Depreciated, net	40,154,873	(1,250,459)	-	38,904,414
Governmental Activities Capital Assets, net	<u>\$41,223,257</u>	<u>\$(1,250,459)</u>	<u>\$ -</u>	<u>\$39,972,798</u>

C. Short-Term Debt

During the year ended June 30, 2016, the District issued Aid Anticipation Certificates of Participation, Series 2015A, of \$491,226 for cash flow purposes. The Certificates of Indebtedness with principal and interest totaling \$499,980 is due September 15, 2016, and accrues interest of 2.0 percent per annum. Interest cost of \$8,754 has been accrued at June 30, 2016. The cost of issuance was expended during the year. The full faith and credit of the District is irrevocably pledged for the redemption of this certificate.

During the year ended June 30, 2016, the following changes occurred in short-term debt reported in the government wide and fund financial statements:

	Balance July 1	Issued	Redeemed	Balance June 30
Aid Anticipation Certificates Payable	<u>\$ 883,199</u>	<u>\$ 491,226</u>	<u>\$ 883,199</u>	<u>\$ 491,226</u>

D. Capital Leases

The District entered into a lease agreement in December 2008 for the financing of energy cost savings projects. This lease agreement qualifies as a capital lease for accounting purposes and, therefore has been recorded at the present value of future minimum lease payments as of the inception date. The lease is payable in monthly installments of \$8,257 over fifteen years through December 2024 at a 4.7 percent interest rate. The lease obligation is being retired by the general fund.

The District entered into a lease agreement in April 2011 as lessee for the financing of a District-wide wireless system. This lease agreement qualifies as a capital lease for accounting purposes and, therefore has been recorded at the present value of future minimum lease payments as of the inception date. The lease is payable in annual installments of \$41,649 over five years through July 2015 at a 3.45 percent interest rate. The lease obligation is being retired by the general fund.

The District entered into a 10-year lease purchase agreement in August 2013, in the amount of \$705,000 in order to purchase land to be used for future expansion. The book value of the land purchased was \$662,434. The average coupon rate is 2.35% and the lease is payable in annual installments ranging from \$80,238 to \$84,550. The lease obligation is being retired by the general fund.

The District entered into a lease agreement in September 2014 as lessee for the financing of technology equipment. This lease agreement qualifies as a capital lease for accounting purposes and, therefore has been recorded at the present value of future minimum lease payments as of the inception date. The lease is payable in annual installments of \$266,613 over four years through September 2017 at a 1.57 percent interest rate. The lease obligation is being retired by the general fund.

Annual debt service requirements to maturity for the capital leases are as follows:

Years Ending <u>June 30,</u>	
2017	\$ 446,107
2018	449,969
2019	181,956
2020	180,381
2021	183,631
2022-2025	<u>584,051</u>
Total Lease Payments	2,026,095
Less: Interest	<u>(236,322)</u>
Present Value of Minimum Lease Payments	<u><u>\$ 1,789,773</u></u>

The assets acquired through the capital leases are as follows:

<u>Asset:</u>	
Energy Savings Upgrades	\$ 5,917,671
Accumulated Depreciation	(769,298)
Total Assets Acquired through Capital Lease	<u>\$ 5,148,373</u>
Wireless System	\$ 278,246
Accumulated Depreciation	(250,421)
Total Assets Acquired through Capital Lease	<u>\$ 27,825</u>
Technology Equipment	\$ 1,040,000
Accumulated Depreciation	(312,000)
Total Assets Acquired through Capital Lease	<u>\$ 728,000</u>

E. Long-Term Debt

General Obligation Bonds. The District issued general obligation bonds to provide funds for the improvement and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the District and are paid from the debt service fund. General obligation bonds currently outstanding are as follows:

Bond Description	Final Maturities	Interest Rate	Principal Payments	Original Principal	Outstanding Balance
General Obligation Alternative Facilities Refunding Bonds of 2016A	2/30	2.00% - 3.00%	\$200,000 - \$365,000	\$ 2,970,000	\$ 2,970,000
General Obligation School Building Refunding Bonds of 2012A	2/26	3.00% - 4.00%	\$1,940,000 - \$2,535,000	\$24,960,000	\$23,075,000
General Obligation Alternative Facilities Bonds of 2009A	2/30	2.00% - 4.50%	\$165,000 - \$390,000	\$ 3,975,000	3,455,000
General Obligation Capital Facilities Bonds of 2009B	2/24	2.50% - 4.20%	\$80,000 - \$105,000	<u>\$ 1,185,000</u>	<u>740,000</u>
				<u>\$33,090,000</u>	<u>\$30,240,000</u>

The District issued \$2,970,000 of General Obligation Alternative Facilities Crossover Refunding Bonds, Series 2016A, with an average interest rate of 2.50% to advance refund \$3,007,600 of outstanding General Obligation Alternative Facilities Bonds, Series 2009A, with an average interest rate of 3.25%. The net proceeds of \$3,101,246 (after issuance costs and premium) were used to buy state and local government securities. Those securities were deposited in an irrevocable trust with an escrow agent. The U.S. Government Securities purchased from the 2016A series bonds are reported as restricted cash in that fund. The District advance refunded the 2009A series bonds to obtain an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$360,783.

Independent School District No. 716
 Belle Plaine, Minnesota
 Notes to Financial Statements
 June 30, 2016

Annual debt service requirements to maturity for general obligation bonds are as follows:

Years Ending June 30,	Governmental Activities	
	Principal	Interest
2017	\$ 2,185,000	\$ 1,054,217
2018	2,350,000	1,009,609
2019	5,380,000	915,821
2020	2,570,000	692,355
2021	2,675,000	591,555
2022-2026	13,675,000	1,446,530
2027-2030	1,405,000	71,100
Total	<u>\$ 30,240,000</u>	<u>\$ 5,781,187</u>

Changes in Long-Term Liabilities. During the year ended June 30, 2016, the following changes occurred in liabilities reported in the government-wide financial statements:

	Balance July 1, 2015	Additions	Deletions	Balance June 30, 2016	Due Within One Year
Bonds Payable					
General Obligation Bonds	\$ 29,395,000	\$ 2,970,000	\$ 2,125,000	\$ 30,240,000	\$ 2,185,000
Bond Premium	2,362,665	156,224	214,787	2,304,102	-
Total bonds payable	31,757,665	3,126,224	2,339,787	32,544,102	2,185,000
Capital Leases Payable	2,220,068	-	430,295	1,789,773	391,853
Total	<u>\$ 33,977,733</u>	<u>\$ 3,126,224</u>	<u>\$ 2,770,082</u>	<u>\$ 34,333,875</u>	<u>\$ 2,576,853</u>

Legal Debt Margin. Minnesota State Statutes do not allow net debt (as defined in Minn. Stat. Para. 475.51 subd. 4) to exceed 15 percent of the actual market value of all taxable property within the District. The District's market value per the School Tax Report 2015 Payable 2016 was \$700,815,700.

F. Other Postemployment Benefits (OPEB)

Plan Description – All employees are allowed, upon meeting the eligibility requirements under Minn. Stat. 471.61 subd, 2b, to participate in the District’s health insurance plan after retirement. This plan covers active and retired employees. Benefit provisions are established through negotiations between the District and the union representing District employees and are renegotiated at the end of each contract period. The implicit rate subsidy is only until Medicare eligibility. The retiree health plan does not issue a publicly available financial report.

Funding Policy - For the fiscal year 2016, the District will continue on a "pay-as-you-go" funding policy.

