

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting - September 9, 2019 - 7:00 PM
District Administration Building
210 County Rd. 101, N, Plymouth, MN

AGENDA

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WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

MISSION

Our Core Purpose:

The mission of Wayzata Public Schools is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

VISION

What We Intend to Create and Experience:

The vision of Wayzata Public Schools is to be a model of excellence where all students discover their unique talents, develop a love and tenacity for learning and demonstrate confidence and capacity for success through:

Exceptional Student Learning, Experiences and Relationships:

- High achievement by each and every student—no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

Community Trust, Confidence and Partnership:

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

Operational Excellence:

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff for individual and collective performance;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Call to Order

ITEM: Roll Call Attendance

COMMENTS BY: Sarah Johansen, Board Chair

	PRESENT	ABSENT
Erik Brown	_____	_____
Linda Cohen	_____	_____
Andrea Cuene	_____	_____
Bonita Lucky	_____	_____
Cheryl Polzin	_____	_____
Chris McCullough	_____	_____
Sarah Johansen	_____	_____
Chace Anderson, ex-officio	_____	_____



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Approval of Agenda and Consent Agenda Items

COMMENTS BY: Sarah Johansen, Board Chair

Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event, the item will be removed as a Consent Agenda item and addressed. Consent Agenda items are as follows:

- A. Approval of Minutes
- B. Finance and Business Recommendations
 - 1. Monthly Reports
 - 2. PCard Approval
- C. Human Resource Recommendations
 - 1. Monthly Recommendations
- D. Student Teaching Agreements

Recommended Action: Approve the full agenda as presented, and the consent agenda items.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Approval of Board Minutes

COMMENTS BY: Chris McCullough, Board Clerk

Approve the minutes of the following meetings:

- August 12, 2019 Regular Meeting
- August 26, 2019 Closed Meeting

Recommended Action: Approve the minutes of the Board meetings.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____ **5** _____



Excellence. For each and every student.

Minutes of Regular Meeting

A Regular Meeting of the Board of Education of Wayzata Public Schools was held Monday, August 12, 2019, beginning at 7:00 PM in the Wayzata City Hall, 600 Rice Street, Wayzata.

1. CALL TO ORDER/ROLL CALL

Board Chair Sarah Johansen called the meeting to order, and Board Clerk Chris McCullough called the roll. Present were Board members Sarah Johansen, Cheryl Polzin, Andrea Cuene, Linda Cohen, Erik Brown, Chris McCullough, Bonita Lucky, and ex-officio Superintendent Chace B. Anderson.

2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS

Linda Cohen motioned to approve the agenda and consent agenda; Andrea Cuene seconded the motion and it carried unanimously via a roll call vote

- A. Approval of Minutes
- B. Finance and Business Services
 - 1. Monthly Reports
 - 2. PCard Authorizations
- C. Human Resource Services
 - 1. Monthly Recommendations
- D. Waive Statutory Weekly Pledge Requirements
- E. Designate Official Newspaper, Radio Station, and Bulletin Board
- F. Designate Identified Official with Authority (IOwA) for MDE
- G. MSHSL Resolution
- H. Professional Memberships

3. REPORTS FROM ORGANIZATIONS

4. RECOGNITIONS

Superintendent Chace B. Anderson recognized the retirees for their achievements and contributions to the district:

- A. Retiree Recognition
- B. Employee of the Month - to be recognized in September

5. STUDENT CURRICULUM PRESENTATION

6. ADMINISTRATIVE REPORTS AND RECOMMENDATIONS

- A. Superintendent
 - 1. Policies for Approval: 901, 907-912, 914-920
Andrea Cuene motioned to waive the reading of the policies and to approve them through first and second reading; Bonita Lucky seconded the motion and it carried unanimously via a roll call vote.
- B. Teaching and Learning
- C. Finance and Business Services
 - 1. Monthly Financial Reports
No Board action required.
 - 2. Establish Absentee Polling Places
Chris McCullough motioned to approve the resolution and waive the full reading of such; Erik Brown seconded the motion and it carried unanimously via a roll call vote.
 - 3. Appoint Election Judges
Linda Cohen motioned to approve the resolution and waive the full reading of such; Erik Brown seconded the motion and it carried unanimously via a roll call vote.
 - 4. Appoint Absentee Ballot Board
Cheryl Polzin motioned to approve the resolution and waive the full reading of such; Bonita Lucky seconded the motion and it carried unanimously via a roll call vote.

5. Resolution Setting Abatement Hearing
Cheryl Polzin motioned to approve the resolution and waive the full reading of such; Andrea Cuene seconded the motion and it carried unanimously via a roll call vote. The hearing will be held at 6:45 pm on Monday, September 9, 2019 before the Regular School Board meeting.
6. Pre-sale Report for Certificates of Participation
Andrea Cuene motioned to approve the resolution and waive the full reading of such; Chris McCullough seconded the motion and it carried unanimously via a roll call vote.
7. 2019-2020 Budget Adjustment
Chris McCullough motioned to approve the resolution and waive the full reading of such; Cheryl Polzin seconded the motion and it carried unanimously via a roll call vote.
8. Policy 731 Revision - District Post-Issuance Debt Compliance Procedures
Chris McCullough motioned to waive the reading of the policy and to approve it through first and second reading; Linda Cohen seconded the motion and it carried unanimously via a roll call vote.

D. Human Resource Services

7. **OTHER BOARD ACTION**
8. **BOARD REPORTS**
9. **AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD**
No citizens wished to address the Board.
10. **ADJOURN**
Linda Cohen motioned to adjourn the meeting, and Erik Brown seconded the motion. The meeting adjourned at 7:38 pm.



Excellence. For each and every student.

Minutes of Closed Meeting

A Closed Meeting of the Board of Education of Wayzata Public Schools was held Monday, August 26, 2019, beginning at 7:00 PM in the District Administration Building.

1. **Call to Order/Roll Call**

Board Chair Sarah Johansen called the meeting to order; Board Clerk Chris McCullough called the roll. The following board members were present: Sarah Johansen, Cheryl Polzin, Andrea Cuene, Linda Cohen, Bonita Lucky, Chris McCullough, Erik Brown and ex-officio member Superintendent Chace B. Anderson.

2. **School Board**

A. Negotiations and Labor Discussion – Teachers

Stacie Vos, Executive Director of Human Resource Services, provided an update on the teacher contract negotiations and labor discussions.

3. **Adjourn**

Chris McCullough motioned to adjourn the closed meeting, and Erik Brown seconded the motion. There were no objections and the meeting adjourned at 7:33 pm.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Finance and Business Services Recommendations

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business Services

Finance and Business Recommendations

These routine items are presented for Board of Education review and approval through a single consent motion.

Monthly Bills

The attached lists itemize claims for which the Board of Education is requested to authorize payment.

General Checking Account for August 2019	\$7,928,878
Wire Transfer, EFT & ACH for July 2019	\$6,385,338

Acknowledgement of Contributions

Minn. Stat. 465.03 - GIFTS TO MUNICIPALITIES.

“Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”

The Board of Education is requested to accept the attached list of donations received in August 2019.

Cash Donations	\$755
In-Kind Donations	\$3,050

Recommended Action: Approve the checking account and wire transfer payments and accept with appreciation the donations, listed on the following page, which are in compliance with current district policy and guidelines.

Motion by: _____ **ROLL CALL** **Passed:** _____

Second by: _____ **Failed:** _____

Abstentions: _____

**WAYZATA PUBLIC SCHOOLS
MONTHLY CHECK DISBURSEMENT SUMMARY
AUGUST 2019**

CHECK	VENDOR	DESCRIPTION	DATE	AMOUNT
3086	MODERN PIPING INC	CMS - 22A Plumbing	08/26/2019	1,211,614.80
3060	HUNT ELECTRIC CORPORATION	CMS - 26C Electrical	08/26/2019	585,490.70
708252	INNOVATIVE OFFICE SOLUTIONS	WPS JC TOTES	08/16/2019	413,627.86
3037	FEHN COMPANIES INC	CMS - 31A Site Demolition	08/26/2019	342,358.86
3034	EBERT CONSTRUCTION	EMS - 06A Carpentry	08/26/2019	314,446.39
708220	INNOVATIVE OFFICE SOLUTIONS	NW MEDIA TABLE	08/13/2019	314,345.15
3074	MAERTENS-BRENNY CONSTRUCTION	CMS - 03A Concrete and Masonry	08/26/2019	260,347.50
2866	INTEREUM	NW STOOLS & SOFT SEATING	08/13/2019	243,962.66
708234	STAPLES BUSINESS ADVANTAGE	Social Studies Classroom supplies	08/13/2019	225,176.13
3120	THELEN HEATING AND ROOFING INC	EMS - 23B Combined Mechanical	08/26/2019	217,360.00
3027	CUSTOM DRYWALL INC	EMS - 09A Drywall and Framing	08/26/2019	209,859.04
3140	WOLD ARCHITECTS AND ENGINEERS	9TH ELEM - ARCHITECT FEES	08/26/2019	207,046.69
3005	AUTUMN RIDGE LANDSCAPING INC	9th - 32F Irrigation and Landscape	08/26/2019	198,642.15
708318	HILLYARD INC MINNEAPOLIS	SUPPLIES	08/30/2019	137,840.02
2786	INTERMEDIATE DIST 287	JULY PYM	08/06/2019	129,915.00
3062	INTERMEDIATE DIST 287	FY20 ESTIMATED BILL	08/26/2019	129,915.00
3099	PHASOR ELECTRIC CO	EMS - 26A Electrical	08/26/2019	126,825.00
3078	MCDOWALL COMPANY	9th - 23A HVAC	08/26/2019	119,152.99
3108	SKOLD SPECIALTY CONTRACTING LLC	9th - 10E Operable Manual wall	08/26/2019	118,738.60
2890	XCEL ENERGY	Jul-19	08/13/2019	112,557.93
3127	TWIN CITY ACOUSTICS INC	EMS - 09C Ceiling and Acoustical	08/26/2019	112,242.50
3124	TOTAL FIRE PROTECTION INC	CMS - 21A Fire Suppression	08/26/2019	104,331.41
708338	TEAM SPORTING GOODS, INC	FOOTBALL HELMETS UPGRADE	08/30/2019	95,516.40
2938	INTEREUM	MR MEDIA SHELIVING	08/20/2019	91,388.73
3054	HOLLENBACK & NELSON INC	EMS -03A Carpentry & Masonry	08/26/2019	82,080.00
3013	BOELTER PREMIER	9th - 11F Food Service Equipment	08/26/2019	75,274.49
3059	HUFCOR INC	9TH - 10D Operable Electric Wall	08/26/2019	74,138.00
3123	TITANIUM PARTNERS LLC	rent for WELS	08/26/2019	57,466.44
2966	SFM MUTUAL INSURANCE CO	WORK COMP	08/20/2019	55,033.00
708205	STAPLES BUSINESS ADVANTAGE	SUPPLIES	08/02/2019	46,679.72
2977	TRIMARK HOCKENBURGS	HS - VICTORY FRIG/FREEZER	08/20/2019	45,360.75
2992	ISD #281-ROBBINSDALE SCHOOLS	PERKINS GRANT 18-19 REIMBURSE	08/23/2019	39,261.85
3131	VEIT & COMPANY INC	EMS - 31A Site Clearing	08/26/2019	38,235.13
2995	ADMIRAL COATINGS INC	CMS 2019 RENOVATIONS	08/26/2019	35,150.00
708296	TEAM SPORTING GOODS, INC	FOOTBALL SHOULDER PADS	08/23/2019	30,544.23
2884	TEACHING STRATEGIES LLC	Bright Start Curriculum	08/13/2019	29,758.05
3073	LVC (LOW VOLTAGE CONTRACTORS)	ANNUAL INSPECTIONS	08/26/2019	28,877.85
2805	MINNETONKA HIGH SCHOOL	ADAPTED SPORTS	08/06/2019	28,730.00
708272	BRAUN INTEREC CORP	Proposal for a Geotechnical Evaluation	08/23/2019	28,511.58
3036	FASTBRIDGE LEARNING LLC	FY20 Subscription Renewal	08/26/2019	28,400.00
3109	SPARTAN STEEL ERECTORS INC	EMS - 05B Structural Steel	08/26/2019	25,650.00
3116	SWANSON & YOUNGDALE, INC.	9th - 09K Wall Covering and Painting	08/26/2019	23,921.00
3137	WHEELER HARDWARE CO	9th - 08A Doors, Frames, and Hardware	08/26/2019	22,561.73
2885	THE MATH LEARNING CTR	BRIDGES ORDER FOR 2019-2020	08/13/2019	21,496.38
2838	ISD #276 MINNETONKA PUBLIC SCHOOLS	FINAL PERKINS	08/13/2019	21,162.65
2888	US FOODS CULINARY E & S	NW SMALL WARES	08/13/2019	21,148.75
3047	FIRST STUDENT, INC	FS BUSES SLP POOL	08/26/2019	20,071.12
2833	WORKS COMPUTING/PARAGON DEVELOPMENT SYSTEMS	NetApp Renewal	08/06/2019	19,774.00
3115	SUMMIT COMPANIES	EMS - 21A Fire Suppression	08/26/2019	18,881.25
708207	TIERNEY BROTHERS, INC.	CMS Intervention Rooms Remodel	08/02/2019	18,052.05
3028	DAVIS MECHANICAL SYSTEMS INC	CMS COMPRESSOR REPLACEMENT	08/26/2019	17,900.00
3142	WOODSIDE INDUSTRIES, INC.	9th - 12C Plastic Laminate Casework	08/26/2019	17,777.18
3049	GENERAL SPRINKLER CORP	9th - 21A Fire Suppression	08/26/2019	17,670.00
2839	ISD#286 BROOKLYN CENTER SCHOOLS	Final Perkins	08/13/2019	17,251.94
2892	MADISON NATIONAL LIFE INSURANCE CO	Ins. Tracking Billing	08/14/2019	16,821.07
3146	MADISON NATIONAL LIFE INSURANCE COMPANY	Ins. Tracking Billing	08/31/2019	16,794.83

708275	BSN SPORTS	(A) UNIFORMS	08/23/2019	15,875.92
2974	THE MATH LEARNING CTR	BRIDGES MATH ORDER	08/20/2019	15,648.75
708245	ALLEGRA PRINT & IMAGING	PRINT ORDER ENVELOPES	08/16/2019	15,598.27
708301	ANCOM COMMUNICATIONS	BATTERYS & CHARGERS	08/30/2019	15,013.00
2950	MIDWEST BLINDS	NW ROLLER SHADES	08/20/2019	14,866.00
708302	AUTOMATED LOGIC CORP	CMS - Building Automation Proposal	08/30/2019	14,084.14
2996	A J MOORE ELECTRIC INC	CMS - 26B Electrical Sight Lighting	08/26/2019	13,691.46
2808	NUTRISLICE INC	Digital Signage	08/06/2019	13,631.00
3056	HOUSE OF PRINT	ADULT & YOUTH ENRICHMENT CATALOGS	08/26/2019	13,331.37
3061	INNOVATIVE BUILDING CONCEPTS LLC	MR - Work Scope 07-A Metal Panels	08/26/2019	13,269.50
2768	CITY OF PLYMOUTH	7/24/19 BILL	08/06/2019	13,199.82
2836	INTERMEDIATE DIST 287	Final Perkins	08/13/2019	11,627.05
708248	CASCIO MUSIC CO INC	WPS BAND INSTRUMENTS	08/16/2019	11,440.80
3066	KENDELL DOORS & HARDWARE INC	UPGRADES	08/26/2019	11,327.80
3063	JACKSON & ASSOCIATES LLC	EMS - 07H Roofing	08/26/2019	11,124.50
3003	ARVIG	MONTHLY INTERNET	08/26/2019	10,687.45
708253	PCS REVENUE CONTROL SYSTEMS, INC	CMS - FOOD SERVICE EQUIPMENT	08/16/2019	10,391.90
2837	ISD #270-HOPKINS SCHOOLS	FINAL PERKINS	08/13/2019	9,935.74
2989	YOUTH ENRICHMENT LEAGUE	CLASSES	08/20/2019	9,725.00
3090	MURPHY WINDOW AND DOOR	9th - 08F Curtain Wall	08/26/2019	9,710.04
3018	CAULKERS COMPANY INC, THE	9th - 07K Joint Sealants	08/26/2019	9,500.00
2913	BUILDING MATERIAL SUPPLY INC	NW SHELVING	08/20/2019	9,382.28
2907	ATMOSPHERE COMMERCIAL INTERIORS LLC	NW 5TH SOFT SEATING	08/20/2019	9,015.13
2984	WALLACE CARLSON PRINTING	Wayzata Public Schools Calendars	08/20/2019	8,991.51
3026	CENTER FOR ACADEMIC EXCELLENCE	PROF SERVICE	08/26/2019	8,949.35
2981	UPPER LAKE FOODS	GL - Camp Explore	08/20/2019	8,184.63
2820	SUMMER MATH BY MAIL LLC	SUMMER MATH-BY-MAIL	08/06/2019	8,066.00
3095	O'KEEFE LLC	EMS - 12C Plastic Laminate Casework	08/26/2019	7,531.12
3114	SUBURBAN ELEVATOR OF MN	9th - 14B Elevators	08/26/2019	7,258.00
708184	ALLEGRA PRINT & IMAGING	Census Mailing postage	08/02/2019	7,241.01
708211	WEST MUSIC CO	NW MUSIC EQUIP & SUPPLIES	08/02/2019	6,949.78
3077	MAYER ARTS INC	PROF SERVICE	08/26/2019	6,888.00
2921	CTR FOR THE COLLABORATIVE CLASSROOM	CCC FOR NEW NW SECTIONS	08/20/2019	6,739.20
708339	TRI-DIM FILTER CORP	OW-FILTERS	08/30/2019	6,679.23
2983	US FOODS CULINARY E & S	NWHB REFRIG/FREEZER-CART	08/20/2019	6,674.40
708337	STAPLES BUSINESS ADVANTAGE	HS Office Supplies	08/30/2019	6,616.59
2854	GLOBAL EQUIPMENT COMPANY INC	NW IPAD CARTS	08/13/2019	6,434.17
708289	SCHOOL SPECIALTY	Science Notebooks	08/23/2019	6,405.05
2914	CARLSON'S PIANO WORLD	NW PIANO	08/20/2019	6,374.00
2772	CENTER FOR ACADEMIC EXCELLENCE	MN STEM CAMP III, SPEECH & DEBATE III	08/06/2019	6,153.75
708305	DELTA EDUCATION	Science Kit Supplies	08/30/2019	6,136.99
708263	STAPLES BUSINESS ADVANTAGE	NW MOTHERS CHAIR	08/16/2019	6,078.69
2793	LAKE CONFERENCE	DUES	08/06/2019	6,000.00
708191	LAKESHORE LEARNING MATERIALS	FIRST & THIRD GR BTS SUPPLIES	08/02/2019	5,911.76
3117	TEKTON CONSTRUCTION CO	9th - 06A Carpentry	08/26/2019	5,799.20
708344	XEROX CORPORATION	SH XEROX D110 COPIER BLANKET	08/30/2019	5,709.42
3136	WENZEL-PLYMOUTH PLUMBING LLC	9th - 22A Plumbing	08/26/2019	5,700.00
708309	FERGUSON ENTERPRISES, INC #1657	GW - REPAIR PARTS	08/30/2019	5,649.29
2894	SCHOOL SERVICE EMPLOYEES	Payroll accrual	08/15/2019	5,592.68
2811	PLAS-TIQUE PRODUCTS INC	BLACK PLASTIC SERVING TRAYS	08/06/2019	5,530.00
3144	SCHOOL SERVICE EMPLOYEES	Payroll accrual	08/30/2019	5,455.07
3119	THE MATH LEARNING CTR	MR BRIDGES KIT-NEW SECTION	08/26/2019	5,428.11
708304	BRAUN INTEREC CORP	CMS LTFM PROF SERVICES	08/30/2019	5,386.00
2985	WASTE MANAGEMENT	MONTHLY SERVICE	08/20/2019	5,320.83
708246	BLICK ART MATERIALS	NW DRYING RACK	08/16/2019	5,302.45
3020	CENTURYLINK	7/19 MONTHLY SERVICE	08/26/2019	5,272.68
2753	ART SPARK LLC	WISHES classes	08/06/2019	5,100.00
2761	CATALYST SOURCING SOLUTIONS	ELEM FURN DISPOSAL MANAGEMENT	08/06/2019	5,028.33
2792	KINECT ENERGY INC	BILLED 7/24/19	08/06/2019	5,026.36
2891	LIFE INSURANCE CO OF NO AMERICA	Ins. Tracking Billing	08/14/2019	4,956.94
3145	LIFE INSURANCE CO OF NORTH AMERICA	Ins. Tracking Billing	08/31/2019	4,943.88

3085	MN STATE HIGH SCHOOL LEAGUE	MEMBERSHIP DUES	08/26/2019	4,840.00
708340	TWIN CITY GARAGE DOOR CO	GARAGE DOOR	08/30/2019	4,795.00
2829	US FOODS CULINARY E & S	GW - SERVING SUPPLIES	08/06/2019	4,737.84
2822	TAMS-WITMARK MUSIC LIBRARY INC	WP GYPSY ROYALTIES	08/06/2019	4,680.00
708266	US GAMES	NW PE EQUIPMENT	08/16/2019	4,648.56
2812	POSTMASTER	Permit #43 (Bulk Mail)	08/06/2019	4,634.45
708321	INNOVATIVE OFFICE SOLUTIONS	NW K STORAGE	08/30/2019	4,567.44
2834	XCEL ENERGY	7/18/19 BILLING	08/06/2019	4,230.52
2904	AMAZON CAPITAL SERVICES INC	EMS BOOKS	08/20/2019	4,225.05
2865	HOME DEPOT/GECF	SUPPLIES	08/13/2019	4,103.66
708292	STAPLES BUSINESS ADVANTAGE	NW HB SUPPLIES	08/23/2019	4,057.78
3055	HOUCHEM BINDERY, LTD	BOOK REBINDING	08/26/2019	3,961.50
2878	PLAS-TIQUE PRODUCTS INC	NW LUNCH TRAYS	08/13/2019	3,950.00
3141	WONDER WORKSHOP INC	Dash 12-Pack robots	08/26/2019	3,934.88
3104	REHABMART LLC	SPED - WELS SUPPLIES	08/26/2019	3,837.71
708247	BOILER SERVICES, INC	RPZ TESTING 7/19/19	08/16/2019	3,750.00
2993	VISION SERVICE PLAN INS CO	VISION SERVICE	08/23/2019	3,733.68
708250	FERGUSON ENTERPRISES, INC #1657	NW APPLIANCES	08/16/2019	3,657.00
708256	REALLY GOOD STUFF	NW BOOK HOLDERS	08/16/2019	3,642.23
2770	COMPUTER EXPLORERS	EXTREME EV3 BATTLEBOTS	08/06/2019	3,591.00
708306	DISCOUNT SCHOOL SUPPLY	NW HB SUPPLIES	08/30/2019	3,511.69
2796	LEVEL&CREATIVE LLC	MYTIME ENHANCEMENTS 2	08/06/2019	3,500.00
2760	CANON FINANCIAL SERVICES INC	WHS COPY CENTER COPIERS LEASE	08/06/2019	3,452.20
3016	CANON FINANCIAL SERVICES INC	WPS COPIER FLEET LEASE	08/26/2019	3,452.20
2785	INGINA LLC	CLASSES	08/06/2019	3,360.00
2908	B & H PHOTO & ELECTRONICS	NW NEWS EQUIPMENT & SUPPLIES	08/20/2019	3,285.97
2791	KIDCREATE STUDIO	CLASSES	08/06/2019	3,264.00
2852	GARVEY COMMUNICATIONS	DAB COMM CONSULTANT SERVICES	08/13/2019	3,225.00
2987	WHITEBOX LEARNING	DRAGSTER 2.0 LICENSE RENEWAL	08/20/2019	3,125.00
2758	BLB CONSULTING LLC	DIST. USE	08/06/2019	3,065.00
2970	SPIRITWEAR USA	TRACK & FIELD CLOTHING	08/20/2019	2,927.00
708271	BLICK ART MATERIALS	Art Supplies	08/23/2019	2,901.26
708194	REALLY GOOD STUFF	THIRD GRADE BTS SUPPLIES	08/02/2019	2,813.98
2773	CUSTOM DRYWALL INC	CLUBHOUSE	08/06/2019	2,739.00
2823	TERRELL DANIELS INC	DISTRICT CALENDAT	08/06/2019	2,737.50
708298	XEROX CORPORATION	WHS MEDIA COPIER LEASE/USAGE BLANKET	08/23/2019	2,737.20
708300	ALLEGRA PRINT & IMAGING	WELCOME BACK LETTER/ENVELOPES	08/30/2019	2,643.15
2778	FUN ENGINEERZ LLC	SCIENCE OF SUPERPOWERS	08/06/2019	2,640.00
708282	MAKEMUSIC INC	SMARTMUSIC MS BAND 2019-20	08/23/2019	2,640.00
708324	MINVALCO	WHS-COOLING TOWER BYPASS	08/30/2019	2,602.44
2965	SCIENCE EXPLORERS	CRAZY CHEMISTRY, ROARING ROCKETS	08/20/2019	2,580.00
708320	HOUGHTON MIFFLIN CO LLC	READ 180U MATERIALS AND COACHING	08/30/2019	2,559.03
2999	AMAZON CAPITAL SERVICES INC	NW IPAD CRATE SUPPLIES & STEP STOOLS	08/26/2019	2,465.39
2961	REHABMART LLC	SPED - EMS SUPPLIES	08/20/2019	2,447.10
2953	MN SCHOOL BOARDS ASSN	ELECTION SEMINAR	08/20/2019	2,435.00
3092	NATIONAL TREASURE KUNG FU, INC	CLASSES 6/18/19-7/30/10	08/26/2019	2,340.00
2849	CTB INC	NW PE STORAGE	08/13/2019	2,325.00
3096	ONEDER	SPED - WHS SUPPLEIS	08/26/2019	2,299.50
708197	SCHOOL SPECIALTY	KINDERGARTEN START UP	08/02/2019	2,289.62
2843	AMAZON CAPITAL SERVICES INC	NW OFFICE PAPER CUTTER	08/13/2019	2,226.39
708283	MCGRAW HILL SCHOOL ED HOLDINGS LLC	NW HEALTH BOOKS AND TE	08/23/2019	2,164.11
2880	PROMOWEAR	LINK NEXT LEVEL T-SHIRTS	08/13/2019	2,156.50
2769	COMMERCIAL DOOR SYSTEMS INC	GL DOORS	08/06/2019	2,150.48
2869	LEARNING WITHOUT TEARS	SUPPLIES HANDWRITING W/O TEARS	08/13/2019	2,092.75
2949	MIDWEST ANIMAL RESCUE & SERVICES	5K FUNDRAISER	08/20/2019	2,085.36
2840	ACCUCUT LLC	NW ACCUCUT SET	08/13/2019	1,999.00
3125	TRIARCO ARTS & CRAFTS, INC.	ART BTS ORDER	08/26/2019	1,967.41
2957	PHASOR ELECTRIC CO	WHS-LIFETIME FITNESS	08/20/2019	1,965.00
708270	ALLEGRA PRINT & IMAGING	ELS HANDBOOKS	08/23/2019	1,962.05
708312	GOODIN CO	SUNSET HILL	08/30/2019	1,898.37
3102	PROMOWEAR	SERVICE AWARD GIFTS	08/26/2019	1,874.19

