



AGENDA

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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:	
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Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Call to Order

ITEM: Roll Call Attendance

COMMENTS BY: Andrea Cuene, Board Chair

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



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Approval of Agenda and Consent Agenda Items

COMMENTS BY: Andrea Cuene, 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. Kimberly Lane Elementary School Media Center Improvements and LTFM Contract Award
 - 3. Greenwood Elementary School 2020 Media Center Renovations
 - 4. Sunset Hill Elementary School 2020 Media Center Renovations
 - 5. Amendment to the Contract with Kraus-Anderson Construction Company as Construction Manager for the Kimberly Lane Renovations
 - 6. Amendment to the Contract with Kraus-Anderson Construction Company as Construction Manager for the West Middle School Renovations
- C. Human Resource Recommendations
 - 1. Monthly Recommendations
- D. Lease Extension for Eagle Brook Church

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 – February 10, 2020

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Approval of Board Minutes

COMMENTS BY: Bonita Lucky, Board Clerk

Approve the minutes of the following meetings:

- January 13, 2020 Regular Meeting
- January 27, 2020 Special Meeting

Recommended Action: Approve the minutes of the Board meetings.

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

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

Abstentions: _____



BOARD OF EDUCATION

Organizational/Regular Board Meeting - January 13, 2020 - 7:00 PM
Wayzata City Hall, 600 Rice Street, Wayzata

Excellence. For each and every student.

Minutes of Organizational/Regular Board Meeting

A Organizational/Regular Board Meeting of the Board of Education of Wayzata Public Schools was held Monday, January 13, 2020, beginning at 7:00 PM in the Wayzata City Hall, 600 Rice Street, Wayzata.

1. CALL TO ORDER/ROLL CALL

Acting Board Chair Sarah Johansen called the meeting to order, and Acting Board Chair Chris McCullough called the roll. All board members were present: Sarah Johansen, Chris McCullough, Cheryl Polzin, Bonita Lucky, Linda Cohen, Seanne Falconer, Andrea Cuene, and ex-officio Superintendent Chace B. Anderson.

2. OATH OF OFFICE

Acting Board Chair Sarah Johansen recited the charge of the oath of office for the newly elected school board members: Linda Cohen, Bonita Lucky, Cheryl Polzin, and Seanne Falconer; and each member recited their affirmation to the office.

3. ELECTION OF SCHOOL BOARD OFFICERS

Acting Board Chair Sarah Johansen presided over the election of board officers for 2020. Acting Board Clerk Chris McCullough registered the votes.

A. Election of Chair

Cheryl Polzin motioned to nominate Andrea Cuene as the Board Chair for 2020 and until such time as the first Regular Meeting in Monday wherein the Board can elect a new chair. Chris McCullough seconded the motion and it carried unanimously.

B. Election of Vice-Chair

Bonita Lucky motioned to nominate Linda Cohen as the Board Vice-Chair for 2020 and until such time as the first Regular Meeting in Monday wherein the Board can elect a new vice-chair. Seanne Falconer seconded the motion and it carried unanimously.

C. Election of Clerk

Andrea Cuene motioned to nominate Bonita Lucky as the Board Clerk for 2020 and until such time as the first Regular Meeting in Monday wherein the Board can elect a new clerk. Linda Cohen seconded the motion and it carried unanimously.

D. Election of Treasurer

Chris McCullough motioned to nominate Sarah Johansen as the Board Treasurer for 2020 and until such time as the first Regular Meeting in Monday wherein the Board can elect a new treasurer. Linda Cohen seconded the motion and it carried unanimously.

4. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS

Andrea Cuene, Board Chair, presided over the approval of the agenda and consent agenda items. The agenda and consent agenda were unanimously approved with a roll call vote.

A. Approval of Minutes

B. Finance and Business Recommendations

1. Monthly Reports
2. Annual Official Designations
3. P-Card Approval

C. Human Resource Recommendations

1. Monthly Recommendations

D. School Board

1. School Board Standard Operating Procedures for 2020
2. Reaffirm Current School Board Policies
3. 2020 School Board Meeting Schedule

E. Annual Waive Statutory Pledge Requirements

F. Student Teaching Agreements

G. Legislative Action Committee Platform

H. Approve Independent Provider

5. REPORTS FROM ORGANIZATIONS

- A. Wayzata High School Student Council Representative
Matt Lawrence, WHS Student Council Vice-President, provided an updated on High School events and athletics.

