

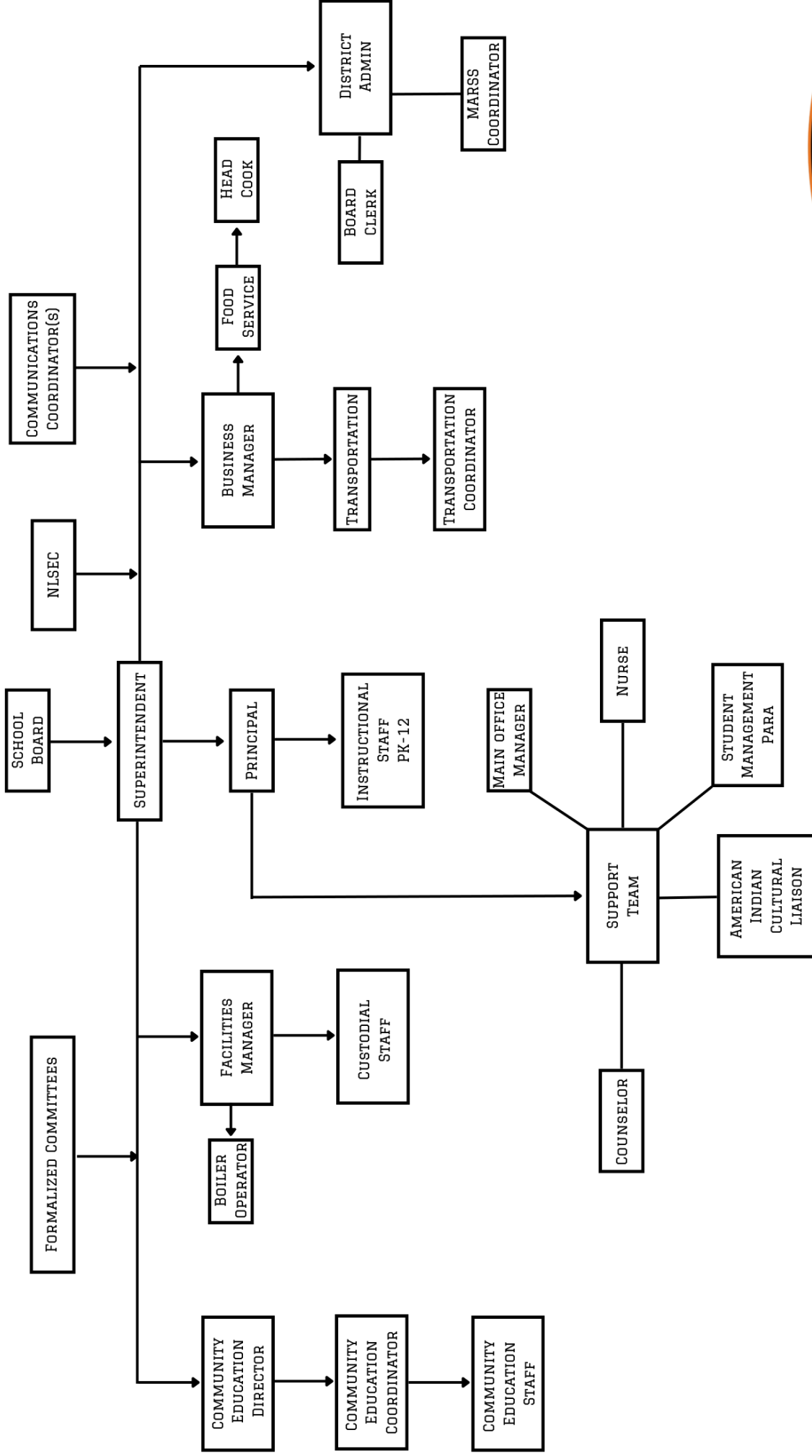
Work Session
Wednesday, March 5, 2025 6:00 PM Central

Wrenshall School Commons
207 Pioneer Drive
Wrenshall, MN 55797

Eric Ankrum: Present
Jon Beck: Present
Mary Carlson: Present
Ben Johnson: Present
Ashley Laveau: Present
Erin Riley: Present
Present: 6.

1. Call to Order
2. Preview of Regular Meeting Agenda for March 12
 - 2.a. Board Committee Reports
3. Strategic Planning
 - 3.a. Presentation from the Teacher Field School Professional Learning Community
 - 3.b. Development of District Organizational Chart
 - 3.c. Revised Fiscal Year 2025 Budget and Proposed Fiscal Year 2026 Budget
 - 3.d. Building the 2025-2026 School Year Calendar
 - 3.e. Action Plan for Obsolete Materials
 - 3.f. Analysis of Career and Technical Education Processes and Procedures
 - 3.g. Next Phase Strategic Plan
4. Adjournment

WRENSHALL SCHOOL DISTRICT ORGANIZATIONAL CHART





Wrenshull Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

Board of Education Committee Acknowledgement

Date:

Committee Title: **District Safety**

Statutory References:

Minnesota Statute 182.676

Safety Committee

Employers with 25+ employees must have a safety committee which meets a minimum of once per quarter.

Minnesota Statute 121A.037

School Safety Drills

Minnesota Statute 299F.30

Fire Drills

Minnesota Statute 123B. 57

Radon and Playground Equipment

Minnesota Statute 326B.112

Bleacher Safety

Minnesota Statute 121A.335

Lead in Water

EPA Asbestos Hazard Emergency Response Act (AHERA)

Additional Reference: Minnesota School Safety Center

<https://dps.mn.gov/divisions/hsem/mn-school-safety-center/Pages/policy-minnesota-statutes.aspx>

Members:

Chair: TBD

Board Liaisons: Eric Ankrum and Ben Johnson, Board Liaisons

IEA Safety Consultants: Taylor Dickinson and Tyler Peterson

Staff: Josie Hlava, Kirk Hill, Lisa Jurek, Chris Gustafson, Michelle Blanchard, Danielle Arneson, Josiah Davey, Renae House

Participant Compensation:

Member compensation = TBD

Compensation options (meetings during school hours or professional days for salary, Schedule D hourly rate for instructional staff, hourly rate for non-instructional staff, or Board approved stipend from General Fund)

Budget: Restricted School Safety and Long-Term Facilities Management Funds and zero-based budgeting for capital expenses for projects identified in strategic planning.

Annual Reporting Date: TBD, should occur prior to preliminary budget adoption in February and no later than final budget review in May.

Mission:

The safety committee is **charged with statutory and federal safety compliance** which is coordinated with the staff development plan, District budget, and Building and Grounds Committee.

The school board shall establish a **District Safety Committee** to develop and maintain:

- 1. Campus Crisis Plan**
- 2. OSHA and Other Safety Compliance**
- 3. Environmental Health and Safety Management**



Wrenshall Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

Board of Education Committee Acknowledgement

Date:

Committee Title: **Community Education Advisory Committee (CEAC)**

Statutory Reference:

[Minnesota Statute 124D.19](#)

COMMUNITY EDUCATION PROGRAMS; ADVISORY COUNCIL

Each school board must provide for an advisory council to consist of members who represent: various service organizations; churches; public and nonpublic schools; local government including elected officials; public and private nonprofit agencies serving youth and families; parents; youth; park, recreation or forestry services of municipal or local government units located in whole or in part within the boundaries of the school district; and any other groups participating in the community education program in the school district.

The council must function in cooperation with the community education director in an advisory capacity in the interest of promoting the goals and objectives of sections [124D.18](#) and [124D.19](#). Subd. 5. Policy to avoid program duplication.

Each council must adopt a policy to reduce and eliminate program duplication within the district. Subd. 9. Youth development plans.

A district advisory council may prepare a youth development plan. The council is encouraged to use the state guidelines when developing the local plan. The school board may approve the youth development plan.

Members: Board Liaison: Misty Bergman
Staff: Katie Beck, Michele Carlson
Community Members: Debbie Nyberg, Betsy Dugan, Stacy Rohweder,
Lisa Hansmann, Ashley Beecroft, Cindy Washensky, Nick Shanda, Terri Thell

Participant Compensation:

- Member compensation = Community members are volunteers unless stated otherwise. Staff compensation options (meetings during school hours, flexible hours for leadership positions on flexible contracts, hourly rate for staff requested to attend, Schedule D for instructional staff requested to attend)

Budget: Unrestricted General Funds and Fund 04 can be used to budget or assign resources to support the CEAC's mission.

Annual Reporting Date: Prior to November 1st, should coincide with the Board accepting the annual district community education report. Each district offering a community education program under this section must annually report to the Minnesota Department of Education with information regarding each community education program, including youth after-school enrichment programs, for which it receives aid or levy.