3076	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	08/26/2019	1,825.25
2975	THE OHIO STATE UNIVERSITY - IDEC	RR ANNUAL SITE FEES	08/20/2019	1,805.00
3093	NEW ENGLAND SECURITY LOCK CO	LOCKER ROOM & HALLWAY LOCKS	08/26/2019	1,803.60
708276	COMMERCIAL KITCHEN SERVICES	CUL EXP NEW CASTERS ON HOT WELL	08/23/2019	1,768.33
2813	R J MECHANICAL INC	KL - REPAIR	08/06/2019	1,759.01
2875	NICOL, BARBARA	STRATEGIC COMMUNICATIONS COUNSEL	08/13/2019	1,750.00
2882	SOCIAL STUDIES SCH SERVICE/NYSTROM ED	NW MAP & GLOBE SKILLS	08/13/2019	1,708.06
708222	MEI - MINNESOTA ELEVATOR INC	AUGUST MONTHLY SERVICE	08/13/2019	1,658.90
2978	UNIVERSITY OF MN	CAREI 2019-20	08/20/2019	1,650.00
708251	GOPHER SPORT	VOLLEYBALLS, BIRDIES, EQUIPMENT	08/16/2019	1,538.00
708288	SCHOOLMATE	STUDENT PLANNERS	08/23/2019	1,500.00
3053	HAHN, R.N.,PHN, MICHELLE	PROF SERV	08/26/2019	1,498.00
2895	A-1 OUTDOOR POWER INC	NW CUSTODIAL EQUIPMENT	08/20/2019	1,455.69
2815	SCHMITTY & SONS / GRAY LINE MPLS	TRANSPORTATION	08/06/2019	1,440.72
708323	LAKESHORE LEARNING MATERIALS	SPED - WELS SUPPLIES	08/30/2019	1,415.79
2750	AIM ELECTRONICS INC	SWIM STARTER HORN	08/06/2019	1,355.00
2959	PRIME MECHANICAL INSULATION INC	WMS-REPAIR	08/20/2019	1,350.00
708237	ULINE SHIPPING SUPPLY	NW PE SUPPLIES	08/13/2019	1,346.94
2806	MUSIC THEATRE INTL	LEGALLY BLONDE	08/06/2019	1,340.00
2964	SCHOOLMATE	STUDENT PLANNERS	08/20/2019	1,340.00
2859	HENNEPIN COUNTY	RADIO FEES	08/13/2019	1,303.80
3022	CHRIS CAKES	DIST. KICKOFF BREAKFAST	08/26/2019	1,248.00
2752	ANCOM COMMUNICATIONS	SPED - SUPPLIES	08/06/2019	1,201.75
2948	MERIDIAN CONSULTING GROUP LLC	SAFETY DATA SHEET 7/1/19-6/30/20	08/20/2019	1,195.00
3084	MN ASSN OF SCHOOL PERSONNEL ADMIN	MEMBERSHIPS & MTGS.	08/26/2019	1,195.00
2896	ABAMATH LLC	CODE CHAMPIONSHIP CAMP 12U	08/20/2019	1,152.00
708279	INSPEC, INC.	EMS DRAINAGE IMPROVEMENTS	08/23/2019	1,105.00
708280	KIDCREATE STUDIO	MR ONSITE 150 KIDS	08/23/2019	1,101.00
2782	HERO'S TIMING LLC	MEET OPERATIONS	08/06/2019	1,100.00
2910	BIG PICTURE LEARNING	BIG BANG CONFERENCE	08/20/2019	1,100.00
708227	SCHOOL SPECIALTY	HB INCLUSION SUPPLIES	08/13/2019	1,089.00
192000121	IORIO, ALYSE	REIMBURSE	08/09/2019	1,063.45
2967	SHEPLY, DEBRA	PROF SERVICE	08/20/2019	1,034.80
708307	E-CONOLIGHT LLC	CMS-SERVICE ROOM	08/30/2019	1,006.65
2905	APQC (AMER PRODUCTIVITY & QUALITY CTR)	ANNUAL FEE 9/1/19-8/31/20	08/20/2019	1,000.00
708213	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE KIT SUPPLIES	08/13/2019	997.30
708284	PEPPER & SON INC., J. W.	CE YE ALL DISTRICT CHOIR	08/23/2019	994.99
2847	CITY OF WAYZATA	WATER SERVICE	08/13/2019	977.16
708299	ADI	DISTRICT USE	08/30/2019	965.51
2816	SCHOOLMATE	PLANNERS	08/06/2019	964.80
2956	OSTVIG TREE INC	PC- TREE REMOVAL	08/20/2019	960.00
2790	KD & COMPANY RECYCLING INC	DIST USE	08/06/2019	948.74
2877	PARTNERS IN LEARNING PROGRAMS, INC	STUDENT BE BOLD POSTERS	08/13/2019	923.20
2756	BARNES & NOBLE BOOKSELLERS INC	BOOKS	08/06/2019	921.45
708273	BREAKOUT INC	BREAKOUT BOXES WORKSHOP	08/23/2019	912.00
2754	ASPEN EQUIPMENT CO	TR#9	08/06/2019	908.00
708226	RETROFIT COMPANIES INC	SERVICE	08/13/2019	898.04
3121	THREE RIVERS PARK DISTRICT	4TH GRADE FELD TRIP SH 9/16/19	08/26/2019	894.00
2830	VERTICAL ENDEAVORS MPLS	HB PC SUM 7/23/19	08/06/2019	880.00
2821	TAG LINE PRODUCTIONS, INC	HB MR SUM 8/12/19	08/06/2019	875.00
2800	MN ASSN OF SECONDARY SCH PRINCIPALS	MEMBERSHIP	08/06/2019	865.00
2832	WOEHL, KIMBERLY	HB 8/20/19 KNOWLEDGE&	08/06/2019	850.00
3012	BLUEWATER ASSOCIATES INC	PROF SERVICE	08/26/2019	850.00
3048	FREDERICK BETHKE VIOLINS LLC	CELLO REPAIR	08/26/2019	850.00
708189	GOPHER SPORT	Phy Ed/Cafeteria supplies	08/02/2019	848.45
708328	SCHOOLMATE	STUDENT FOLDERS	08/30/2019	841.20
2883	SOUTHPAW ENTERPRISES	NW SPED SUPPLIES	08/13/2019	803.63
2774	QUARTER GROUP PERFORMERS	7/15-7/19 PLAYHOUSE CAMP	08/06/2019	800.00
2936	IN-MOTION INTELLIGENCE	HV 8/22/19 PROFILES & MOVEMENT	08/20/2019	800.00
3118	TERRELL DANIELS INC	PROF SERVICE	08/26/2019	800.00
3132	VILLAGE MEATS	CUL EXP OPENING MTG ALL STAFF	08/26/2019	800.00

2747	1000 PETALS LLC	HB 8/21/19 MINDFULNESS	08/06/2019	790.00
2810	ON SITE SANITATION	BIFFYS	08/06/2019	789.00
708206	SUPER DUPER SCHOOL CO	NW SPEECH SUPPLIES	08/02/2019	786.71
2960	PUBLIC STORAGE 08316	OFFSITE STORAGE 1524	08/20/2019	780.00
192000130	TOLLISON, KRISTIN	REIMBURSE	08/09/2019	780.00
2868	KINECT ENERGY INC	MONTHLY MGMT FEE	08/13/2019	765.00
708327	REINDERS	PC- SEED	08/30/2019	763.50
2923	CULLIGAN	CMS-REPAIR	08/20/2019	762.89
2817	SEA LIFE MINNESOTA	MB MR SUM 8/5/19	08/06/2019	760.00
2775	EARL F ANDERSEN INC	WMS - WALK WAYS	08/06/2019	755.15
192000124	NICKEL, KAREN	REIMBURSE	08/09/2019	750.35
708218	HOUGHTON MIFFLIN CO LLC	R180 "C" WHS	08/13/2019	740.00
708217	HORIZON COMMERCIAL POOL SUPPLY	EMS - POOL REPAIR	08/13/2019	720.00
708186	BLICK ART MATERIALS	NW PAPER RACK	08/02/2019	710.95
708239	ACCO BRANDS CORPORATION	CMS - LAMINATING FILM 4 ROLLS	08/16/2019	705.78
2925	ERGO DESKTOP LLC	NW SECRETARY WORKSTATION	08/20/2019	703.80
708322	INPRO CORP	MR	08/30/2019	696.38
2947	MEDINA AUTOMOTIVE SERVICE	TRAILER #17 REPAIR	08/20/2019	691.31
708281	LOFFLER COMPANIES INC	SOFTWARE MAINTENANCE	08/23/2019	670.00
2899	AGROPUR INC DIVISION OF NATREL USA	BV HOME BASE - MILK	08/20/2019	668.60
192000138	STUTZMAN, BELINDA	REIMBURSE	08/14/2019	657.57
2807	NORTHERN STAR COUNCIL/BSA	HB MR SUM 6/20/19 BAL DUE	08/06/2019	640.00
3000	ANDERSON, ELIZABETH	REIMBURSE	08/26/2019	640.00
3009	BELL, RACHEL	REIMBURSE	08/26/2019	640.00
3015	BURRELL, JOHN	REIMBURSE	08/26/2019	640.00
3017	CAO, THANHMAI	REIMBURSE	08/26/2019	640.00
3030	DORNFELD, JAY	REIMBURSE	08/26/2019	640.00
3031	DYAR, CARL	REIMBURSE	08/26/2019	640.00
3058	HUESING, ELIZABETH	REIMBURSE	08/26/2019	640.00
3064	JANS, KELLY	REIMBURSE	08/26/2019	640.00
3065	KANGAS, LORI	REIMBURSE	08/26/2019	640.00
3107	SHERMAN, PETER	REIMBURSE	08/26/2019	640.00
3113	STUMP, REBECCA	REIMBURSE	08/26/2019	640.00
3126	TROMBLEY, BELINDA	REIMBURSE	08/26/2019	640.00
3129	VALENTINE, LINDA	REIMBURSE	08/26/2019	640.00
3130	VECELLIO, MICHAEL	REIMBURSE	08/26/2019	640.00
3133	WACHUTKA, AL	REIMBURSE	08/26/2019	640.00
3134	WEISJAHN, TODD	REIMBURSE	08/26/2019	640.00
708277	ECOLAB PEST ELIMINATION DIV	PEST CONTROL	08/23/2019	637.82
708285	PRO-TEC DESIGN	EMS SERVICE & PARTS	08/23/2019	633.25
2867	IRON MOUNTAIN	STORAGE	08/13/2019	628.04
2850	CULLIGAN	WELS COOLER RENTAL	08/13/2019	624.00
708238	WEST MUSIC CO	Music supplies	08/13/2019	623.94
2955	OSTBERG, RAELENE	HB 8/20/10 BEING THE STAR	08/20/2019	614.00
2853	GENTZ, PATRICIA	HB 8/19/19 LOVE AND LOGIC	08/13/2019	600.00
2943	LOWE, BRENDA	HB 8/21/19 LITERACY & BEHAVIOR	08/20/2019	600.00
2971	SPRAYING SYSTEMS CO	DISTRICT USE	08/20/2019	592.00
2889	USA INFLATABLES	HB BV2 SUM 8/12/19	08/13/2019	586.17
708236	TRUSTED EMPLOYEES	BACKGROUND CHECKS	08/13/2019	570.70
2928	GRAINGER INC., W. W.	WHS	08/20/2019	568.14
2937	INGRAM LIBRARY SERVICES	MEDIA CENTER CMS 2018-19	08/20/2019	555.50
3098	PERFORMANCE EXCELLENCE NETWORK	TRAININGS & WORKSHOPS 7/23/19	08/26/2019	550.00
2963	SAUNDERS, SHARON	PROF SEVICE	08/20/2019	547.56
2887	TWINS BALLPARK LLC	HB BV1 SUM 8/2/19	08/13/2019	540.00
2941	KRAUS-ANDERSON CONSTRUCTION CO	WHS STADIUM LIGHTS	08/20/2019	540.00
192000166	ZUKOR, DAVID	REIMBURSE	08/28/2019	532.73
708249	CONTINENTAL CLAY CO	ART-CLAY ORDER	08/16/2019	532.47
3088	MORTINSON, ELIZABETH	SPED SUMMER INSTITUTE	08/26/2019	531.32
192000129	SKERBITZ, WILLIAM	REIMBURSE	08/09/2019	530.68
2872	MN CHILDRENS MUSEUM	HB PC SUM 8/1/19	08/13/2019	520.00
708287	SCHOOL HEALTH CORP	HEALTH SERVICES - TRUDY NAMUR - EMS	08/23/2019	518.30

2873	MN CLAY USA - MIDWEST	ALUM SCOOP, RACK, BRUSH	08/13/2019	516.30
2968	SHERWIN-WILLIAMS	WHS-HALLWAY PAINT	08/20/2019	508.56
708195	SCHOLASTIC INC	2ND GR SCHOLASTIC NEWS - PTA GRANT	08/02/2019	506.00
2972	STEP SAVER INC	WHS-SALT	08/20/2019	500.71
3087	MORICE, PIERRE	OFFICIAL GIRLS SOCCER TRY OUTS	08/26/2019	500.00
192000153	NEIL, KAREN	REIMBURSE	08/21/2019	496.83
3094	NOW MICRO	Chromebooks for WHS	08/26/2019	487.00
3011	BLAINE HIGH SCHOOL	ATH - ENTY FEE - G VOLLEYBALL 9/7/19	08/26/2019	485.00
2795	LETTERMEN SPORTS	A-SYNCHRO STATE PATCHES	08/06/2019	484.50
708223	MINVALCO	EMS - REPAIR	08/13/2019	473.80
3007	BAGY JO INC	(A) B SOCCER APPAREL	08/26/2019	470.50
708311	FOLLETT SCHOOL SOLUTIONS INC	READER'S NOTEBOOKS FOURTH GRADE	08/30/2019	468.18
192000135	JORDAN, MOLLY	REIMBURSE	08/14/2019	466.30
3083	MN TRANSPORTATION MUSEUM INC	ADMISSIONS FOR KIDS	08/26/2019	466.00
2920	COUNTRYSIDE CATERING	CATERING SERVICE	08/20/2019	465.93
2851	EAI EDUCATION	NUMBER RACKS	08/13/2019	463.53
2876	NUTRITIONAL WEIGHT & WELLNESS	HB 8/21/19 GOOD NIGHT SLEEP	08/13/2019	450.00
3112	ST. MICHAEL-ALBERTVILLE HIGH SCHOOL	VOLLEYBALL INVIT 9/21/19	08/26/2019	450.00
3122	TIME FOR KIDS	MEADOW RIDGE SUBSCRIPTION ORDER	08/26/2019	445.50
3082	MN DEPT OF LABOR AND INDUSTRY	APPLICATION/RENEWAL	08/26/2019	437.00
708212	ANCOM COMMUNICATIONS	Multi unit charger for walkies	08/13/2019	433.50
3052	GROTH MUSIC CO	MUSIC FOLDERS, METRONOME	08/26/2019	433.47
2776	EBC (EDUCATORS BENEFIT CONSULTANTS)	admin and compliance service	08/06/2019	431.69
2915	CDW GOVERNMENT LLC	Printer for CMS Culinary	08/20/2019	430.87
2748	A-1 OUTDOOR POWER INC	EMS - WEED WHIP TRIMMER REPAIR	08/06/2019	429.44
192000139	THOMPSON, KARLA	REIMBURSE	08/14/2019	426.60
2799	MIDWEST SPECIAL INSTRUMENTS CORP	SPED - SUPPLIES	08/06/2019	424.00
2886	THE BUG ZONE LLC	HB BV1 SUM 8/5/19	08/13/2019	413.00
2848	COMMITTEE FOR CHILDREN	NW SECOND STEP KIT	08/13/2019	409.00
708210	WENGER	NW MUSIC STANDS	08/02/2019	406.00
192000157	VAN KREVELEN, HEATHER	REIMBURSE	08/21/2019	403.72
2749	ABBOTT, JEAN	8/22/19 WHEELS TO HEELS	08/06/2019	400.00
3110	ST OLAF COLLEGE	8/29/19 BOYS & GIRLS CROSS COUNTRY	08/26/2019	400.00
2952	MINT ROOFING INC	WHS-REPAIR	08/20/2019	384.10
2819	SPORRE, LAURIE	LAUNDRY SERVICE - UNIFORMS	08/06/2019	384.00
2874	NAPA AUTO PARTS OF CORCORAN	SUPPLIES	08/13/2019	381.87
708319	HORIZON COMMERCIAL POOL SUPPLY	WMS- POOL	08/30/2019	379.38
2759	BRIN GLASS SERVICE	BV - REPAIR	08/06/2019	378.00
2912	BRIN GLASS SERVICE	REPLACE GLASS @ DOOR	08/20/2019	378.00
3051	GRAND SLAM SPORTS	BV FIELD TRIP BAL DUE	08/26/2019	365.50
2835	ZEE MEDICAL SERVICE	CABINETS- NW	08/06/2019	360.20
2881	SNO SITES	WEBSITE DOMAIN RENEWAL	08/13/2019	360.00
2934	HENNEPIN COUNTY TREASURER	GIRLS JV GOLF TEAM	08/20/2019	360.00
192000119	BERNDT, AARON	REIMBURSE	08/09/2019	353.01
2857	HAMEL BUILDING CTR	STAPLE GUN & STABLES	08/13/2019	350.23
2814	ROE FAMILY SINGERS LLC	HB BV2 SUM 8/6/19	08/06/2019	350.00
3068	LAKEVILLE NORTH HIGH SCHOOL	ATH - ENTRY FEE - VB 09/07/19	08/26/2019	350.00
708224	MOTG (MN OFFICE TECHNOLOGY GRP)	FIDELTONE MOVE	08/13/2019	350.00
708264	THERAPY SHOPPE INC	NW SPED SUPPLIES	08/16/2019	345.33
708240	ADI	CMS - REPAIR	08/16/2019	343.61
2779	FUN JUMPS ENTERTAINMENT, INC	HB MR SUM 8/6/19	08/06/2019	342.50
3105	RIFTON EQUIPMENT	SPED - GW SUPPLIES	08/26/2019	337.50
3032	EAST RIDGE HIGH SCHOOL	VOLLEYBALL TOURNAMENT 10/5/19 JV	08/26/2019	330.00
2929	GROVE NURSERY	OW-GARDENS	08/20/2019	327.71
708286	REALLY GOOD STUFF	KINDERGARTEN BTS SECTION 7	08/23/2019	323.04
3002	ARMSTRONG HIGH SCHOOL	B & G CROSS COUNTRY 10/21/19 JV	08/26/2019	320.00
3069	LAKEVILLE SOUTH HIGH SCHOOL	VOLLEYBALL INVIT 09/07/19	08/26/2019	320.00
2788	JOHNSTONE SUPPLY	CLUBHOUSE	08/06/2019	317.89
2771	CREATING ART INC	PAINTERS STUDIO CLASS	08/06/2019	315.00
2845	BULLIS INSURANCE AGENCY LLC	NW BOILER	08/13/2019	313.00
2757	BLACK, NIKKI	PROF SERVICE	08/06/2019	311.50

2962	ROOT-O-MATIC	BV- SINK REPAIR	08/20/2019	305.00
2809	OGREN, JEFFREY	A-VIDEOGRAPHY SYNCHRO	08/06/2019	300.00
2951	MILLER, FRED	TV PRODUCTION	08/20/2019	300.00
3128	UNIVERSITY OF MN	B & G CROSS COUNTRY 9/28/19	08/26/2019	300.00
2802	MN ASSN OF SCHOOL ADMINISTRATORS	MDE CONF REGISTRATION	08/06/2019	299.00
2798	MEDINA ENTERTAINMENT CTR	HB BV2 SUM 7/25/19	08/06/2019	296.77
2924	DOYLE SECURITY PRODUCTS	ESC-BACK DOOR	08/20/2019	289.01
708268	ACCO BRANDS CORPORATION	Laminating Film	08/23/2019	288.40
2855	GRAINGER INC., W. W.	NW PE SUPPLIES	08/13/2019	286.67
2922	CTR FOR CULTURALLY RESPONSIVE T & L	CMS PROFESSIONAL DEVELOPMENT	08/20/2019	285.00
3025	CROWNING TOUCH CATERING INC	DATA & LDRSHP RETREAT MTG LUNCH	08/26/2019	283.00
2916	CHAMPION BRIEFS LLC	PF/LD COMBO SUBSCRIPTION	08/20/2019	279.99
708185	ANCOM COMMUNICATIONS	SPED - PC SUPPLIES	08/02/2019	279.40
2777	ESS BROS. & SONS, INC	KL - HYDRANT REPAIR	08/06/2019	275.00
2783	HIGHLAND PK SH SPEECH & DEBATE BOOSTERS	TAMAT KAPLAN INVITATIONAL	08/06/2019	270.00
3023	CITI-CARGO & STORAGE	DIST STORAGE	08/26/2019	261.00
2858	HAND2MIND INC	POCKET CHARTS, PENTOMINOES	08/13/2019	257.96
192000143	ANTCZAK, THANE	REIMBURSE	08/21/2019	254.98
3050	GM FINANCIAL LEASING	WHS Parking Lot Car Lease	08/26/2019	250.34
2939	KALAL, SHARYL	HB 8/21/19 PREVENTION & BEHAVIOR	08/20/2019	250.00
2940	KALLHOFF CONSULTING	HOME BASE- MORE ALIKE	08/20/2019	246.68
3001	APPLE VALLEY HIGH SCHOOL	ATH - ENTRY FEE - VB 9/20/19 VARSITY	08/26/2019	245.00
708208	TREETOP PUBLISHING	Kindergarten supplies	08/02/2019	240.24
2755	ASSN FOR SUPERVISION & CURRICULUM DEVEL	MEMBERSHIP	08/06/2019	239.00
708258	SCHOOL SPECIALTY	ART-MARKER SET	08/16/2019	238.92
3021	CHEAP SKATE	HB-BV FIELD TRIP	08/26/2019	232.00
3029	DIVISION FOR EARLY CHILDHOOD OF THE CEC	SPED - SUPPLIES	08/26/2019	230.00
192000154	NELSEN, CHRISTINA	REIMBURSE	08/21/2019	226.31
2781	GRAINGER INC., W. W.	CSF - SHOP SUPPLIES	08/06/2019	224.82
2926	FOSTER, TODD	REFUND	08/20/2019	223.98
2818	SHERWIN-WILLIAMS	WMS	08/06/2019	217.50
708209	US GAMES	Lunch Recess equipment	08/02/2019	214.48
708187	FLINN SCIENTIFIC, INC.	FARISS FLASK, CYLINDERS, FABRIC	08/02/2019	214.03
192000150	HOOVER, JUDITH	REIMBURSE	08/21/2019	212.28
3035	EDEN PRAIRIE HIGH SCHOOL	BOYS & GIRLS CROSS COUNTRY	08/26/2019	200.00
192000122	KLATKE, AARON	REIMBURSE	08/09/2019	200.00
708216	FOLLETT SCHOOL SOLUTIONS INC	READER'S NOTEBOOKS FOURTH GRADE	08/13/2019	193.43
708341	ULINE SHIPPING SUPPLY	CSF- STOCK	08/30/2019	190.79
708326	PRO-TEC DESIGN	CMS	08/30/2019	190.00
2846	CENTERPOINT ENERGY	GAS	08/13/2019	184.25
2789	KARLSBURGER FOODS, INC	HS - GROCERIES	08/06/2019	181.20
2787	INTEREUM	WPS TALL HOKKI SAMPLE	08/06/2019	180.25
192000146	DUENAS, DOMINIC	REIMBURSE	08/21/2019	178.50
2762	CENTERPOINT ENERGY	JULY BILLING	08/06/2019	176.80
3089	MINNETONKA HIGH SCHOOL	GIRLS SWIM & DIV 9/7/19 VARSITY	08/26/2019	175.00
3111	ST. CLOUD APOLLO HIGH SCHOOL	ATH - ENTRY FEE-BOYS CROSS CTRY	08/26/2019	175.00
708215	FERGUSON ENTERPRISES, INC #1657	TRANS APPLIANCES	08/13/2019	170.00
2958	PREMIUM WATERS INC	CSF- WATER	08/20/2019	169.32
3019	CENTERPOINT ENERGY	MONTHLY SERVICE	08/26/2019	165.45
2893	FLORIDA STATE DISBURSEMENT UNIT	Payroll accrual	08/15/2019	165.30
3143	FLORIDA STATE DISBURSEMENT UNIT	Payroll accrual	08/30/2019	165.30
192000163	SAGEDAHL, MICHELLE	REIMBURSE	08/28/2019	165.20
192000132	WILVERS, LAUREN	REIMBURSE	08/09/2019	163.75
192000148	HAAS, DEBORAH	REIMBURSE	08/21/2019	163.56
3010	BERRY COFFEE COMPANY	DAB COFFEE SERVICE	08/26/2019	158.62
2919	CONTEMPORARY IMAGES INC	CE HIRING FLYER	08/20/2019	155.00
2932	HEDBERG SUPPLY	PC-PLAYGROUND	08/20/2019	154.24
2801	MN DEPARTMENT OF HEALTH	OW/ WELS PLAN REVIEW	08/06/2019	150.00
3080	MILACA HIGH SCHOOL	G & B CROSS COUNTRY 9/21/19	08/26/2019	150.00
192000141	WILLSON, DAWN	REIMBURSE	08/14/2019	150.00
192000156	SORENSEN, PETER	REIMBURSE	08/21/2019	150.00