6. RECOGNITIONS

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

- A. Retiree Recognition
- B. Spotlight Education Honors - Legally Blonde; Wayzata High School
- C. Math Madness National Championship; Kimberly Lane Elementary
- D. MN National Outstanding Assistant Principal - Ashley Farrington; Central Middle School
- E. January Employee of the Month – Jolene Stanke-Krause; Meadow Ridge Elementary

7. STUDENT CURRICULUM PRESENTATION

- A. East Middle School
Paul Paetzel, Principal of East Middle School, along with teachers Lynnea Allen and Terri Bostrom, presented their pilot program focused on staff wellness and happiness; which has had a positive impact on staff, students, and the overall building culture. Mindfulness expert and district parent, Martha Williams, gave a brief mindfulness demonstration.

8. ADMINISTRATIVE REPORTS AND RECOMMENDATIONS

- A. Superintendent
- B. Teaching and Learning
 - 1. Policies for Approval
Cheryl Polzin moved to move policy 519 to a future meeting for a second reading, and to approve the remaining policies for first reading and full approval. Sarah Johansen seconded the motion and it carried unanimously.
 - a. 501 Student Disability Nondiscrimination
 - 502 Student Discipline
 - 503 Compulsory Attendance
 - 506 Student Dress Code
 - ? Grading and Assessment
 - 512 Notification of Violent Behavior by Students
 - 513 Hazing Prohibition
 - 516 Search of Student Lockers, Desks, Personal Possessions and Student's Person
 - 519 Weapons
- C. Finance and Business Services
 - 1. Monthly Financial Reports
No Board action required.
 - 2. Approval of Revised Budget 2019-2020
Chris McCullough moved to approve the revenue adjustment to reflect actual receipts year to date for fiscal year ending June 30, 2020. Sarah Johansen seconded the motion and it carried unanimously.
 - 3. Authorize the Executive Director of Finance and Business to Execute an Amendment to License Agreements with the City of Plymouth
Sarah Johansen moved to approve the authorization to allow the Executive Director of Finance and Business to execute license agreements with the City of Plymouth. Bonita Lucky seconded the motion and it carried unanimously.
- D. Human Resource Services

9. OTHER BOARD ACTION

- A. Board Committee Structure for 2020
Linda Cohen motioned to approve the Board Committee Structure, and Cheryl Polzin seconded the motion. It carried unanimously.
- B. Board Appointments for 2020
Sarah Johansen motioned to approve the Board Appointments, and Linda Cohen seconded the motion. It carried unanimously.
- C. School Board Member Compensation for 2020
Chris McCullough motioned to approve the Board compensation rates (unchanged from the prior year), and Bonita Lucky seconded the motion. It carried unanimously.

10. **BOARD REPORTS**

Cheryl Polzin mentioned the Minnesota School Board Association's annual conference, which will be held January 16th and 17th

11. **AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD**

A district parent requested to address the Board, but was unable to stay to the end of the meeting. A Board representative will reach out to the parent to address their concerns.

12. **ADJOURN**

Seanne Falconer motioned to adjourn the meeting. Sarah Johansen seconded the motion and it carried unanimously. The meeting adjourned at 8:41 p.m.



Excellence. For each and every student.

Minutes of Special Meeting

A Special Meeting of the Board of Education of Wayzata Public Schools was held Monday, January 27, 2020, beginning at 4:00 PM in the District Administration Building.

1. ROLL CALL

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

2. FINANCE AND BUSINESS

A. East Middle School AHU Replacement Bids

Sarah Johansen motioned to approve the base bid in the amount of \$1,065,000.00 to JPMI Construction Company. Bonita Lucky seconded the motion and it carried unanimously.

3. ADMINISTRATIVE

A. Student Teaching Agreements

Bonita Lucky moved to approve the student teaching field agreement with University of Wisconsin LaCrosse. Cheryl Polzin seconded the motion and it carried unanimously.

4. HUMAN RESOURCE SERVICES

A. Monthly Recommendations

Sarah Johansen moved to approve the regular Human Resource recommendations. Chris McCullough seconded the motion, and it carried unanimously.