Mission

The mission of the CEAC is to harness the community's human, physical, and financial resources **to provide life-long learning and enrichment** in education, recreation, social and cultural life to meet the challenging and growing needs of individuals and groups within that community.



Wrenshull Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

Board of Education Committee Acknowledgement

Date:

Committee Title: **Staff Development**

Statutory Reference:

Minnesota Statutes 122A.60 and 122A.61
STAFF DEVELOPMENT PROGRAM

The local school board must establish an advisory district staff development committee to:

1. Develop a district staff development plan that is consistent with education outcomes that the board has determined;
2. Evaluate staff development efforts at the site/district level. The districtwide committee must be composed of a majority of teachers, representing an array of grade and subject specialties including special education, plus non- teaching staff, parents, and administrators.

The advisory committee must adopt a staff development plan, and the school board and committee must reach agreement that the staff development plan is consistent with the education outcomes that the board determined. The school board and the advisory district staff development committee must work together to resolve any differences.

Members: Coordinator Staff Development- Bridget Stensaas
Coordinator Teacher Relicensure – Laura Lemke
Staff – TBD
Community - TBD
Principal
Board Liaison

Participant Compensation:

- Coordinator compensation = Stipend for Staff Development Coordinator from restricted QComp funds; \$481.23 (24-25 school year)
- Member compensation = Staff compensation options (meetings during school hours, Schedule D for instructional staff requested to participate)
- Community members would be considered volunteers
-

Budget: Fund 01 restricted funds under [section 122A.61](#).
(2% of General Fund annually unless designated as unrestricted by a majority vote of the Education Minnesota – Wrenshall membership.)

Annual Reporting Date: December as part of the public hearing for the World's Best Workforce and Comprehensive Achievement and Civic Readiness report under [section 120B.11, subdivision 5](#).

The report must break down expenditures for:

- (1) curriculum development and curriculum training programs; and
- (2) staff development training models, workshops, and conferences, and the cost of releasing teachers or providing substitute teachers for staff development purposes.

The district staff development committee shall write a report of staff development activities and expenditures for the previous year. The report, signed by the district superintendent and staff development coordinator, must include assessment and evaluation data indicating progress toward district staff development goals based on teaching and learning outcomes, including the percentage of teachers and other staff involved in instruction who participate in effective staff development activities under subdivision 3 as part of the district's comprehensive achievement and civic readiness report.

Mission

The Staff Development Committee is an advisory committee to the administration which develops and plans training opportunities which **align with the District strategic plan**.

The Staff Development Coordinator:

- Plans and coordinates training and development activities for staff
- Assesses training needs: conducts surveys and consults with the Education Minnesota Guidelines
- Evaluates training effectiveness: monitoring and evaluating training programs to ensure they are current and effective
- Keeps a record of each training offered by the district for the teacher in-service days
- Creates training hour certificates for all trainings offered by the district
- Updates Staff Development Google Classroom as a resource for teaching staff
- Sits on the Teacher Relicensure Committee
- Approves staff requests of the Staff Development funds; along with the Teacher Relicensure Coordinator



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

March 5, 2025

Updated Superintendent Goals and Priorities FY25

1. District Finances
 - A. Actively strive to maintain positive fund balance and cash flow without new debt
 - B. Pilot a purchasing card system
In progress with Building and Grounds and District Office
 - C. Further develop best practices
2. Human Capital/Resources
 - A. Develop first draft of a HR manual.
 - a. Associated job descriptions and evaluation tools
Develop as far as possible with limited time remaining. Further updates may be tasked to others after June 30, 2025
 - B. Develop dynamic organizational chart and recruit candidates for open spots
Final task is resolution of administrative support solution for the remainder of FY25.
 - C. Supervise and evaluate all direct reports (remotely or in person)
Complete by June 30, 2025
3. Policy
 - A. Complete online policy manual to include mandatory policy review and legislative updates
Complete by May 12, 2025
4. Governance
 - A. Serve as District Chief Executive Officer and Ex-officio member of the Board
 - B. Prepare meeting agendas and minutes
 - C. Provide guidance to Board Directors on governance
Through June 30, 2025

Board or New Superintendent Priorities for FY26

1. Approve construction class project approval protocol
2. Refresh and approve Teacher Development and Evaluation (TDE) Plan
3. Negotiate expiring contracts for EM-W, ESP, and ASP
4. Continuously monitor projected enrollment and open and close grade levels for open enrollment as desired
5. Approve and support Principal goal for next generation secondary substitute plan
6. Approve and support Principal goal for comprehensive P-12 student management plan and staffing
7. Prepare next generation District Strategic Plan
8. New or Revised Policy
 - A. American Indian Smudging Practices on Campus
 - B. Sponsor and/or Booster Club Guidelines
 - C. Policy 511
 - D. Policy 610



Wrenshaw Public Schools

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March 5, 2025

Budget Development Process FY26

As Directed by Board Consensus: The Board sets budget assumptions and directs **administration** to develop proposed budget. The Board reviews/refines proposed budget in work sessions and then adopts final budget at May business meeting.

Budget Assumptions FY26

Increased Revenue or Decreased Expense

- State PPU formula statutory inflationary increase = + 2.74%
- Projected increase of enrollment of 10 students over the FY25 budgeted enrollment (315). The current forecast using cohort survival method is 325 students (168 in grades K-12 & 157 in grades 7-12) = + \$100,000
- No aid anticipation borrowing, small amount of interest from cd investments in FY26 = + \$8000
- Reduce one elementary teaching position for 4th grade to 5th grade transition cohort until another section is confirmed = - \$60,000
- Estimated tuition agreement payments for Carlton students = + \$20,000

Increased Expense or Decreased Revenue

- Projected staff compensation increases due to experience and training = + 4.0%
- Placeholder for staff compensation increase per new collective bargaining agreements = + 2.0%
- Turnkey half-time superintendent contract = + \$13,000
- Exchange contracted business manager for promoted internal business manager = + \$5,000
- Projected reduction of state compensatory education aid if only direct certification of federal benefit eligible students is counted. Worst case scenario = - \$129,000 (hoping for one more year of hold harmless)
- Projected property and liability insurance premiums = + 10%

Budget Neutral

- Exchange sunsetting annual \$20,000 bus lease payment for new propane bus at the same annual payment amount
- Prioritize capital outlay and LTFM, all other requests are on a waitlist or approved by the Board for general fund spending
- No teacher retirements have been announced, nor retirement incentives offered
- State covers unemployment costs for approximately one more year
- Extra third grade section is necessary for FY26
- Carlton continues as administrative host for Raptor Cooperative?
- Continue to contract with Esko for Community Education Director (5 hours per month)?



Wrenshaw Public Schools

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- Continue to contract with Scott Bodin for boiler operator services as long as needed.
 - Assistant Principal or Student Management Support Paraprofessional is on hold until funding source is identified.
 - Citon contract for network services continues for one more year.
 - **Reminder that the Board must pass resolutions to open or close grade levels for next year.**
 - **Closing 5th Grade early for open enrollment in FY26 is a possibility to prevent the need to add a section.**