Annual OPEB Cost and Net OPEB Obligation (Asset) – The District’s annual OPEB cost (expense) is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period of 30 years. The following table shows the components of the District’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the District’s net OPEB obligation (asset):

	2016
Annual Required Contribution	\$ 95,344
Interest on Net OPEB Obligation (Asset)	(2,381)
Amortization of Net OPEB Obligation (Asset)	3,178
Annual OPEB Cost	96,141
Contributions Made	(113,888)
Change in Net OPEB Obligation (Asset)	(17,747)
Net OPEB Obligation (Asset), Beginning	(52,919)
Net OPEB Obligation (Asset), Ending	\$ (70,666)

The District’s annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation (asset) for fiscal year 2016 and the preceding two years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Actual Employer Contribution	Annual OPEB Cost Contributed	Net Ending OPEB Obligation (Asset)
6/30/2014	\$ 105,181	\$ 115,965	110.3%	\$ (34,133)
6/30/2015	95,916	114,702	119.6%	(52,919)
6/30/2016	96,141	113,888	118.5%	(70,666)

Funded Status and Funding Progress – As of July 1, 2014, the most recent actuarial valuation date, the plan was unfunded. The actuarial accrued liability for benefits was \$883,271, and the actuarial value of assets was \$0, resulting in an unfunded actuarial accrued liability (UAAL) of \$883,271. The covered payroll (annual payroll of active employees covered by the plan) was \$7,568,691, and the ratio of the UAAL to the covered payroll was 11.7 percent.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2014, actuarial valuation, the projected unit credit actuarial cost method was used. The actuarial assumptions included a 4.5 percent investment rate of return (net of administrative expenses), which is a blended rate of the expected long-term investment returns on the employer's own investments calculated based on the funded level of the plan at the valuation date, and an annual healthcare cost trend rate of 7.5 percent initially, reduced by decrements to an ultimate rate of 5.0 percent after ten years. Both rates included an inflation assumption. The UAAL is being amortized as a level percentage of projected payroll on an open basis over 30 years.

G. Fund Balances

The fund balance reporting standards under Uniform Financial Accounting and Reporting Standards (UFARS) vary slightly from the fund balance reporting standards under GASB Statement No. 54. Below is a reconciliation between the fund balances reported under GASB standards and UFARS:

	GASB Balance	Reconciling Transfer	UFARS Balance
Nonspendable			
Inventories	\$ 16,919	\$ -	\$ 16,919
Prepaid items	17,629	-	17,629
Total nonspendable	34,548	-	34,548
Restricted			
Staff development	14,997	-	14,997
Health and safety	-	(37,842)	(37,842)
Operating capital	376,989	-	376,989
Food service	41,357	-	41,357
Community education	53,974	-	53,974
Early childhood family education	15,767	-	15,767
School readiness	6,048	-	6,048
Community service	2,821	-	2,821
Bond refunding	3,101,246	-	3,101,246
Debt service	655,547	-	655,547
Total restricted	4,268,746	(37,842)	4,230,904
Committed			
Severance	81,607	-	81,607
Student activities	151,327	-	151,327
Total committed	232,934	-	232,934
Unassigned	1,294,674	37,842	1,332,516
Total Fund Balance	\$ 5,830,902	\$ -	\$ 5,830,902

Note 4 - Pension Plans

A. Single Employer Plan

Plan Description – All employees are allowed, upon meeting the eligibility requirements under the Master Contract Appendix III, to participate in the District’s pension plan after retirement. This plan covers active and retired employees. Benefit provisions are established through negotiations between the District and the union representing District employees and are renegotiated at the end of each contract period. The retiree health plan does not issue a publicly available financial report.

Funding Policy - For the fiscal year 2016, the District will continue on a "pay-as-you-go" funding policy.

Annual Pension Cost and Net Pension Obligation (Asset) – The District’s annual pension cost (expense) is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB Statement No. 27. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period of 30 years. The following table shows the components of the District’s annual pension cost for the year, the amount actually contributed to the plan, and changes in the District’s net pension obligation (asset):

	2016
Annual Required Contribution	\$ 45,151
Interest on Net Pension Obligation (Asset)	(6,980)
Amortization of Net Pension Obligation (Asset)	19,175
Annual Pension Cost	57,346
Contributions Made	(51,334)
Change in NPO	6,012
Net Pension Obligation (Asset), Beginning	(155,105)
Net Pension Obligation (Asset), Ending	\$ (149,093)

The District’s annual pension cost, the percentage of annual pension cost contributed to the plan, and the net pension obligation (asset) for fiscal year 2016 and the preceding two years were as follows:

Fiscal Year Ended	Annual Pension Cost	Actual Employer Contribution	Annual Pension Cost Contributed	Net Ending Pension Obligation (Asset)
6/30/2014	\$ 66,331	\$ 90,501	136.4%	\$ (142,557)
6/30/2015	52,617	65,165	123.8%	(155,105)
6/30/2016	57,346	51,334	89.5%	(149,093)

Funded Status and Funding Progress – As of July 1, 2014, the most recent actuarial valuation date, the plan was unfunded. The actuarial accrued liability for benefits was \$334,849, and the actuarial value of assets was \$0, resulting in an unfunded actuarial accrued liability (UAAL) of \$334,849. The covered payroll (annual payroll of active employees covered by the plan) was \$412,614, and the ratio of the UAAL to the covered payroll was 81.2 percent. There is a required schedule of funding progress following the notes to the financial statements.

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2014, actuarial valuation, the projected unit credit actuarial cost method was used. To qualify for this benefit the teacher needed to be employed as of June 30, 1989 or as specified by specific administrative contracts. The actuarial assumptions included a 4.5 percent discount rate and a 3.0 percent salary scale. The UAAL is being amortized as a level percentage of projected payroll on an open basis over 12 years.

B. Multi-Employer Plans

Substantially all employees of the District are required by state law to belong to defined benefit, multi-employer, cost-sharing pension plans administered by Teachers Retirement Association (TRA) or Public Employees Retirement Association (PERA), all of which are administered on a statewide basis. Disclosures relating to these plans follow:

a. Plan Descriptions

The District participates in the following defined benefit pension plans administered by PERA and TRA. PERA's and TRA's defined benefit pension plans are established and administered in accordance with Minnesota Statutes. PERA's and TRA's defined benefit pension plans are tax qualified plans under Section 401 (a) of the Internal Revenue Code.

1. General Employees Retirement Fund (GERF)

PERA's defined benefit pension plans are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.

All full-time and certain part-time employees of the District, other than teachers, are covered by GERF. GERF members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. The Basic Plan was closed to new members in 1967. All new members must participate in the Coordinated Plan.

2. Teachers Retirement Fund (TRA)

TRA administers a Basic Plan (without Social Security coverage) and a Coordinated Plan (with Social Security coverage) in accordance with Minnesota Statutes, Chapters 354 and 356. TRA is a separate statutory entity and administered by a Board of Trustees. The Board consists of four active members, one retired member and three statutory officials.

Teachers employed in Minnesota's public elementary and secondary school, charter schools, and certain educational institutions maintained by the state (except those teachers employed by the city of St. Paul, and by the University of Minnesota system) are required to be TRA members. State university, community college, and technical college teachers first employed by the Minnesota State College and Universities (MnSCU) may elect TRA coverage within one year of eligible employment. Alternatively, these teachers may elect coverage through the Defined Contribution Retirement Plan (DCR) administered by MnSCU.

C. Benefits Provided

PERA and TRA provide retirement, disability, and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature.

PERA: Benefit increases are provided to benefit recipients each January. Increases are related to the funding ratio of the plan. Members in plans that are at least 90% funded for two consecutive years are given 2.5% increases. Members in plans that have not exceeded 90% funded, or have fallen below 80%, are given 1% increases.

TRA: Post-retirement benefit increases are provided to eligible benefit recipients each January. The TRA increase is 2.0%. After the TRA funded ratio exceeds 90% for two consecutive years, the annual post-retirement benefit will increase to 2.5%.