5. ADJOURN

Linda Cohen moved to adjourn the meeting, Bonita Lucky seconded the motion. It carried unanimously and the meeting adjourned at 4:10 pm.



Board of Education
Regular Meeting – February 10, 2020

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 January 2020	\$10,284,015
Wire Transfer, EFT & ACH for December 2019	\$11,694,983

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 January 2020.

Cash Donations	\$30,349
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Recommended Action: Approve the checking account and wire transfer payments and accept with appreciation the donations, which are in compliance with current district policy and guidelines.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

**WAYZATA PUBLIC SCHOOLS
MONTHLY DONATION SUMMARY
January 2020**

<u>DONATED BY</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
Lukus Foundation	HS - Robotics Team	\$5,000.00
Accounting Resource Group Inc.	HS - Robotics Team	\$5,000.00
Jim & Louise Millis	Community Ed - Young Scientist Roundtable	\$3,000.00
Greenwood PTA	GW - Classroom Supplies	\$2,141.16
Sunset Hill PTSA	SH - Classroom Supplies	\$2,112.01
Minnesota Vikings Foundation	HS - Football Department	\$2,000.00
Andrew Pfeifer - Wells Fargo Gift	OW - Student Events, Recess Equipment & Scholarships	\$2,000.00
Oakwood PTA	OW - Media Center Grant for Books	\$1,568.24
Lifetouch National School Studios	CMS - Student Scholarships & Classroom Supplies	\$1,390.00
Gleason Lake PTO	GL - Sensory Educational Tools & Achievement Intervention Support	\$1,124.15
Lifetouch National School Studios	GL - Student Activities	\$802.00
Bell Bank Mortgage	HS - Robotics Team	\$750.00
Lifetouch National School Studios	KL - Student Activities & Supplies	\$680.00
Lifetouch National School Studios	OW - Yearbook Scholarships	\$586.00
Wilfert Long & Martha Long	HS - Choir	\$500.00
Meadow Ridge PTO	HS - Club Y.E.S.	\$300.00
Oakwood PTA	OW - Phy Ed Equipment Grant	\$270.46
Adam Jennings	MR - Families in Need (Student Meals)	\$200.00
General Mills-Your Cause	KL - Student Activities & Supplies	\$200.00
Oakwood PTA	OW - Instruments for Music Room & Art Room Supplies	\$187.07
Target Corporation-Cyber Grant	KL - Student Activities & Supplies	\$167.50
Wells Fargo Matching Gifts	GL - Student Activities	\$150.00
Target Corporation-Cyber Grant	GL - Student Activities	\$60.00
Wells Fargo Matching Gifts	GW - Classroom Supplies	\$50.00
Target Corporation-Cyber Grant	CMS - Student Scholarships & Classroom Supplies	\$30.00
Target Corporation-Cyber Grant	CMS - Student Scholarships & Classroom Supplies	\$30.00
Target Corporation-Cyber Grant	CMS - Student Scholarships & Classroom Supplies	\$30.00
Target Corporation-Cyber Grant	CMS - Student Scholarships & Classroom Supplies	\$20.00
TOTAL CASH DONATIONS		<u>\$30,348.59</u>