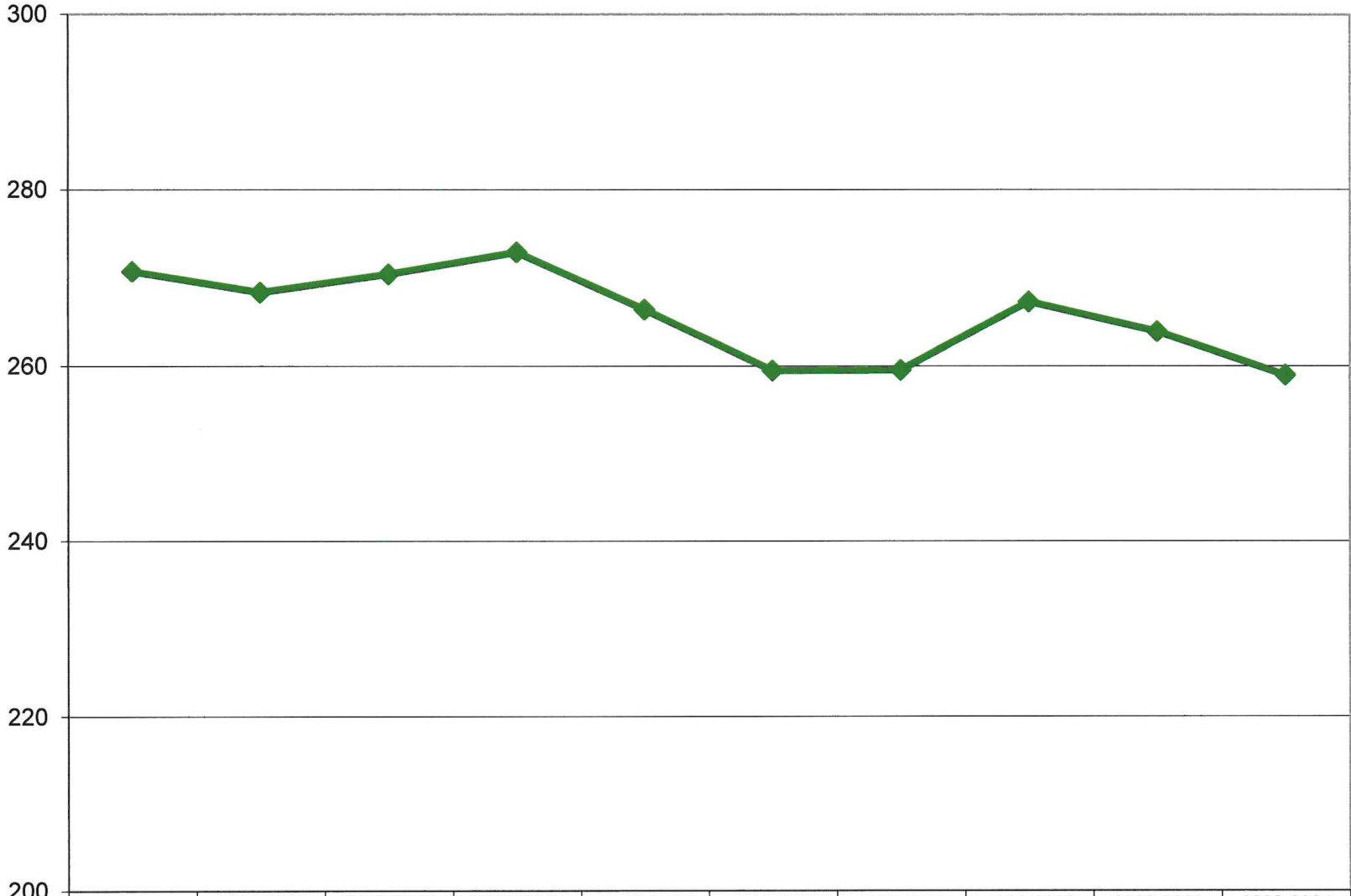
2025 - 2026 School Year

Updated 2/19/2025

Grade	Projection	Target	Variance	Waitlist	Inquiries
K	15	20	-5		2
1	28	23	+5		
2	23	23	0		1
3	25	25	0		1
4	21	25	-4		
5	28	25	+3		
6	23	25	-2		
7	26	28	-2		1
8	23	28	-5		
9	30	30*			
10	21	30*			
11	28	30*			
12	27	30*			
TOTAL	318				5

Total Resident ADM History

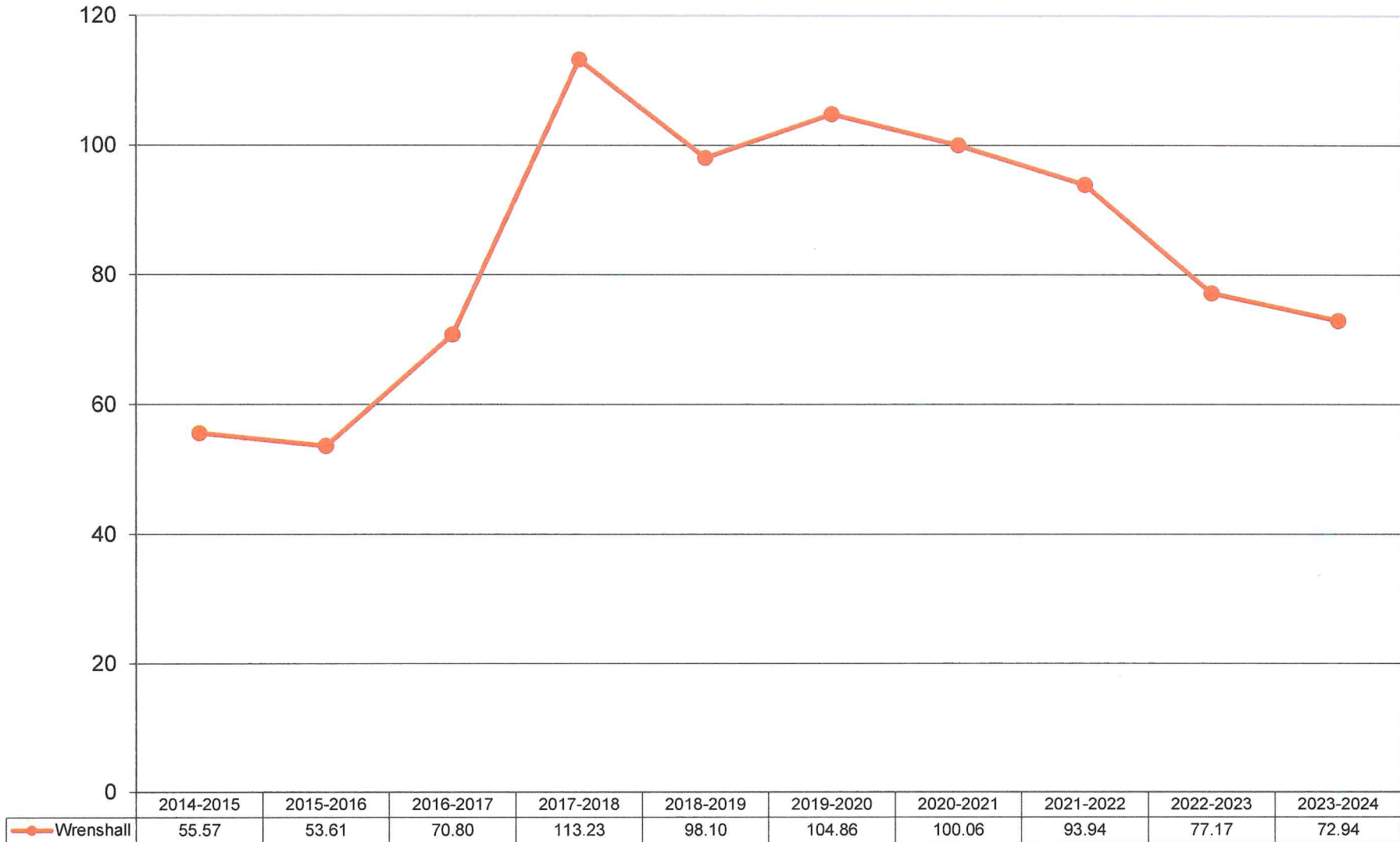
ISD #100 - Wrenshall



Wrenshall	270.69	268.30	270.39	272.89	266.36	259.44	259.51	267.25	263.86	258.96
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Open Enrollment Gain or Loss History