The benefit provisions stated in the following paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

1. General Employees Retirement Fund (GERF)

Benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2% of average salary for each of the first ten years of service and 2.7% for each remaining year. The annuity accrual rate for a Coordinated Plan member is 1.2% of average salary for each of the first ten years and 1.7% for each remaining year. Under Method 2, the annuity accrual rate is 2.7% of average salary for Basic Plan members and 1.7% for Coordinated Plan members for each year of service. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66. Disability benefits are available for vested members, and are based upon years of service and average high-five salary.

2. Teachers Retirement Fund (TRA)

TRA provides retirement benefits as well as disability benefits to members, and benefits to survivors upon death of eligible members. Benefits are established by Minnesota Statute and vest after three years of service credit. The defined retirement benefits are based on a member's highest average salary for any five consecutive years of allowable service, age, and a formula multiplier based on years of credit at termination of service.

Two methods are used to compute benefits for TRA's Coordinated and Basic Plan members. Members first employed before July 1, 1989, receive the greater of the Tier I or Tier II benefits as described.

Tier I Benefits

Tier I -	Step Rate Formula	Percentage
Basic	First ten years of service	2.2% per year
	All years after	2.7% per year
Coordinated	First ten years if service years are up to July 1, 2006	1.2% per year
	First ten years if service years are July 1, 2006 or after	1.4% per year
	All other years of service if service years are up to July 1, 2006	1.7% per year
	All other years of service if service years are July 1, 2006 or after	1.9% per year

With these provisions:

- (a) Normal retirement age is 65 with less than 30 years of allowable service and age 62 with 30 or more years of allowable service.
- (b) 3 percent per year early retirement reduction factor for all years under normal retirement age.
- (c) Unreduced benefits for early retirement under a Rule-of-90 (age plus allowable service equals 90 or more).

or

Tier II Benefits

For years of service prior to July 1, 2006, a level formula of 1.7 percent per year for coordinated members and 2.7 percent per year for basic members is applied. For years of service July 1, 2006 and after, a level formula of 1.9 percent per year for Coordinated members and 2.7 for Basic members applies. Beginning July 1, 2015, the early retirement reduction factors are based on rates established under Minnesota Statute. Smaller reductions, more favorable to the member, will be applied to individuals who reach age 62 and have 30 years or more of service credit.

Members first employed after June 30, 1989, receive only the Tier II calculation with a normal retirement age that is their retirement age for full Social Security retirement benefits, but not to exceed age 66.

Six different types of annuities are available to members upon retirement. The No Refund Life Plan is a lifetime annuity that ceases upon the death of the retiree – no survivor annuity is payable. A retiring member may also choose to provide survivor benefits to a designated beneficiary(ies) by selecting one of the five plans that have survivorship features. Vested members may also leave their contributions in the TRA Fund upon termination of service in order to qualify for a deferred annuity at retirement age. Any member terminating service is eligible for a refund of their employee contributions plus interest.

The benefit provisions stated apply to actives plan participants. Vested, terminated employees who are entitled to benefits but not yet receiving them are bound by the plan provisions in effect at the time they last terminated their public service.

D. Contributions

Minnesota Statutes set the rates for employer and employee contributions. Contribution rates can only be modified by the state legislature.

1. General Employees Retirement Fund (GERF)

Minnesota Statutes, Chapter 353 sets the rates for employer and employee contributions. Contribution rate can only be modified by the State Legislature. Basic Plan members and Coordinated Plan members were required to contribute 9.1% and 6.5%, of pay, respectively in 2016. In fiscal year 2016, the District was required to contribute 11.78% of pay for Basic Plan members and 7.5% for Coordinated Plan members. In 2015, employer rates increased to 7.5% in the Coordinated Plan. The District's contributions to the GERF for the year ended June 30, 2016, were \$143,831. The District's contributions were equal to the required contributions for each year as set by state statute.

2. Teachers Retirement Fund (TRA)

Per Minnesota Statutes, Chapter 354 sets the contribution rates for employees and employers. Rates for each fiscal year were:

	Ending June 30, 2015		Ending June 30, 2016	
	Employees	Employers	Employees	Employers
Basic	11.00%	11.50%	11.00%	11.50%
Coordinated	7.50%	7.50%	7.50%	7.50%

The District's contributions to TRA for the plan's fiscal year ended June 30, 2016, were \$556,569. The District's contributions were equal to the required contributions for each year as set by state statute.

E. Pension Costs

1. General Employees Retirement Fund (GERF)

At June 30, 2016, the District reported a liability of \$1,648,041 for its proportionate share of the GERF's net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on the District's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2014, through June 30, 2015, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2015, the District's proportion was 0.0318%, a decrease of 0.0012% from the prior year.

GERF benefit provision changes during the measurement period include (1) the merger of the former Minneapolis Employees Retirement Fund division into GERF, effective January 1, 2015, and (2) revisions to Minnesota Statutes to make changes to contributions rates less prescriptive and more flexible.

The discount rate used to calculate liabilities for the June 30, 2016 measurement date was 7.9%. The Legislature has since set the discount rate in statute at 8%. Beginning with the June 30, 2016, measurement date the discount rate used when calculating liabilities based on GASB 68 Accounting requirements will be increased to 8% to be consistent with the rate set in statute used for funding purposes.

For the year ended June 30, 2016, the District recognized pension expense of \$205,588 for its proportionate share of GERF's pension expense.

At June 30, 2016, the District reported its proportionate share of GERF's deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 15,283	\$ 83,089
Changes in actuarial assumptions	102,634	-
Difference between projected and actual investment earnings	-	146,707
Change in proportion and differences between contributions made and District's proportionate share of contributions	-	42,277
District's contributions to GERF subsequent to the measurement date	143,831	-
Total	\$ 261,748	\$ 272,073

The \$143,831 reported as deferred outflows of resources related to pensions resulting from District contributions to GERF subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows and inflows of resources related to GERF pensions will be recognized in pension expense as follows:

Years Ended June 30,	Pension Expense Amount
2017	\$ (44,734)
2018	(44,734)
2019	(103,692)
2020	39,004
2021	-

2. Teachers Retirement Fund (TRA)

At June 30, 2016, the District reported a liability of \$8,598,525 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on The District's contributions to TRA in relation to total system contributions including direct aid from the State of Minnesota, City of Minneapolis and Minneapolis School District. The District's proportionate share was 0.1390% at the end of the measurement period and 0.1462% for the beginning of the year.

The pension liability amount reflected a reduction due to direct aid provided to TRA. The amount recognized by the district as its proportionate share of the net pension liability, the direct aid, and total portion of the net pension liability that was associated with the district were as follows:

District's proportionate share of net pension liability	\$ 8,598,525
State's proportionate share of the net pension liability associated with the district	\$ 1,054,355

A change in benefit provisions that affected the measurement of the total pension liability since the prior measurement date. Post-retirement benefit adjustments are now assumed to be 2.0% annually with no increase to 2.5% projected. The prior year valuation assumed a 2.5% increase commencing July 1, 2034.

For the year ended June 30, 2016, the District recognized pension expense of \$943,347. It also recognized \$186,396 as an increase to pension expense for the support provided by direct aid.