192000152	NARVESON, CAROLYN	REIMBURSE	08/21/2019	148.48
192000160	FAIRCHILD, SHAWNA	REIMBURSE	08/28/2019	147.12
2930	HAND2MIND INC	ALGEBRA DEMO SETS	08/20/2019	145.03
708214	ECOLAB PEST ELIMINATION DIV	PEST CONTROL	08/13/2019	139.03
192000158	ZARAGOZA, CHRISTINE	REIMBURSE	08/21/2019	137.21
2797	MARYA, EKTU	REIMBURSE	08/06/2019	136.65
192000149	HANSEN, ELIZABETH	REIMBURSE	08/21/2019	133.50
2973	TEXTBOOK WAREHOUSE	AP PHYSICS C	08/20/2019	132.35
3033	EAU CLAIRE MEMORIAL HIGH SCHOOL	GIRLS SWIM & DIVE	08/26/2019	130.00
2994	A-1 OUTDOOR POWER INC	NW LAWN EQUIPMENT	08/26/2019	128.06
708255	PIONEER VALLEY BOOKS	Reading Intervention Supplies	08/16/2019	127.56
2911	BOYD, LAUREN	REFUND	08/20/2019	120.05
2831	VIKING ELECTRIC SUPPLY, INC	TR#16 STOCK	08/06/2019	118.82
2909	BERRY COFFEE COMPANY	DAB COFFEE SERVICE	08/20/2019	115.09
3024	COLUMBUS HIGH SCHOOL	08/31/19 BOYS CROSS COUNTRY	08/26/2019	115.00
3004	ASSN FOR SUPERVISION & CURRICULUM DEVEL	MEMBERSHIP SV	08/26/2019	114.26
2954	MONNEY, PAUL	REFUND	08/20/2019	111.60
192000128	RIDLEY, SARA	REIMBURSE	08/09/2019	111.36
708331	SITE ONE LANDSCAPE SUPPLY LLC	WHS- IRRIGATION	08/30/2019	110.27
2870	MN ASSN OF SCHOOL PERSONNEL ADMIN	MASPA WINTER 2019 CONFERENCE	08/13/2019	110.00
708303	BLICK ART MATERIALS	Art Supplies	08/30/2019	109.48
2986	WESTSIDE WHOLESALE TIRE, INC	CSF - OLD TIRE DISPOSAL	08/20/2019	104.23
2824	UNIVERSITY OF ST. THOMAS	KODALY-WESTGARD #10204974	08/06/2019	103.49
2946	MARY RUTH BOOKS INC	SPED - BOOKS - NW	08/20/2019	102.30
708325	MOTG (MN OFFICE TECHNOLOGY GRP)	CE PRINTER SUPPLIES	08/30/2019	98.00
2751	ALLINA HEALTH SYSTEM	AMIN, ANAB	08/06/2019	95.00
3100	PORTA PHONE	FOOTBALL TECH	08/26/2019	92.45
708228	SHRED-N-GO	DAB SHREDDING SERVICE	08/13/2019	90.00
192000133	BARR, JANELLE	REIMBURSE	08/14/2019	89.99
2906	ASSN FOR SUPERVISION & CURRICULUM DEVEL	MEMBERSHIP RENEWAL	08/20/2019	89.00
2764	CITI-CARGO & STORAGE	DOMESTIC STORAGE	08/06/2019	87.00
3014	BREAKDOWN SPORTS USA	8/24/19 VOLLEYBALL	08/26/2019	85.00
708308	ECM PUBLISHERS, INC	PUBLICATION	08/30/2019	83.30
2988	XIONG, ZACHARY	MATH TEAM REIMB	08/20/2019	83.22
708265	TRI-DIM FILTER CORP	CMS - BELTS	08/16/2019	81.28
708310	FLAGSHIP RECREATION	HB OW SUPPLIES SEAT STRAP	08/30/2019	81.00
708188	FUN EXPRESS LLC	THIRD GRADE BTS LANYARDS	08/02/2019	80.87
2944	LYU, GEORGE	MATH TEAM REIMB	08/20/2019	79.96
2763	CHARTIER, MICHAEL	REGISTRATION & BACKGROUND CHECK	08/06/2019	78.00
708329	SCHOOL SPECIALTY	SUPPLIES	08/30/2019	76.74
3106	ROCHESTER MAYO HIGH SCHOOL	TENNIS INVITE GIRLS 9/21/19 VARSITY	08/26/2019	75.00
192000123	LACKAS, BRENT	REIMBURSE	08/09/2019	75.00
708267	WEST MUSIC CO	Music supplies	08/16/2019	74.93
2991	ZHU, ALISHA	MATH TEAM REIMB	08/20/2019	74.89
192000140	WEGNER, MARC	REIMBURSE	08/14/2019	73.93
192000151	MICHALETZ, MIKAYLA	REIMBURSE	08/21/2019	72.79
192000164	VETHE, ROBYN	REIMBURSE	08/28/2019	69.95
2803	MN CLAY USA - MIDWEST	NW KILN INSTALL 2ND TRIP	08/06/2019	62.50
2918	COMMERCIAL ASPHALT CO	CMS-ASPHALT	08/20/2019	61.97
2879	PREMIUM WATERS INC	WATER MACHINE	08/13/2019	61.90
192000162	SABLE, ROBERT	REIMBURSE	08/28/2019	60.00
3006	BADGER, KRISTY	CUL EXP REFUND	08/26/2019	59.50
708225	REALLY GOOD STUFF	1st Schmidt supplies	08/13/2019	57.86
2990	ZENG, CAROLINE	MATH TEAM REIMB	08/20/2019	57.01
2976	TOLL GAS & WELDING SUPPLY	DISTRICT USE	08/20/2019	56.43
192000161	KLEMMER, ELIZABETH	REIMBURSE	08/28/2019	55.71
192000127	PRONZINSKI, JEFF	REIMBURSE	08/09/2019	53.50
192000137	SOLHEID, CAROL	REIMBURSE	08/14/2019	51.85
2784	HUBERT CO	REUSABLE SERVING TRAYS	08/06/2019	51.70
192000120	HAGEN, ANDREW	REIMBURSE	08/09/2019	50.98
708221	MACKIN EDUCATIONAL RESOURCES	MEDIA CENTER SUPPLIES	08/13/2019	50.66

3008	BECHTOLD, SHELLIE	CUL EXP REFUND	08/26/2019	50.30
708257	RETROFIT COMPANIES INC	FLUORESCENT LAMPS	08/16/2019	50.12
2871	MN ASSN OF SCHOOL BUSINESS OFFICIALS	TAX LEVY WORKSHOP	08/13/2019	50.00
3079	METRO ECSU-REGION 11 IDS #920	SPED - INTERPRETER TRAINING 8/28/19	08/26/2019	50.00
3097	ORONO HIGH SCHOOL	GIRLS CROSS COUNTRY MEET 8/28/19	08/26/2019	50.00
708192	NCS PEARSON INC	SPED - WELS SUPPLIES	08/02/2019	45.00
192000131	WEGNER, MARC	REIMBURSE	08/09/2019	44.81
2969	SITSPOTS	Music-Sit Spots	08/20/2019	42.99
3135	WENDELL'S	Notary stamp	08/26/2019	40.70
3057	HUDL	FOOTBALL VIDEO	08/26/2019	39.43
708278	FOLLETT SCHOOL SOLUTIONS INC	READER'S NOTEBOOKS FOURTH GRADE	08/23/2019	37.37
192000142	WILVERS, LAUREN	REIMBURSE	08/14/2019	37.00
2917	CHAN, AMANDA	MATH TEAM REIMB	08/20/2019	33.28
708342	WEST MUSIC CO	Music supplies	08/30/2019	32.96
192000145	DEROCHER, DEMAE	REIMBURSE	08/21/2019	31.43
192000165	WARZEHA, CHERYL	REIMBURSE	08/28/2019	30.16
708330	SHRED-N-GO	DAB SHREDDING SERVICE	08/30/2019	30.00
3067	KOURI, MARISSA	CUL EXP REFUND	08/26/2019	28.90
2933	HEINERT, ROSIE	REFUND	08/20/2019	28.60
192000155	PARSONS, JEAN	REIMBURSE	08/21/2019	27.90
192000125	NYGORD, DAVID	REIMBURSE	08/09/2019	27.38
2927	GOLDEN VALLEY SUPPLY CO	CLUBHOUSE	08/20/2019	26.63
2931	HARDING, MARY	REFUND	08/20/2019	26.30
192000147	GILKAY, MICHELLE	REIMBURSE	08/21/2019	25.99
2945	LYU, SUPING	MATH TEAM REIMB	08/20/2019	25.75
2844	APPLE AUTOMATIC FOOD SERVICE	WATER COOLER MONTHLY RENTAL	08/13/2019	24.95
2794	LARSON CO, J. H.	WMS - LIGHTS	08/06/2019	24.10
192000159	BARR, JANELLE	REIMBURSE	08/28/2019	21.03
708254	PIONEER DRAMA SERVICE, INC	EMS MUSICAL	08/16/2019	20.50
2900	ALLEGRA PRINT & IMAGING	AUTHOR LIBRARY CARDS	08/20/2019	20.00
192000126	PERRIZO, STEPHANIE	REIMBURSE	08/09/2019	19.55
2804	MN TROPHIES & GIFTS	ORCHESTRA ENGRAVING	08/06/2019	18.50
192000136	RUCHTI, STEVEN	REIMBURSE	08/14/2019	18.21
2942	LARSON CO, GUSTAVE A.	KL-W/O #21685	08/20/2019	16.68
2780	GOPHER ACE	NW KEYS	08/06/2019	15.42
192000144	CARLSON, SHERYL	REIMBURSE	08/21/2019	15.08
3101	PREMIUM WATERS INC	MONTHLY SERVICE	08/26/2019	10.00
192000134	HODENA, MELISSA	REIMBURSE	08/14/2019	9.34
2935	HOLDAHL CO	NW-GYM STORAGE	08/20/2019	6.48
3081	MINUSTIN, STAN	CUL EXPRESS REFUND	08/26/2019	6.44
3091	NARAYANASWAMY, BALASUBRAMANIAN	CUL EXP REFUND	08/26/2019	6.35
3103	RAO, RAGHUVEER	CUL EXP REFUND	08/26/2019	6.30
708235	TRIARCO ARTS & CRAFTS, INC.	VOID	08/26/2019	0.00
708269	ALLEGRA MARKETING PRINT MAIL	VOID	08/26/2019	0.00
396604	WILBER, PATTY	VOID	08/29/2019	(92.95)
				7,928,857.71

**APPROVED BY: JILL SCHWINT
CONTROLLER ISD 284
SEPTEMBER 9, 2019**

**CHERYL POLZIN, TREASURER
BOARD OF EDUCATION - ISD 284
SEPTEMBER 9, 2019**

**WAYZATA PUBLIC SCHOOLS
MONTHLY DONATION SUMMARY
August 2019**

<u>DONATED BY</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
Wells Fargo Community Support	SH - Student Activities	\$455.00
Kimberly Lane PTA	WHS - Club Y.E.S.	\$250.00
Wells Fargo Foundationn	SH - Student Activities	\$50.00
TOTAL CASH DONATIONS		<u><u>\$755.00</u></u>

WE Movement	EMS - 5K Supplies	\$250.00
Kirsten Voss	ESC - Magnifying Reading Machine	\$2,500.00
Sandy Buchman	Wishes Program - Violin	≈\$300.00
TOTAL IN-KIND DONATIONS		<u><u>\$3,050.00</u></u>

**WAYZATA PUBLIC SCHOOLS
WIRE TRANSFER, EFT AND ACH ACTIVITY
July 2019**

<u>FROM</u>	<u>TO</u>	<u>DATE</u>	<u>AMOUNT</u>
US Bank-Checking	US Bank-Payroll	Multiple	\$1,645,253
US Bank-Checking	IRS		
	- Federal P/R Taxes	07/01/2019	\$504,975
	- Federal P/R Taxes	07/16/2019	\$305,801
US Bank-Checking	MN Department of Revenue		
	- State P/R Taxes etc. (MN)	07/01/2019	\$49,571
	- State P/R Taxes etc. (MN)	07/16/2019	\$51,927
US Bank-Checking	Delta Dental		
	- Dental Claims	Multiple	\$197,977
US Bank-Checking	Preferred One		
	- Health Claims	Multiple	\$2,254,984
US Bank-Checking	Wells Fargo Commercial Card		
	- Purchase Card Program	07/05/2019	\$115,702
US Bank-Checking	PlanSource		
	- Flex Benefits	Multiple	\$30,400
US Bank-Checking	Further		
	- Flex Benefits	Multiple	\$39,563
US Bank-Checking	Preferred One		
	- Broker/Reinsurance Fees	07/11/2019	\$160,055
US Bank-Checking	Payroll Vendors (TRA, EBC, MSRS, etc.)		
	- Electronic Payments	Multiple	\$233,104
US Bank-Checking	District Employees		
	- Expense Reimbursement	Multiple	\$17,114
US Bank-Checking	Commerce Bank/Control Pay		
	- Electronic A/P	Multiple	\$759,328
US Bank-Checking	MN Department of Revenue		
	- Sales & Use Tax Payment	07/16/2019	\$929
US Bank-Checking	Edutrack		
	- Electronic payment fees	07/10/2019	\$2,014
Wells Fargo - Checking	MN UI Fund		
	-Unemployment	07/01/2019	\$1,559
Wells Fargo - Checking	MSDLAF		
	-Service charge	07/11/2019	\$15,081
TOTAL ACTIVITY			<u><u>\$6,385,338</u></u>



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Finance and Business Services Recommendations

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business Services

Authorization of Issuance of Individual Procurement Card (P-Card)

The administration recommends the issuance of a procurement card to the following employees:

Aron Kukowski, EDT Teacher, Central Middle School

Dan Carlson, Buildings & Grounds

Jeannie Gosney, Secretary Wayzata High School

Elizabeth Ward, Wayata High School Work Program

Recommended Action: Approve and authorize the issuance of an individual procurement card (P-Card).

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Human Resource Recommendations

COMMENTS BY: Stacie Vos, Executive Director of Human Resource Services

Attached are the recommendations regarding personnel actions including: employment, separations and leaves of absence.

Recommended Action: Approve the Human Resource actions as recommended in the attachment.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____ **22** _____

HUMAN RESOURCES RECOMMENDATIONS - Consent Agenda - September 9, 2019

EMPLOYMENT

Name	Position	Location	Reason	Start Date
Kai Hauglid	Custodian	Birchview	Transfer	9/9/2019
Lindsey Pickett	Secretary	Birchview	Resignation	8/22/2019
Shelbie Smieja	Teacher - Grade 4	Birchview	Transfer	8/26/2019
Catherine Fischer	Culinary Express	Central Middle	New Position	9/3/2019
Terry Schiro	Culinary Express	Central Middle	Resignation	9/3/2019
Dhiviyashri Ravindar	Culinary Express	Central Middle	New Position	9/3/2019
Joseph Oberembt	Custodian	Central Middle	Transfer	9/10/2019
Mitch Jorgensen	Paraprofessional	Central Middle	Resignation	9/3/2019
Eric Davidson	Teacher - Band	Central Middle	Resignation	8/26/2019
Kelly Jordahl	Custodian	Central Middle/Birchview	Transfer	8/19/2019
Diana Jobinvig	Teacher - Special Education	District	Transfer	8/26/2019
Tara Koltjes	Paraprofessional	Early Learning School	Transfer	9/3/2019
Erica Cortez	Paraprofessional	Early Learning School	New Position	9/3/2019
Deborah Biegler	Paraprofessional (12-Month)	Early Learning School	Transfer	8/14/2019
Haimanti Moulik	Culinary Express	Gleason Lake	Transfer	9/3/2019
Beth Thotland	Paraprofessional	Gleason Lake	New Position	9/3/2019
Sarah Creegan	Teacher - Kindergarten	Gleason Lake	Enrollment	8/26/2019
Allison Westplate	Teacher - Special Education	Gleason Lake	New Position	8/26/2019
Kristin Cargill	Teacher - Art	Greenwood	Enrollment	8/26/2019
Alyssa Hotter	Teacher - Math Intervention	Greenwood	Transfer	8/26/2019
Chris Reynolds	Teacher - Physical Education	Greenwood	Non Renew	8/26/2019
Deborah Hough	Culinary Express	High School	Transfer	9/3/2019
Dorothy Knudsen	Culinary Express	High School	Transfer	9/3/2019
Hillary Knuettel	Culinary Express	High School	New Position	9/3/2019
Kerry McGlauchlen	Culinary Express	High School	Transfer	9/3/2019
Cynthia Olson	Culinary Express	High School	New Position	9/3/2019
Xiao Wan	Culinary Express	High School	Transfer	9/3/2019
Diana Wong	Culinary Express	High School	Transfer	9/3/2019
Debra Stanek	Culinary Express	High School	Resignation	9/3/2019
Brenda Knowles	Paraprofessional	High School	New Position	9/3/2019
Norman Okerstrom	Paraprofessional	High School	Transfer	9/3/2019
Lisa McGill	Paraprofessional	High School	Leave	9/3/2019
Angela Wragg	Paraprofessional	High School	Transfer	9/3/2019
Evan Mord	Paraprofessional	High School	Resignation	9/3/2019
Emma Carroll	Teacher - Art	High School	Resignation	8/26/2019
Joanna Heppner	Teacher - Math	High School	Resignation	8/26/2019
Julie Stewart	Teacher - Math	High School 23	Resignation	8/26/2019
Ethan Lane	Teacher - Social Studies	High School	New Position	8/26/2019
Julia Jones	Teacher - Special Education	High School	Resignation	8/26/2019

Lindsey Vaughan	Teacher - Special Education	High School	Non Renew	8/26/2019
Elaine Dillard	Teacher - Special Education	High School	Resignation	8/26/2019
William Durfey	Teacher - Technology	High School	Transfer	8/26/2019
Mridula Pandey	Home Base Assistant	Kimberly Lane	New Position	8/19/2019
Kaia Rens	Teacher - Kindergarten	Kimberly Lane	Leave	8/26/2019
Lynlee Roeber	Teacher - Physical Education	Kimberly Lane	Retirement	8/26/2019
Lovelyn Wilson	Home Base Assistant	Meadow Ridge	New Position	8/21/2019
Carter Blankenship	Home Base Assistant	Meadow Ridge	New Position	9/3/2019
Lovelyn Wilson	Paraprofessional	Meadow Ridge	Resignation	9/3/2019
Kathleen Freed	Paraprofessional	Meadow Ridge	Transfer	9/3/2019
Qiandre Ferguson	Paraprofessional	Meadow Ridge	Resignation	9/3/2019
Nazmun Nahar	Paraprofessional	Meadow Ridge	New Position	9/3/2019
Janet Meade	Paraprofessional	Meadow Ridge	Resignation	9/3/2019
Larysa Euteneuer	Teacher - Grade 3	Meadow Ridge	Leave	8/26/2019
Mark Smith-Lossiah	Teacher - Media Specialist	Meadow Ridge	Transfer	8/26/2019
Justine Roberts	Home Base Assistant	North Woods	New Position	8/19/2019
Qiandre Ferguson	Home Base Assistant	North Woods	New Position	8/19/2019
Muhibo Hussein Omar	Home Base Assistant	North Woods	New Position	8/22/2019
Saba Khan	Home Base Assistant	North Woods	New Position	8/26/2019
Sarah Lofgren	Paraprofessional	North Woods	New Position	9/3/2019
Rachna Tyagi	Paraprofessional	North Woods	New Position	9/3/2019
Jayne Blaser	Teacher - Grade 3	North Woods	New Position	8/26/2019
Alison Ellefson	Teacher - Kindergarten	North Woods	New Position	8/26/2019
Sean Haugen	Teacher - Physical Education	North Woods	New Position	8/26/2019
Sarah Winans	Teacher - Special Education	North Woods	Hot Spot	8/26/2019
Mary Jo Lush	Home Base Instructor	Oakwood	New Position	8/19/2019
Courtney Passa	Paraprofessional	Oakwood	Transfer	9/3/2019
Jayne Strom	Paraprofessional	Oakwood	Resignation	9/3/2019
Katrina Ohs	Paraprofessional	Oakwood	Transfer	9/3/2019
Amanda Nicholas	Teacher - Grade 3	Plymouth Creek	Transfer	8/26/2019
Nathan Bertsch	Teacher - Grade 4	Plymouth Creek	Leave	8/26/2019
Jennifer Mullikin	Paraprofessional	Sunset Hill	New Position	9/3/2019
Therese Polum	Paraprofessional	Sunset Hill	New Position	9/6/2019
Beth Gildemeister	Teacher - Psychologist	Sunset Hill	Non Renew	8/26/2019
Effie Cockell	Paraprofessional	Transition	New Position	9/3/2019
Mary Andersen	Paraprofessional	Transition	New Position	9/3/2019
Niveditha Surakanti	Culinary Express	West Middle	Resignation	9/3/2019
Samantha Snidarich	Teacher - Language Arts/Social Studies	West Middle	Enrollment	8/26/2019
Lindsay Nyhof	Teacher - Special Education	West Middle	Resignation	8/26/2019
Joseph Graphenteen	Teacher - Special Education	District	Transfer	8/26/2019
		24		

CONTRACT MODIFICATION				
Name	Position	Location	Modification	Date
Elizabeth Struve	Teacher - Special Services	ESC	From 0.7 FTE to 0.8 FTE	8/26/2019
Margaret Sowada	Teacher - Kindergaren	Greenwood	From 0.5 FTE to 1.0 FTE	8/26/2019
Lynlee Roeber	Teacher - Physical Education	Kimberly Lane	Rehired	8/26/2019
Maha Potabathula	Paraprofessional	Kimberly Lane	Non-renewed	6/6/2019
Cara Lavery	Teacher - Special Services	Oakwood	From 0.5 FTE to 1.0 FTE	8/26/2019
LEAVE OF ABSENCE				
Name	Position	Location	Leave Date	
Tamara Schulz	Teacher - 4th Grade	Birchview	11/4/2019 - 12/20/2019	
Jeremy Willenbring	Teacher - Kindergarten	Birchview	10/24/19 - 10/25/2019	
Tara Parsons	Teacher - English	Central Middle	10/8/19 - 10/9/2019	
Kristine Swartchick	Teacher - Science	Central Middle	10/7/2019 - 11/27/2019	
Adeline Hallen	Teacher - Physical Education	High School	9/20/19 - 9/27/2019	
Lauren Bentrott	Teacher - 3rd Grade	Meadow Ridge	12/3/2019 - 12/6/2019	
RESIGNATION				
Name	Position	Location	Resign Date	
Karen Kegel	Culinary Express	Central Middle	8/8/2019	
Saraswati Dasari	Culinary Express	Central Middle	8/20/2019	
Kristina Monson	Paraprofessional	Central Middle	8/15/2019	
Lori McCarthy	Paraprofessional	Central Middle	8/28/2019	
Linda Brown	Culinary Express	Gleason Lake	8/19/2019	
Tamara Gehling	Teacher - Special Services	Gleason Lake	8/23/2019	
Patrice Cramer	Culinary Express	High School	8/19/2019	
Shanna Ajsenberg	Paraprofessional	High School	8/20/2019	
Jessica Linck	Teacher - Math	High School	6/10/2019	
Adam Woods	Teacher - Social Studies	High School	6/10/2019	
McKenna Foster	Home Base Assistant	Meadow Ridge	8/16/2019	
Karen Rohrich	Paraprofessional	Meadow Ridge	8/8/2019	
Lynette Haux	Paraprofessional	Meadow Ridge	8/17/2019	
Jessica Jerde	Home Base Instructor	North Woods	8/22/2019	
Tammy Barry	Paraprofessional	Oakwood	8/13/2019	
Olivia Martinetti	Educational Interpreter	Plymouth Creek	8/26/2019	
Andrea Pearson	Paraprofessional	Plymouth Creek	9/11/2019	
Samira Iman	Home Base Assistant	Sunset Hill	8/7/2019	

Anthony Rohloff	Home Base Assistant	Sunset Hill		8/16/2019
RETIREMENT				
Name	Position	Location		Retirement Date
Darren Braatz	Custodian	Birchview		12/13/2019
Sally Gerber	Teacher	Oakwood		10/31/2019
EXTRA ASSIGNMENTS				
Name	Position	Location	Assignment	Date



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Student Teaching Agreements

COMMENTS BY: Jill Johnson, Executive Director of Teaching and Learning

Wayzata Public Schools annually accepts student teachers from a number of colleges and universities. Wayzata Public Schools is entering into a student teaching/field education affiliation agreement with the following:

- Augsburg University

Recommended Action: Approve the field education agreements as attached.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____ 27 _____

INSTITUTIONAL AFFILIATION AGREEMENT

(Education Clinical Experience Students)

THIS INSTITUTIONAL AFFILIATION AGREEMENT (the "Agreement") is entered into this 13th day of August 2019, (the "Effective Date") by and among Augsburg University, a Minnesota nonprofit corporation with its principal offices at 2211 Riverside Avenue South, Minneapolis, MN 55454 ("Augsburg"), and Wayzata Public School District with its principal offices at P.O. Box 660 Wayzata, MN 55391 ("the School").

Recitals

A. Augsburg operates an accredited teacher education program and desires for its education students (the "Students") to have clinical experiences at the School and to observe, provide instructional services and otherwise receive instruction, training and observational experiences at the School in accordance with Augsburg's academic and educational curriculum objectives under the supervision of one or more qualified faculty members of Augsburg and School staff members with appropriate experience (the "Program"). Such clinical experience could be at the undergraduate or graduate level and include, but not be limited to, pre student teaching experience, student teaching placements, practicum, internship, or clinical learning.