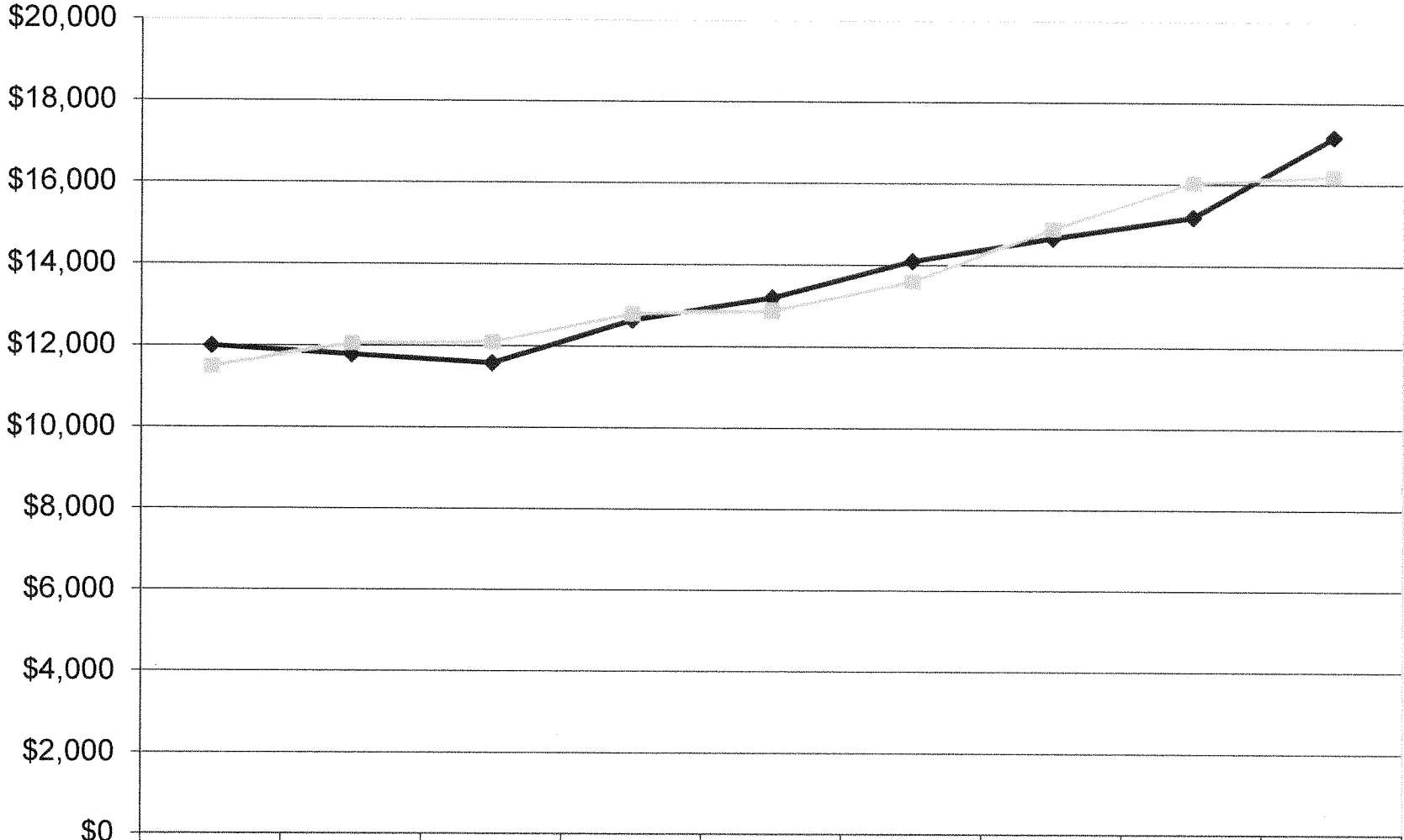
ISD #100 - Wrenshall



Adjusted ADM History ISD #100 - Wrenshall

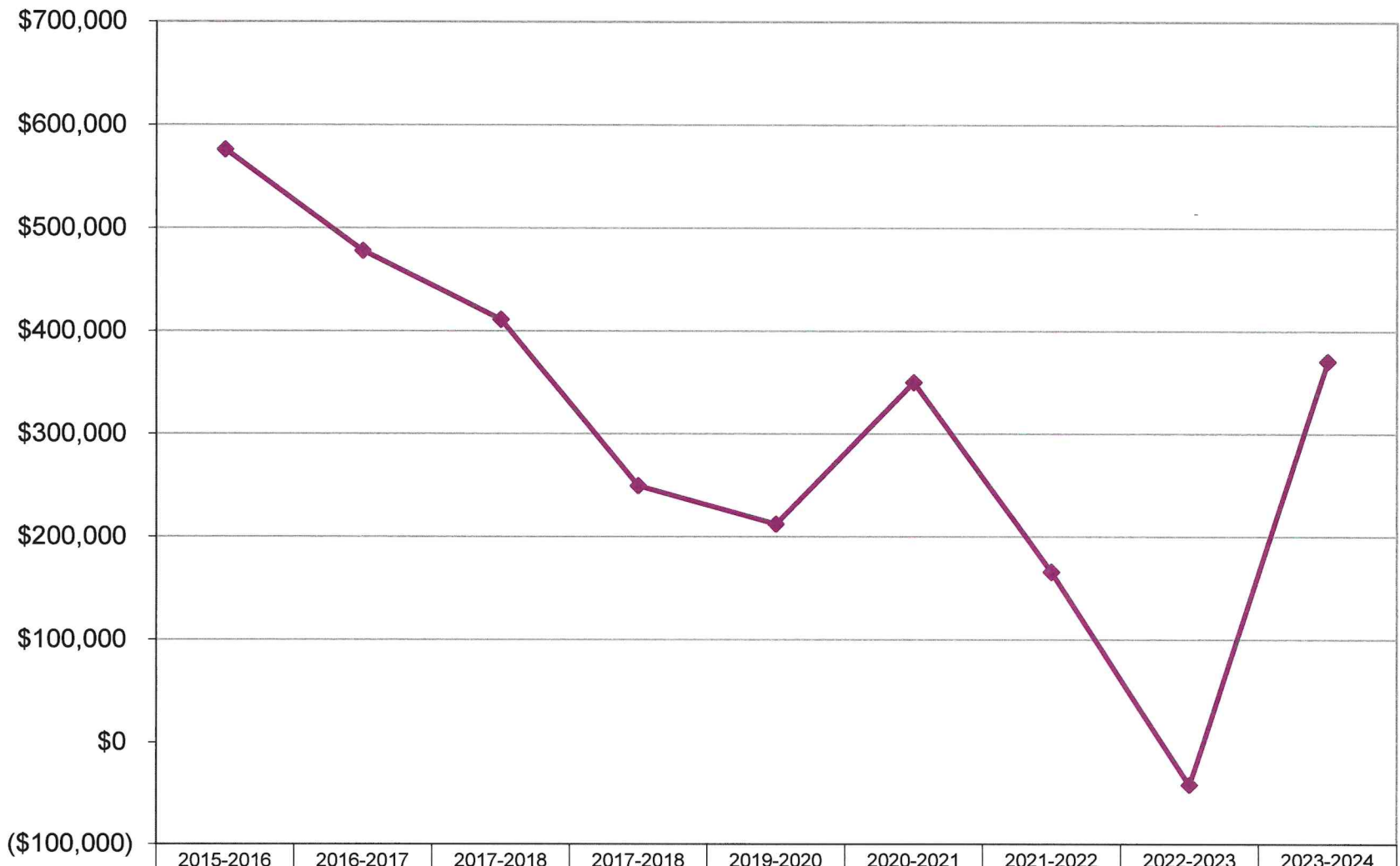


General Fund Revenues and Expenditures per ADM Served ISD #100 - Wrenshall



	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
◆ Revenues	11,993.54	11,778.28	11,575.66	12,640.27	13,195.01	14,098.33	14,669.23	15,186.09	17,165.29
■ Expenditures	11,495.46	12,069.75	12,109.49	12,808.92	12,879.34	13,613.19	14,915.26	16,051.04	16,210.75

General Fund Unrestricted Fund Balance ISD #100 - Wrenshall



—◆— Unrestricted Funds	2015-2016	2016-2017	2017-2018	2017-2018	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
	576,350.92	477,874.68	411,257.36	249,911.48	212,510.01	350,394.27	166,219.13	(41,688.88)	370,926.37

	FY25 Estimated			FY26 Preliminary			
	Revenues	Expenses	Surplus (Deficit)	Revenues	Expenses	Surplus (Deficit)	
General Fund							
Fund 1 General	5,275,759	\$ 5,029,701	246,058	4,964,473	5,081,115	(116,642)	
Fund 3 Transportation	252,543	\$ 439,933	(187,390)	249,001	444,088	(195,087)	
Fund 5 Capital Expenditures	138,011	\$ 159,232	(21,221)	158,391	164,015	(5,624)	
Total General Fund	5,666,313	\$ 5,628,866	37,447	5,371,865	5,689,218	(317,353)	-5.58%
Food Service Fund	217,700	\$ 190,973	26,727	216,700	215,050	1,650	
Community Service Fund	192,674	\$ 187,304	5,370	192,674	187,304	5,370	
Debt Service Fund	986,896	\$ 943,770	43,126	966,060	947,210	18,850	
	7,063,583	\$ 6,950,913	112,670	1.62% 6,747,299	7,038,782	(291,483)	-4.14%
Net Change in Surplus (Deficit)				(316,284)	87,869	(404,153)	

Changes:

Revenues

Fund 1

001 Levies		
019 Misc. County Tax Rev		
021 Tuition from MN Districts		
022 Re Fr MN D For Sped Salary		
071 MA	\$ 5,000.00	Conservative Estimate
092 Interest earnings	\$ 5,000.00	
096 Misc. Rev, Donations	\$ (4,500.00)	Budget for Donations
099 Local Grant Revenue	\$ 8,014.00	
201 Endowment Fund		
211 Gen Ed Aid		
211 Compensatory Revenue	\$ 129,260.89	
229 Disparity Reduction		
234 Homestead Market Value		
300 Rev State	\$ 47,810.00	Computer Science Grant
360 Sped	\$ (28,498.00)	
369 Hourly Unemployment		
400 Fed Aids & Grants		
401 Title ESEA		
405 Flow thru - Perkins		
500 REAP		
621 Chromebook Ins	\$ 95.00	
625 Insurance Recovery	\$ 83,577.00	CTE Roof
American Indian Education		245,759