At June 30, 2016, the District reported its proportionate share of the TRA's deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 8,162	\$ -
Changes in actuarial assumptions	660,998	-
Difference between projected and actual investment earnings	852,622	-
Change in proportion and differences between contributions made and District's proportionate share of contributions	-	74,286
District's contributions to TRA subsequent to the measurement date	556,569	-
Total	\$ 2,078,351	\$ 74,286

The \$556,569 reported as deferred outflows of resources related to pensions resulting from District contributions to TRA subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows and inflows of resources related to TRA pensions will be recognized in pension expense as follows:

Years Ended June 30,	Pension Expense Amount
2017	\$ 361,874
2018	361,874
2019	361,874
2020	361,874
2021	-

F. Actuarial Assumptions

The total pension liability in the June 30, 2016, actuarial valuation was determined using the following actuarial assumptions:

<u>Assumptions</u>	<u>GERF</u>	<u>TRA</u>
Inflation	2.75% per year	3.00%
Active Member Payroll Growth	3.50% per year	3.5% - 12% based on years of service
Investment Rate of Return	7.90% per year	8.00%

1. General Employees Retirement Fund (GERF)

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors and disabled members were based on RP-2000 tables for males or females, as appropriate, with slight adjustments.

Actuarial assumptions used in the June 30, 2015, valuation were based on the results of actuarial experience studies. The experience study was for the period July 1, 2004, to June 30, 2008, with an update of economic assumptions in 2015. Experience studies have not been prepared for PERA's other plans, but assumptions are reviewed annually.

2. Teachers Retirement Fund (TRA)

Actuarial assumptions used in the June 30, 2015, valuation were based on the results of actuarial experience studies. The experience study was for the period July 1, 2004, to June 30, 2008 and a limited scope experience study dated August 29, 2014. The limited scope experience study addressed only inflation and long-term rate of return for the GASB 67 valuation.

The long-term expected rate of return on pension plan investments is 7.9% for GERF and 8.0% for TRA. The State Board of Investment, which manages the investments of PERA and TRA, prepares an analysis of the reasonableness of the long-term expected rate of return on a regular basis using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocations</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Stocks	45%	5.50%
International Stocks	15%	6.00%
Bonds	18%	1.45%
Alternative Assets	20%	6.40%
Cash	2%	0.50%

The actuary has determined the average of the expected remaining service lives of all members for fiscal year 2015 is 5.73 years. The "Difference Between Expected and Actual Experience" and "Changes of Assumptions" use the amortization period of 5.73 years in the schedule presented. The amortization period for "Net Difference Between Projected and Actual Investment Earnings on Pension Plan Investments" is over a period of 5 years as required by GASB 68. The "Changes in Proportion" uses a rounded amortization period of 5.0 years.

G. Discount Rate

The discount rate used to measure the total pension liability was 7.9% for GERP and 8.00% for TRA. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rate specified in statute. Based on that assumption, each of the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

H. Pension Liability Sensitivity

The following presents the District's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u>1% Decrease in Discount Rate</u>	<u>Discount Rate</u>	<u>1% Increase in Discount Rate</u>
GERF discount rate	6.90%	7.90%	8.90%
District's proportionate share of the GERP net pension liability	\$ 2,591,306	\$ 1,648,041	\$ 869,049
TRA discount rate	7.00%	8.00%	9.00%
District's proportionate share of the TRA net pension liability	\$ 13,088,068	\$ 8,598,525	\$ 4,851,871

I. Pension Plan Fiduciary Net Position

Detailed information about GERP's fiduciary net position is available in a separately issued PERA financial report. That report may be obtained on the Internet at www.mnpera.org; by writing to PERA at 60 Empire Drive, Suite 200, St. Paul, Minnesota, 55103-2088; or by calling 651-296-7460 or 800-652-9026.

Detailed information about TRA's fiduciary net position is available in a separately-issued TRA financial report. That report can be obtained at www.MinnesotaTRA.org, by writing to TRA at 60 Empire Drive, Suite 400, St. Paul, MN, 55103-4000; or by calling 651-296-2409 or 800-657-3669.

Note 5 - 403(b) Plan

The District provides eligible employees future retirement benefits through the District's 403(b) Plan (the "Plan"). Employees of the District are eligible to participate in the Plan commencing on the date of their employment. Some employees are eligible to receive a match of employee contributions up to the qualifying amounts set forth in their Wage and Benefit Guidelines. Contributions are invested in tax deferred annuities hosted by a vendor from whom the District has obtained. The District's contributions for the years ended June 30, 2016, 2015, and 2014, were \$127,286, \$102,865, and \$102,865, respectively. The related employee contributions were \$223,481, \$155,312, and \$161,263 for the years ended June 30, 2016, 2015, and 2014, respectively.

Note 6 - Health and Dental Self-Insurance

The District is self-insured with respect to health and dental insurance costs. The District implemented the self-insurance plans on July 1, 2014. Terms of the health plan include a stop-loss prevention of \$150,000 per person, which limits the District's liability. There is no stop-loss prevention on the dental plan as the maximum benefit is \$1,250. The following is the activity for the year ended June 30, 2016:

Claims incurred but not reported at beginning of year	\$ 125,108
Claims incurred	1,467,395
Claims paid	<u>(1,448,645)</u>
Claims incurred but not reported at end of year	<u>\$ 143,858</u>

Note 7 - Other Information

A. Contingent Liabilities

The District participates in a number of federal and state programs that are either partially or fully funded by grants or aids received from these agencies or other governmental units. Such programs are subject to audit by the grantor agencies which could result in requests for reimbursement to the granting agency for expenditures that are disallowed under the terms of the grant. Based on past experience, the District believes that any disallowed costs as a result of such audits will be immaterial.

B. Joint Ventures

The District and nine other school districts, in conjunction with the Southwest Metro Educational Co-op (SWMEC), created a joint powers agreement for the purpose of providing educational programming as well as special education, vocational education, and any other educational programs requested by one or more participating school districts. The SWMEC's board is defined in the Joint Powers Agreement. A member may withdraw upon written notice given to the Board and to each participating school district in accordance with the Joint Powers Agreement. In the event of dissolution, all real property remaining after payment of all debts will be divided among the 10 districts. Separate financial statements of the joint venture may be obtained from SWMEC.

The District had purchases from SWMEC of \$374,527 for the year ended June 30, 2016, and an outstanding balance due to SWMEC of \$106,672 at June 30, 2016.



Required Supplementary Information
June 30, 2016

Independent School District No. 716
Belle Plaine, Minnesota

Independent School District No. 716
Belle Plaine, Minnesota
Schedules of Funding Progress
Year Ended June 30, 2016

Net OPEB Liability (Asset)

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL) Simplified Entry Age	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
7/1/2008	\$ -	\$ 1,032,614	\$ 1,032,614	0.0%	\$ 5,928,609	17.4%
7/1/2011	-	977,810	977,810	0.0%	6,573,402	14.9%
7/1/2014	-	883,271	883,271	0.0%	7,568,691	11.7%

Note to the Schedules of Funding Progress

Since the last actuarial valuation as of July 1, 2011, the following actuarial assumptions have changed:

- The health care trend rates were changed to better anticipate short-term and long-term medical increases.
- The mortality table was updated to reflect the projection of 2000 rates to 2014 based on Scale BB.
- Claim costs were developed by age adjusting the premium information from Belle Plaine Public Schools ISD #716. As of July 1, 2011, actual claims and enrollment experience were also incorporated.

Since the last actuarial valuation as of July 1, 2011, the following plan provisions have changed:

- The Community Service Director is eligible for a post-employment subsidy of \$2,000 per year for up to 8 years payable to a VEBA account upon reaching age 55 with 20 years of service at retirement.
- The principals' post-employment benefit of \$2,000 per year paid to a VEBA account for 8 years on qualified retirement was discontinued for future retirees (only current retired principals are eligible.)

Single Employer Net Pension Liability (Asset)

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL) Simplified Entry Age	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
7/1/2008	\$ -	\$ 576,643	\$ 576,643	0.0%	\$ 1,238,600	46.6%
7/1/2011	-	549,463	549,463	0.0%	796,133	69.0%
7/1/2014	-	334,849	334,849	0.0%	412,614	81.2%

Note to the Schedules of Funding Progress

Since the last actuarial valuation as of July 1, 2011, the mortality table was updated to reflect the projection of 2000 rates to 2014 based on Scale BB.