WAYZATA PUBLIC SCHOOLS
MONTHLY CHECK DISBURSEMENT SUMMARY
JANUARY 2020

CHECK #	VENDOR	DESCRIPTION	DATE	AMOUNT
6503	FIRST STUDENT INC	TRANSPORTATION	01/21/2020	\$ 1,846,298.69
6313	TRIMARK HOCKENBURGS	CMS - 11F Foodservice Equipment	01/07/2020	\$ 783,184.58
6282	PETERSON COMPANIES INC	OW/ELS - 31A Earthwork & Utilities	01/07/2020	\$ 594,466.19
6700	PATZOLDT CONCRETE & MASONRY	OW/ELS - 04A Masonry	01/28/2020	\$ 585,200.00
6669	MARCO TECHNOLOGIES LLC	CMS/EMS - 27A Audio Visual	01/28/2020	\$ 539,561.97
6661	KRAUS-ANDERSON CONSTRUCTION CO	CMS-OW-EMS-ELS	01/28/2020	\$ 412,418.97
6256	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	01/07/2020	\$ 393,840.24
6275	NORCOSTCO INC	CMS - EMS Theatre, Stage, and Curtains	01/07/2020	\$ 264,709.44
6535	OLD NATIONAL BANK	TURF LEASE	01/21/2020	\$ 225,119.99
6692	NORCOSTCO INC	EMS-CMS Theatre, Stage, and Curtians	01/28/2020	\$ 196,336.50
6577	BENS STRUCTURAL FABRICATION	OW/ELS - 05A Structural Steel Materials	01/28/2020	\$ 166,878.14
6244	HUNT ELECTRIC CORPORATION	CMS - Electrical	01/07/2020	\$ 150,020.20
6784	WELLS CONCRETE	OW/ELS - 03B Building Concrete	01/28/2020	\$ 147,942.14
6518	INTERMEDIATE DIST 287	JAN 20 MONTHLY BILL	01/21/2020	\$ 129,915.00
6268	MN ROADWAYS COMPANY	CMS - 32A Asphalt paving	01/07/2020	\$ 129,479.22
6294	SEATING & ATHLETIC FACILITY ENTERPRISES	EMS - 12H Motorized Bleachers	01/07/2020	\$ 113,297.00
6470	XCEL ENERGY	MONTHLY SERV	01/14/2020	\$ 109,125.74
6305	THELEN HEATING AND ROOFING INC	EMS - 23B Combined Mechanical	01/07/2020	\$ 106,932.95
6773	UPPER LAKE FOODS	DISTRICT PRIME VENDOR	01/28/2020	\$ 91,283.96
6758	TITANIUM PARTNERS LLC	RENT	01/28/2020	\$ 80,141.44
6215	EBERT CONSTRUCTION	EMS CMS Demolition and Carpentry	01/07/2020	\$ 74,369.12
6211	CUSTOM DRYWALL INC	EMS - 09A Drywall and Framing	01/07/2020	\$ 73,220.20
6480	WAYZATA EDUCATION ASSN	Payroll accrual	01/15/2020	\$ 73,005.01
6798	WAYZATA EDUCATION ASSN	Payroll accrual	01/31/2020	\$ 72,838.21
6776	VEIT & COMPANY INC	EMS - 31A Site Clearing	01/28/2020	\$ 70,149.90
6657	KINECT ENERGY INC	DEC 19 MONTHLY SERVICE	01/28/2020	\$ 64,965.20
6704	PHASOR ELECTRIC CO	EMS - 26A Electrical	01/28/2020	\$ 62,543.38