Fund 2

300 State Lunch		
471 Federal Lunch		
472 Federal F/R		
601 Lunch Sales		
319 State Breakfast		
471 Supply Chain Assistance		
476 Federal Breakfast		
477 CACFP		0

Fund 3

211 Gen Ed Aid- Transportation		0
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Fund 4

001 Levies		
050 Fees		
227 Abatement		
229 Disparity Reduction		

234 Homestead Market Value
 300 ECFE, SR, Preschool Screening
 369 Misc State Rev (Wrens Club) 0

Fund 5

099 Misc \$ 150.00
 001 Levies \$ 11,310.93
 211 Gen Ed Aid \$ (15,064.36) (3,603)

Fund 7

001 Levies
 229 Disparity Reduction
 234 Homestead Market Value
 258 Reduced Assessment
 317 LTFM Aid 0

Total increase/ (decrease) (316,284)

Expenses

Fund 1

1%,2% Wages & Benefits \$ 95,585.00
 303 Fed Subaward <\$25,000
 305 Consulting Fees/Services \$ 90,866.00 Superintendent, Increased Citon
 311 Prof & Tech Services \$ 275.00 Audit increase
 314 MN Telecommunications \$ 2,800.00 Internet (70% E-rate refund instead of 80%)
 315 Repairs & Maint- Computer/Tech \$ 520.00 Citon Backups & Tech Plan
 340 Property Insurance \$ 4,246.00 10% Increase
 341 Liability Insurance \$ 1,420.00 10% Increase
 350 Repairs & Maint- Maintenance \$ (85,500.00) CTE Roof
 365 American Ind Ed Travel Staff Dev
 366 Travel
 369 Entry Fees/Student Travel
 391 Reimbursement to MN Districts \$ (4,363.00) Removed Business Manager & decreased CE director based on less use than contracted for
 394 To Non-Ed Agency
 396,397 Sped Sal Pur From Other Districts
 401 General Supplies \$ (4,610.00)
 405 Non-Instructional Software \$ 170.00 Estimated MAP increase- no quote yet
 406 Instructional Software \$ 600.00 Game Design Software
 430 Instructional Supplies \$ 50.00 Subtracted elem class budget for extra 4th grade \$150. Added \$200 for STEM (has not been budgeted for previously)
 440 Fuel for Buildings
 455 Non-Inst Tech Supplies \$ 575.00 Tech Plan
 456 Inst Tech Supplies
 465 Non-Inst Tech Devices
 490 Food
 530 Equipment
 535 Capital Leases
 555 Tech Equip- School Admin
 556 Instructional Tech Hdware \$ (44,890.00) Computer Science Grant
 570 Land Leases
 740 Loan Interest \$ (6,329.17) No short term borrowing
 896 Taxes, Assessments, Fees
 51,415

Fund 2

1%,2% Wages & Benefits \$ 7,377.00
 350 Repairs/Maintenance
 495 Milk
 401 Supplies \$ 400.00 New Lunch Trays
 530 Equipment \$ 16,300.00 Dishwasher Quote
 \$ 24,077.00

Fund 3

1%,2% Wages & Benefits \$ 3,266.00
 305 Consulting \$ (1,226.00) Transportation Consulting

320	Communication Services			
340	Property Insurance	\$	1,415.00	10% Increase
344	Transp. Insurnace	\$	700.00	10% Increase
359	Physicals/Drug Testing			
363	Snow Removal			
532	Bus Equip- Purchased			
580	Bus Lease			
581	Bus Lease- Interest			4,155

Fund 4

1%,2%	Wages & Benefits			
305	Consutling Fees			
319	Community Ed Instructor Fee			
329	Postage			
365	Wrens Club Charge Back			
366	Travel			
369	Entry Fees			
401	Supplies			
405	Non-Instructional Software			
430	Instructional Supplies			
461	Early Childhood Assessments			
465	Non Instr. Tech Devices (ipad)			
490	Food			
820	Dues & Memberships			0

Fund 5

305	Consulting/Contracted Services			
311	Prof & Tech Services			
314	ARCC			
350	Repairs & Maintenance			
401	Supplies			
406	Instructional Software			
460	Curriculum			
520	Building Construction			
522	Building Improvements			
530	Equipment- Operations			
535	Capital Leases			
560	Principal LT Tech Leases	\$	4,783.00	
580	Lease Principal			4,783

Fund 7

710	Bond Redemption	\$	25,000.00	
720	Bond Interest	\$	(21,560.00)	3,440

Total Increase 87,869

Net increase (decrease) (404,153)

	Adopted FY25			FY25 Estimated			
	Revenues	Expenses	Surplus (Deficit)	Revenues	Expenses	Surplus (Deficit)	
General Fund							
Fund 1 General	4,898,170	4,697,696	200,474	5,275,759	\$ 5,029,701	246,058	
Fund 3 Transportation	233,582	416,410	(182,828)	252,543	\$ 439,933	(187,390)	
Fund 5 Capital Expenditures	131,776	159,232	(27,456)	138,011	\$ 159,232	(21,221)	
Total General Fund	5,263,528	5,273,338	(9,810)	5,666,313	5,628,866	37,447	0.67%
Food Service Fund	201,100	185,838	15,262	217,700	\$ 190,973	26,727	
Community Service Fund	268,752	247,317	21,435	192,674	187,304	5,370	
Debt Service Fund	986,897	943,770	43,127	986,896	943,770	43,126	
	6,720,277	6,650,263	70,014	7,063,583	6,950,913	112,670	1.62%
Net Change in Surplus (Deficit)				343,306	300,650	42,656	

Changes:

Revenues

Fund 1

001 Levies	29,488		
019 Misc. County Tax Rev			
021 Tuition from MN Districts	(20,000)		
022 Re Fr MN D For Sped Salary			
050 Image Sponsorship & Gate Receipts	9,000		
071 MA	(15,000)		
092 Interest earnings	(15,000)		
098 Participation Fees	7,400	Removed Sports Fees	
096 Misc. Rev, Donations	(500)		
099 Local Grant Revenue	(7,529)		
201 Endowment Fund	(2,626)		
211 Gen Ed Aid	(118,803)	25 kids	
229 Disparity Reduction	(424)		
234 Homestead Market Value	(1,090)		
300 Rev State	(74,604)		
360 Sped	(28,498)		
369 Hourly Unemployment	(6,776)		
400 Fed Aids & Grants	3,271		
401 Title ESEA	4,540		
405 Flow thru - Perkins			
500 REAP	(13,857)		
621 Chromebook Ins	(1,295)		
625 Insurance Recovery	(83,577)		
American Indian Education	(42,000)		(377,881)

Fund 2

300 State Lunch			
471 Federal Lunch	8,200		
472 Federal F/R	(13,300)		
601 Lunch Sales			
319 State Breakfast	(6,000)		
471 Supply Chain Assistance			
474 Commodities	(2,000)		
476 Federal Breakfast	(2,500)		
477 CACFP	(1,000)		(16,600)

Fund 3

211 Gen Ed Aid- Transportation	(18,961)		(18,961)
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Fund 4

001 Levies	176		
050 Fees	75,375		
227 Abatement			
229 Disparity Reduction			
234 Homestead Market Value			
300 ECFE, SR, Preschool Screening	1,703		
369 Misc State Rev (Wrens Club)			77,254

Fund 5

001 Levies		
211 Gen Ed Aid	(6,235) op cap	(6,235)

Fund 7

001 Levies	88,587	
229 Disparity Reduction	(1,835)	
234 Homestead Market Value	(4,712)	
258 Reduced Assessment	(82,040)	
317 LTFM Aid	1	1
Total increase/ (decrease)	343,306	

Expenses

Fund 1

1%,2% Wages & Benefits	91,001	Unemployment included in benefits	
303 Fed Subaward <\$25,000			
305 Consulting Fees/Services	9,273	Website/Citon	
311 Prof & Tech Services	3,180	Audit , legal fees, boardbook	
314 MN Telecommunications	(2,800)		
315 Repairs & Maint- Computer/Tech	4,600	Serverbackups, maintenance	
340 Property Insurance	12,457		
341 Liability Insurance	2,194		
350 Repairs & Maint- Maintenance	85,500		
365 American Ind Ed Travel Staff Dev	600		
366 Travel	4,700	American Ind Ed	
369 Entry Fees/Student Travel	(11,950)	Raptors	
391 Reimbursement to MN Districts	82,363	Raptors, C.E. Director	
394 To Non-Ed Agency	(6,000)	Switch in psych services	
396,397 Sped Sal Pur From Other Districts			
401 General Supplies	17,058	Maintenance, American Indian Ed Expenses (Salary is included above)	
405 Non-Instructional Software			
406 Instructional Software			
430 Instructional Supplies	300	KA, 4th	
440 Fuel for Buildings			
455,456 Inst & Non-Inst Tech Supplies	625		
465 Non-Inst Tech Devices			
490 Food	3,025	American Indian Ed	
530 Equipment			
535 Capital Leases			
555 Tech Equip- School Admin			
570 Land Leases	79		
740 Loan Interest	1,330		
826 Officiating Expense	(13,700)		
896 Taxes, Assessments, Fees	(1,700)	No late fees	
Computer Science Grant	47,810		327,005
Misc	(2,940)		