Since the last actuarial valuation as of July 1, 2011, the Teachers post-employment severance maximum under GASB 27 increased from \$40,000 to \$42,000.

Independent School District No. 716

Belle Plaine, Minnesota

Schedule of Employer's Share of Net Pension Liability and Schedule of Employer's Contributions
Year Ended June 30, 2016

**Schedule of Employer's Share of Net Pension Liability
Last 10 Fiscal Years ***

Pension Plan	Measurement Date	Employer's Proportion (Percentage) of the Net Pension Liability (Asset)	Employer's Proportionate Share (Amount) of the Net Pension Liability (Asset) (a)	State's Proportionate Share (Amount) of the Net Pension Liability Associated With District (b)	Total (d) (a+b)	Employer's Covered - Employee Payroll (e)	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered - Employee Payroll (a/e)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
PERA	06/30/15	0.0318%	\$ 1,648,041	N/A	\$ 1,648,041	\$ 1,901,974	86.6%	78.2%
	06/30/14	0.0330%	1,550,175	N/A	1,550,175	1,760,993	88.0%	78.8%
TRA	06/30/15	0.1390%	\$ 8,598,525	\$ 1,054,355	\$ 9,652,880	\$ 7,181,176	119.7%	76.8%
	06/30/14	0.1462%	6,736,791	473,970	7,210,761	6,731,272	100.1%	81.5%

**Schedule of Employer's Contributions
Last 10 Fiscal Years ***

Pension Plan	Fiscal Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered - Employee Payroll (d)	Contributions as a Percentage of Covered - Employee Payroll (b/d)
PERA	06/30/16	\$ 143,831	\$ 143,831	\$ -	\$ 1,970,628	7.3%
	06/30/15	138,826	138,826	-	1,901,974	7.3%
TRA	06/30/16	\$ 556,569	\$ 556,569	\$ -	\$ 7,561,421	7.4%
	06/30/15	529,490	529,490	-	7,181,176	7.4%

* GASB Statement No. 68 requires ten years of information to be presented in these tables. However, until a full 10-year trend is compiled, the District will present information for those years for which information is available.

Notes to the Schedule of Employer's Share of Net Pension Liability and Schedule of Employer's Contributions

Since the last actuarial valuation as of June 30, 2014, the following have been changed:

- Changes of benefit terms: The DTRFA was merged into TRA on June 30, 2015.
- Change of assumptions: The annual COLA for the June 30, 2015 valuation assumed 2%. The prior year valuation used 2% with an increase to 2.5% commencing in 2034. The discount rate used to measure the total pension liability was 8.0%. This is a decrease from the discount rate at the prior measurement date of 8.25%. Details, if necessary, can be obtained from the TRA CAFR.

Independent School District No. 716
 Belle Plaine, Minnesota
 Budgetary Comparison Schedule
 General Fund
 Year Ended June 30, 2016

	Budgeted Amounts		Actual Amounts	Variance With Final Budget
	Original	Final		
Revenues				
Local property tax levies	\$ 1,401,980	\$ 1,395,882	\$ 1,328,444	\$ (67,438)
Other local and county sources	606,895	618,680	1,077,435	458,755
State sources	13,252,276	13,313,334	13,318,683	5,349
Federal sources	411,374	435,681	460,542	24,861
Local sales and insurance recovery	2,000	-	-	-
Total revenues	<u>15,674,525</u>	<u>15,763,577</u>	<u>16,185,104</u>	<u>421,527</u>
Expenditures				
Administration	895,200	1,017,550	1,014,480	3,070
District support services	487,000	487,970	491,309	(3,339)
Regular instruction	7,783,934	7,802,504	8,126,531	(324,027)
Vocational instruction	359,000	389,810	390,933	(1,123)
Special education instruction	2,492,250	2,517,644	2,563,486	(45,842)
Instructional support services	656,750	657,799	739,653	(81,854)
Pupil support services	1,325,000	1,325,870	1,331,202	(5,332)
Sites and buildings	1,351,899	1,392,049	1,383,166	8,883
Fiscal and other fixed cost programs	49,000	63,196	50,302	12,894
Debt service				
Principal	430,000	430,000	430,295	(295)
Interest and fiscal charges	74,000	74,000	73,892	108
Total expenditures	<u>15,904,033</u>	<u>16,158,392</u>	<u>16,595,249</u>	<u>(436,857)</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(229,508)</u>	<u>(394,815)</u>	<u>(410,145)</u>	<u>(15,330)</u>
Fund Balances - Beginning	<u>2,345,768</u>	<u>2,345,768</u>	<u>2,345,768</u>	<u>-</u>
Fund Balances - Ending	<u>\$ 2,116,260</u>	<u>\$ 1,950,953</u>	<u>\$ 1,935,623</u>	<u>\$ (15,330)</u>

1. Budgetary Information

The District adopts an annual budget for all funds in accordance with Minnesota State Statutes. The budget is prepared on the modified accrual basis of accounting. Before July 1, the proposed budget is presented to the School Board for review. The School Board holds public hearings and a final budget must be prepared and adopted no later than one week after the School Board approves the audited financial statements and has published the final budget in the local newspaper. Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end. The actual revenues, expenditures, and transfers for the year ended June 30, 2016, have been compared to the District's budget for the year where applicable. Variances in parentheses are unfavorable and indicate revenues are less than budget or expenditures are greater than budget. The budget is adopted through passage of a resolution. Any revisions that alter total expenditures of any fund must be approved by the School Board.

Budgetary control is maintained by fund, at the object of expenditure category level within each program, and in compliance with state requirements. Also inherent in this controlling function is the management philosophy that the existence of a particular item or appropriation in the approved budget does not automatically mean that it will be spent. Therefore, there is a constant review process and expenditures are not approved until it has been determined that (1) adequate funds were appropriated, (2) the expenditure is still necessary, and (3) funds are available. Budgeted amounts are as originally adopted or as amended by the School Board. Budgeted expenditure appropriations lapse at year end. The School Board made several supplemental budgetary appropriations throughout the year.

2. Excess of Expenditures over Appropriations

For the year ended June 30, 2016, expenditures exceeded appropriations in the general fund by \$436,857. The over expenditures were funded by greater than anticipated revenues.



Supplementary Information
June 30, 2016

Independent School District No. 716
Belle Plaine, Minnesota

Independent School District No. 716
 Belle Plaine, Minnesota
 Combining Balance Sheet – Nonmajor Governmental Funds
 June 30, 2016

	<u>Special Revenue Funds</u>		<u>Total Nonmajor Funds</u>
	<u>Food Service</u>	<u>Community Service</u>	
Assets			
Cash	\$ 69,958	\$ 137,205	\$ 207,163
Receivables			
Current property taxes	-	53,661	53,661
Delinquent property taxes	-	952	952
Accounts	-	1	1
Due from Minnesota Department of Education	1,593	16,996	18,589
Due from Federal through Minnesota Department of Education	7,142	-	7,142
Due from other governmental units	-	15,587	15,587
Inventories	16,919	-	16,919
Prepaid items	-	1,600	1,600
	<u>\$ 95,612</u>	<u>\$ 226,002</u>	<u>\$ 321,614</u>
Liabilities			
Salaries payable	\$ -	\$ 18,216	\$ 18,216
Accounts payable	20,981	7,609	28,590
Due to other governmental units	-	2,892	2,892
Unearned revenue	16,355	-	16,355
	<u>37,336</u>	<u>28,717</u>	<u>66,053</u>
Deferred Inflows of Resources			
Unavailable revenue - delinquent taxes	-	834	834
Unavailable revenue - property taxes	-	116,241	116,241
	<u>-</u>	<u>117,075</u>	<u>117,075</u>
Fund Balances			
Nonspendable			
Prepaid items	-	1,600	1,600
Inventories	16,919	-	16,919
Restricted			
Community education	-	53,974	53,974
Early childhood family education	-	15,767	15,767
School readiness	-	6,048	6,048
Other purposes	41,357	2,821	44,178
Total fund balances	<u>58,276</u>	<u>80,210</u>	<u>138,486</u>
	<u>\$ 95,612</u>	<u>\$ 226,002</u>	<u>\$ 321,614</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 95,612</u>	<u>\$ 226,002</u>	<u>\$ 321,614</u>