B. School provides education services and desires to promote clinical experience opportunities for qualified Students in a manner consistent with School's mission, policies and procedures.

C. Augsburg and School desire to enter into this Agreement for the purpose of defining their respective rights and obligations regarding the Students' Program.

In consideration of the foregoing recitals and the mutual covenants contained herein the parties hereby agree as follows:

AGREEMENT

1. General.

1.1. Augsburg and the School shall mutually agree on the number of Students that will participate in the Program.

1.2. Augsburg and the School shall mutually coordinate the curriculum, scheduling and implementation of the Program. Each party shall immediately notify the other party of any changes in School Representative (as defined in Section 2.2), Augsburg Representative (as defined in Section 3.4), or other assigned staff or problems with the curriculum that may affect the learning experiences of Students. School shall have final approval authority for the schedule of Students' participation in the Program.

1.3. The Students shall not be deemed employees of School for any purpose, but shall remain students of Augsburg who are present at the School solely as part of their course of study with Augsburg. Students shall not be entitled to compensation, benefits, workers'

compensation coverage, or professional liability, health or unemployment insurance from School.

1.4. Neither party shall discriminate on the basis of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability. Both parties shall comply with federal and state laws and regulations, including the Americans with Disabilities Act and the Rehabilitation Act of 1973, and the Educational Rights and Privacy Act of 1974 governing the privacy of student records.

1.5. Neither party, nor either party's employees, staff members, faculty members or Students, shall engage in or allow harassing, intimidating or demeaning behavior or create a hostile work environment (collectively "Prohibited Behavior") while participating in the Program or against a participant of the Program. School and Augsburg shall investigate all claims of Prohibited Behavior and shall take corrective action against any person engaging in verifiable acts of Prohibited Behavior.

2. School Rights and Responsibilities. Throughout the term of this Agreement, School shall:

2.1. Remain a duly organized School in good standing, maintain the School in accordance with the laws of Minnesota and the United States, and maintain current applicable and required accreditation.

2.2. Designate a representative to serve as liaison to Augsburg (the "School Representative") and notify Augsburg of any change in such designation.

2.3. Provide the Augsburg Representative (defined in Section 3.4) with a copy of School policies and procedures which relate to the Program or make such material accessible to the Augsburg Representative and Students.

2.4. Provide each Student with an orientation or documentation of policies and procedures that address School policies and procedures.

2.5. Permit Students to use its ancillary facilities, such as parking, library, and cafeteria, and other facilities as reasonably required for the Program; Students utilizing the ancillary facilities shall not be charged any fees beyond the normal charges assessed to employees utilizing these same ancillary facilities.

2.6 Provide each Student, Augsburg Representative or other faculty members participating in the Program with personal protective equipment when such equipment is required to be worn or used in accordance with School's policies and procedures or at the direction of School's administrative personnel.

2.7. Arrange for appropriate supervision of each Student by one or more qualified School staff members with appropriate licensure, privileges/credentials and experience, and provide the Student opportunities to participate in teaching and learning to accomplish the

Program objectives under supervision of the designated practicing teacher. School acknowledges that the Student is in a learning status and shall not require Student to render services lacking in educational value or outside the Student's capabilities. School also acknowledges that all teaching and learning of Students providing direct instruction is the responsibility of School.

2.8. Have the right to refuse to accept any Student or immediately remove any Student who, as determined in School's sole discretion, has failed to follow School's policies and procedures, exhibits unprofessional or disruptive behavior, presents a threat to School safety or welfare, or whose performance is otherwise unsatisfactory. Except in emergencies or as otherwise provided in this Agreement, the School shall consult with the Augsburg Representative prior to any such removal. Notwithstanding the removal of any Student, this Agreement shall remain in full force and effect for the other Students.

2.9. Have the right to exclude from the Program any Student who does not provide all information required under the School's policies and procedures in a timely manner.

2.10. Treat all records and data regarding a Student, whether such records or data are received from Augsburg or the Student or are generated by the School, as records and data subject to the provisions of Minnesota Statutes Section 13.04 et seq., Minnesota Rules part 1205.0100 et seq., 20 U.S.C 1232g and 34 C.F.R Section 99.1 et seq. The School shall comply with the provisions of these State and Federal statutes and regulations as applied to records and data regarding any Student placed at the School pursuant to this agreement as though such statutes and regulations were fully applicable to the School.

2.11. As necessary for Augsburg's accreditation, permit inspection of any facilities used for the Program at reasonable times and upon reasonable notice.

2.12. In the event of a Student illness during a clinical experience, provide appropriate emergency care within the capacity and capability of the School; provided, however, that the Student or the Student's health insurer shall be responsible for the cost of such care.

2.13. Maintain professional liability insurance that covers the School in the minimum amount of \$1,000,000 per occurrence and \$3,000,000 annual aggregate and maintain commercial general liability insurance that covers the School in the minimum amount of \$1,000,000 per occurrence and \$1,000,000 annual aggregate. School shall provide Augsburg with original certificates of insurance evidencing such coverage upon request. School shall notify Augsburg promptly of any cancellation or material modification of insurance coverage.

2.14. School shall obtain Augsburg's prior written approval before publishing any material relating to School's, Augsburg's or a Student's participation in the Program. Augsburg shall not unreasonably deny permission to publish material about the Program. This obligation shall survive termination of this Agreement.

3. Augsburg Rights and Responsibilities. Throughout the term of this Agreement, Augsburg shall:

3.1. Operate the Program in accordance with accreditation standards applicable to Augsburg and Program, applicable state and federal laws, rules and regulations, the School's bylaws, rules, policies and procedures, and applicable standards of accreditation.

3.2. Provide, at least seven (7) days prior to a Student starting the Program, the name of the Student participating in the Program and all information and documentation required by this Agreement and School's policies and procedures regarding the Program.

3.3. Designate one or more qualified faculty members or clinical instructors (each an "Augsburg Representative") to serve as liaison to School and to provide academic and educational supervision of the Students participating in the Program. Augsburg shall notify School of any change in Augsburg Representative.

3.4. Provide the academic objectives and guidance for planning, directing and evaluating the Students' learning experience. Augsburg shall assure that each Student has the educational background necessary to participate in the Program. Augsburg shall have control over all phases of the administration of the Program, curriculum content, evaluation, faculty appointments, admission requirements, promotion and graduation, and such other matters as are internal to Augsburg.

3.5. Immediately remove any Student from the Program at School's request in accordance with Section 2.8 and the remaining terms and conditions of this Agreement.

3.6. Provide School with copies of the applicable Augsburg handbooks and educational objectives upon reasonable request by the School.

3.7. Make all reasonable efforts to ensure that each Student and Augsburg Representative shall:

- (a) Comply with Augsburg's handbooks and educational objectives, and the School's rules, policies, procedures and regulations, including without limitation the policies and procedures regarding the Program and the School's policies on student privacy and applicable accreditation standards.
- (b) Provide information to and cooperate with the School's quality improvement, risk management and peer review processes as reasonably requested from time to time by the School for matters involving the Program.
- (c) Receive and provide School with documentation of training from Augsburg on student privacy standards, and receive and document additional training from School on School's student privacy policies as volunteer members of the School's workforce.
- (d) Obtain School's prior written approval before publishing any material relating to Augsburg's or a Student's participation in the Program. School shall not

unreasonably deny permission to publish material about the Program. This obligation shall survive termination of this Agreement.

3.8. Provide professional liability insurance that covers each Student's clinical activities in the School in the minimum amount of \$1,000,000 per occurrence and \$3,000,000 annual aggregate, and provide commercial general liability insurance in the minimum amount of \$1,000,000 per occurrence and \$1,000,000 annual aggregate. Augsburg agrees to maintain workers' compensation insurance for its faculty, Students and any other employees participating in the Program at the School. Augsburg shall provide certificates evidencing such coverage upon request, naming School as an additional insured. Augsburg shall notify School promptly of any cancellation or material reduction of insurance coverage. In the event the insurance is canceled in whole or in part or as to any insured, the School may immediately terminate this Agreement in whole or in part or require that an uninsured Student be removed immediately from participation in the clinical experience. This Section shall survive termination of this Agreement.

3.9 Pay the cooperating teacher an amount not to exceed \$300 per 12-week placement for each **student teacher** placed in the School.

4. Responsibility for Claims.

4.1. Augsburg shall indemnify School and hold School harmless for and against any and all losses, claims, actions, damages, liabilities, and expenses (including reasonable legal fees and disbursements) caused by or attributable to any breach by Augsburg of this Agreement, or any alleged negligent or intentional act or omission of Augsburg or any of its agents, Students or employees in the performance of its obligations under this Agreement.

4.2. School shall indemnify Augsburg and hold Augsburg harmless for and against any and all losses, claims, actions, damages, liabilities, and expenses (including reasonable legal fees and disbursements) caused by or attributable to any breach by School of this Agreement, or any alleged negligent or intentional act or omission of School or any of its agents or employees in the performance of its obligations under this Agreement.

4.3. Each party to this Agreement shall give the other party prompt written notice of any and all claims brought or actions filed against it or against its agents or employees with respect to the subject matter of this Agreement.

5. Term and Termination of Agreement.

This Agreement shall commence **August 13, 2019 and end June 30, 2020**. Notwithstanding the above, this Agreement may be terminated by either party at any time, without cause, upon sixty (60) days prior written notice. Provided, however, such termination shall not take effect with respect to Students already participating in the Program until such Students have completed the Program. This Agreement shall immediately terminate if either party is excluded from participation in any federally funded program or fails to maintain, in good

standing, its licensure, certification or accreditation, as applicable, to operate its School or program.

6. Notices.

Whenever notice is required or permitted under this Agreement, it shall be given by certified or registered mail, return receipt requested, to the parties at the addresses as set forth below or to such other address and to the attention of such other person(s) or officer(s) as either party may designate by written notice.

AUGSBURG UNIVERSITY:

2211 Riverside Avenue South
Minneapolis, MN 55454
Attn: Barbara West
Fax: 612-330-1339

[WAYZATA PUBLIC SCHOOL DISTRICT]:

[P.O. Box 660]
[Wayzata, MN 55391]
Attn: David Muscoplat
Fax:

7. Governing Law.

This Agreement shall be governed, construed and enforced in accordance with the laws of the State of Minnesota, without regard to its conflict of laws provisions.

8. Assignment.

Neither party shall assign or transfer, in whole or in part, this Agreement or any rights, duties or obligations under this Agreement without the prior written consent of the other party. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

9. Waiver of Breach.

The waiver by either party of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by either party. No waiver shall be effective unless it is in writing and signed by the waiving party.

10. Severability.

Every provision of this Agreement is intended to be severable. If any term or provision hereof is held to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity or the legality of the remainder of this Agreement.

11. Counterparts.

This Agreement and amendments thereto may be executed in multiple copies, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

12. Third Party Beneficiary.

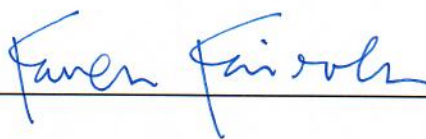
This Agreement is solely for the benefit of the parties and their respective successors and permitted assigns, and no other person (including, but not limited to, a Student) has any right, benefit, priority or interest under or because of the existence of this Agreement.

13. Entire Agreement.

This Agreement supersedes all previous contracts related to the Program. Neither party shall be entitled to benefits other than those specified herein. No oral statements or prior written material not specifically incorporated herein shall be of any force and effect and no changes or additions hereto shall be recognized unless incorporated herein by written amendment(s), such amendment(s) to become effective on the date stipulated in such amendment(s). Both parties specifically acknowledge that, in entering into and executing this Agreement, they rely solely upon the representations and agreements contained in this Agreement and no others. This Agreement is not conditioned upon School's execution of any other contract or agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

AUGSBURG UNIVERSITY

By: 
Provost
Title

[WAYZATA PUBLIC SCHOOL DISTRICT]

By: _____

Title

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Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Recognitions

ITEM: Retiree Recognitions

COMMENTS BY: Chace B. Anderson, Superintendent

Tonight we would like to recognize the following employees who announced their retirement in 2019-2020. We would like to thank them for their years of service to Wayzata Public Schools and wish them well in their future endeavors.

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Darren Braatz	Custodian, Birchview	20 Years
Sally Gerber	Teacher, Oakwood	32 Years



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Recognitions

ITEM: Employee of the Month

COMMENTS BY: Chace B. Anderson, Superintendent

Culinary Express- Employee of the Month: Dawn Willar

Wayzata Culinary Express is proud to name Dawn Willar as Wayzata Public Schools' July 2019 Employee of the Month. She is a fantastic employee and a huge asset to our department, Wayzata High School and the entire district.

Dawn is the Wayzata High School Culinary Supervisor and lead for the Culinary Express High School Team. After starting with the district in September of 2002 as a 3-hour float position, Dawn's organization, drive and commitment to excellence has quickly advanced her to an administrative level supervisor. Dawn's experience and expertise in managing people is unparalleled. She has a unique way of bringing her often short-staffed employees together to share a common goal of providing great meals and customer service to our Wayzata High School students and staff.

Dawn not only brings numerous professional attributes to our department but also genuinely cares about delivering excellent and quality dining experiences to all who dine at Wayzata High School. She has the innate ability to not only understand the big picture, but also the minor details. Many times over the past couple of years we have witnessed Dawn jump on the serving lines to help get the students through as fast as possible, or just simply doing what it takes to get the job done. This has gained much respect from Dawn's staff, as well as her peers.

Dawn's strong drive and vision has taken the Wayzata High School program to the next level. She has successfully fostered and developed relationships with other departments and teachers including Culinary Arts, Ecology of Foods and Physical Education classes. In addition, the High School has also partnered with the Student Council to host a very large and successful National Student Council event, where students from all across the United States raved about the awesome food and service they received from Dawn and her staff.

We can't thank Dawn enough for all of her work throughout the years and we are proud to formally recognize her as the July 2019 Employee of the Month! Congratulations on this well-deserved recognition, Dawn.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Recognitions

ITEM: Employee of the Month

COMMENTS BY: Chace B. Anderson, Superintendent

August Employee of the Month – Becca Boggs

Becca Boggs has been with Wayzata Public Schools for a short time but has already made a big impact. Becca joined the district in the fall of 2018 and within the first month embarked on a challenge to share behavior science and research-based strategies with all staff by developing and implementing an intensive professional development plan for the district. She quickly became known for her positivity, friendly personality and professionalism throughout the district.

Becca helps schools with Positive Behavior Interventions and Supports (PBIS) implementation. The PBIS framework utilizes evidence-based behavioral interventions that are based upon the principles of applied behavior analysis, which utilizes the prevention approach to enhance the academic and behavior outcomes for all students. PBIS perfectly aligns with the more intensive training she has provided over the past year throughout the district.

In addition to training staff on how to implement research-based strategies for all students she also develops intensive behavior plans, trains staff and provides calm and steady support to the teams working with students who demonstrate the most challenging behavior. Staff working with Becca have increased confidence in their behavior skills because of the high-quality training they receive and they know that her plans are highly effective. Becca’s philosophy when working with high needs students is to “focus on the positive and how students can excel when provided with the necessary tools to achieve what may at times seem impossible. With perseverance, we can achieve great things and help students live a life of improved quality.”

Becca also serves on the Minnesota Department of Education Restrictive Procedure Work Group. Members of the work group have been invited by the Minnesota Department of Education so that they may provide recommendations and advice on the development of resources for Minnesota school districts. She has reviewed restrictive procedure data across the state and is working on a plan for training. The resources developed will be readily accessible for families and school staff. Her contributions will ultimately assist with the development of a statewide plan, including specific and measurable implementation and outcome goals for reducing the use of restrictive procedures in our district and throughout the state.

Congratulations Becca, and thank you for your commitment to students in our district and statewide! The impact of your work is consistent with your philosophy and we look forward to making what we previously thought impossible, possible.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Recognitions

ITEM: Employee of the Month

COMMENTS BY: Chace B. Anderson, Superintendent

September Employee of the Month: Birchview Elementary’s Aaron Benesh

Birchview Elementary School is proud to announce second grade teacher and PBIS Coach, Aaron Benesh, as the September 2019 Wayzata Public School’s Employee of the Month. Aaron is the epitome of a world-class elementary educator. Although he exemplifies all four of the Birchview core values of Commitment, Community, Compassion and Curiosity, it his Commitment to students and his focus on our Community that set him apart.

As a committed, child-centered educator, Aaron makes his classroom safe, inviting, consistent, and loving. There is never a shortage of joy and excitement when you talk with the students in his class. Although daily learning is always at the core of what he does as an educator, it is the special things he does that makes his classroom a place students talk about year after year. One such event is an annual race with his students. One year a student almost beat him. That student lives in a photo in his classroom to show that the teacher may not always win.

Aaron knows that running a classroom is a collaborative endeavor. Whether it is another teacher he is teaching with or a paraprofessional assigned to his room, he makes them feel like an equal. Others are made to feel important and valued for what they do for the students they share.

Aaron has been our PBIS coach for the last five years. He has been the face of Trojan Pride. He is also the star of many movies that we created to teach students expectations across the school. His character, “X-Man,” always learns from the students who need to show him how things work at school. He speaks at assemblies and creates weekly “Trojan Pride Updates” for the school news. He has also become a regular instructor during the district’s Paraprofessional Workshop Days.

Aaron has become a leader in the school – not because he sought out this role, but because of who he is. People follow him because he is knowledgeable, reliable, friendly and consistent. He is quick to seek clarity when there is confusion and support others when it is needed. All of us at Birchview are honored to serve alongside him.

Congratulations, Aaron, educator extraordinaire!



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: eLearning Plan

COMMENTS BY: Jill Johnson, Executive Director of Teaching and Learning

The 2017 Legislature amended the Length of School Year; Hours of Instruction (Minn. Stat. § 120A.41) to include the option of a school utilizing e-Learning days. The attached memo details the e-Learning plan for Wayzata Public Schools.

Recommended Action: Approve the e-Learning plan as detailed in the attached documentation for a 2019-2020 pilot at Wayzata High School (grades 9-12).

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____ **40** _____

SCHOOL BOARD MEETING

September 9, 2019

Jill Johnson, Executive Director of Teaching and Learning

RE: eLearning Plan

The 2017 Legislature has amended the Length of School Year; Hours of Instruction (Minn. Stat. § 120A.41) to include the option of a school utilizing e-Learning days. e-Learning days may be used as follows:

- Due to inclement weather
- Up to five days in one school year
- Counted as an instructional day and included as hours of instruction

e-Learning Plan

The e-Learning plan must be developed by the district or charter school with cooperation from the teachers or their representative. Plans must be approved by the board in an open meeting and communicated with the families at the beginning of the school year.

The plan must include

- Accommodations for students without sufficient access to the Internet, hardware, or software in their homes.
- Accessible digital instruction for students with disabilities under chapter 125A and meet the needs of each student's Individual Education Plan (IEP)/504 plans.
- Access to teachers via telephone and online during normal school hours.
- Notification to parents and students of the plan must occur at the beginning of the school year and, upon implementation of an e-Learning day, there must be at least two hours' notice prior to the normal school start time that students are to follow the e-Learning day plan.

Wayzata e-Learning Plan

Development Team

Jill Johnson, Executive Director of Teaching and Learning
Shelly Nelson, Director of Curriculum and Instruction
Jody Remsing, Director of Special Services
Wade Phillips, Director of Technology
Stacey Lackner, Director of Research and Evaluation
Scott Gengler, High School Principal
Adam Tillotson, Wayzata Education Association, President

Plan was reviewed by

Teaching and Learning Leadership Team
Strategy Leadership Team
Teaching and Learning Committee of the School Board

Recommendation: 2019 – 2020 – Pilot at the high school (Grades 9 – 12)



e-Learning Day Plan

2019 – 2020 School Year
Grade 9 - 12

Goals

- To minimize the disruption to learning caused by emergency school closures by making those out-of-school days as educationally productive and engaging as possible
- To allow students an opportunity to practice online learning that is increasingly part of both college study and workplace training
- To maximize the use of one-to-one technology

Teacher Role	Student Role	FAQs
<p>In preparation for eLearning Days:</p> <ul style="list-style-type: none"> ▪ Plan for self-directed, independent learning with specific consideration for individual learning needs ▪ Encourage students who need access to Wi-Fi, to check out district hot-spots devices in the media center. <p>On eLearning Days:</p> <ul style="list-style-type: none"> ▪ Be available via email or Canvas during regular school hours. ▪ Post assignments to Canvas by 10:00 am. ▪ Take attendance (e.g. Canvas, Email, Parent Verification, Work Submitted). ▪ Enter attendance in Skyward. 	<ul style="list-style-type: none"> ▪ Students will know where to find e-learning assignments ▪ Students will connect with teachers via email or Canvas, to ask questions or get feedback on assignments ▪ Students will complete their assignments as directed ▪ Students with an Individualized Education Plan will follow lessons provided by their teachers ▪ Students without home Internet access or with limited Internet access must inform teachers of this fact so needed modifications to assignments and due dates can be made 	<ol style="list-style-type: none"> 1. Is attendance taken for an e-learning day? <i>Yes, attendance will be taken via a Google Form posted in Canvas.</i> 2. Will teachers be available for questions/feedback? <i>Yes, teachers will be available until 3 pm via email or Canvas.</i> 3. What if the Governor cancels schools across MN on an e-learning day? <i>If the Governor cancels school statewide, then there will be NO e-learning assignments and teachers will not be answering emails.</i> 4. Why do we need e-learning days? <i>E-learning days are a continuation of curriculum and classroom instruction, and count as an instructional day for graduation requirements.</i> 5. Can families choose to opt out of e-learning days? <i>Students whose family chooses to not participate in the e-learning day are reported as absent.</i> 6. How will students be expected to “make-up” assignments? <i>Students will be responsible for completing the required work on their own time as they would in any other situation in which they may have been absent from school.</i> 7. What if a student needs assistance with access to Wi-Fi? <i>Students who need Wi-Fi access can check hot spots in the WHS media center</i> 8. What is expected of licensed/non-instructional staff? <i>Staff should assume a professional duty day and be available for consultation if needed.</i>

Note: In the event of inclement weather, the superintendent may consult with teaching and learning and building principals to determine if we will implement the e-Learning plan.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: Finance and Business Services Recommendations

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business Services

Monthly Financial Reports

Enclosed for School Board review and information are the following financial reports as of July 2019.

- Investment Summary
- Analysis of Financial Reports
- Statement of Revenues
- Statement of Expenditures

No School Board action is required.



ANALYSIS OF FINANCIAL REPORTS For the month ended July 31, 2019

The Business Office is preparing for the annual audit scheduled for the end of September. As the process progresses, accounts are reconciled, recorded, and reversal entries are made. Prepaids, deferred revenues, and payables are examples of items reflected in one fiscal year that will be adjusted to the proper year during the audit reconciliation process. Some entries have been completed while others will be completed in the near future.

LTFM and Tech Fund:

Beginning in Fiscal 2019, the technology levy and long-term facilities maintenance program are reported in the General Fund with the exception of long-term facilities maintenance projects greater than \$2.0 million which continue to be reported in the LTFM and Tech Fund.

Statement of Revenues:

This report reflects revenue received by the month end noted above. Overall revenues are consistent with prior years with the exception of the following:

- The General Fund was higher in Fiscal 2018 due to the timing of yearend audit entries. All other General Fund revenues are following current trends and no unusual items are noted.

Statement of Expenses:

This report reflects actual expenditures paid and does not include outstanding encumbrances. Overall expenditures are in line with prior years with the exception of the following:

- General Fund benefits were higher in fiscal 2019 than other years due to a lump-sum onetime irrevocable election as the result of the sunseting of retirement insurance benefits in the Unaffiliated and Principal contracts beginning July 1st, 2018. Supplies & Materials and Capital Expenditures have fluctuated the last three years mainly due to the technology levy change as noted above, the timing and completion of construction projects, and the District's equipment needs.
- LTFM and Tech Fund fluctuation is due to the timing of projects and the change in accounting previously mentioned.
- The Building Construction Fund accounts for all activity related to the \$109.6 million bond issuance in May 2014 and the \$66.9 million bond issuance in February 2018. Since construction projects span over multiple fiscal years a multi-year comparison is not presented.