Fund 2

1%,2% Wages & Benefits	4,735		
350 Repairs/Maintenance			
495 Milk			
490 Food- Supply Chain Assistance			4,735

Fund 3

1%,2% Wages & Benefits	19,344	*Transportation Aid, Lead Bus driver	
305 Consulting	1,226		
320 Communication Services			
340 Property Insurance	2,153		
344 Transp. Insurnace	800		
359 Physicals/Drug Testing			
363 Snow Removal			
532 Bus Equip- Purchased			
580 Bus Lease			
581 Bus Lease- Interest			23,523

Fund 4

1%,2% Wages & Benefits	(58,974)		
305 Consutling Fees			
319 Community Ed Instructor Fee			
329 Postage			
365 Wrens Club Charge Back			

366 Travel	(500)	
369 Entry Fees		
401 Supplies		
405 Non-Instructional Software	(750) Brightwheel discount first year	
430 Instructional Supplies		
461 Early Childhood Assessments		
465 Non Instr. Tech Devices (ipad)		
490 Food		
820 Dues & Memberships		(60,224)

Fund 5

305 Consulting/Contracted Services		
311 Prof & Tech Services		
314 ARCC		
350 Repairs & Maintenance		
401 Supplies		
406 Instructional Software		
460 Curriculum		
520 Building Construction		
522 Building Improvements		
530 Equipment- Operations		
535 Capital Leases		
560 Principal LT Tech Leases		
580 Lease Principal		0

Fund 7

710 Bond Redemption		
720 Bond Interest		0

Total Increase	<u>300,650</u>	
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Net increase (decrease)	<u>42,656</u>	
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Revised 2/7/2024

FY25 CAPITAL PROJECTS

Revenue:

Levy	\$	48,499.82		
Aid	\$	37,668.39		
Reserve FB			Estimated	
	\$	<u>86,168.21</u>		\$ 86,168.21

Expenses:

Consulting Svc-Admin Tech	\$	8,400.00	Website	
Non-Instr Software Lic Agreemnt	\$	7,800.00	Securly, E-Hallpass, Microsoft, Library Book System	
Capital Leases	\$	12,049.00	Chromebooks	
Lease Principal	\$	5,784.00	Metro Sales- Copy machines	
Textbooks-Elementary	\$	16,970.00	*Includes 95% phonics for 4th grade & Math Curriculum	
Textbooks-High School	\$	6,300.00	*Includes Math Curriculum	
Library Books	\$	1,000.00		
Instr Software Lic Agree-ELEM	\$	4,955.00	*Includes Math Curriculum Software	
Instr Software Lic Agree-HS	\$	2,000.00		
Principal LT Tech Leases	\$	5,006.07	*Laptop/smart board lease	
Equipment-Transportation	\$	1,200.00		
Equipment-Operations				
Contracted Services-Facilities	\$	5,000.00		
Svc Purch from MN Joint-Powers	\$	12,100.00	ARCC	
	\$	<u>88,564.07</u>		\$ 88,564.07

Remaining projects:

Within 2 years:	<u>Amount</u>	\$ -
		\$ (2,395.86)

Within 5 years:

Curriculum	
Math Software/workbooks	
Media center license	\$1,345.00
95% phonics workbooks & 5th grade Teacher	
IXL- ELA & Math for Elem and HS	\$5,625.00
Reflex Math	\$2,965.50
High School	
Elementary	
Kesler Science	

Technology	
Citon	
In house staff	
Network	
Staff Computers	\$44,000.00
Staff Computer Lease	\$5,006.00
Copier Lease	RFP
ARCC	\$12,100.00
Securly	\$2,400.00
E-Hall Pass	\$1,001.00
Microsoft	\$1,500.00

Facilities	
Bleacher Repair	\$10,000.00
Lead in Water Remediation	\$4,000.00
Floor Scrubber	
Hillyard Equipment	\$10,000.00
10 Plumbing Fixtures	
Desks	

Food Service	
Hot Water Heater	
Dishwasher	
Sound Absorption Panels	
Magnet for garbage cans- Silverware	
Wall Paint- Facilities not food service	



Wrenshall Public Schools 2024-2025 School Calendar

DRAFT

Adopted: 00-00-0000
Revised: 00-00-0000

Qtr 1: Students 42 Staff 45/46
Qtr 2: Students 43 Staff 45
Qtr 3: Students 42 Staff 44
Qtr 4: Students 43 Staff 44/45
Total Days: Students 170
Staff 179

Teacher Inservice: 26 - 29
OPEN HOUSE: 28th
7th Grade Orientation: 28th
No school: 30th
Teacher Option: 8/29 or 6/3

Holiday: 2nd
First Day of School: 3rd
Early Release: 27th
Teacher Work Day: 27th p.m.

Early Release: 16th
Teacher Inservice: 16th p.m.
No School: 17th & 18th

End of 1st Quarter: 1st
Veteran's Day Program: 11th
Conferences: 21st & 26th
No School: 28th, 29th

Holiday Program: 18th
No School: 23rd thru Jan 3rd

JUL-24						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUG-24						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEP-24						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCT-24						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOV-24						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DEC-24						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JAN-25						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEB-25						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MAR-25						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APR-25						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY-25						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUN-25						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Teacher Inservice: 3rd
Back To School: Mon 6th
Early Release: 17th
Teacher Work Day: 17th p.m.
End of 2nd Quarter: 17th
No School: 27th
Teacher Inservice: 27th

Homecoming Week: Feb 10-14
Homecoming: Feb 14
Early Release: 14th
Teacher Inservice: 14th p.m.
No School: 17th

No School: 13th
Conferences: 13th 11am-7pm
End of 3rd Quarter: 21st
Spring Break: 24th - 28th

Kindergarten Roundup: 4th
Early Childhood
Screening: 17th
No School: 18th

Early Release: 2nd
Teacher Inservice: 2nd p.m.
Spring Concert: 15th
No School: 26th
Graduation: 30th
End of Quarter: 30th
Last Day & Early Release: 30th
Teacher Work Day: 30th

Teacher Work Day: 2nd, 3rd
Possible Snow Days
Holiday: June 19
Teacher Option: 8/29 or 6/3
work day choice

No School for Students and Staff

Teacher Inservice/Work Day: No School for Students

Built-in staff only snow day if needed

End of Quarter

Conferences

First/Last Day of School

Early Release - Students a.m. only

No School OR Snow Day Makeup Day

**Kenyon-Wanamingo Public Schools
Independent School District #2172
Wanamingo, Minnesota**

Adopted:10/22/2018

Revised: 8/26/2019, 11/28/2022

802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

- A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.
- B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

B. Contracts Over \$175,000

- 1. If the value of the equipment or materials is estimated to exceed \$175,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.
- 2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.
- 3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
- 4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high

**Kenyon-Wanamingo Public Schools
Independent School District #2172
Wanamingo, Minnesota**

bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.

5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.

6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to \$175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means

**Kenyon-Wanamingo Public Schools
Independent School District #2172
Wanamingo, Minnesota**

as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

1. A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including a tablet device, by conveying the property and title to:
 - a. another school district;
 - b. the state department of corrections;
 - c. the board of trustees of Minnesota State Colleges and Universities;
 - d. the family of a student residing in the district whose total family income meets the federal definition of poverty; or
 - e. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.
2. If surplus school computers are not disposed of as described in Paragraph 1., upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

Legal References: Minn. Stat. § 13.591 (Business Data)
Minn. Stat. § 15.054 (Sale or Purchase of State Property; Penalty)
Minn. Stat. § 123B.29 (Sale at Auction)
Minn. Stat. § 123B.52 (Contracts)

**Kenyon-Wanamingo Public Schools
Independent School District #2172
Wanamingo, Minnesota**

Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)
Minn. Stat. § 645.11 (Published Notice)

Cross References: MSBA School Law Bulletin "F" (School District Contract and Bidding Procedures)



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

December 4, 2024

Construction Class Project Protocol

DRAFT

Option #1

Construction Contracts with Partner Organizations

- All contract documents reviewed by superintendent and placed on Board work session agenda prior to commencement of any planning.
- Consensus of the Board required to move project from work session to an action item during a regularly scheduled business meeting.
- All contracts, district expenses, transportation, insurance coverage, and student participation waiver forms specific to the project must be approved by the Board in session a minimum of one month prior to commencement of any construction.