Independent School District No. 716

Belle Plaine, Minnesota

Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Governmental Funds

Year Ended June 30, 2016

	Special Revenue Funds		Nonmajor Funds
	Food Service	Community Service	
Revenues			
Local property tax levies	\$ -	\$ 98,927	\$ 98,927
Other local and county sources	131	438,542	438,673
State sources	42,899	156,053	198,952
Federal sources	259,085	-	259,085
Local sales and insurance recovery	419,562	-	419,562
Total revenues	<u>721,677</u>	<u>693,522</u>	<u>1,415,199</u>
Expenditures			
Community education and services	-	718,795	718,795
Pupil support services	<u>729,569</u>	<u>-</u>	<u>729,569</u>
Total expenditures	<u>729,569</u>	<u>718,795</u>	<u>1,448,364</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(7,892)	(25,273)	(33,165)
Fund Balances - Beginning	<u>66,168</u>	<u>105,483</u>	<u>171,651</u>
Fund Balances - Ending	<u>\$ 58,276</u>	<u>\$ 80,210</u>	<u>\$ 138,486</u>



Independent Auditor's Report on Minnesota Legal Compliance

Members of the School Board
Independent School District No. 716
Belle Plaine, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Independent School District No. 716 as of and for the year ended June 30, 2016, and the related notes to the financial statements, and have issued our report thereon dated December 13, 2016.

The *Minnesota Legal Compliance Audit Guide for School Districts*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and uniform financial accounting and reporting standards for school districts. Our study included all of the listed categories.

In connection with our audit, nothing came to our attention that caused us to believe that the District failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for School Districts*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the District's noncompliance with the above referenced provisions.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

Eide Bailly LLP

Mankato, Minnesota
December 13, 2016

Independent School District No. 716
 Belle Plaine, Minnesota
 Uniform Financial Accounting and Reporting Standards Compliance Table
 Year Ended June 30, 2016

	Audit	UFARS	Audit - UFARS		Audit	UFARS	Audit - UFARS
01 GENERAL FUND				06 BUILDING CONSTRUCTION			
Total Revenue	\$16,185,104	<u>\$16,185,101</u>	<u>\$3</u>	Total Revenue	\$0	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$16,595,249	<u>\$16,595,248</u>	<u>\$1</u>	Total Expenditures	\$0	<u>\$0</u>	<u>\$0</u>
<i>Non Spendable:</i>				<i>Non Spendable:</i>			
4.60 Non Spendable Fund Balance	\$16,029	<u>\$16,029</u>	<u>\$0</u>	4.60 Non Spendable Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
<i>Restricted / Reserved:</i>				<i>Restricted / Reserved:</i>			
4.03 Staff Development	\$14,997	<u>\$14,997</u>	<u>\$0</u>	4.07 Capital Projects Levy	\$0	<u>\$0</u>	<u>\$0</u>
4.05 Deferred Maintenance	\$0	<u>\$0</u>	<u>\$0</u>	4.09 Alternative Facility Program	\$0	<u>\$0</u>	<u>\$0</u>
4.06 Health and Safety	(\$37,842)	<u>(\$37,842)</u>	<u>\$0</u>	4.13 Project Funded by COP	\$0	<u>\$0</u>	<u>\$0</u>
4.07 Capital Projects Levy	\$0	<u>\$0</u>	<u>\$0</u>	4.67 LTFM	\$0	<u>\$0</u>	<u>\$0</u>
4.08 Cooperative Revenue	\$0	<u>\$0</u>	<u>\$0</u>	<i>Restricted:</i>			
4.09 Alternative Facility Program	\$0	<u>\$0</u>	<u>\$0</u>	4.64 Restricted Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
4.13 Project Funded by COP	\$0	<u>\$0</u>	<u>\$0</u>	<i>Unassigned:</i>			
4.14 Operating Debt	\$0	<u>\$0</u>	<u>\$0</u>	4.63 Unassigned Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
4.16 Levy Reduction	\$0	<u>\$0</u>	<u>\$0</u>				
4.17 Taconite Building Maint	\$0	<u>\$0</u>	<u>\$0</u>	07 DEBT SERVICE			
4.23 Certain Teacher Programs	\$0	<u>\$0</u>	<u>\$0</u>	Total Revenue	\$3,381,271	<u>\$3,381,271</u>	<u>\$0</u>
4.24 Operating Capital	\$376,989	<u>\$376,989</u>	<u>\$0</u>	Total Expenditures	\$3,227,338	<u>\$3,227,339</u>	<u>(\$1)</u>
4.26 \$25 Taconite	\$0	<u>\$0</u>	<u>\$0</u>	<i>Non Spendable:</i>			
4.27 Disabled Accessibility	\$0	<u>\$0</u>	<u>\$0</u>	4.60 Non Spendable Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
4.28 Learning & Development	\$0	<u>\$0</u>	<u>\$0</u>	<i>Restricted / Reserved:</i>			
4.34 Area Learning Center	\$0	<u>\$0</u>	<u>\$0</u>	4.25 Bond Refundings	\$3,101,246	<u>\$3,101,246</u>	<u>\$0</u>
4.35 Contracted Alt. Programs	\$0	<u>\$0</u>	<u>\$0</u>	4.51 OZAB Payments	\$0	<u>\$0</u>	<u>\$0</u>
4.36 State Approved Alt. Program	\$0	<u>\$0</u>	<u>\$0</u>	<i>Restricted:</i>			
4.38 Gifted & Talented	\$0	<u>\$0</u>	<u>\$0</u>	4.64 Restricted Fund Balance	\$655,547	<u>\$655,546</u>	<u>\$1</u>
4.40 Teacher Development and Evaluation	\$0	<u>\$0</u>	<u>\$0</u>	<i>Unassigned:</i>			
4.41 Basic Skills Programs	\$0	<u>\$0</u>	<u>\$0</u>	4.63 Unassigned Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
4.45 Career Tech Programs	\$0	<u>\$0</u>	<u>\$0</u>				
4.48 Achievement and Integration	\$0	<u>\$0</u>	<u>\$0</u>	08 TRUST			
4.49 Safe School Crime - Crime Levy	\$0	<u>\$0</u>	<u>\$0</u>	Total Revenue	\$0	<u>\$0</u>	<u>\$0</u>
4.50 Pre-Kindergarten	\$0	<u>\$0</u>	<u>\$0</u>	Total Expenditures	\$0	<u>\$0</u>	<u>\$0</u>
4.51 OZAB Payments	\$0	<u>\$0</u>	<u>\$0</u>	4.22 Unassigned Fund Balance (Net Assets)	\$0	<u>\$0</u>	<u>\$0</u>
4.52 OPEB Liab Not In Trust	\$0	<u>\$0</u>	<u>\$0</u>				
4.53 Unfunded Sev & Retirement Levy	\$0	<u>\$0</u>	<u>\$0</u>	20 INTERNAL SERVICE			
4.67 LTFM	\$0	<u>\$0</u>	<u>\$0</u>	Total Revenue	\$1,944,126	<u>\$1,944,126</u>	<u>\$0</u>
<i>Restricted:</i>				Total Expenditures	\$1,734,580	<u>\$1,734,580</u>	<u>\$0</u>
4.64 Restricted Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>	4.22 Unassigned Fund Balance (Net Assets)	\$527,322	<u>\$527,323</u>	<u>(\$1)</u>
<i>Committed:</i>							
4.18 Committed for Separation	\$81,607	<u>\$81,607</u>	<u>\$0</u>	25 OPEB REVOCABLE TRUST			
4.61 Committed Fund Balance	\$151,327	<u>\$151,327</u>	<u>\$0</u>	Total Revenue	\$0	<u>\$0</u>	<u>\$0</u>
<i>Assigned:</i>				Total Expenditures	\$0	<u>\$0</u>	<u>\$0</u>
4.62 Assigned Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>	4.22 Unassigned Fund Balance (Net Assets)	\$0	<u>\$0</u>	<u>\$0</u>
<i>Unassigned:</i>							
4.22 Unassigned Fund Balance	\$1,332,516	<u>\$1,332,514</u>	<u>\$2</u>	45 OPEB IRREVOCABLE TRUST			
				Total Revenue	\$0	<u>\$0</u>	<u>\$0</u>
02 FOOD SERVICES				Total Expenditures	\$0	<u>\$0</u>	<u>\$0</u>
Total Revenue	\$721,677	<u>\$721,677</u>	<u>\$0</u>	4.22 Unassigned Fund Balance (Net Assets)	\$0	<u>\$0</u>	<u>\$0</u>
Total Expenditures	\$729,569	<u>\$729,569</u>	<u>\$0</u>				
<i>Non Spendable:</i>				47 OPEB DEBT SERVICE			
4.60 Non Spendable Fund Balance	\$16,919	<u>\$16,919</u>	<u>\$0</u>	Total Revenue	\$0	<u>\$0</u>	<u>\$0</u>
<i>Restricted / Reserved:</i>				Total Expenditures	\$0	<u>\$0</u>	<u>\$0</u>
4.52 OPEB Liab Not In Trust	\$0	<u>\$0</u>	<u>\$0</u>	<i>Non Spendable:</i>			
<i>Restricted:</i>				4.60 Non Spendable Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
4.64 Restricted Fund Balance	\$41,357	<u>\$41,357</u>	<u>\$0</u>	<i>Restricted:</i>			
<i>Unassigned:</i>				4.25 Bond Refundings	\$0	<u>\$0</u>	<u>\$0</u>
4.63 Unassigned Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>	4.64 Restricted Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
				<i>Unassigned:</i>			
				4.63 Unassigned Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>
04 COMMUNITY SERVICE							
Total Revenue	\$693,522	<u>\$693,520</u>	<u>\$2</u>				
Total Expenditures	\$718,795	<u>\$718,795</u>	<u>\$0</u>				
<i>Non Spendable:</i>							
4.60 Non Spendable Fund Balance	\$1,600	<u>\$1,600</u>	<u>\$0</u>				
<i>Restricted / Reserved:</i>							
4.26 \$25 Taconite	\$0	<u>\$0</u>	<u>\$0</u>				
4.31 Community Education	\$53,974	<u>\$53,974</u>	<u>\$0</u>				
4.32 E.C.F.E	\$15,767	<u>\$15,767</u>	<u>\$0</u>				
4.40 Teacher Development and Evaluation	\$0	<u>\$0</u>	<u>\$0</u>				
4.44 School Readiness	\$6,048	<u>\$6,048</u>	<u>\$0</u>				
4.47 Adult Basic Education	\$0	<u>\$0</u>	<u>\$0</u>				
4.52 OPEB Liab Not In Trust	\$0	<u>\$0</u>	<u>\$0</u>				
<i>Restricted:</i>							
4.64 Restricted Fund Balance	\$2,821	<u>\$2,820</u>	<u>\$1</u>				
<i>Unassigned:</i>							
4.63 Unassigned Fund Balance	\$0	<u>\$0</u>	<u>\$0</u>				



**Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements Performed in Accordance with
*Government Auditing Standards***

Members of the School Board
Independent School District No. 716
Belle Plaine, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Independent School District No. 716 (District), Belle Plaine, Minnesota, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated December 13, 2016.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying summary of audit findings, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying summary of audit findings to be material weaknesses: 2016-A and 2016-B.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Response to Findings

The District's responses to the findings identified in our audit are described in the District's corrective action plan. The District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Mankato, Minnesota
December 13, 2016

Material Weakness – previously reported items not resolved

2016-A Segregation of Duties

Condition: The District has a lack of segregation of duties in certain areas due to limited staff. The District has limited segregation of duties in many accounting and financial reporting internal control areas. The areas involved are receipts and receivables, disbursements and payables, payroll, deposits, and reconciliations of these areas.

Criteria: A good system of internal control contemplates an adequate segregation of duties so that no one individual handles a transaction from its inception to completion.

Cause: The District does not have the economic resources to hire additional qualified accounting staff in order to segregate duties.

Effect: Inadequate segregation of duties could adversely affect the District's ability to detect misstatements in amounts that would be material in relation to the financial statements in a timely period by employees in the normal course of performing their assigned functions. School Board oversight will mitigate some of the effect.

Recommendation: While we recognize that your staff may not be large enough to permit complete segregation of duties in all respects for an effective system of internal control, the functions should be reviewed to determine if additional segregation is feasible and to improve efficiency and effectiveness of financial management of the District.

Response: The District feels that the costs for hiring additional staff would not be significantly beneficial. The District does currently mitigate this situation through the approval of all checks by action of the School Board and direct deposit of state funds. The District will continue to look for further opportunities to segregate duties.

2016-B Preparation of Financial Statements

Condition: The District does not have an internal control system designed to provide for the preparation of the financial statements being audited. As auditors, we are requested to draft the financial statements, accompanying notes to the financial statements, and required supplementary budgetary comparison information.

Criteria: A good system of internal control contemplates an adequate system for drafting of the financial statements.

Cause: The District does not have the economic resources to hire additional qualified accounting staff or hire professional accounting services in order to draft financial statements.

Effect: This control deficiency could result in a misstatement to the financial statements that would not be prevented or detected.

Recommendation: This control deficiency is not unusual in a District of your size. It is the responsibility of the management and those charged with governance to make the decision whether to accept the degree of risk associated with this condition because of cost or other considerations.

Response: The District will continue to have the auditors prepare the financial statements; however, the District has established an internal control policy to document the annual review of the financial statements by the School Board and management.