**WAYZATA PUBLIC SCHOOLS
INVESTMENT SUMMARY
As of July 31, 2019**

GENERAL FUND

<u>Investment Held At</u>	<u>Type of Investment</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment Cost</u>	<u>Maturity Amount</u>	<u>Interest Earned</u>	<u>Yield</u>
PMA/MN Trust	Money Market	N/A	NOW	N/A	\$22,266,633	N/A	2.17%
MSDLAF+	Money Market	N/A	NOW	N/A	\$7,600,917	N/A	2.18%
MSDMAX	Money Market	N/A	NOW	N/A	\$9,686,731	N/A	2.27%
Total General Fund				\$0	\$39,554,281	\$0	

FUND 06 (ALT FACILITIES BONDS)

<u>Investment Held At</u>	<u>Type of Investment</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment Cost</u>	<u>Maturity Amount</u>	<u>Interest Earned</u>	<u>Yield</u>
MSDLAF+	Money Market	N/A	NOW	N/A	\$2	N/A	2.18%
Total Alt. Facilities Bonds Fund				\$0	\$2	\$0	

FUND 82 (2014 BUILDING BONDS)

<u>Investment Held At</u>	<u>Type of Investment</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment Cost</u>	<u>Maturity Amount</u>	<u>Interest Earned</u>	<u>Yield</u>
MSDLAF+	Money Market	N/A	NOW	N/A	\$983,233	N/A	2.18%
MSDMAX	Money Market	N/A	NOW	N/A	\$5,967,379	N/A	2.27%
Total Building Bonds Fund				\$0	\$6,950,612	\$0	

FUND 86 (2018 BUILDING BONDS)

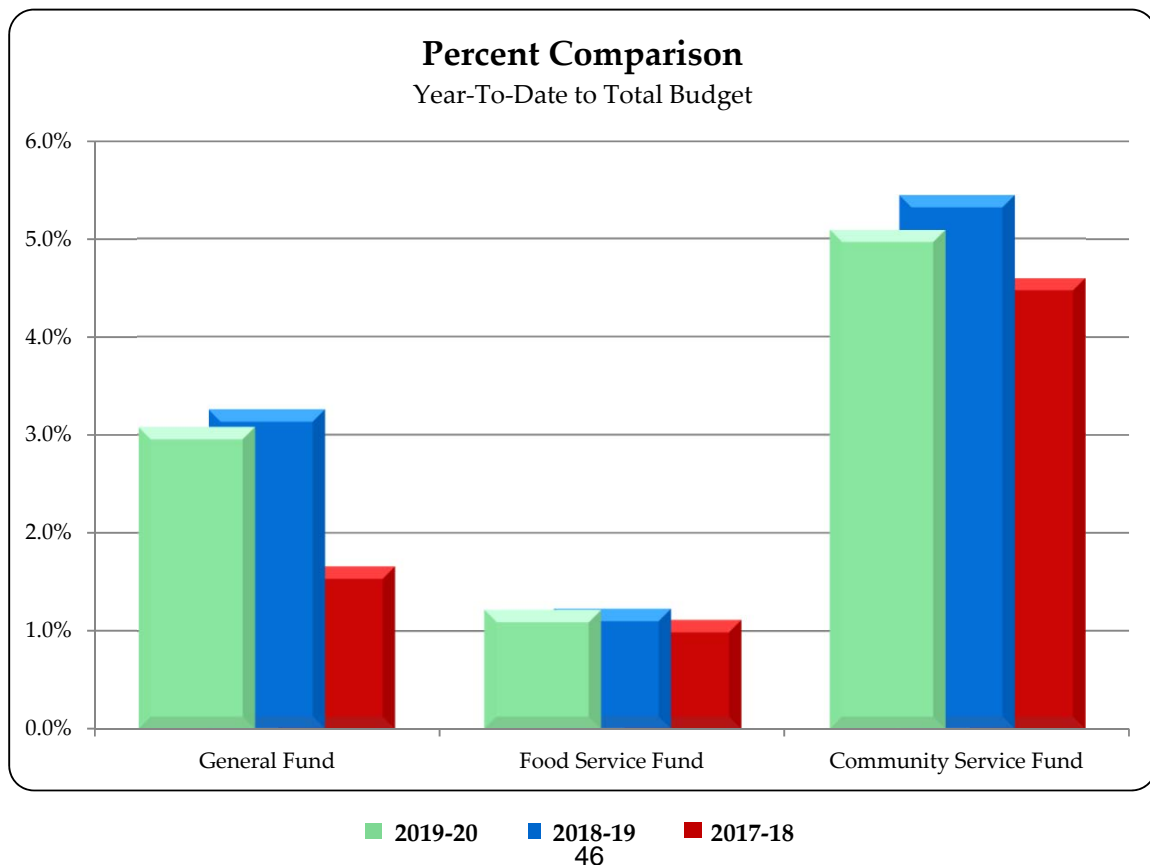
<u>Investment Held At</u>	<u>Type of Investment</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment Cost</u>	<u>Maturity Amount</u>	<u>Interest Earned</u>	<u>Yield</u>
MSDLAF+	Money Market	N/A	NOW	N/A	\$2,569,431	N/A	2.18%
MSDMAX	Money Market	N/A	NOW	N/A	\$17,184,018	N/A	2.27%
Federal Home Loan Bank	Bank Note	03/01/2018	01/15/2020	\$1,481,625	\$1,500,000	\$18,375	2.27%
Federal Home Loan Bank	Bank Note	03/01/2018	02/11/2020	\$1,991,960	\$2,000,000	\$8,040	2.34%
Total Federal Agency Bond/Note				\$3,473,585	\$3,500,000	\$26,415	
U.S. Treasury Notes	912828V31	03/01/2018	01/15/2020	\$1,967,578	\$2,000,000	\$32,422	2.26%
U.S. Treasury Notes	912828W63	03/01/2018	03/15/2020	\$1,973,047	\$2,000,000	\$26,953	2.31%
U.S. Treasury Notes	912828X21	03/01/2018	04/15/2020	\$1,966,563	\$2,000,000	\$33,438	2.31%
U.S. Treasury Notes	912828X96	03/01/2018	05/15/2020	\$1,964,531	\$2,000,000	\$35,469	2.33%
U.S. Treasury Notes	912828XU9	03/01/2018	06/15/2020	\$1,177,453	\$1,200,000	\$22,547	2.35%
Total U.S. Treasury Notes				\$9,049,172	\$9,200,000	\$150,828	
Total Building Bonds Fund				\$32,276,205	\$32,453,449	\$177,243	



STATEMENT OF EXPENDITURES

For the month ended July 31, 2019

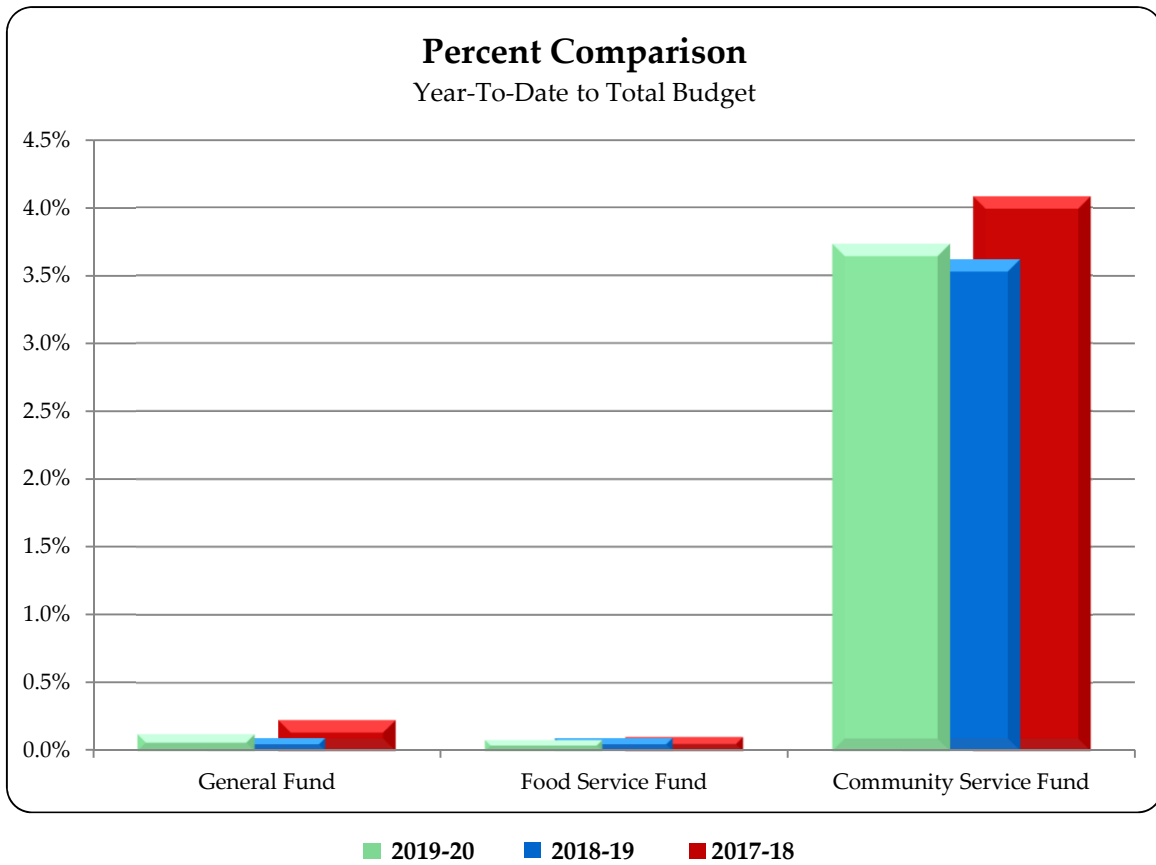
Fund	Year- To-Date	Budget	YTD as % of Budget		
			2019-20	2018-19	2017-18
General Fund					
Salaries	\$ 1,953,793	\$ 98,854,227	2.0%	2.2%	1.8%
Benefits	627,473	30,991,738	2.0%	4.5%	1.9%
Purchased Services	304,265	24,369,673	1.2%	1.8%	0.5%
Supplies & Materials	907,619	5,464,739	16.6%	11.0%	4.6%
Capital Expenditures	1,496,654	5,402,965	27.7%	9.1%	3.0%
Other Expenses	50,530	8,480,751	0.6%	1.5%	0.4%
Total General Fund	\$ 5,340,334	\$ 173,564,093	3.1%	3.3%	1.7%
Food Service Fund	\$ 87,000	\$ 7,170,015	1.2%	1.2%	1.1%
Community Service Fund	587,560	11,550,078	5.1%	5.4%	4.6%
LTFM and Tech Fund	2,065	8,102,000	0.0%	1.3%	7.8%
Debt Service Fund	3,782,894	12,884,363	29.4%	31.6%	32.1%
Building Construction Fund	34,104	21,859,222	-	-	-
Total All Funds	\$ 9,833,957	\$ 235,129,771	4.2%	4.6%	3.4%





STATEMENT OF REVENUES
For the month ended July 31, 2019

Fund	Year-To-Date	Budget	YTD as % of Budget		
			2019-20	2018-19	2017-18
General Fund	\$ 214,768	\$ 168,855,544	0.1%	0.1%	0.3%
Federal Programs Fund	-	3,844,456	0.0%	0.0%	0.0%
Total	\$ 214,768	\$ 172,700,000	0.1%	0.1%	0.2%
Food Service Fund	\$ 5,594	\$ 6,873,510	0.1%	0.1%	0.1%
Community Service Fund	438,822	11,763,841	3.7%	3.6%	4.1%
LTFM and Tech Fund	-	8,102,000	0.0%	0.0%	0.0%
Debt Service Fund	965	12,432,358	0.0%	0.0%	0.0%
Building Construction Fund	65,929	-	-	-	-
Total All Funds	\$ 726,078	\$ 211,871,709	0.3%	0.3%	0.4%





Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: Finance and Business Services Recommendations

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business Services

At the Regular Board meeting held on August 12, 2019, the District administration recommended the use of the tax abatement financing tool available to Minnesota School Districts.

The nature and extent of the public benefits which the District expects to result from the Proposed Property Tax Abatement are the construction of and improvements to District parking lots and related work, and related financing costs, which will enable District residents to continue to conveniently and safely access these facilities which are regularly utilized by the public for school and community events.

The District will issue \$8 million in Abatement Bonds for a term of 15 years, commencing with taxes payable in 2020 and concluding with taxes payable in 2034.

Recommended Action: Approve the Resolution relating to property tax abatement for parking lot projects; granting the abatement.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

CERTIFICATION OF MINUTES RELATING TO
PROPERTY TAX ABATEMENT FOR PARKING LOT PROJECTS

SCHOOL DISTRICT: INDEPENDENT SCHOOL DISTRICT NO. 284
 (WAYZATA PUBLIC SCHOOLS)
 STATE OF MINNESOTA

BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING: A regular meeting held on September 9, 2019, at 7:00 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION RELATING TO PROPERTY TAX ABATEMENT FOR
PARKING LOT PROJECTS; GRANTING THE ABATEMENT**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation approving the abatement referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said abatement; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on this ___ day of September, 2019.

School District Clerk

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO PROPERTY TAX ABATEMENT FOR
PARKING LOT PROJECTS; GRANTING THE ABATEMENT**

BE IT RESOLVED by the School Board (the "Board") of Independent School District No. 284 (Wayzata Public Schools), State of Minnesota (the "District"), as follows:

Section 1. Authorization and Recitals.

1.01. The District, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the "Act"), is authorized to grant an abatement of certain property taxes levied against net tax capacity imposed by the District on parcels of property by the adoption of a resolution specifying the terms of the abatement.

1.02. The District intends to undertake the construction of and improvements to District parking lots and related work (the "Improvements"), and related financing costs, benefiting certain properties within the District boundaries identified on EXHIBIT A attached hereto (collectively, the "Property").

1.03. The District has proposed to finance the Improvements by granting an abatement of the property taxes imposed by the District on the Property (the "Proposed Property Tax Abatement"), and by issuing bonds to provide an amount equal to the sum of said Proposed Property Tax Abatement.

1.04. Pursuant to the Act, this Board on September 9, 2019, conducted a public hearing on the desirability of granting the Proposed Property Tax Abatement. Notice of the public hearing was duly published as required by law in a newspaper of general interest and readership in the District, at least ten days but not more than thirty days prior to the date of the public hearing. The form of said Notice and the publication of said Notice prior to the date of adoption of this resolution is ratified and confirmed in all respects.

Section 2. Findings. On the basis of the information compiled by the District and elicited at the public hearing referred to in Section 1.04, it is hereby found, determined and declared:

2.01. The District expects that the benefits to the District associated with granting the Proposed Property Tax Abatement are at least equal to or exceed the associated costs to the District.

2.02. The granting of the Proposed Property Tax Abatement is in the public interest because it will finance and provide public infrastructure and help provide access to services for residents of the District.

2.03. The nature and extent of the public benefits which the District expects to result from the Proposed Property Tax Abatement are the construction of and improvements to District parking lots and related work, and related financing costs, which will enable District residents to continue to conveniently and safely access these facilities which are regularly utilized by the public for school and community events.

2.04. The Property is not located in a tax increment financing district.

2.05. The granting of the Proposed Abatement will not cause the aggregate amount of abatements granted by the District under the Act to exceed the greater of (i) ten percent (10%) of the District's net tax capacity for each taxes payable year to which the abatement applies, or (ii) \$200,000.

2.06. It is in the best interests of the District to grant the tax abatement authorized in this resolution.

2.07. Under Section 469.1813, Subdivision 9 of the Act, it is not necessary for the District to obtain the consent of any owner of the Property to grant an abatement.

Section 3. Granting of Tax Abatement.

3.01. A property tax abatement (the "Abatement") is hereby granted in respect of property taxes levied by the District on the Property for fifteen (15) years, commencing with taxes payable in 2020 and concluding with taxes payable in 2034. The total Abatement amount shall not exceed \$9,933,067 over fifteen (15) years.

3.02. The District shall retain the Abatement and apply it to payment of all or a portion of the costs of acquiring or constructing the Improvements or to the payment of bonds of the District issued to finance costs of acquiring or constructing the Improvements, whether such bonds are issued pursuant to the Act, or other law, as authorized by Section 469.1815, Subdivision 2 of the Act.

3.03. The Abatement may not be modified or terminated by the Board during its term.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken

thereon, the following voted in favor thereof:

and the following voted against the same:

EXHIBIT A

Description of the Property

Property ID Nos.

16.118.22.32.0024

4.117.22.14.0014



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: Finance and Business Services Recommendations

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business Services

As a part of the financing of the Oakwood addition, the District administration recommends the use of the tax abatement financing tool available to Minnesota School Districts.

The Board has determined that it is necessary and expedient to issue approximately \$8,000,000 of General Obligation Tax Abatement Bonds, Series 2019A pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, and Chapter 475, as amended. The Bonds will provide funds to finance the construction of and improvements to District parking lots and related work, and related financing costs.

The Superintendent or Executive Director of Business and Finance and a Board officer are authorized and directed to receive all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, the terms of which are ratified and confirmed in all respects, and to approve on behalf of the District the sale of the Bonds to the party submitting the most favorable proposal.

Recommended Action: Approve the Resolution authorizing the approval of the sale of General Obligation Tax Abatement Bonds, Series 2019A; covenanting and obligating the District to be bound by and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee the payment of the principal and interest on the bonds.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

September 9, 2019

Pre-Sale Report for

Independent School District No. 284
(Wayzata Public Schools), Minnesota

\$7,290,000 General Obligation Tax Abatement Bonds,
Series 2019A



Prepared by:

Jeff Seeley, CIPMA
Senior Municipal Advisor

Joel Sutter, CIPMA
Senior Municipal Advisor

Greg Crowe, CIPMA
Senior Municipal Advisor

Executive Summary of Proposed Debt

Proposed Issue:	<p>\$7,290,000 General Obligation Tax Abatement Bonds, Series 2019A</p> <p>The resolution providing for a public hearing approved by the Board on August 12 called for the issuance of up to \$8,000,000 in Bonds. The \$7,290,000 is our current estimate of the bond amount necessary based on projects costs and the expected premium pricing structure explained in more detail on page 2.</p>
Purposes:	<p>The proposed issue will finance the construction of and improvements to parking lots districtwide.</p>
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and Section 469.184. The Bonds will be general obligations of the District for which its full faith, credit and taxing powers are pledged.</p>
Term/Call Feature:	<p>The Bonds are being issued for a term of 15 years and 3 months, resulting in 15 annual tax abatements. Principal on the Bonds will be due on February 1 of 2021 through 2035. Interest will be payable every six months beginning August 1, 2020.</p> <p>Bonds will be subject to prepayment at the discretion of the District on February 1, 2028 or any date thereafter.</p>
Bank Qualification:	<p>Because the District is expecting to issue more than \$10,000,000 in tax-exempt obligations during the calendar year, the District will be not able to designate the Bonds as “bank qualified” obligations.</p>
State Credit Enhancement:	<p>By resolution the District will covenant and obligate itself to be bound by the provisions of Minnesota Statutes, Section 126C.55, which provides for payment by the State of Minnesota in the event of a potential default of a school district obligation.</p> <p>To qualify for the credit enhancement, the District must submit an application to the State. Ehlers will coordinate the application process to the State on your behalf.</p>
Rating:	<p>Under current bond ratings, the state credit enhancement would bring a Moody's "Aa2" rating.</p> <p>The District’s most recent bond issues were rated by Moody’s Investors Service. The current ratings on those bonds are “Aaa” (underlying rating) and “Aa2” (credit-enhanced rating). The District will request a new rating for the Bonds.</p>

<p>Basis for Issuance:</p>	<p>Based on our knowledge of your situation and characteristics of various municipal financing options, you have chosen the issuance of General Obligation Tax Abatement Bonds as the best financing option to finance the construction of and improvements to parking lots.</p> <ul style="list-style-type: none"> • General Obligation Bonds will result in lower interest rates than some other financing options. • The Board can authorize the issuance without an election. • The District will be able to finance Bond Payments with an additional debt service levy authorization.
<p>Method of Sale/Placement:</p>	<p>We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p>
<p>Premium Pricing:</p>	<p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the District.</p> <p>In the attached estimates, we have assumed a par amount of \$7,290,000 with an estimated net premium (the reoffering premium less the underwriter’s discount) of approximately \$714,308.</p> <p>On the day of sale, we will adjust the amount of the bond issue and the use of funds as needed to comply with the restrictions in the statute, and to ensure that the results of the bond issue will comply with the District’s objectives for available funds for construction, total principal and interest, and tax impact.</p>

<p>Other Considerations:</p>	<p>The most common procedure that Ehlers uses for the sale of bonds is to take proposals on the same day as a Board meeting and ask the Board to award sale of the bonds that same day. With October 14 being the date of the District’s regular board meeting and it also being Columbus Day, the financial markets are closed. As a result, we will be utilizing a parameters resolution, allowing Ehlers to take bids when the markets are open and the Board to ratify the award at their regular board meeting.</p> <p>The resolution for the September 9 meeting authorizes Ehlers to take proposals on the Bonds and designates a Board Officer and the Superintendent or the Executive Director of Business and Finance to accept the most favorable proposal if certain conditions (or “parameters”) specified in the resolution are met, thereby awarding the sale of the Bonds. The resolution specifies a parameter of a maximum true interest cost of 3.25%. We intend to accept proposals on October 10 and present the results to the designated officials for their authorization on behalf of the Board. We will then ask the board to adopt a ratifying resolution at the October 14 regular Board Meeting.</p>
<p>Review of Existing Debt:</p>	<p>We have reviewed all outstanding indebtedness for the District and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the District’s outstanding debt and will alert you to any future refunding opportunities.</p>
<p>Continuing Disclosure:</p>	<p>The District will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The District is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds tax-exempt obligations, the District must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Nonarbitrage Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p>
<p>Investment of and Accounting for Proceeds:</p>	<p>In order to more efficiently segregate funds for this project and maximize interest earnings, we recommend using an investment advisor, to assist with the investment of bond proceeds until they are needed to pay project costs.</p>

<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Counsel: Knutson, Flynn & Deans, P.A.</p> <p>Paying Agent: Bond Trust Services Corporation</p> <p>Rating Agency: Moody's Investors Service, Inc.</p>
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This presale report summarizes our understanding of the District's objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the District's objectives.

Proposed Debt Issuance Schedule

School Board Reviews Presale Report, Approves the Resolution Granting the Tax Abatement, and Approves the Parameter Resolution Authorizing the Sale of the Bonds:	September 9, 2019
Due Diligence Call to review Official Statement:	Week of September 23, 2019
Distribute Official Statement:	Week of September 23, 2019
Conference with Rating Agency:	Week of September 30, 2019
Sale Day: Ehlers receives and evaluates proposals for purchase of Bonds; Superintendent or Director of Finance and Board Officer accept most favorable proposal:	October 10, 2019
School Board Meeting to Ratify Sale of the Bonds:	October 14, 2019
Estimated Closing Date:	November 7, 2019

Attachments

Estimated Sources and Uses of Funds

Estimated Debt Service Schedule

Estimated Tax Impact Schedule

Resolution Granting the Tax Abatement and Resolution Authorizing the Sale of Bonds & Participation in the State Credit Enhancement Program (Provided Separately)

Ehlers Contacts

Municipal Advisors:	Jeff Seeley	(651) 697-8585
	Joel Sutter	(651) 697-8514
	Greg Crowe	(651) 697-8522
Disclosure Coordinator:	Silvia Johnson	(651) 697-8580
Financial Analyst:	Brian Shannon	(651) 697-8515

The Preliminary Official Statement for this financing will be sent to the School Board at their home or email address for review prior to the sale date.

PRE-SALE ESTIMATES

Wayzata Public Schools, ISD 284

September 4, 2019

Estimated Sources and Uses of Funds
2019A Abatement Bonds

Description	Parking Lot Projects
Authorized Bond Amount	\$8,000,000
Estimated Bond Amount	\$7,290,000
Dated	11/7/2019
Sources of Funds	
Par Amount	\$7,290,000
Reoffering Premium	\$787,208
Investment Earnings *	\$35,801
Total Sources	\$8,113,009
Uses of Funds	
Allowance for Discount Bidding **	\$72,900
Legal and Fiscal Costs ***	\$56,990
Rounding Amount ****	\$4,308
Net Available for Project Costs	\$7,978,811
Total Uses	\$8,113,009
Deposit to Construction Fund	\$7,943,010

* Estimated investment earnings are based on an average interest rate of 1.0% and an average life of 6 months.

** The allowance for discount bidding is an estimate of the compensation taken by the underwriter who provides the lowest true interest cost as part of the competitive bidding process and purchases the bonds. Ehlers provides independent municipal advisory services as part of the bond sale process and is not an underwriting firm.

*** Includes fees for municipal advisor, bond counsel, rating agency, paying agent and county certificates.

**** The rounding amount represents additional funds available for project costs or debt service, due to the requirement to issue bonds in \$5,000 increments.

PRE-SALE ESTIMATES

Wayzata Public Schools, ISD 284
Estimated Abatement Bond Schedule
September 4, 2019

Principal Amount:	\$7,290,000
Dated Date:	11/7/2019
Number of Years:	15
Avg. Interest Rate:	2.19%

Year Taxes Payable	Fiscal Year	Principal	Interest	Total Payments	Initial Debt Service Levies (P & I at 105%)
2019	2020	0	0	0	0
2020	2021	295,000	340,030	635,030	666,782
2021	2022	375,000	260,950	635,950	667,748
2022	2023	395,000	242,200	637,200	669,060
2023	2024	410,000	222,450	632,450	664,073
2024	2025	435,000	201,950	636,950	668,798
2025	2026	455,000	180,200	635,200	666,960
2026	2027	475,000	157,450	632,450	664,073
2027	2028	495,000	138,450	633,450	665,123
2028	2029	515,000	118,650	633,650	665,333
2029	2030	530,000	103,200	633,200	664,860
2030	2031	550,000	87,300	637,300	669,165
2031	2032	565,000	70,800	635,800	667,590
2032	2033	580,000	53,850	633,850	665,543
2033	2034	600,000	36,450	636,450	668,273
2034	2035	615,000	18,450	633,450	665,123
2035	2036	0	0	0	0
		\$7,290,000	\$2,232,380	\$9,522,380	\$9,998,499

PRE-SALE ESTIMATES

Wayzata Public Schools, ISD 284

September 4, 2019

Analysis of Tax Impact for Abatement Bonds

Bond Issue Amount	\$7,290,000
Number of Years	15
Average Interest Rate	2.19%

Type of Property	Estimated Market Value	Estimated Pay 2020 Tax Impact *
Residential Homestead	\$100,000	\$3
	200,000	8
	250,000	10
	300,000	12
	350,000	15
	400,000	17
	450,000	19
	500,000	21
	600,000	27
Commercial/ Industrial **	750,000	35
	1,000,000	48
	\$250,000	\$12
	500,000	26
	1,000,000	54
Apartments	2,000,000	111
	5,000,000	279
	\$250,000	\$13
	500,000	27
	1,000,000	53
	2,500,000	134

* Estimated tax impact includes principal and interest payments on the new bonds. The figures in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net effect of the proposed bond issue for many property owners.

** For commercial-industrial property, the estimates above are for property in the City of Wayzata. The tax impact for commercial-industrial property in other municipalities in the district may be slightly different, due to the varying impact of the Twin Cities Fiscal Disparities program.

CERTIFICATION OF MINUTES
RELATING TO
GENERAL OBLIGATION
TAX ABATEMENT BONDS, SERIES 2019A

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 284
(WAYZATA PUBLIC SCHOOLS)
WAYZATA, MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting held September 9, 2019 at 7:00 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF
GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2019A;
COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND
BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES,
SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE
PRINCIPAL AND INTEREST ON THE BONDS**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this ____ day of September 2019.