Option #2

Request for Proposals from Any Party

- RFPs for projects of the appropriate educational scope are advertised in the Spring of the preceding school year.
- Proposals are evaluated on a predetermined rubric.
- All contracts, district expenses, transportation, insurance coverage, and student participation waiver forms specific to the project to be approved by the Board in session a minimum of one month prior to commencement of any construction.

Option #3

Bids Solicited for District Built Projects

- Instructional Staff identify projects of appropriate scope to align with student skill development, instructional timeline and available District resources.
- All project expenses are approved by the Board while in session prior to the fiscal year budget approval each May. The funds will be assigned to a Construction Class budget code.
- Insurance coverage and student waiver forms specific to the project to be approved by the Board in session a minimum of one month prior to commencement of any construction.
- The projects are sold through an auction website or live auction operated by the District with a minimum bid set to recover construction expenses.

(see Addendum A for an example of a student construction auction protocol)



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

Addendum A

Anoka- Hennepin School District

Bid #22032B - Student Constructed House @ STEP High School

INSTRUCTIONS TO BIDDERS

1. Notice for bids – Sealed bids will be received for the sale of a student constructed house. The minimum bid amount is \$79,000. The successful bidder is also responsible for sales tax on the house which IS NOT included in the minimum bid amount.

2. Obligation of Bidder to Examine Instructions and Specifications - Before submitting a bid, each bidder is required to examine all bidding requirements and specifications. Submission of a bid shall be proof that such examinations have been made and that bidder has recorded his or her own investigation and has become thoroughly familiar with the requirements.

3. Interpretations - Interpretations, classifications, modifications and supplemental instructions in the form of written addenda will be provided to all bidders on record in the Purchasing Department. Anoka-Hennepin School District will not be responsible for, nor honor any claims resulting from,

or alleged to be the result of misunderstanding by the bidder.

4. Inquiries Regarding Bid - It is the bidder's responsibility to bring all discrepancies, ambiguities, omissions or matters that need clarification to the attention of the email provided below no later than 48 hours from the time bids are due:

Anoka-Hennepin School District

Tiffany Audette, Director of Purchasing

2727 N Ferry Street, Entrance #1

Anoka, MN 55303

Email: purchquotes@ahschools.us

5. Site Walk Through – A walk through of the student constructed house will be held on-site at 1353 W Hwy 10, Anoka, MN 55303 on Tuesday, June 7, 2022 from 2:00pm – 4:00pm Local time. Interested buyers are invited to come and view and walk through the house during this time

5. Specifications – Anoka-Hennepin School District is accepting sealed bids for the sale of a student built house. The house is a single level, rambler style, three bedrooms, and two bathrooms.

The house will be sold “as is”. It is the bidder’s responsibility to make their own investigation and assessment of the house before submitting a bid.

Payment to be made in full within seven days after notification by Anoka-Hennepin School District.

Successful bidder must move the house at their expense from its present location 1353 W Hwy 10, Anoka, MN 55303 to the successful bidder’s offsite location prior to August 31, 2022. If the successful bidder fails to remove the house from Anoka-Hennepin School District property on or before the specified date, the successful bidder will be billed \$100 per day for “rent” of the building pad and any moving charges incurred to move the house to another location on district property.

The successful bidder is responsible for obtaining any and all necessary moving and local permits.

The successful bidder assumes all responsibility for any damage to property in moving the house.

The purchase does NOT include any cement blocks, timbers, mover’s beams, lumber below the floor joists, stairs, or entry platforms.

The successful bidder is responsible for all sales tax.

6. Preparation of Bid - Submit bids to Anoka-Hennepin School District in accordance with the following requirements:

- The minimum bid is \$79,000 pre-tax. The District will consider all bids. The District reserves the right to refuse any or all bids.

Bid must be submitted in duplicate on the prescribed form which is furnished with the specifications, with full name and address of bidder;

- All blank spaces on the bid form must be completely filled in with ink or typewriter, without interlineations, alteration or erasure, and

- Bid must be signed in longhand, executed by a principal duly authorized to enter into an agreement.

7. Bid Security - A certified check or cashier's check in the amount of \$20,000, made payable without recourse to Anoka-Hennepin School District, must be submitted with the bid as down



Wrenshall Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

payment. No other form of security will be accepted. Bid security in the form of a certified check or cashier's check will be returned to all but the winning bidder within 10 days after the bid is awarded by Anoka-Hennepin School District.

8. Receiving and Opening Bids

Bids must be sealed in an envelope with the name and address of the bidder and the words "BID FOR PURCHASE OF HOUSE" on the outside of the envelope. (Faxed bids will not be accepted.)

Bids will be received as stated in the Call for Bids and will be opened immediately after the bid closing hour of 11:00 a.m. local time, Tuesday, June 14, 2022.

Submit bids on or before the time and date specified to: Anoka-Hennepin School District, Purchasing Department, 2727 N Ferry Street, Entrance #1, Anoka, Minnesota 55303, Attn: Tiffany Audette, Purchasing Director.

Bids received after the stated time will not be opened or considered.

9. Withdrawal of Bids - A bidder may withdraw his or her bid at any time prior to the date set for receiving bids, or authorized postponements thereof. Thereafter, bids may be withdrawn only after 30 days have elapsed after bid date, provided Anoka-Hennepin School District has not acted thereon. Bids may be withdrawn only by written request.

10. Qualification of Bidders - Anoka-Hennepin School District may make such investigations as deemed necessary to determine the ability and responsibility of the bidder and any bidder shall furnish Anoka-Hennepin School District all such information and data for this purpose, as the district may request. Anoka-Hennepin School District reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy Anoka-Hennepin School District that such bidder is properly qualified to perform under the terms of the specifications. The competence and responsibility of the bidder will be considered in making an award.

11. District Rights - Anoka-Hennepin School District reserves the right to consider any or all bids, reject any or all bids, and waive minor irregularities or discrepancies as defined by the Anoka-Hennepin School District in the bidding procedure.

22032B: 2021-2022 STUDENT CONSTRUCTED HOUSE

Official Bid Form

Date and time of opening: Tuesday, June 14, 2022 at 11:00 a.m. Local Time

Check one: _____ A certified check or cashier's check representing a down payment in the amount of \$20,000 is enclosed.

Bidder acknowledges receipt of: _____ A. Instructions to Bidders

_____ B. Official Bid Form _____ C. Bill of Sale

_____ D. Attachment A (Details of house)

BID: \$ _____ + (_____) 7.125% sales tax =TOTAL BID:
\$ _____

Successful bidder is responsible for all sales tax on the purchase of the house. The sales tax is MUST BE included in the "TOTAL BID" price above.

Bid Specifications:

Anoka-Hennepin School District is accepting sealed bids for the sale of a student built house. The house is a single level, rambler style, three bedrooms, and 1.75 bathrooms. This sale includes the house structure only.

PLEASE PRINT OR TYPE

Bidder's Name: _____ Home Phone:

Email Address: _____ Cell Phone:

Mailing Address:

Bidder certifies that the bid is made without prior understanding, agreement or connection with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. The bidder understands collusive bidding is a violation of state and federal law, and can result in fines, prison sentences and civil damage awards.

Bidder agrees to abide by all conditions of this bid and certifies that the person submitting this bid is authorized to enter into an agreement.



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

Submitted by: _____ Title: _____

Signature: _____ Date: _____

BILL OF SALE

For valuable consideration, Anoka-Hennepin School District, a political subdivision of the State of Minnesota, hereinafter referred to as "Seller", hereby sells and conveys to _____, hereinafter referred to as "Buyer", the following personal property located at 1353 W Hwy 10, Anoka, MN 55303, more particularly described as follows:

Three bedroom rambler constructed by students at STEP High School in Anoka, MN. The home is energy efficient, and includes 3 bedrooms, main floor laundry, maintenance free exterior, floor trusses, main and master bath. The house measures 26' x 52' (1,352 sq. ft.). The home sold for the sum of \$_____ plus 7.125% sales tax (\$_____) for a total purchase price of \$_____. The described personal property is sold "as is".

Seller agrees that Seller is the Owner of the personal property described above, that the personal property is free from all encumbrances and that Seller agrees to warrant and defend the sale of the personal property described above. Minnesota State Sales Tax is the responsibility of the Buyer and will be collected by the Seller. A copy of Housing Inspection papers will be given to the Buyer upon completion of purchase payments. Ownership of the personal property will pass to the Buyer upon receipt of the final payment. In the event the personal property is destroyed or substantially damaged by fire or other cause prior to paying the balance of the purchase price, this agreement shall become null and void and the deposit returned to the Buyer.