6270	MODERN PIPING INC	CMS - 22A Plumbing	01/07/2020	\$ 61,443.55
6693	NORTHWEST ASPHALT INC	OW/ELS - 32A Asphalt Paving	01/28/2020	\$ 56,844.20
6726	SENTRA-SOTA SHEET METAL INC	OW/ELS - 23A HVAC	01/28/2020	\$ 55,366.00
6242	HOLLENBACK & NELSON INC	EMS - 03A Carpentry & Masonry	01/07/2020	\$ 54,904.30
6252	KINECT ENERGY INC	NOV 09 MONTHLY SERV	01/07/2020	\$ 54,552.01
6558	WOLF RIDGE ENVIRONMENTAL	CMS 1ST WOLFRIDGE TRIP	01/21/2020	\$ 54,445.00
6310	TMI CORPORATION	CMS - 12C Plastic Laminate Casework	01/07/2020	\$ 51,337.81
6603	CUSTOM DRYWALL INC	CMS - 09a Drywall	01/28/2020	\$ 51,101.11
709089	HILLYARD INC MINNEAPOLIS	SUPPLIES	01/31/2020	\$ 50,859.65
6283	PHASOR ELECTRIC CO	EMS -KL Electrical	01/07/2020	\$ 47,812.78
708968	HALDEMAN-HOMME, INC	EMS - CMS Wood Flooring	01/03/2020	\$ 46,531.00
6471	ZIEGLER INC	CSF - 279D3	01/14/2020	\$ 45,493.10
6220	FEHN COMPANIES INC	CMS - 31A Site Demolition	01/07/2020	\$ 43,442.07
6463	UPPER LAKE FOODS	DISTRICT PRIME VENDOR	01/14/2020	\$ 38,846.34
6274	NETWORK DESIGN INC	INSTALL ACCESS CONTROL FOR NW	01/07/2020	\$ 38,835.00
6733	SPARTAN STEEL ERECTORS INC	OW/ELS - 05B Structural Steel Erection	01/28/2020	\$ 37,794.04
6324	WORKS COMPUTING/PARAGON DEVELOPMENT SYSTEMS	Backup Software	01/07/2020	\$ 37,683.36
6489	ANCOM COMMUNICATIONS	School safe radios	01/21/2020	\$ 34,739.00
708998	PRO-TEC DESIGN	ANNUAL AGREEMENT	01/09/2020	\$ 33,770.00
6605	DAKA CORPORATION	CMS - 05A Steel Framing	01/28/2020	\$ 33,701.25
6168	AFFINITECH INC	NW ROOM 108	01/07/2020	\$ 32,752.75
6656	KELLINGTON CONSTRUCTION INC	OW/ELS - 02A Demolition	01/28/2020	\$ 31,321.50
6191	BLACKHAWK TILE AND STONE INC	CMS - 9B Tile	01/07/2020	\$ 30,342.82
6377	FLAGSHIP RECREATION	NW PLAYGROUND INSTALL	01/14/2020	\$ 27,755.28
6468	WELLS CONCRETE	OW/ELS - 03B Building Concrete	01/14/2020	\$ 27,483.92
6785	WEST LUTHERAN HIGH SCHOOL	PRIVATE SCHOOL REIMBURSEMENT	01/28/2020	\$ 26,005.72
6756	THREE RIVERS PARK DISTRICT	ALPINE SEASON LIFT TICKETS	01/28/2020	\$ 25,314.00
709022	FOLLETT SCHOOL SOLUTIONS INC	SUPPLIES	01/17/2020	\$ 25,129.84
6615	EBERT CONSTRUCTION	EMS - 06A Carpentry APPL9	01/28/2020	\$ 24,438.75