School District Clerk

EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 284
(WAYZATA PUBLIC SCHOOLS)
STATE OF MINNESOTA

HELD: SEPTEMBER 9, 2019

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 284, State of Minnesota, was duly held on September 9, 2019, at 7:00 o'clock p.m.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2019A; COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS

BE IT RESOLVED by the School Board of Independent School District No. 284, State of Minnesota, as follows:

1. The Board has determined that it is necessary and expedient to issue approximately \$8,000,000 of General Obligation Tax Abatement Bonds, Series 2019A pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, and Chapter 475, as amended. The Bonds will provide funds to finance the construction of and improvements to District parking lots and related work, and related financing costs.

2. The Board, having been advised by Ehlers & Associates, Inc., the District's municipal advisor, hereby determines that this issue shall be privately sold after receipt of written proposals, as authorized pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, as amended.

3. The Superintendent or Executive Director of Business and Finance and a Board officer are authorized and directed to receive all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, the terms of which are ratified and confirmed in all respects, and to approve on behalf of the District the sale of the Bonds to the

party submitting the most favorable proposal (the “Purchaser”). If the true interest rate of the most favorable of said proposals does not exceed 3.25% and a favorable recommendation to accept the proposal is received from Ehlers & Associates, Inc., the Superintendent or Executive Director of Business and Finance and a Board officer are authorized and directed to accept the same as though the price and interest rate had been included herein. In the Terms of Proposal, the District reserved the right, after proposals were opened and prior to award, to increase or decrease the principal amount of the Bonds offered for sale or the amount of any individual maturity, with the increase or decrease to occur in multiples of \$5,000 in any of the maturities. The Superintendent or Executive Director of Business and Finance and a Board officer are authorized and directed to endorse an acceptance on both copies of the most favorable proposal and to send one copy to the Purchaser.

4. Upon approval of the sale of the Bonds by the Superintendent or the Executive Director of Business and Finance and a Board officer, the Board will meet at a subsequent meeting on October 14, 2019 to adopt the necessary ratifying resolution as drafted by the District’s Bond Counsel.

5. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or executive director of business and finance is authorized to execute any applicable Minnesota Department of Education forms.

6. Ehlers & Associates, Inc., is authorized to prepare an Official Statement and to open, read and tabulate the proposals for presentation to the Board.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Certificates of Participation Pre-Sale Report

ITEM: Finance and Business Services Recommendations

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business Services

At the Regular Board meeting held on August 12, 2019, the Board authorized the Superintendent to have the Administration proceed with the issuance of Certificates of Participation.

The Board finds it necessary and expedient for the School District to enter into a Ground Lease Agreement, a Lease-Purchase Agreement and a Trust Agreement, and to sell and issue not to exceed \$20,000,000 of Certificates of Participation, Series 2019B evidencing the proportionate interest of the Registered Owners thereof in Lease Payments to be made by the School District to finance the improvements acquired, constructed and installed according to the Lease-Purchase Agreement, including, but not limited to, the betterment of the Site and the construction and equipping of a classroom addition to the Oakwood Elementary School.

The Superintendent or Executive Director of Business and Finance and a Board Officer are authorized and directed to receive all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, the terms of which are ratified and confirmed in all respects, and to approve on behalf of the District the sale of the Certificates of Participation to the party submitting the most favorable proposal

Recommended Action: Approve the Resolution relating to a Lease-Purchase Financing and authorizing the approval of the sale of Certificates of Participation, Series 2019B.

Motion by: _____ **ROLL CALL** **Passed:** _____

Second by: _____ **Failed:** _____

Abstentions: _____

**CERTIFICATION OF MINUTES
RELATING TO
CERTIFICATES OF PARTICIPATION, SERIES 2019B**

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 284
(WAYZATA PUBLIC SCHOOLS)
WAYZATA, MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting held September 9, 2019, at 7:00 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT: Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION RELATING TO A LEASE-PURCHASE FINANCING
AND AUTHORIZING THE APPROVAL OF THE SALE OF
CERTIFICATES OF PARTICIPATION, SERIES 2019B**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this ___ day of September, 2019.

School District Clerk

**EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 284
(WAYZATA PUBLIC SCHOOLS)
STATE OF MINNESOTA**

HELD: SEPTEMBER 9, 2019

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 284 (Wayzata Public Schools), State of Minnesota, was held on September 9, 2019, at 7:00 o'clock p.m.

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO A LEASE-PURCHASE FINANCING AND
AUTHORIZING THE APPROVAL OF THE SALE OF CERTIFICATES OF
PARTICIPATION, SERIES 2019B**

BE IT RESOLVED by the School Board of Independent School District No. 284, State of Minnesota, as follows:

1. This Board finds it necessary and expedient for the School District to enter into a Ground Lease Agreement, a Lease-Purchase Agreement and a Trust Agreement, and to sell and issue not to exceed \$20,000,000 of Certificates of Participation, Series 2019B evidencing the proportionate interest of the Registered Owners thereof in Lease Payments to be made by Independent School District No. 284 (Wayzata Public Schools) (the "School District") to finance the improvements acquired, constructed and installed as described on EXHIBIT A to the Lease-Purchase Agreement, including, but not limited to, the betterment of the Site and the construction and equipping of a classroom addition to the Oakwood Elementary School in Plymouth, Minnesota (the "Improvements" or the "Project"), for use by the School District as educational facilities.

2. The Board, having been advised by Ehlers & Associates, Inc., the District's independent municipal advisor, hereby determines that this issue shall be privately sold after receipt of written proposals, as authorized pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, as amended.

3. The Superintendent or Executive Director of Business and Finance and a Board Officer are authorized and directed to receive all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, the terms of which are ratified and confirmed in all respects, and to approve on behalf of the District the sale of the Certificates of Participation to the party submitting the most favorable proposal (the "Purchaser"). If the true interest rate of the most favorable of said proposals does not exceed 4.00% and a positive

recommendation to accept the proposal is received from Ehlers & Associates, Inc., the Superintendent or Executive Director of Business and Finance and a Board Officer are authorized and directed to accept the same as though the price and interest rate had been included herein. In the Terms of Proposal, the District reserved the right, after proposals were opened and prior to award, to increase or decrease the principal amount of the Certificates of Participation offered for sale or the amount of any individual maturity, with the increase or decrease to occur in multiples of \$5,000 in any of the maturities. The Superintendent or Executive Director of Business and Finance and a Board Officer are authorized and directed to endorse an acceptance on both copies of the most favorable proposal and the Certificate Purchase Agreement, if any, and to send one copy to the Purchaser.

4. Upon approval of the sale of the Certificates of Participation by the Superintendent or Executive Director of Business and Finance and a Board Officer, the Board will meet at a subsequent meeting to adopt the necessary ratifying resolution as drafted by the District's Bond Counsel.

5. The terms and provisions specified in the Official Statement are hereby adopted as the terms and conditions of the Certificates of Participation and of the sale thereof, and shall be made available to all prospective purchasers of the Certificates of Participation. Ehlers & Associates, Inc., is authorized to prepare an Official Statement and to open, read and tabulate the proposals for presentation to the Board.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and, upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Administrative Reports & Recommendations

ITEM: Human Resource Services

COMMENTS BY: Stacie Vos, Executive Director of Human Resource Services

Board Action on the Contract with Wayzata Education Association for Fiscal Years 2019-2021

The School Board’s Bargaining Team and the Wayzata Education Association representatives reached a tentative contract agreement on July 15, 2019. Subsequently, the WEA teachers voted on Tuesday, September 3 to ratify the contract.

Attached is the summary of the proposed two-year contract and the costing model. Both the Union and the Board place a high value on student achievement and a collaborative work environment. We are proud of the fact that our teachers and our schools bring value to the Wayzata Community and that this contract is a strong reflection of our District’s strategic direction.

The negotiations team members were: Cory Knudtson, Tina Christopherson, Clarice Jorenby, Anne Naumann, and Andrea Cohen Wayzata Education Association; Andrea Cuene and Cheryl Polzin, School Board; Melissa Lahr, Finance, Laura Hoffman-Hordyk, Human Resources, Jim Westrum, Executive Director of Finance and Business Services; and Stacie Vos, Executive Director of Human Resource Services.

I would like to express my appreciation for the collaborative efforts put forth by the negotiation team members throughout this process. The team’s collective ability to resolve issues in a positive and respectful manner benefits all of us.

Recommended Action: Approve the contract with the Wayzata Education Association for the period of July 1, 2019 through June 30, 2021 as agreed upon by the bargaining teams and ratified by the Wayzata Education Association.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____



WEA Teacher Negotiations 2019-2021
Final Language
August 26, 2019

New Language in **RED**.
Language to be removed ~~Strikethrough~~

Terms of Contract

All dates are updated to reflect the 2019-2021 contract years.

Article III - Teacher/Association Rights (Fair Share Language)

Section 3.1 Right to Join

The Employer shall not interfere with the rights of teachers to join or participate in the Association. The Association shall not interfere with the right of teachers not to join or participate in the Association. The Employer agrees that it will not meet and negotiate or meet and confer with any other organization with respect to teachers as long as the Association continues to be the duly authorized exclusive representative.

Section 3.2 Dues Check-off

The Association shall give written notice to the payroll office at the beginning of each school year specifying the Association's current annual rate of membership dues for the forthcoming school year. The Employer agrees to deduct dues for membership in the Association, and to forward such dues to the Association, ~~for any individual teacher who has authorized such dues check off on the following form:~~

~~I hereby request and authorize Independent School District No. 284 to deduct from each of the ten (10) consecutive regular payroll checks commencing two (2) calendar weeks or more following receipt by the District of notice of the annual dues amount from the Wayzata Education Association, one-tenth (1/10th) of the current annual rate of national, state and local dues for membership in the Wayzata Education Association. Dues check-off authorization shall be valid only for pay periods commencing fifteen (15) days or more after it is filed with the payroll officer, and may be revoked upon fifteen (15) day notice in writing to the payroll officer. I hereby waive all right and claim for such monies deducted in accordance with this authorization, and relieve Independent School District No. 284 and all of its officers and agents from any liability therefor.~~

Date

Employee's Signature

Section 3.3 Fair Share Fee

~~Any teacher who is not a member of the Association may be required by the Association to contribute a fair share fee for services rendered as exclusive representative. The Association shall notify the payroll office, the Director of the Bureau of Mediation Services, and each teacher of the amount of the fair share fee at the beginning of each school year, and shall certify that such fair share fee conforms to the requirements of PELRA.~~

~~A fair share fee deduction will be made for an individual teacher upon written notice by the Association to the payroll office that such teacher is not a member of the Association. The Employer will thereafter make deductions of the fair share fee from each paycheck occurring thirty (30) days or more subsequent to such written notice. The Association shall notify the payroll office in writing within ten (10) days after any teacher subject to a fair share fee deduction becomes a member of the Association, and no further fair share fee deductions for such teacher will thereafter be made.~~

~~Any dispute as to the validity of the fair share fee deduction shall be solely between the Association and the individual teacher involved. The Association hereby warrants and covenants that it will defend, indemnify, and save the Employer harmless from any and all actions, suits, claims, damages, judgments and executions or other forms of liability, liquidated or un-liquidated, which any person may have, or claim to have, now or in the future, arising out of or by reason of the deduction of the fair share fee provided herein.~~

Section 3.4~~3~~ Building Representatives

Duly authorized representatives of the Association shall be permitted to transact official Association business on school property at all reasonable times, provided this shall not interfere with or interrupt normal school activities. The Association shall provide the Employer with a list of the Union authorized representatives.

The Association shall indemnify and hold the Employer harmless against any and all claims, judgments, or orders issued against the Employer, members of the Board of Education, or agents of the Employer arising from the administration of this section.

Section 4.3 Basic School Year

Beginning with the 2005-06 school year the total number of work days for each full-time teacher employed for the full basic school year shall be 184. Deductions for each work day of absence without pay during the basic school year will be based upon the teacher's annual basic salary divided by 184. Beginning with the 2006-07 school year, student contact days shall be 172 days. Work days during the basic school year shall be as specified in the school calendar as adopted by the Employer.

~~Starting in the contract year 2015-17 teachers new to the district will be expected to attend pre-workshop days and will be compensated at \$140 per day. Part of the pre-workshop is reserved for WEA use. Deductions for missing that day will be a loss of the stipend for that day. These teachers will be expected to complete an additional 16 hours of training during the first year of employment.~~

Section 4.4 - New Teachers

Teachers new to the profession are those teachers without prior teaching experience. Teachers new to the district have completed new teacher professional development.

All teachers new to the profession and/or new to the district will be required to work three (3) days in addition to those specified in Subd. 4.3 above to provide pre-service training and support to the new teacher. Teachers shall be paid a stipend of \$140.00 a day after successful attendance and completion of the pre-service training.

In addition, teachers new to the profession will be required to attend twelve (12) additional hours of training and support outside the duty day during the first year of employment. After successful completion of the new teacher training-the teacher shall receive a stipend of \$480.00. Teachers new to the District should refer to Section 5.6.

Teachers, new to the profession and to the district, will also be provided four (4) hours of building mentorship provided during the contract day.

Teachers must be contracted for more than 120 days to participate in this section.

Expectation	Who	Compensation
Pre-Workshop Days	Everyone new to the district.	\$140 stipend a day.
Mentorship	Everyone new to the district.	4 hours during the contract day
Professional Development	New to the Profession- New Teacher Training	12 hours - \$480.00 Stipend
	New to District - Choice of AWE Courses and voluntary participation in New Teacher Training Topics	12 hours - \$480.00 Stipend

Article V- Compensation

Section 5.1 Basic Salary Schedules

The Basic Salary Schedule set forth in Appendix A (which is attached hereto and made a part of this Contract) shall be effective as of July 1, ~~2017~~ 2019 and until June 30, ~~2018~~ 2020. The Basic Salary Schedule set forth in Appendix B (which is attached hereto and made a part of this Contract) shall be effective as of July 1, ~~2018~~ 2020 and until June 30, ~~2019~~ 2021. Such basic salary schedules shall apply to the performance of basic duties during the basic school year. Part-time teachers employed in regular teaching positions will be compensated for the performance of basic duties according to the basic salary schedule, prorated on the basis of their employment (e.g., a teacher employed one-half time will receive one-half pay).

Section 5.2 Status of Basic Salary Schedules

The basic salary schedules set forth in this Contract are not, and shall not be construed to be, a part of the individual contract or continuing contract of any individual teacher. The Employer reserves the right to withhold step advancement, lane advancement, or any other salary increase for any teacher for just cause.

Section 5.3 Initial Placement

Initial placement on the basic salary schedule shall be determined by mutual agreement between the individual teacher and the Employer.

Section 5.4 Performance Increment

Beginning July 1, 2007, a full-time teacher will advance one (1) Performance Increment for each basic school year in which he/she receives two (2) satisfactory performance evaluations or completes the appeal process outlined in Article V, Section 5.6, Part 8 with a satisfactory evaluation. Beginning July 1, 2015, teachers must create, review, and reflect upon a SMART (Specific, Measurable, Attainable, Realistic, and Time-bound) goal as a measure of student growth (MSG).

No Performance Increment will be granted to full-time teachers performing basic duties for the employer on fewer than one hundred twenty (120) work days during the basic school year.

The Employer will keep a cumulative record of the total contracted service for each part-time teacher, expressed as a full-time equivalent. Performance increment advancement for a part-time teacher will be based upon the cumulative full-time equivalent service for such teacher as of the first workday of the basic school year.

Examples:

As of the first day of the initial school-year, Teacher A has taught on a contract for 60% service each work day for two years. Teacher A's cumulative service is 222 work days, which is more than 120 work days, so

Teacher A would qualify for 1 performance increment advancement and would be placed on performance increment 2 for the following school year.

As of the first day of the initial school-year, Teacher B has taught on a contract for two work days per week for one year, Teacher B's cumulative service is 74 work days, which is less than 120 work days, so Teacher B would not qualify for a performance increment advancement for the following school year.

Section 5.5 Lane Advancement

Effective July 1, ~~2017~~ 2019 and until June 30, ~~2019~~ 2021 the compensation specified in individual teacher contracts for teachers previously placed on the basic salary schedule will reflect lane advancements as set forth below, subject to the right of the Employer to withhold salary increases for just cause.

Teachers who have completed at least one year of service for the Employer may advance to higher salary lanes by obtaining additional training, degrees, and/or credits for in service work required by the Employer. Teachers must submit programs for such lane advancement to the building principal for review and approval by the designated central office administrator prior to commencement of the coursework. Programs submitted for approval must cover a block of at least 15 quarter hours of credit, and shall include a general description of the coursework to be taken under the program and the relevance of such coursework to the teacher's assignment.

Transcripts of credits or other necessary verification must be submitted prior to September 1 for lane change effective at the start of the school year and prior to February 1 for lane change effective at midyear, ~~except that transcripts of Credits earned in the immediately preceding summer session may be used to qualify for lane advancement retroactive to the start of the school year if submitted on or before October 15.~~ Forms for lane advancement application are available from the building principals or the staff intranet.

All official transcripts filed by a teacher will be maintained in the teacher's personnel file. Upon request a receipt will be issued for any transcripts or other documentation submitted.

Advanced-degree programs must be taken from accredited institutions. Approved advanced degree programs will relate directly to the teaching assignment.

A lower division college course may be approved for lane advancement only where it would offer clear and significant breadth to the teacher's instructional background.

A. The second salary lane (B.A.+15) may be attained by:

1. Submitting an approved program and satisfactorily completing 15 quarter hours of upper division or graduate course credits after completion of the bachelor's degree. At least 75% of the course credits in such an Employer approved program must be in the area of the teacher's assigned basic duties, subject to approval of a specific exception for good cause by the building principal and the designated central office administrator.

B. The third salary lane (B.A.+30) may be attained by:

1. Submitting an approved program and satisfactorily completing 30 quarter hours of upper division or graduate course credits after completion of the bachelor's degree. At least 75% of the course credits in such an Employer approved program must be in the area of the teacher's assigned basic duties, subject to approval of a specific exception for good cause by the building principal and the designated central office administrator.

2. Course completion of a bachelor's degree in education after completion of a bachelor's degree in the subject field taught (a planned sequence).

C. The fourth salary lane (B.A.+45) may be obtained by:

1. Submitting an approved program for obtaining a master's degree or submitting an approved program and satisfactorily completing 45 quarter hours in upper division or graduate course credits after completion of the bachelor's degree. At least 75% of the course credits in such an Employer approved program must be in the area of the teacher's assigned basic duties, subject to approval of a specific exception for good cause by the building principal and the designated central office administrator.

D. The fifth salary lane (B.A.+60) may be obtained by:

1. Submitting an approved program for obtaining a master's degree or submitting an approved program and satisfactorily completing 60 quarter hours in upper division or graduate course credits after completion of the bachelor's degree. At least 75% of the course credits in such an Employer approved program must be in the area of the teacher's assigned basic duties, subject to approval of a specific exception for good cause by the building principal and the designated central office administrator.

E. The sixth salary lane (M.A. ~~In~~ in ~~F~~field) may be obtained by:

1. Submitting for advance approval and satisfactorily completing a master's degree directly in the subject field(s) taught.
2. Completion of a master's degree in education in which at least 75% of the courses apply to subjects taught.
3. Completion of a M.A. ~~T~~ from an approved graduate school, based upon a B.A. in the subject area taught.

Effective as of the beginning of the 1987-88 school year, no teacher may advance to the M.A. ~~In~~ in ~~F~~field lane without a master's degree, unless such teacher had a course or courses approved on or before August 26, 1977 for credit toward advancement from the B.A.+45 lane to the B.A.+60 lane. Teachers who attained the B.A.+60 prior to the 1987-88 school year will remain on the M.A. ~~In~~ in ~~F~~field lane.

F. The seventh salary lane (M.A.+15) may be attained by:

1. Submitting an approved program and satisfactorily completing 15 hours in related upper division and graduate courses all of which must be taken following completion of the M.A. ~~In~~ in ~~F~~field.

G. The eighth salary lane (M.A.+30) may be attained by:

1. Submitting an approved program and satisfactorily completing 30 hours in related upper division and graduate courses, all of which must be taken following completion of the M.A. ~~In~~ in ~~F~~field.

H. The ninth salary lane (M.A.+45) may be attained by:

1. Submitting an approved program and satisfactorily completing 45 hours in related upper division and graduate courses, all of which must be taken following completion of the M.A. in field.

I. The tenth salary lane (M.A.+60/Specialist) may be attained by:

1. Submitting an approved program and satisfactorily completing 60 hours in related upper division and graduate credits, all of which must be taken following completion of the M.A. in field.
2. Submitting an approved program and attaining the specialist degree from an approved institution in the field of assignment.

J. The eleventh salary lane (The Doctoral Degree) may be reached by:

1. Submitting an approved program and attain the doctoral degree from an approved institution in the field of assignment.

K. Special Institutes or Workshops. Graduate credits received for attendance at special institutes or workshops while enrolled in a master's degree program which do not count toward fulfillment of the requirements of the master's degree may in some cases be applied toward satisfaction of the requirements for lane advancement beyond the M.A. ~~In~~ in ~~F~~field lane. Such use of the credits from a special institute or workshop must be approved in advance of the workshop or institute. Up to 6 quarter hours of graduate course credits so earned and approved may be applied toward advancement to the M.A.+15 lane, and up to a total of 9 quarter hours of graduate course credits so earned and approved may be applied toward advancement to lanes beyond M.A.+15.

L. Courses Required by Employer. A teacher who is required by the Employer to complete upper division, **lower division**, graduate or in-service credits which would not otherwise qualify to be applied toward lane advancement will be reimbursed by the Employer for tuition expenses. Such teacher will also be paid for scheduled classroom hours outside the **school contracted** day at the applicable rate for curriculum writing. **If said teacher is currently placed at a MA plus 60 or PHD, a one time stipend of one thousand dollars (\$1,000)**

shall be granted. In addition, a teacher may be granted lane changes for previously unrelated degree(s) credit if said degree is now required to teach district approved courses.

Agreement - Written agreement that the teacher shall remain in the District for two (2) full time years following the completion of said credits.

M. Special Master's Degree Programs. The Employer may grant advance approval to treat the completion of a special master's degree program directly related to a teacher's current teaching assignment as the equivalent of completing the requirements for a salary lane beyond the M.A. ~~In in~~ Field, such as the M.A.+15 or M.A.+30 salary lane. Approval for such an equivalency will require at least a showing that the special master's degree program includes substantial additional course credits beyond the requirements generally applicable to the M.A. ~~In in~~ Field. (E.g. a Master's Degree in Social Work requiring a B.A. degree plus 81 course credits compared to 45 credits generally required for an M.A. ~~In in~~ Field may be approved as the equivalent of an M.A.+30.) Further advancement to higher salary lanes will be based only on courses taken after the completion of the special master's degree program. (In the example above, advancement to the M.A.+45 lane would require 15 credit hours completed after the Master's Degree in Social Work.)

Section 5.6 Alternative Compensation Program

Part 1 Purpose

Wayzata Public Schools' primary goal is to increase student learning by providing each teacher with the support and tools to maximize his or her effectiveness as a teacher and encourage professional growth throughout the teacher's career. The focus of the Wayzata Public Schools' Alternative Compensation Plan is to attract, develop, and retain high quality teachers.

Part 2 Peer Coaching

A primary component of the Alternative Compensation Plan is peer coaching. A Peer Coach is an exemplary teacher and instructional leader who coaches colleagues by modeling best practice strategies, conferencing, observing, evaluating, and providing substantive feedback.

The process for selecting Peer Coaches will begin with an internal job posting. Candidates for the Peer Coaching positions will have consistently demonstrated effective instructional practices. Criteria for selection of the Peer Coaches include:

- a. Repeated participation in building and/or District initiatives,
- b. Commitment to professional development and growth,
- c. Demonstrated knowledge of a broad base of instructional strategies and practices that promote student learning,
- d. Effective communication skills,
- e. A minimum of seven (7) years of teaching experience.

Postings for the positions may specify the requirement of elementary or secondary experience. It is the District's intent to hire internal candidates, but if enough qualified candidates do not **apply**, the job will be posted externally. Teachers ~~who currently are~~ **who are currently** employed as a Peer Coach or currently employed as a TOSA (per Section 7.6 Part 2) may not apply for a subsequent Peer Coach position until Round 2.

Selection of Peer Coaches will be made by an interview team consisting of two (2) current Peer Coaches appointed by the WEA executive board and two (2) teachers appointed by the WEA executive board, the Alternative Compensation Program Supervisor, and three (3) administrators appointed by the superintendent **or superintendent's designee**. Recommendations for employment must be reached by a consensus of the interview team.

The Peer Coaches will be paid at the same rate as their current position as identified on the Master Agreement. ~~If additional days are required for the purpose of training, the Peer Coaches will be reimbursed in the form of comp days.~~

Peer Coaches will be evaluated by the Alternative Compensation Program Supervisor using direct observation and feedback from a 360-degree evaluative tool. Peer Coaches will be eligible for the Performance Increment, Individual Performance Bonus and Site Goal Bonus. Teachers hired to be Peer

Coaches will be guaranteed the opportunity to return to their previous assignment at the end of their peer coaching term. In the 2006-07 school year Peer Coaches will be hired for a two (2), three (3) or four (4) year term. Subsequent hires will have a three (3) year term.

If a Peer Coach chooses not to complete their term, the Peer Coach may request a transfer to an open position for the following school year. If the Peer Coach is re-assigned by the Alternative Compensation supervisor, the Peer Coach will be guaranteed the opportunity to return to their previous assignment.

For the selection of the Alternative Compensation Program Supervisor an interview team consisting of four (4) administrators appointed by the superintendent or superintendent's designee, and four (4) representatives appointed by the WEA will interview, select, and recommend for employment. Recommendations for employment must be reached by a consensus of the interview team.

Part 3 Mentors

It is the goal of the Wayzata District to have a new teacher induction program that includes a pre-workshop orientation, mentoring, and personal reflection. Sites will have building mentor(s) with a ratio of first year teachers to mentors that does not exceed ten (10) to one (1). ~~The responsibilities of the mentors shall include organizing and facilitating a pre-workshop orientation and monthly reflective meetings with first year teachers.~~ Mentors will be paid a \$500 stipend in addition to their salary. Beginning the 2010-11 school year, mentors will be selected by principals with input from the Professional Development TOSA and will continue in this position for up to three years. If a teacher is appointed to fill a term of less than two years, they are eligible to apply for a full term.