Payable 2016 & Payable 2017 Levy Comparison

	14 Payable 15 Levy	15 Payable 16 Levy	16 Payable 17 Levy	Increase/ (Decrease) from 15 Pay 16 Levy	%	L/F
Operating Levy	-	-	-	-		L
1st Tier Board Approved Ref	208,184.32	226,425.68	239,838.68	13,413.00		L
Equity	200,564.50	218,138.20	231,060.27	12,922.07		F
Location Equity	507,697.60	552,182.67	584,892.85	32,710.18		L/F
Transition	5,172.77	5,639.03	5,959.28	320.25		F
Operating Capital	144,270.70	159,541.50	116,172.31	(43,369.19)		F
Student Achievement	31,665.29	32,239.28	14,789.07	(17,450.21)		F
Integration	19,225.20	20,456.50	21,468.66	1,012.16		F/L
Unemployment	1,000.00	1,500.00	1,000.00	(500.00)		L
Safe Schools	64,605.60	63,374.40	63,525.60	151.20		F/L
Career/Technical	30,519.83	37,737.11	79,438.10	41,700.99		F
Annual OPEB	150,000.00	96,165.40	66,533.00	(29,632.40)		L
LTFM	-	322,009.01	444,744.47	122,735.46		L
Health & Safety	167,449.84	-	-	-		L
Deferred Maintenance	98,334.88	-	-	-		F
Building Lease	30,208.04	11,116.85	15,418.85	4,302.00		L
Lost Interest Earnings	-	-	-	-		F
Adjustments	(105,634.88)	(164,434.75)	(180,679.97)	(16,245.22)		F
Total General Fund	1,553,263.69	1,582,090.88	1,704,161.17	122,070.29	7.72%	
Basic Community Education	74,496.16	74,496.16	74,496.16	-		F
Early Childhood Fam. Ed.	36,162.24	36,530.33	34,607.05	(1,923.28)		F
Home Visiting	1,459.20	1,363.20	823.52	(539.68)		F
School Age Care	4,000.00	4,000.00	4,000.00	-		L
Adjustments	(253.34)	(148.39)	(42.36)	106.03		F
Total Community Education	115,864.26	116,241.30	113,884.37	(2,356.93)	-2.03%	
Debt Service	2,818,932.96	2,906,977.50	2,978,084.79	71,107.29		L
<i>Reduction for Debt Excess</i>	(113,792.12)	(165,060.92)	(127,935.91)	37,125.01		L
Alt Facility Bond Debt Service	446,483.10	321,891.81	314,958.62	(6,933.19)		L
Reduction for Debt Excess	(17,467.57)	(20,572.98)	(15,462.60)	5,110.38		L
Adjustments	172.20	(156.16)	1,527.45	1,683.61		L
Total Debt Service	3,134,328.57	3,043,079.25	3,151,172.35	108,093.10	3.55%	
Total Levy - All Funds	4,803,456.52	4,741,411.43	4,969,217.89	227,806.46	4.80%	3.45%

L = Local Decision

F = Formula Set by Legislature

	2013	2014	2015	Change	% Increase
Market Value	889,839,600	967,791,263	1,003,418,700	35,627,437	3.68%
Referendum Market Value	612,103,200	661,465,500	700,815,700	39,350,200	5.95%
Net Tax Capacity	9,360,785	10,211,851	10,467,130	255,279	2.50%
Sales Ratio	97.60%	95.00%	99.10%	4.10%	4.32%
Adjusted Net Tax Capacity	9,595,541	10,746,428	10,563,619	-182,809	-1.70%

1st Reading: 03/26/2007

2nd Reading: 04/23/2007

Approved: 05/22/2007

Revised: 09/23/2013

513 STUDENT PROMOTION, RETENTION, AND PROGRAM DESIGN

I. PURPOSE

The purpose of this policy is to provide guidance to professional staff, parents and students regarding student promotion, retention and program design.

II. GENERAL STATEMENT OF POLICY

The school board expects all students to achieve at an acceptable level of proficiency. Parental assistance, tutorial and remedial programs, counseling and other appropriate services shall be coordinated and utilized to the greatest extent possible to help students succeed in school.

A. Promotion

Students who achieve at levels deemed acceptable by local and state standards shall be promoted to the next grade level at the completion of each school year.

B. Retention

Retention of a student may be considered when professional staff and parents feel that it is in the best interest of the student. Physical development, maturity, and emotional factors shall be considered as well as scholastic achievement. The superintendent's decision shall be final.

C. Program Design

1. The superintendent, with participation of the professional staff and parents, shall develop and implement programs to challenge students that are consistent with the needs of students at every level. A procedure for screening and identifying students for program assignment shall be developed in coordination with such programs. Opportunities for special programs and placement outside of the school district shall also be developed as additional options.
2. The school district will adopt procedures for the academic acceleration of gifted and talented students. These procedures will include how the school district will:
 - a. assess a student's readiness and motivation for acceleration; and
 - b. match the level, complexity, and pace of the curriculum to a student to achieve the best of academic acceleration for that

student.

Legal References: Minn. Stat. § 120B.15 (Gifted and Talented Program)
Minn. Stat. § 123B.143, Subd. 1 (Superintendents)

Cross References: MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 620 (Credit for Learning)

513 STUDENT PROMOTION, RETENTION, AND PROGRAM DESIGN

I. PURPOSE

The purpose of this policy is to provide guidance to professional staff, parents and students regarding student promotion, retention and program design.

II. GENERAL STATEMENT OF POLICY

The school board expects all students to achieve at an acceptable level of proficiency. Parental assistance, tutorial and remedial programs, counseling and other appropriate services shall be coordinated and utilized to the greatest extent possible to help students succeed in school.

A. Promotion

Students who achieve at levels deemed acceptable by local and state standards shall be promoted to the next grade level at the completion of each school year.

B. Retention Belle Plaine Elementary Schools' Retention Guide

Retention of a student may be considered when professional staff and parents feel that it is in the best interest of the student. Physical development, maturity, and emotional factors shall be considered as well as scholastic achievement. ~~The superintendent's decision shall be final.~~ All decisions regarding retention will be made by a team consisting of the student's parents, teachers, the principal, and the school counselor if indicated.

The following practices will guide all decisions regarding retention:

1. Initial concerns regarding retention should be addressed between January 1 and March 30, if not sooner. No Student shall be retained more than 1 year.
2. Students considered for retention must be reviewed by iTeam. The student may be referred to Child Study Team if necessary.
3. No child will be retained unless all data that pertains to that student is reviewed. Data may include, but is not limited to the following:
 - FAST
 - Reading Formative Assessments
 - Reading Summative Assessments
 - Math Formative Assessments
 - Math Summative Assessments

- MCA's
 - Social Expectations (SSIS)
 - Other standardized tests or assessments
4. The request to retain is a parental right. Retention may occur if the child's teacher is in full support of the request and that data to verify the retention has been reviewed.
 5. A parent conference will be held to inform them of the results and to make the decision whether to promote or retain the student.
 6. A student retention worksheet and signed parent letter must be on file at the school for each student retained.
 7. Notification of the recommendation to retain or promote will be included on the report card for second semester.

C. Belle Plaine Junior High Retention Guide

In cases where it is determined that the child may benefit from retention, the final decision shall be made by the Junior High principal with input from the classroom teacher, counselor and the parents. In all cases the best interests of the student shall be of first consideration, taking into account the whole child: socially, emotionally academically and physically.

The following procedures shall be followed when considering retention in grades 7-8

1. Initial concerns regarding retention should be addressed prior at the end of 1st semester.
2. Students considered for retention must be reviewed by I-Team. The student may be referred to the Child Study Team if necessary.
3. No child will be retained unless all data that pertains to that student is reviewed. Data may include, but is not limited to the following:
 - FAST
 - OLPA
 - MCA's
 - Reading Formative Assessments
 - Reading Summative Assessments
 - Math Formative Assessments
 - Math Summative Assessments
4. The request to retain is a parental right. Retention may occur if the child's teacher is in full support of the request and that data to verify the retention has been reviewed.
5. A parent conference will be held to inform them of the results and to make the decision whether to promote or retain the student.

6. A student retention worksheet and signed parent letter must be on file at the school for each student retained.
7. Notification of the recommendation to retain or promote will be included on the report card for second semester.

C. Program Design

1. The superintendent, with participation of the professional staff and parents, shall develop and implement programs to challenge students that are consistent with the needs of students at every level. A procedure for screening and identifying students for program assignment shall be developed in coordination with such programs. Opportunities for special programs and placement outside of the school district shall also be developed as additional options.
2. The school district will adopt procedures for the academic acceleration of gifted and talented students. These procedures will include how the school district will:
 - a. assess a student's readiness and motivation for acceleration; and
 - b. match the level, complexity, and pace of the curriculum to a student to achieve the best the of academic acceleration for that student.

Legal References: Minn. Stat. § 120B.15 (Gifted and Talented Program)
Minn. Stat. § 123B.143, Subd. 1 (Superintendents)

Cross References: MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 620 (Credit for Learning)