Buyer agrees the personal property will be moved off school property by August 31, 2022, by a certified, licensed and insured professional moving company at the Buyer's expense. Selection and negotiation with a moving company is the responsibility of the Buyer. The moving company will work with the School District representative to determine the best approach to remove the personal property without damage to the school site. The Buyer will require the moving company to provide the Seller with a certificate of insurance verifying that the moving company is insured for General Liability, Automobile Liability, Workers' Compensation and Property coverage. The Seller will be named as additional insured with respect to liability while the personal property is located on Seller's property.

Buyer will be responsible for providing fire, wind, storm, and casualty loss and liability insurance coverage on said personal property after paying the balance of the purchase price. The Buyer will provide the Seller with a certificate of insurance as proof of coverage on the property. Furthermore, the Buyer is responsible for any damages to the personal property that may be incurred after Buyer takes ownership. The Buyer is responsible for any loss or damage caused by Buyer's failure to secure and keep in force insurance to cover the personal property.

Buyer will indemnify and hold Seller harmless from any and all claims of whatever nature resulting from the personal property or with respect to the moving of said personal property up to and including its removal from Seller's property. The buyer assumes all responsibility for any damage to property in moving the house. The purchase does NOT include any cement blocks, timbers, mover's beams, lumber below the floor joists, stairs or entry platforms.

In the event that Buyer defaults in any of this Agreement, Seller may terminate this Agreement and on such termination all payments made hereunder shall be retained by Seller as liquidated damages, time being of the essence hereof. This provision will not deprive either party of the right of enforcing the specific performance of this Agreement, provided this Agreement is not terminated and action to enforce specific performance is commenced within six (6) months after such right of action arises.

All payments for the purchase of this home are to be made by certified or cashier's check.

Deposit of \$20,000 was received will bid on Tuesday, June 14, 2022. The balance of \$_____ which includes 7.125% sales tax will be paid by Tuesday, June 21, 2022, resulting in payment in full.

Anoka-Hennepin School District will not be responsible for, nor honor any claims resulting from, or alleged to be the result of misunderstanding by the buyer.

This Bill of Sale shall bind the Seller and benefit the Buyer and their successors and assigns.

Buyer Date Tiffany Audette, Date

Director of Purchasing

Anoka-Hennepin School District

Attachment A

The STEP High School's Carpentry classes constructed this rambler during the 2021/22school year. Below are the features of the home:



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

Sq. ft Rambler

bedroom, 1.75 bath house (full main bath, $\frac{3}{4}$ master bath)

18" free span floor trusses

4/12 pitch roof

Vaulted living room, kitchen and dining room.

Owens Corning Estate gray architectural shingles

Tubular skylight in each bathroom

Jeldwen vinyl casement windows

Concord "harbor bay" vinyl siding

Vinyl soffit and fascia

Mission 3 panel interior doors

Cardell cabinetry featuring soft close hinges and drawer slides

Under cabinet lighting

Calacatta marble laminate countertops

Life proof luxury vinyl plank flooring throughout.

Oil rubbed bronze hardware

This beautiful 3-bedroom rambler meets all energy codes established by the state of Minnesota and is inspected by the Minnesota Buildings and Codes Division.

Detailed plans are available here <https://www.ahschools.us/domain/12300>



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

January 21, 2025

Student Project Advance Approval Protocol

Superintendent Recommendation

Step I: Board Work Session Presentation

(Minimum of two months before activity or posting)

- Identify the name of course and/or standards met
- Identify the timeframe and location of build
- Identify the final disposition of the product (4 options)
- Identify scope of student involvement
- Identify scope of staff involvement

Option #1 - Partner Organization

Option #2 - Request For Proposals

Option #3 - District Build

Option #4 - Student Purchase

- District built projects must be included in the Board approved fiscal year budget (May/June)
- Individual student purchased projects don't need Board approval, but must comply with Minnesota Statute **123B.36 AUTHORIZED FEES**

Step II: Board Consensus Supporting Project

Step III: Prepare Packet for Board Formal Approval

(Minimum of one month before activity or posting)

Approval packets will include all items which apply to the selected option and will be prepared and customized by Administration to align with selected option:

1. List of outside visitors or instructors
2. Background check for regular visitors or instructors
3. Budget considerations
 - Donations
 - Grant funds
 - Raw materials
 - In-Kind contributions
 - Transportation
 - Logistics description
 - Staff time (districtwide)
4. Legal agreements or grant terms
5. Insurance coverage (district and partner organization)
6. Student labor waiver
7. Mock OSHA review of safety practices
8. Beneficiary selection process and legal agreement

Chair Adds Approval to a Regular Meeting Agenda
(Following Board approval, the project may post and begin activity)

Wrenshall Public Schools

Strategic Plan — 2021-2026

BELIEF STATEMENTS

We believe:

1. We believe in broad possibilities, small school setting, and inclusive to all.
2. We believe in developing the full potential of all learners in an engaging environment where lifelong learning is valued, educational excellence is expected, and improvement is continuous.
3. We believe in respecting all students and celebrating differences.
4. We believe that all students' diverse learning processes and needs should be valued and encouraged.
5. We believe that learning flourishes when the whole child feels valued and supported through meaningful relationships.
6. We believe in a partnership of learning with students, staff, and families.
7. We believe every student has the right to learn and experience appropriately challenging and relevant opportunities.

MISSION STATEMENT

The Mission of Wrenshall Public Schools is:

A small school where WE cultivate big futures.

VISION STATEMENT

Celebrating and investing in each student
to lay the foundation for limitless opportunities.



FOCUS AREA	GOALS	OBJECTIVES
STUDENT ACHIEVEMENT AND SUPPORT	1. We will achieve the goals of the World's Best Workforce [WBWF] for all students in the school district.	1.1. Annually evaluate the success of meeting the five goals of the WBWF: <ul style="list-style-type: none"> ▪ All children are ready to start kindergarten; ▪ All third graders can read at grade level; ▪ All achievement gaps between students are closed; ▪ All students are ready for career and/or postsecondary education; and ▪ All students graduate from high school.
	2. We will continue to deliver high quality education to all students in the school district.	2.1. Yearly Goals: To be reviewed and monitored every year. 2.2. Due North: Yearly monitoring and review. 2.3. Outdoor classrooms, established 2020-2021, continue to improve and monitor over time. 2.4. Career and Technical Education: Improve Career and Technical Facility, 2021-2022. 2.5. Profile of a Graduate, 2021-2022. 2.6. Expand College Readiness, 2021-2022. 2.7. Mental Health Supports: Continue with supports that have been established 2021-2022. 2.8. Environmental Improvements: Re-establish the "Green School Committee" 2021-2022. 2.9. Tutoring for grades 7-12: applying for grant funding to support tutoring initiative, 2021-2022. 2.10. Activities for Elementary Students: Utilize Community Education and increase After-School Enrichment Program options, 2021-2022. 2.11. Updated school furniture, 2021-2022 and each year thereafter. Two classrooms each year thereafter. 2.12. Test Scores: Improve student test scores in math and reading by studying data and adjusting instruction to meet the individual student needs, 2021-2022 and thereafter. 2.13. Arts Expansion, 2022-2023. 2.14. PBIS Program: Continue with the current framework and expand to grades 7 and 8 for 2022-2023.
STAFF SUPPORT	3. We will develop and maintain talented and effective staff.	3.1. Create mental health resource hub for staff members, 2021-2022. 3.2. Curriculum Review: Review past curriculum review cycle, 2021-2022. Create a new Curriculum Planning Committee, 2021-2022. Create curriculum review and mapping cycle, 2022-2023. 3.3. Technology Planning and Improvement: Increase professional development opportunities 2022-2023.
COMMUNICATIONS, OUTREACH, MARKETING	4. We will create a coordinated and effective communication process throughout the school district and the community.	4.1. Continue utilizing online and hard copy "Images" paper to inform the public, 2021-2022. 4.2. Develop new website format to include marketing new career and technical education programming options, mid-year, 2021-2022. 4.3. Utilize media center to help support community members with digital and print learning opportunities, 2022-2023. 4.4. Establish interest in Partners In Education Program, 2022-2023.
DIVERSITY, EQUITY, AND INCLUSION	5. We will provide equitable education for ALL students in the school district.	5.1. Continue to provide professional development for cultural competency options, 2021-2022. 5.2. Revisit district policies pertaining to creating a safe and secure working and learning environment, 2021-2022. 5.3. Promote outside agencies to educate students and staff on cultural competency, institutional bias, and diversity training, 2022-2023.