Criteria for selection of the Mentor include:

- a. Commitment to professional development and growth,
- b. Effective communication skills,
- c. A minimum of five (5) years of experience in the Wayzata School District.

Part 4 Academy of Wayzata Educators (AWE)

a) The Academy

It is the goal of the District to have Wayzata's Alternative Compensation Program support an academy. The Academy will offer courses that will enhance educational practices. Courses will require the introduction of topics, professional practice, private reflection and group discussion focusing on students and achievement. Participation in the academy courses is optional.

All courses must meet the requirements as outlined in the Academy of Wayzata Educators Guidelines. Teachers may submit proposals for courses or study groups. Course offerings will be determined on an annual basis by the Academy of Wayzata Educators Leadership Team. The Academy of Wayzata Educators Leadership Team will consist of the Alternative Compensation Program Supervisor, Executive Director of Curriculum & Instruction, Executive Director of Human Resources, WEA President, Professional Development TOSA, one elementary principal, one secondary principal and four (4) teachers appointed by the WEA.

b) ~~Wayzata Academy~~ AWE Coursework:

Eligible teachers who complete an Academy offering will receive a \$480 stipend. Teachers are limited to one \$480 stipend per school year. **Teachers new to the profession must complete the New Teacher Training prior to participation in AWE coursework.**

Seminar facilitators will be paid an additional \$100 stipend for facilitation.

Course instructors will be paid a \$1000 stipend. Courses with more than fifteen (15) students will be allotted a second instructor.

Stipends for all Academy coursework, seminar facilitation, course instruction will be paid on the first regular pay period in June. Academy of Wayzata Educators coursework does not apply for lane change.

c) Staff Development TOSA:

A .5 staff development TOSA position will provide leadership in developing, organizing, and implementing the Academy of Wayzata Educators.

The process for selecting a Staff Development TOSA will begin with an internal job posting. Letters of recommendation from supervisors and colleagues will be required as part of the application process. Criteria for selection of the Staff Development TOSA include:

1. Repeated participation in building and/or District initiatives,
2. Commitment to professional development and growth,
3. Demonstrated knowledge of effective professional development planning,
4. Effective communication skills,
5. A minimum of seven (7) years of teaching experience.

The Staff Development TOSA will be paid at the same rate as his/her current positions as identified on the Master Agreement. ~~If additional days are required for the purpose of developing and organizing the Wayzata Academy (Academy of Wayzata Educators), the TOSA will be reimbursed in the form of comp days.~~

The Staff Development TOSA will be evaluated and eligible for the Performance Increment, Individual Performance Bonus and Site Goal Bonus. The teacher hired to be the Staff Development TOSA will be guaranteed the opportunity to return to his/her previous assignment at the end of the staff development term. In the 2006-07 school year the Staff Development TOSA will be hired for a three (3) year term.

Part 5 Annual Performance Bonuses

a) Individual Performance Bonus:

Upon the completion of two (2) satisfactory evaluations, or completion of the appeal process outlined in Article V Section 5.6 Part 8 with a satisfactory evaluation as well as the creation, review, and reflection upon a SMART (Specific, Measurable, Attainable, Realistic, and Time-bound) goal tied to student achievement, a full-time (1.0 FTE) teacher will be granted an Individual Performance Bonus of ~~\$1600~~ \$1700 to be paid on the second regular pay period in June (last business day in June). A full-time teacher performing basic duties for the employer on one hundred twenty (120) or more work days during the basic school year will be eligible for the Individual Performance Bonus. A part-time teacher whose contract begins prior to October 15 and extends through the remainder of the school year will be eligible for an Individual Performance Bonus prorated to equal his/her FTE.

A teacher retiring at the end of the first semester will be eligible for an Individual Performance Bonus prorated to equal his/her annualized FTE upon the completion of two (2) satisfactory evaluations and creation, review, and reflection upon a SMART (Specific, Measurable, Attainable, Realistic, and Time-bound) goal tied to student achievement. To facilitate the scheduling of evaluations, it is the responsibility of the educator to notify his/her Peer Coach in writing by September 15 of his/her intent to retire at the semester break.

b) Site Goal Bonus:

~~A \$400~~ \$1.00 Site Goal Bonus will be paid to each teacher based on the attainment of the annual Alternative Compensation site goal by his/her assigned site(s). ~~Beginning in the 2018-2019~~ 2019-2020 school year a ~~\$200.00~~ \$1.00. Site Goal Bonus will be paid to each teacher based on the attainment of the annual Alternative Compensation site goal by his/her assigned site(s). Each site's goal will be developed with teacher input. A full-time (1.0 FTE) teacher performing their duties for the employer on one hundred twenty (120) or more work days during the basic school year will be eligible for the Site Goal Bonus. Any balance in this fund will be transferred to the district professional development fund. ~~Part-time teachers whose contracts begins prior to October 15 and extend through the remainder of the school year will be eligible for a pro rata Site Goal Bonus based on their FTE. Itinerant teachers assigned to more than one (1) site will be assigned to a location and receive the bonus based on that site. The site will be determined by the location requiring the largest portion of the total FTE. An itinerant teacher assigned equal time in two locations will receive the bonus based on the assignment to each qualifying site. An itinerant teacher assigned to three or more sites or a teacher with district wide assignments will receive the bonus based on the following formula: number of sites district wide reaching their goals divided by total number of site goals district wide. If a site does not reach its goal, the allocated dollars for their site goal will be credited to the building's Professional Development fund and will be used by each teacher at the site for either twelve (12) hours of curriculum~~

~~development paid in a lump sum of \$400 or up to \$400 may be used by any individual teacher to pay for the costs (including substitute costs) of attending a relevant conference or workshop. Beginning in the 2018-2019 school year, if a site does not reach its goal, the allocated dollars for the site goal will be credited to the building's Professional Development fund and will be used by each teacher at the site for either six (6) hours of curriculum development paid in lump sum or \$200.00 or up to \$200.00 may be used by any individual teacher to pay for the costs (including substitute costs) of attending a relevant conference of workshop. Use of these funds is at the discretion of each teacher. Funds not used by July 1 of the following year will no longer be reserved for any individual teacher and may be distributed by the building staff development committee.~~

~~If an itinerant teacher with three or more assignments or a teacher with district-wide assignments does not receive his/her bonus, the allocated dollars for his/her site goal will be credited to the district professional development fund and will be used by each itinerant teacher for either twelve (12) hours of curriculum development paid in a lump sum of \$400 or up to \$400 may be used by any individual teacher to pay for the costs (including substitute costs) of attending a relevant conference or workshop. Beginning in the 2018-2019 school year, if an itinerant teacher with three or more assignments or a teacher with district-wide assignments does not receive his/her bonus, the allocated dollars for his/her site goal will be credited to the district professional development fund and will be used by each itinerant teacher for either six (6) hours of curriculum development paid in a lump sum of \$200 or up to \$200 may be used by any individual teacher to pay for the costs (including substitute costs) of attending a relevant conference or workshop. Use of these funds is at the discretion of each teacher. Funds not used by July 1 of the following year will no longer be reserved for any individual teacher and may be distributed by the *building staff development committee*.~~

The site goal bonus will be paid within thirty (30) days of all the schools' data becoming available.

Part 6 Evaluation of Continuing Contract Teachers

Teachers will be formally evaluated twice per school year. Each evaluation must include a pre-observation conference, an observation, and a post-observation conference during which a teacher receives a written copy of the evaluation.

Every teacher will annually develop a SMART goal as a measure of student growth (MSG) and submit it to his/her assigned peer coach or supervisor no later than October 15th. The SMART goal submission need not take place during required meetings with peer coaches. Peer coaches or supervisors will review submitted goals and (1) approve or (2) return to teachers for revisions no later than October 30th. Prior to May 30th, teachers will complete and submit a self-assessment and provide written rationale for the rating of their performance on the SMART goal as a formal reflection.

Teachers employed with a .8 FTE contract to 1.0 FTE contract will have two (2) formative evaluations and (2) summative evaluations each year. Teachers with a .51 FTE contract to .79 FTE contract will have one (1) formative evaluation and two (2) summative evaluations each year. Teachers with a .5 FTE and less contract will have one (1) formative and (1) summative evaluation each year. If a teacher's contract increases during the school year, it is the responsibility of the teacher to notify his/her Peer Coach within fifteen (15) days of the increased FTE.

The awarding of Performance Increments will be dependent on the teacher meeting expectations as defined in the Wayzata Advanced Framework for Leadership in Education (evaluation rubric). A satisfactory rating requires the individual receive a minimum of eighty (80) percent of the elements rated at either proficient or distinguished with no elements rated as unsatisfactory.

A Peer Coach may use the rating of not applicable (NA) on the evaluation. Not applicable (NA) will be counted as proficient in the total number of items. Example: If there are thirty-three (33) items on the classroom teacher rubric and a Peer Coach determines that two (2) items are not applicable to the lesson; eighty (80) percent will still be based on thirty-three (33) items.

The teacher must have completed two (2) formative evaluations and had satisfactory ratings on their two (2) summative evaluations or complete one of the items under Article V Section 5.6 Part 8 as well as created, reviewed, and reflected upon a SMART goal as a measure of student growth (MSG). If a teacher has been

placed on a Corrective Action Plan/Notice of Deficiency, the principal/supervisor will complete the formal evaluations.

Evaluations will be submitted to the Human Resource Department by the Alternative Compensation Program Supervisor. The Alternative Compensation Program Supervisor will forward a copy to the teacher's supervisor.

The Peer Coach is responsible for sharing The Wayzata Advanced Framework for Leadership in Education (evaluation rubrics) with their assigned staff prior to the first pre-observation conference.

Part 7 Evaluation of Probationary Teachers

Administrators will be responsible for evaluating probationary staff. Probationary teachers who are offered a contract for the following year will receive both the Performance Increment and the Individual Performance Bonus. The administrator will submit evaluations to the Human Resource Department. Probationary teachers will also receive a copy from the administrator.

If a probationary teacher is non-renewed and subsequently rehired with no break in service, he/she will receive the Performance Increment and Individual Performance Bonus. The teacher will be eligible for the Site Goal Bonus. Bonuses will be paid on the first regular paycheck in September. If testing data associated with a particular site goal is unavailable by August 15, the bonus will be paid within thirty (30) days of the data becoming available.

Part 8 Appeal Process

It is expected that all licensed staff members meet expectations of performance as defined in the Wayzata Advanced Frameworks for Leadership in Education (evaluation rubrics). It is important to support each staff member and provide opportunities to achieve success.

The appeal process is open to teachers who have received an unsatisfactory evaluation.

1. If a teacher receives an unsatisfactory performance evaluation the teacher may choose to work with his/her Peer Coach or administrator to develop an improvement plan. The Performance Increment and Individual Performance Bonus will be granted only when the individual has completed an improvement plan and received a satisfactory second evaluation.

Improvement plans may include, but are not limited to:

- a. Participating in targeted staff development coursework,
- b. Completing professional coursework through a college or university,
- c. Arranging to watch a Peer Coach or colleague instruct,
- d. Scheduling for an additional observation.

2. A teacher may appeal the evaluation and ask to be re-evaluated by a different evaluator. A written request for re-evaluation must be filed with the Executive Director of Human Resources within ten (10) working days of the post-conference.

3. If a teacher receives an unsatisfactory performance evaluation in the second round of evaluations for the year, that teacher may follow any of the options listed in number one (1) above to correct the deficiency, and he/she must then request another evaluation from the Executive Director of Human Resources to demonstrate satisfactory performance in order to be eligible for the Performance Increment and Individual Performance Bonus that school year.

4. If a teacher receives an unsatisfactory evaluation for the year and is unable to reverse it prior to May 30th, that teacher will not be eligible for the year's Individual Performance Bonus. At the start of the new school year, that teacher will also not be eligible for the new Performance Increment to his/her base salary. However, teachers may use any or all of the strategies listed in number one (1) over the summer and during the fall months of the new school year to make improvements. Prior to December 1, that teacher may request from the Department of Human Resources a special evaluation to demonstrate improvement. If successful, that teacher will then be eligible for that year's Performance Increment, retroactive to the first of the school year, but will not receive the previous year's Individual Performance Bonus. In order for the teacher to be eligible

for the current year’s bonus and increment the teacher will be expected to have two (2) evaluations. The evaluation used to determine last year’s increment will not be counted as one of the two (2).

5. If the school district is unable to provide two (2) evaluations for any teacher that teacher will be treated as if they had two (2) satisfactory evaluations.

Part 9 Carry Over Funds

It is an expectation that additional funding for alternative compensation be spent only to support the following programs: Peer Coaching, The Academy of Wayzata Educators (Academy , Site Goal Bonuses, and Individual Performance Bonuses. Any funds not expended in a given year will carry over within the program to fund only the aforementioned items.

Part 10 Academy Funding

The funding for the Academy of Wayzata Educators will be dependent upon Alternative Compensation Funds and district Best Practice grants. If adequate staff development funding is not available or made available through district Best Practice grants then the amounts in Article V Section 5.6 Part 4(b) will be adjusted.

Part 11 Discontinued Funding

Should the funding for the alternative compensation program be reduced by either state aid or reduced local levy to the point that the program could no longer be sustained, the WEA and the Wayzata Schools agree to eliminate the Alternative Compensation Plan. Teachers would return to the system of pay increases as it existed in the 2003-2005 contract. Any negotiated changes to the salary schedule and benefits not associated with the Alternative Compensation Plan will be maintained.

Part 12 Oversight Committee

A labor/management committee will be formed to provide oversight, monitor, and approve changes to non-contractual aspects of the Alternative Compensation Program. The committee will consist of a Board Member, the Alternative Compensation Program Supervisor, Director of Curriculum and Instruction, Executive Director of Human Resources, WEA President, a Building Principal and four (4) teachers appointed by the WEA. The committee will also make recommendations to the negotiation teams for changes in contract language.

Section 6.3 Hospitalization and Medical Insurance

The District’s contribution towards hospitalization/medical insurance will be as follows per month and per plan for the 2019-2020 fiscal year:

High Deductible Insurance Plan + VEBA Contribution

Single Plan	Employee Plus One Plan	Family Plan
\$554.64 + \$60 VEBA Contribution	999.14 + \$120 VEBA Contribution	\$1,170.97 + \$180 VEBA Contribution

Low Deductible Insurance Plan (No VEBA Contribution)

Single Plan	Employee Plus One Plan	Family Plan
\$642.45	\$1,111.34	\$1,339.27

The District’s contributions towards hospitalization/medical insurance will be as follows per month and per plan for the 2020-2021 fiscal year.

High Deductible Insurance Plan + VEBA Contribution

Single Plan	Employee Plus One Plan	Family Plan
Full Single Premium + \$60 VEBA contribution	1,019.12 + \$120 VEBA Contribution	\$1,194.39 + \$180 VEBA Contribution

Low Deductible Insurance Plan (No VEBA Contribution)

Single Plan	Employee Plus One Plan	Family Plan
\$642.45	\$1133.57	1366.06

For those employees electing single coverage plans, an additional District contribution will be made on behalf of the employee under Section 6.7.

~~The maximum Employer contribution for the 2017-2018 contract will be \$1,274.77 per month for family, \$1,057.81 for one plus one coverage and \$678.87 per month for individual coverage. Effective July 1, 2018 the maximum Employer contribution will be \$1,313.01 per month for family, \$1,089.55 for one plus one coverage and \$699.24 for individual coverage.~~

Where two or more eligible district employees are enrolled in family coverage as part of the same family unit, the maximum Employer contribution toward the premium for family coverage will be the combined maximum Employer contributions for such employees.

The hospitalization insurance advisory committee, composed of five representatives designated by the Association, one each designated by the Principals Association, Custodians Unit, Clerical Unit, Food Service Unit, Retired Employee, one Unaffiliated Employee, and one School Board Member, shall work with the administrator responsible for employee insurance coverage to develop a recommendation to the Employer for the specifications of the hospitalization and medical insurance plan.

Participation in the insurance program selected will be voluntary. Coverage shall be available from the first day of employment but shall be effective only upon enrollment of the individual teacher and his or her family. Each teacher enrolled under the plan shall contribute, through payroll deduction, any excess of the monthly premium under the plan over the maximum Employer contribution toward the type of coverage for which such teacher is enrolled.

Section 6.5 Tax Sheltered Program - 403(b) Plan

A 403(b) Plan shall be available to all teachers. Salary Reduction Agreements (SRA) may be submitted for approval at any time during the year. Approved SRA's will be implemented not later than twenty-one (21) days following submission of an accurate application.

The Employer will contribute to the 403(b) Plan for eligible full-time teachers as follows:

1. ~~The Employer will match the contributions of a teacher on steps 1-7 to a 403(b) plan, subject to a maximum contribution by the Employer of two percent (2%) of such teacher's actual salary and further subject to any other limitations imposed by law. For the first six (6) years a teacher is placed on Step 10 of the salary schedule, the Employer will match the contributions of such teacher to a 403(b) Plan, subject to a maximum contribution by the Employer of 3.0% of such teacher's actual salary.~~
2. ~~The Employer will match the contributions of a teacher on steps 8-15 to a 403(b) plan, subject to a maximum contribution by the Employer of three percent (3%) of such teacher's actual salary and further subject to any other limitations imposed by law. After a teacher has completed six (6) years on Step 10 and beyond of the salary schedule, the Employer will match the contribution of such teacher to a 403(b) Plan, subject to a maximum contribution by the Employer of three percent (3%) of such teacher's actual salary and further subject to any other limitations imposed by law.~~

3. The Employer will match the contributions of a teacher on steps 16 and beyond to a 403(b) plan, subject to a maximum contribution by the Employer of four percent (4%) of such teacher's actual salary and further subject to any other limitations imposed by law.

Beginning in the 2016-17 school year, after a teacher has completed six (6) years on Step 10 and beyond of the salary schedule, the Employer will match the contribution of such teacher to a 403(b) Plan, subject to a maximum contribution by the Employer of four percent (4%) of such teacher's actual salary and further subject to any other limitations imposed by law.

Section 6.7 Health Care Saving Plan (HCSP) - MN State Retirement System

The District shall participate in the Health Care Savings Plan (HCSP) established by the Minnesota State Retirement System. The District will contribute \$90.00 per month to the HCSP account for each employee aqt .75 FTE of above thirty (30) hours or more per week, who elect single health insurance. Participation will only be allowed in one District Health Care Savings Plan,.

~~The District shall participate in the Health Care Savings Plan (HCSP) established by the Minnesota State Retirement System. For 2017-2018, the District will contribute the difference between \$678.87 and the single health insurance premium, \$590.02 (\$88.85) per month to an HCSP account for each employee at .75 FTE or above (thirty (30) hours or more per week) who elects single health insurance coverage.~~

~~For 2018-2019, the District will contribute the amount of difference between \$699.24 and the single health insurance premium \$607. 72 (\$91.52) to the HCSP account for each employee at .75 FTE or above (thirty (30) hours or more per week) who elects single health insurance. Participation will only be allowed in one District Health Care Savings Plan.~~

Article VII Leaves and Absences Section 7.1 Sick Leave

In conjunction with the long-term disability insurance provided above, the Employer has established the following provisions for paid sick leave in order to minimize a teacher's loss of income because of unavoidable absence due to illness or injury during the basic school year. Sick leave may be used to care for an ill or injured dependent child. A "child" means an individual less than eighteen years of age or an individual under age twenty who is still attending secondary school. Accrued sick leave may also be used due to the illness or injury of an adult child, spouse, sibling, parent, step-parent, grandparent or step-grandparent if required by applicable Minnesota statutes as informed by the Human Resources Department.

Paid sick leave is provided for full time teachers (0.8 -1.0 FTE) for ten (10) days during each basic school year with a year-end accumulation of sixty-one (61) days or fewer. After a year-end accumulation of more than sixty-one (61) days, paid sick leave is provided for full-time teachers for nine (9) days during the basic school year. If a year-end accumulation drops to sixty-one (61) days or fewer, the teacher's annual sick leave provided will revert to ten (10) days. Part-time teachers (including hourly teachers) will be granted sick leave in proportion to the amount of their employment (e.g., a teacher employed one-half time will be granted ten (10) half days of sick leave). Beginning July 1, 2003, sick leave may accumulate up to a total of one-hundred ninety (190) days. A teacher who is absent at either the beginning or end of the regular school day for less than one-half (1/2) of such teacher's regular work day (less than four (4) hours for a full-time teacher) shall be charged for one-half (1/2) day of sick leave. All other absences will be charged as a full day of sick leave.

Beginning the 2020-2021 school year, teachers may use sick leave in hourly increments of time with prior administrative approval and substitute availability, with the exception of an emergency situation.

The Employer reserves the right to require substantiation of illness where there is evidence that sick leave is being abused.

Additional loaned sick leave benefits will be granted to any teacher who has exhausted accumulated sick leave benefits if such teacher has been continuously disabled and unable to teach for a period of twenty-five (25) or more consecutive work days, as certified by a medical doctor. Additional loaned sick leave benefits will also be granted for a subsequent absence during the same school year due to the same medical condition. Such additional loaned sick leave benefits will commence as of the work day immediately following the last

day of regular sick leave payment. Additional loaned sick leave benefits will continue only for the period during which the teacher remains continuously disabled and unable to teach, and shall cease in any event after sixty (60) calendar days of disability. Following a medical disability leave of 25 consecutive days or more, as certified by a medical doctor, an employee who returns to work will be granted five (5) sick leave days.

The loaned days will be re-paid utilizing the following requirements:

- a. At the beginning of each school year, four (4) days per year will be deducted from an employee's accumulated sick and/or personal leave until the total loaned days are paid back.
- b. These four (4) days can be a combination of sick and personal days; however, at least one personal day must be used. The employee must notify the Human Resource Department when they return from their leave, their choice of repayment (e.g. sick or personal days).
- c. For teachers, whose leave begins on or after July 1, 2007, the loaned days must be repaid within five (5) years of the leave. If after five (5) years, the teacher does not have adequate accumulated sick leave to repay the remaining portion, the District will subtract the balance from the teacher's salary.
- d. At the end of the school year, the employee may apply additional accumulated sick and/or personal days to the balance of the loaned days.
- e. If the loaned days are not re-paid and the teacher resigns or is terminated, the remaining days will be deducted from his/her final paycheck. Repayment of sick leave time will be calculated using the teacher's daily rate of pay at the time the loan was granted. If the teacher is unable to return due to a disability, this provision will not apply.

A teacher may use one (1) day of accumulated sick leave per summer school session to cover up to two (2) days of summer school absence due to illness or injury.

Section 7.4 Personal Leave

Each teacher employed at a 0.8 FTE or greater contract with a year-end sick leave accumulation of sixty-one (61) days or fewer is eligible for two (2) days of leave during each basic school year. After a year-end sick leave accumulation of more than sixty-one (61) days, each full-time teacher is eligible for three (3) days of leave during the basic school year which may accumulate up to three (3) days. If a teacher's year-end sick leave accumulation drops to sixty-one (61) days or fewer, the teacher's annual personal leave provided will revert to two (2) days. A part-time teacher (between 0.5 FTE but less than 0.8 FTE) will be granted two (2) days of personal leave in proportion to the amount of their employment (e.g. a teacher employed one-half time will be granted two (2) half days of personal leave.) This leave may accumulate to a maximum of three (3) days, (3 half-days for 0.5 FTE) and will not be deducted from sick leave credits.

Beginning with the 2015-16 school year, employees who have completed ten (10) years under the WEA master agreement, may accumulate to a maximum of four (4) days (4 half-days for 0.5 FTE). Employees who have completed twenty (20) years under the WEA master agreement, may accumulate to a maximum of five (5) days (5 half-days for 0.5 FTE). Any additional unused personal leave will be converted to sick leave.

Beginning with the 2017-2018 school year, employees have the option of borrowing one (1) personal leave day from the next school year's allocation. This borrowed day will be paid back by reducing the number of allocated personal leave days at the start of the following school year. If the teacher resigns or is terminated, that day will be deducted from their final paycheck.

Requests for such leave must be submitted to the building principal/supervisor in writing at least three (3) duty days in advance, except for emergency situations, and must be approved. In emergency situations, approval must be obtained upon return. On the days preceding and following a holiday break, no more than two (2) teachers per elementary building and four percent (4%) of the teachers per secondary building will be granted personal leave on the same day. In special circumstances, building principal/supervisor may elect to exceed the limitations on the number of teachers on personal leave on any given day.

Beginning the 2020-2021 school year, teachers may use personal leave in hourly increments of time with prior administrative approval and substitute availability, with the exception of an emergency situation.

Section 7.8 Child Care Leave

A child care leave is defined as a) the period of time once a teacher (mother) has been released from the disability period of childbirth or b) the period of time a teacher (mother or father) wishes to take to provide for the care of a newborn or newly adopted child/ren.

- a) A teacher may be granted a leave of absence without pay for a period of up to twelve (12) months for the purpose of providing full-time care for a newborn or newly adopted child or children. Written application for such leave shall be submitted to the Human Resource Department at least four (4) months prior to the effective date of such leave, and shall indicate the proposed starting and ending dates for the leave.
- b) A child care leave shall begin on the date approved by the Employer and shall end on the last day preceding the school quarter/trimester unless otherwise mutually agreed between the Employer and the teacher. In the case of a premature delivery or availability of an adopted child upon short notice, the Employer may adjust the starting date for the leave, provided a satisfactory substitute is available.
- c) A teacher may utilize accumulated sick leave up to a maximum of **four weeks (20 contract days)** for child care leave. If the teacher is declared disabled from teaching by a physician, Section 7.1 of this contract shall apply.
- d) Teachers may utilize accumulated sick leave up to a maximum of **six weeks (30 contract days)** for the care of a newly adopted child/ren.
- e) The Employer may send a teacher a written request that the teacher confirm his or her intention to return to work, and the teacher shall respond in writing within ten (10) days after receipt of such request. Failure of the teacher to respond to such a request within ten (10) days will result in termination of employment, as will the failure to return to work upon expiration of a child care leave (except for illness or injury). The Employer shall have no obligation to reemploy a teacher at any time other than at the end of a child care leave.

Section 7.18 Extended Leaves of Absence (Mobility Leave)

Extended Leaves of Absence (formerly called Mobility Leaves) are intended for qualified teachers that wish to explore other career opportunities outside the field of education. Pursuant to Minnesota Statute 122A.46, the School Board may grant an extended leave without salary to any teacher who has ~~a)~~ at least five (5) years of **service employment** in the District *and* has at least ten (10) years of allowable service in ~~one or more any~~ of Minnesota's ~~four~~ **teacher retirement associations (TRA or the St. Paul Teachers Retirement Fund Associations)**, ~~or b) has ten (10) years of full time teaching service in Minnesota public elementary, secondary, or area vocation technical colleges.~~ **unless one of the following exceptions apply:**

K-12 exception: The teacher has 10 full-time years of allowable or forfeited teaching service credit. Members can be full-time or part-time employees.

State University and College Exception: The teacher must have 10 years of allowable service — forfeited service will not be accepted. Teachers must be full-time employees.

An extended leave ~~may be granted for a period of not less than three years and not more than five years~~ **must be granted for at least three years, but may not be more than five years.**

~~Mutual consent of the Board and the teacher is required. However, the granting of extended leaves of absence is within the discretion of the School Board and the School Board reserves the right to refuse to grant any extended leaves, if, in the judgment of the School Board, such leaves should not be granted. The School Board will consider the granting of extended leaves only under the conditions as they are described in M.S. 122A.46, Section 354.05, Subdivision 13, 354.094 and 354.091 as of the date of this agreement. Requests for extended leaves of absence must be submitted to the Human Resource Director by February 1 of the year preceding the school year for which the leave would commence. (Section 7.10)~~

Any TRA member who is granted an extended leave of absence without salary may receive TRA allowable service credit toward a retirement annuity by paying both the employee and employer contributions to the retirement fund. There is no District contribution during an extended leave. Refer to Section 7-12 for benefit eligibility during a leave.

Article VIII – Severance Pay

Article VIII

Severance Pay

Section 8.1 Statutory Authority

The parties have agreed upon the following standards and procedures for the implementation of a program of retirement incentive pay pursuant to M.S. 122A.48.

Section 8.2 Teachers Eligible

All teachers must submit a written letter of retirement to the Human Resource Department by February 1, including the requested date of retirement. A teacher will be eligible for severance pay only if each of the following standards is met:

- a) The teacher must have completed at least 20 years of full-time service as a teacher in the Wayzata School District, or at least 15 years of full-time service as a teacher in the Wayzata School District and a total of at least 25 years of full-time service as a teacher in school districts in the State of Minnesota.
- b) The teacher must have attained the age of 55 years as of June 30 of the school year in which a retirement letter is submitted.
- c) The School Board shall act on the letter of retirement at its first regular February meeting.
- d) No severance pay will be paid to any teacher who has been discharged for cause by the Employer pursuant to M.S. 122A.40.
- e) ~~If a teacher qualifies for Article IX, he/she is not eligible for severance pay (Article VIII, with the exception of Section 8.6 Insurance Benefits).~~
- f) The teacher must be hired prior to August 25, 1998.
- g) The teacher must have been placed on Step 5 and/or higher in fiscal year 1998.
- h)

Section 8.3 Amount

A teacher who qualifies under 8.2 and whose letter of retirement is approved by the School Board will be paid the amount determined by adding one-half (1/2) (up to 75 days) of the teacher's unused accumulative sick leave to 80 days, and then multiplying such sum by his/her daily rate of pay. The maximum number of total days shall be 155 (75 sick leave days + 80 days).

For purposes of this calculation only, a teacher who has 150 days of unused accumulated sick leave as of July 1 of the final year of active employment and who uses no more than ten (10) days of sick leave in that final year, will be deemed to have 150 days of accumulated unused sick leave.

Example: An eligible teacher is 55 years or older and has 120 days of unused accumulated sick leave. Such teacher is entitled to 140 days pay, computed as follows:

$$(1/2 \times 120 \text{ days}) = 60 \text{ days} + 80 \text{ days} = 140 \text{ days pay.}$$

If an employee has met the eligibility requirements in 8.2 and subsequently, reduces their FTE, his/her daily rate of pay will be calculated based on the FTE and salary immediately preceding the reduction of FTE.

Section 8.4 Payment

In the event that it is determined by the IRS that the severance benefit listed in this Article is constructively received by the individual employee in the year that the employee first became eligible to receive the benefit (and not in the year that the person retires), the employer agrees to withhold from the imputed income and

transmit to the IRS the amount necessary to comply with tax withholding requirement for lump sum payments under IRS rules in the year that the income is constructively received.

Upon retirement, the District will contribute an amount equal to the value of the employee's accrued severance pay into a 403(b) account established by the employee exclusively for the purpose of receiving such payment (the "Severance 403(b)"). The employee will not receive direct payment from the District for severance pay.

Payment will be made within sixty (60) days of the retirement date and will be within the applicable IRS limits. In the event the full amount of severance cannot be deposited into the 403(b) due to the IRS limits, any amount remaining shall be deposited on the first January payroll in the year following the retirement date (e.g. June 30th retirement, the first payment would be August 30th of the same year and the next payment would be January 15th of the following year). Provided that, in the event any such deposit would violate the applicable IRS limits, the Board may adjust the payment schedule as needed. The amount of the District contribution shall be calculated in accordance with this article.

Upon request of the District, the employee shall provide information needed to determine the amount of the District contribution that may be deposited into the Severance 403(b) without exceeding the applicable IRS limits on annual additions to all tax-deferred accounts held by the employee. The information needed shall be provided regardless of whether the employee has retired or is still employed by the District. For purposes of calculating the deferral limit, the District will provide the employee with contribution information for the last 12 months.

The retiree will not make any other deposits to the Severance 403(b) until the District has paid out the entire amount of severance due. The District will maintain a list of 403(b) vendors that may be used for the employee's Severance 403(b). Upon request of an employee, the District will add other vendors to the list, but only if the provider meets district requirements for compliance with state and federal law.

In the event the full amount of severance cannot be deposited into the 403(b) due to the IRS limits, any amount remaining in the fifth year after retirement shall be paid out as taxable compensation, subject to all applicable employment taxes.

In the event that a retired teacher dies before receiving the full amount of the severance pay to which that teacher is entitled, any remaining amount shall be payable to the teacher's legal heirs.

Section 8.5 Effective Date

This Article shall not be retroactive to any teacher who retired prior to the first day of the 1987-88 school year, but shall apply only to teachers who retire thereafter.

Section 8.6 Insurance Benefits

This section will apply only to employees whose service with the School District has been full-time and continuous as defined by this Agreement and whose service began prior to September 3, 2019. For employees whose employment with the School District began after this date, the provisions of this Section will not be applicable.

Any eligible teacher who has completed fifteen (15) or more years of continuous full-time service and who has attained the age of fifty-five (55) as of the effective date of retirement; or has completed twenty (20) years of full-time service to the District and who has attained the age of fifty-five (55) as of the effective date of retirement shall be eligible for the same employer contribution toward the premium actually charged by such retired teacher's insurance carrier for hospital/medical insurance as is provided to eligible teachers actively at work. Benefits available under the insurance plan shall be coordinated with any government-provided benefits (such as Medicare) to provide the same total benefits available to teachers actively at work., not to exceed \$980 per month for retirees electing single coverage, \$1,520 per month for retirees electing E+1 coverage and \$1,820 per month for retirees electing family coverage.-Such employer insurance premium contribution shall terminate once the teacher has been eligible for Medicare for five years. For eligible teachers who retire after June 30, 2008, such employer insurance premium contribution shall terminate at Medicare eligibility. By paying their own premiums, all retired teachers may continue to receive hospital/medical insurance coverage for as long as they wish even if the retiree is not eligible for District contribution.

Article IX Deferred Compensation (Replacement for Article VIII Early Retirement Incentive Pay / Severance Pay)

Section 9.1 Teachers Eligible – Based on Continuing Contract Status

This plan is to begin with the fiscal year 2004, and all individuals who are hired on or after July 1, 2003 will fall under the provisions of the Section 9.3 replacement plan and will not be eligible for the old Early Retirement Incentive Plan/Severance Pay Article VIII, with the exception of Section 8.6 Insurance Benefits.

Beginning with the first year of continuing contract status, each full time teacher (.8 to 1.0 FTE) will contribute the following amounts for a period of six years, for which the District will match the participant's contribution; however, teachers may opt out of this Deferred Compensation Plan by providing notice to the Human Resources Director in writing. [Teachers at .5 to less than .8 FTE will be eligible for a prorata district contribution.]

Employees who were hired between August 25, 1998 and August 27, 2001 and were not originally eligible for Section 9.2, are eligible for the deferred compensation as outlined in Section 9.3. The 2005-2006 school year will be designated as Year 1 for these employees.

Section 9.1 Statutory Authority

The parties have agreed upon the following standards and procedures for the implementation of a program of Deferred Compensation that will be in accordance with IRS regulations and Minnesota statutes. This Deferred Compensation Plan shall be a replacement for Article VIII Early Retirement Incentive Pay / Severance Pay. Teachers shall be eligible for this plan based on the criteria of Section 9.2 or 9.3, but not both.

Section 9.2 Teachers Eligible – Based on Step Placement

This plan is to begin with fiscal year 1998. All individuals hired in fiscal years 1998 (1997-98 school year) through fiscal year 2003, and all individuals who are were on step four (4) and below in fiscal year 1998 will fall under the provisions of the Section 9.2 replacement plan and will no longer be eligible for the old Early Retirement Incentive Plan/Severance Pay Article VIII, with the exception of Section 8.6 Insurance Benefits.

Beginning with Step Four, each full time teacher (.8 to 1.0 FTE) will contribute the following amounts for a period of six years, for which the District will match the participant's contribution; however, teachers may opt out of this Deferred Compensation Plan by providing notice to the Human Resources Director in writing. [Teachers at .5 to less than .8 FTE will be eligible for a prorata district contribution].

Step	Employee	Employer
Step 4	\$ 600	\$ 600
Step 5	\$ 600	\$ 600
Step 6	\$1,100	\$1,100
Step 7	\$1,100	\$1,100
Step 8	\$1,600	\$1,600
Step 9	\$1,600	\$1,600
Total Contributions	\$6,600	\$6,600

Participants will not be allowed to play catch-up if they choose not to participate in a given allocated year. No participant nor District match contributions will be allowed beyond Step 9.

Section 9.3 Teachers Eligible – Based on Continuing Contract Status

This plan is to begin with the fiscal year 2004, and all individuals who are hired on or after July 1, 2003 will fall under the provisions of the Section 9.3 replacement plan and will not

be eligible for the old Early Retirement Incentive Plan/Severance Pay Article VIII, with the exception of Section 8.6 Insurance Benefits.

Beginning with the first year of continuing contract status, each full-time teacher (.8 to 1.0 FTE) will contribute the following amounts for a period of six years, for which the District will match the participant's contribution; however, teachers may opt out of this Deferred Compensation Plan by providing notice to the Human Resources Director in writing. [Teachers at .5 to less than .8 FTE will be eligible for a prorata district contribution.]

Employees who were hired between August 25, 1998 and August 27, 2001 and were not originally eligible for Section 9.2, are eligible for the deferred compensation as outlined in Section 9.3. The 2005-2006 school year will be designated as Year 1 for these employees.

~~Years as a Continuing~~

Contract Teacher	Employee	Employer
Year 1	\$ 600	\$ 600
Year 2	\$ 600	\$ 600
Year 3	\$1,100	\$1,100
Year 4	\$1,100	\$1,100
Year 5	\$1,600	\$1,600
Year 6	\$1,600	\$1,600
Total Contributions	\$6,600	\$6,600

Participants will not be allowed to play catch-up if they choose not to participate in a given allocated year. No participant nor District match contributions will be allowed beyond year 6 of continuing contract status.

APPENDIX D - Extra Assignment Schedule

An ~~standing~~ Extracurricular Committee will be co-chaired by ~~the an administration representative~~ Activities Director and ~~the~~ WEA President or designee and will include ~~at least one two~~ elementary school, ~~two~~ at least one middle school, and ~~at least one two~~ high school teachers (at least 1 of these teachers should be a WEA negotiator) selected by the WEA. ~~The committee should also include an elementary principal, a middle school principal, and a Human Resources designee.~~ Committee selection should take into account the diversity of the activities Wayzata supports. ~~All recommendations made in regards to the contract will be reviewed during negotiations.~~ The focus on the committee will be to:

- ~~Create and review a system for eliciting and processing feedback from members about the extracurricular section of the contract,~~
- ~~Recommend placement on the pay scale for new advisor or coach positions, and~~
- ~~Review and possibly recommend changes in placement based on the changed expectations for a job, and~~
- ~~Review other processes and procedures as necessary to facilitate improvements in the extracurriculars.~~

Appendix F - Hiring Retired Teachers

MEMORANDUM OF UNDERSTANDING

WHEREAS, the Wayzata School District is interested in hiring retired teachers to fill vacant positions; and

WHEREAS, the Association understands that the District would be unwilling to rehire these retirees if all provisions of the contract were to apply; and

WHEREAS, the parties have reached agreement on which terms of the agreement will apply to retirees.

NOW, THEREFORE, BE IT HEREBY AGREED by Independent School District 284, Wayzata, Minnesota and the Wayzata Education Association as follows:

1. Teachers-~~2017-2019~~ 2019-2021 Master Contract. The following provisions of the Master Contract will not apply to returning retirees: Article III, Section 9, Transfer; Article V, Compensation; Article VI, 6.3 Hospitalization and Medical Insurance; Article VII, Sections 6 and 9, Sabbatical Leave and Special Leaves Without Pay; Article VIII, Severance Pay; Article IX, Deferred Compensation; and Article X, Unrequested leave.
2. Salary. A retired teacher shall be placed on the salary schedule as agreed upon by the retired teacher and the District.
3. Health Insurance. If the retired teacher was eligible for retiree health benefits under section 8.6 of the Master Contract the retired teacher may elect to continue to receive insurance benefits as a retiree under Section 8.6 or as an active employee under Section 6.3 while actively employed. If the retired teacher was not eligible for retiree health benefits under Section 8.6 of the Master Contract, the retired teacher shall receive insurance benefits as an active employee under Section 6.3 while actively employed. Teachers will not be credited with years of service while employed as a retired teacher to become eligible for retiree insurance benefits under Section 8.6.
4. Severance Pay. The parties acknowledge that returning retirees covered by this Memorandum of Understanding do not waive eligibility for Severance Pay (Article VIII) to which they were entitled at the time of their retirement. However, retired teachers will not accrue additional benefits under Article VIII while actively employed.
5. Tax-Sheltered Program – 403(b) Plan. Section 6.5 shall be available for employee contributions, but employer match provisions do not apply.
6. Individual Retired Teacher Contract. A Retired Teacher Contract will be used for retired teachers hired under this Memorandum of Understanding.

The parties agree to these terms until the end of the ~~2018-2019~~ 2020-2021 school year only. This memorandum may be renewed with the agreement of both parties. Memorandum established 2001-2003 contract.

Appendix G - Elementary Planning days

MEMORANDUM OF UNDERSTANDING

Elementary Team Planning

For the ~~2017-2019~~ 2019-2021 school years, the School Board agrees to provide elementary classroom teachers, grades K-5, team planning time of four (4) days per school year. For the ~~2017-2019~~ 2019-2021 school years, the School Board agrees to provide elementary specialists, elementary special education, and non-classroom elementary teachers planning time of four (4) days per school year.

In addition to the four (4) planning days, elementary educators will be eligible for up to six (6) hours per year of flexible planning time to be used outside the contract day (e.g. summer, winter break, etc.).

Payment will be based on the curriculum writing rate. At least two (2) team members must be in attendance. Hours must be submitted from July 1 through May 1.

It is understood that the Elementary Team Planning time could be discontinued during this contract, but only if the School Board ~~also discontinues the middle school model.~~ **changes student contact minutes at either the elementary or secondary levels.**

This Memorandum of Understanding will expire on June 30, ~~2019~~ **2021**.

This Memorandum of Understanding was ~~reviewed and~~ developed at the recommendation of the 1999-2001 contract and added as a Memorandum of Understanding in the 2001-2003 contract.

Appendix H - Donation to Sick Leave

MEMORANDUM OF UNDERSTANDING

Donation to Sick Leave

Wayzata Public Schools ISD No. 284 and the Wayzata Education Association agree to establish a donation to sick leave program. Employees may donate their accrued personal leave days each year to another member of the bargaining unit who is out of accrued paid leave* and experiencing a hardship due to critical illness or injury and covered under Section 7.1. Employees who have accumulated sixty-one (61) or more sick leave days may donate up to one (1) day/year of sick leave to a member of the bargaining unit who is out of accrued paid leave* and experiencing a hardship due to critical illness or injury and covered under Section 7.1.

The number of days donated to an individual shall not extend the individual's paid status beyond the long-term disability qualification period or the end of the school year, whichever is reached first. Donated days may only be used for regularly scheduled duty days. A request for donated days must be submitted within two (2) weeks of the end of the qualifying illness or injury. Donation forms must be submitted to the Human Resource Services Department within two (2) weeks of the request.

ECFE teachers may donate to another member of the bargaining unit who is employed in the ECFE program. Employees may donate up to two (2) days (a day is based on the donating staff member's weight of day) of personal leave per year to another member of the bargaining unit who is out of accrued paid leave* and experiencing a hardship due to critical illness or injury and covered under Section 7.1. ECFE teachers who have accumulated sixty-one (61) or more sick leave days and who have exhausted their personal leave, may also donate up to one (1) day of sick leave to another member of the bargaining unit who is out of accrued paid leave* and experiencing a hardship due to critical illness or injury and covered under Section 7.1. The number of days donated to an individual shall not extend the individual's paid status beyond the long-term disability qualification period or the end of the school year, whichever is reached first. Donated days may only be used for regularly scheduled duty days. Donation forms must be submitted to the Human Resources Services Department within two (2) weeks of the original date which sick leave would have been exhausted.

This Memorandum of Understanding will expire on June 30, ~~2019~~ **2021**, unless both parties agree to an extension.

*accrued paid leave: sick and personal leave

Memorandum of Understanding established in the 2005-2007 contract.

Appendix I -Sick Leave Accumulation

MEMORANDUM OF UNDERSTANDING

Teachers who use five (5) days or less of sick leave in a school year may elect to convert sick leave days to cash at the current substitute daily pay rate (currently \$125/day) and the following conditions. The district will use the sick leave balance as of the end of each school year and the new balance will reflect a reduction based on the number of sick days that have been converted to cash. This payment will be made to a tax deferred plan within 60 days after the end of the school year on the following basis:

Accumulated Sick Leave	Amount
30-60 days accumulated sick leave	1 day (\$125)
60+ days accumulated sick leave	2 days (\$250)
90+ days accumulated sick leave	3 days (\$375)

184 days or more # of Accrued Sick Leave Days the Employee would lose to a maximum of 10

This plan will be subject to state and federal laws, rules and regulations.

It is agreed that the purpose of this benefit is to encourage WEA members to accumulate sick time and provide continuity in the classroom. Therefore, the WEA and the District will study the cost and effect of this plan for the ~~2017-2019~~ 2019-2021 school years and such information will be used by the parties in the negotiations of the subsequent contract.

This Memorandum of Understanding will be effective July 1, ~~2017~~ 2019 through June 30, ~~2019~~ 2021 .

Memorandum established in the 2007-2009 contract.

Appendix J - Q-comp for ECFE Teachers

MEMORANDUM OF UNDERSTANDING

Wayzata Public Schools ISD No. 284 and the Wayzata Education Association agree that beginning with the 2013-14 school year, the ECFE Teachers will be eligible to participate in the Alternative Compensation Program - Individual Performance Bonus:

Upon the completion of two (2) satisfactory evaluations, or completion of the appeal process outlined in Article V Section 5.6 Part 8 with a satisfactory evaluation, a full-time (1.0 FTE) teacher will be granted an Individual Performance Bonus of \$1600 to be paid on the first regular pay period in June. For the purposes of this MOU, a full-time teacher must be employed for a minimum of 960 hours (120 days at 8 hours/day) during the school year. A part-time teacher will be eligible for an Individual Performance Bonus prorated to equal his/her FTE.

A teacher retiring at the end of the first semester will be eligible for an Individual Performance Bonus prorated to equal his/her annualized FTE upon the completion of two (2) satisfactory evaluations. To facilitate the scheduling of evaluations, it is the responsibility of the educator to notify his/her Peer Coach in writing by September 15 of his/her intent to retire ~~at~~ the semester break.

This Memo of Understanding will expire on June 30, ~~2019~~ 2021 .

Memorandum of Understanding established the 2013-2014 contract.

Appendix K- ECFE Study and Salary Conversion

Memorandum of Understanding

Between Wayzata Public Schools and Wayzata Education Association Early Childhood Family Education Study and Salary Conversion

WHEREAS, Independent School District 284, Wayzata Public Schools (“District”) and Wayzata Education Association (“WEA”) have a common mission to educate all students birth to age 5.

WHEREAS, the District and WEA recognize that Early Childhood and Family Education (ECFE) plays a vital role in the ongoing efforts to achieve the mission of Wayzata Public School:

WHEREAS, it is the District and WEA’s belief that licensed ECFE teachers should be recognized in the same manner as other teachers in the district;

Be it THEREFORE resolved that:

1. Representatives from the District and WEA will study the feasibility of transitioning licensed ECFE teachers to the salary schedule contained in Appendix A and B of the Master Agreement between Independent School District 284 and Wayzata Education Association.
2. The study recommendations will be reviewed prior to the 2021-2023 negotiations.
3. The taskforce will be limited to six members and members should include 3 District appointees and 3 WEA appointees. Membership should further be defined to include the Director of Community Education or their designee and one member of the ECFE teaching staff. The taskforce will be co-facilitated by one member from the district and one member from the WEA.
4. The task force will identify contract language that may become obsolete if this transition takes place.

This memorandum of understanding was adopted in the 2019-2021 contract.

The District and Wayzata Education Association are in agreement with the above language as evidenced by their representatives’ signatures below.

Appendix L - Substitution During Preparation Period (Comp Time)

MEMORANDUM OF UNDERSTANDING

Substitution during Preparation Period

The District and the Union desire to promote a collaborative work environment that is focused on the individual educational needs of all students and the delivery of quality instruction. The parties recognize the mutual benefits derived from teachers substituting during their preparation hour when regular substitutes can’t be scheduled.

Therefore, it is agreed:

1. When a substitute is unavailable, teachers may be asked to substitute during their preparation time.
2. Teachers may select compensation for substituting during their preparation time.
 - a. Teachers substituting during their preparation time may earn a rate of \$40.00 an hour.
 - b. Teachers substituting during their preparation time may choose to earn time off.
(Frequently referred to as Comp Time.)
3. Teachers may earn up to 360 minutes of time off each year. Time accrued beyond 360 minutes will be paid at the above mentioned hourly rate.
4. Teachers may use earned time off in an hour, half day or full day time increments. All requests for time off must be submitted in the current substitute management system (AESOP).
5. Teachers earning time off must use this time prior to May 1.
6. All time off requests require a three day notice and prior approval of the immediate supervisor. Teachers earning time off should not extend regular vacation periods except in unusual circumstances.
7. Earned time off will not transfer into the next school year. All balances will be paid at the end of the current school year at the rate stated in 2 (a).

Memorandum of Understanding established 2019-2021 contract.

Appendix M - ECSE Stretch Calendar

Appendix M

MEMORANDUM OF UNDERSTANDING

Early Childhood Special Education Stretch Calendar

Wayzata Public Schools ISD No. 284 and the Wayzata Education Association agree to the implementation of an Early Childhood Special Education Stretch Calendar beginning the 2018-2019 school year.

Beginning the 2018-2019 school year, the School District and the Wayzata Education Association agree to a Stretch Calendar for teachers in the birth to three program for the Early Childhood Special Education Program (ECSE). For the purpose of this memorandum, a “stretch calendar” is defined as a school year calendar from July 1 through June 30 of a given year. This includes keeping the total contract days at the number set in the WEA Master Agreement (184 days) ~~plus 5 additional days of pay (at daily rate) for a total of 189 days.~~ Fifteen (15) to ~~twenty (20)~~ **forty-five (45)** days will be designated for **June**, July and August.

~~Effective June of 2018, ECSE teachers will be paid for five (5) additional days to be worked in June of 2018 to transition into the stretch calendar system.~~ Beginning July 1, 2018, the stretch calendar system will be fully implemented. The stretch calendar will be created annually by the teacher following guidelines established by the ECSE supervisor. Said calendar will be approved by the ECSE supervisor and Director of Special Services.

Appendix N - Extra Curricular Committee

MEMORANDUM OF UNDERSTANDING

Extra Curricular Committee

Wayzata Public Schools ISD No. 284 and the Wayzata Education Association agree to implement the Extra Curricular Committee as outlined in Appendix D of this contract beginning the 2019-2020 school year.

Wayzata Public Schools ISD No. 284 and the Wayzata Education Association Negotiations team agree to review proposed activities during the 2019-2020 school year. Due to a break down in the process prior to the 2019-2021 contract, new activities or changes were not reviewed during the negotiation process. An additional MOU may be added at the end of the 2019-2020 school year to reflect the recommendations of the Extra Curricular committee.

Memorandum established 2019.

Salary Increase

2019-2020 - 3%

2020-2021 - 3%

Health Insurance Increase

2019-2020 - 2%

2020-2021 - 2%

Dental Insurance Increase

2019-2020 - 3%

2020-2021 - 2%



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Board Reports

ITEM: Board Reports

COMMENTS BY: Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for Board members to update school board members on school board-related work or to make announcements of interest to the public.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Audience Opportunity to Address the Board

ITEM: Audience Opportunity to Address the Board

COMMENTS BY: Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for members of the audience to address the School Board. Speakers will be allotted approximately three minutes.

Please note that this time is provided for citizens to address the Board; this is not an appropriate venue for a discussion or debate. If the speaker would like follow-up contact from the Board of Education, they may leave their contact information with the administrative assistant.



Board of Education
Regular Meeting – September 9, 2019

AGENDA SECTION: Adjourn

ITEM: Adjourn

COMMENTS BY: Sarah Johansen, Board Chair

This agenda item brings closure to the School Board meeting.

Recommended Action: Call the meeting to a close.

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Time of Adjournment: _____ 100 _____