6668	MALLOY MONTAGUE KARNOWSKI RADOSEVICH & CO PA	FY 19 AUDIT SERVICES	01/28/2020	\$ 24,000.00
6779	VINCO INC	OW/ELS - 26A Electrical	01/28/2020	\$ 22,800.00
6754	THELEN HEATING AND ROOFING INC	EMS - 23B Combined Mechanical	01/28/2020	\$ 22,484.60
6433	PAMS LUNCHROOM LLC	CREDIT CARD FEES	01/14/2020	\$ 22,157.81
6298	SPARTAN STEEL ERECTORS INC	CMS - EMS Structural Steel	01/07/2020	\$ 22,085.60
6635	HALDEMAN-HOMME, INC	CMS - 09F Wood Flooring	01/28/2020	\$ 21,489.00
6320	VEIT & COMPANY INC	EMS - 31A Site Clearing	01/07/2020	\$ 21,374.99
6353	CITY OF PLYMOUTH	DUE 1/21/20 -WATER	01/14/2020	\$ 20,969.92
6184	ARTS US	CIVIL RIGHTS RESEARCH EXPERIENCE	01/07/2020	\$ 20,500.00
6716	REALTIME TALENT	STRATEGIC PARTNER	01/28/2020	\$ 20,000.00
6404	CESO TRANSPORTATION, LLC	TRANSPORTATION	01/14/2020	\$ 19,631.73
6557	WOLD ARCHITECTS AND ENGINEERS	PROF SERV	01/21/2020	\$ 19,249.86
6202	COLLABORATIVE STUDENT TRANSPORTATION OF MN	TRANSPORTATION	01/07/2020	\$ 18,615.87
6801	MADISON NATIONAL LIFE INSURANCE COMPANY	BILLING	01/31/2020	\$ 18,596.58
709113	TRIO SUPPLY CO	CSF - WHS PAPER SUPPLIES	01/31/2020	\$ 18,418.93
6722	SALT SOURCE LLC DBA US SALT	DIST SALT	01/28/2020	\$ 17,767.55
6415	MCKINSTRY ESSENTION LLC	CMS - Commissioning Project	01/14/2020	\$ 17,500.00
6474	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	01/15/2020	\$ 16,979.32
708992	INNOVATIVE OFFICE SOLUTIONS	WMS NW FURNITURE	01/09/2020	\$ 16,896.32
6376	FIRST STUDENT INC	TRANSPORTATION	01/14/2020	\$ 16,316.53
6325	WTG TERRAZZO & TILE INC	EMS - 09B Tile	01/07/2020	\$ 15,810.64
709012	BRAUN INTEREC CORP	PROF SERV	01/17/2020	\$ 15,770.00
6618	FRANSEN DECORATING INC	EMS-09K Painting and the Wall covering	01/28/2020	\$ 15,561.95
6317	UPPER LAKE FOODS	DISTRICT PRIME VENDOR	01/07/2020	\$ 14,343.24
6210	CENTER FOR THE COLLABORATIVE CLASSROOM	CCC IMPLEMENTATION PD	01/07/2020	\$ 14,286.00
6546	SFM MUTUAL INSURANCE CO	SFM WORK COMP CLAIMS DEC 19	01/21/2020	\$ 14,193.51
6465	VOIGT SMITH INNOVATIONS LLC	CSF - Equipment	01/14/2020	\$ 14,075.00
709047	BRAUN INTEREC CORP	PROF SERV	01/24/2020	\$ 14,060.50
6555	WASTE MANAGEMENT OF WI	MONTHLY SERVICE	01/21/2020	\$ 14,015.94
708986	BRAUN INTEREC CORP	OW ADDITION	01/09/2020	\$ 13,654.50
6706	PLYMOUTH ICE CTR	ICE TIME	01/28/2020	\$ 13,603.75
6760	TOP LITE CONTRACT GLAZING INC	CMS - 10E Glass operable manual wall	01/28/2020	\$ 13,391.85
6478	SCHOOL SERVICE EMPLOYEES	Payroll accrual	01/15/2020	\$ 12,995.52
6795	SCHOOL SERVICE EMPLOYEES	Payroll accrual	01/31/2020	\$ 12,865.41
6222	FRANSEN DECORATING INC	EMS-09K Painting and the Wall covering	01/07/2020	\$ 12,803.32
6249	JACKSON & ASSOCIATES LLC	EMS - 07H Roofing	01/07/2020	\$ 12,606.50
6422	MN DECA	CONFERENCE	01/14/2020	\$ 12,384.00
6167	ADMIRAL COATINGS INC	CMS - 09K Wallcovering & Paint	01/07/2020	\$ 12,350.00
6647	ISD #283-ST LOUIS PARK SCHOOLS	REIMBURSEMENT	01/28/2020	\$ 11,588.47
6650	JACKSON & ASSOCIATES LLC	EMS - 07H Roofing	01/28/2020	\$ 11,533.00
6655	KARBOWSKI, VIRGINIA	PROF SERVICES 7/1/19-12/31/19	01/28/2020	\$ 11,500.00
6201	CITY OF PLYMOUTH	SEPT 19 FUEL USAGE	01/07/2020	\$ 11,248.61
6169	A J MOORE ELECTRIC INC	CMS - 26B Electrical Sight Lighting	01/07/2020	\$ 11,162.50
6197	CDW GOVERNMENT LLC	Additional phones AND LICENSES	01/07/2020	\$ 10,447.17
6634	H BROOKS AND COMPANY LLC	DISTRICT- Non-DOD Produce	01/28/2020	\$ 10,229.70
6703	PETERSON SHEET METAL INC	OW/ELS - 22A Plumbing	01/28/2020	\$ 10,049.55
6646	ISD #272-EDEN PRAIRIE SCHOOLS	MID YEAR DRAW PERKINS	01/28/2020	\$ 9,895.16
6260	MCKINSTRY ESSENTION LLC	EMS - Commissioning Project	01/07/2020	\$ 9,700.00
709114	VERNIER SOFTWARE & TECHNOLOGY	TECHNOLOGY SUPPLIES	01/31/2020	\$ 9,498.22
6677	MINT ROOFING INC	CMS - 07H Roof Patching	01/28/2020	\$ 9,219.70
6312	TOTAL FIRE PROTECTION INC	CMS - 21A Fire Suppression	01/07/2020	\$ 9,184.65
6508	HANUS ENTERPRISES,LLP	JAN 20 bus garage rent	01/21/2020	\$ 9,123.37
6272	MY TEAM LLC	(A)ALPINE SKI	01/07/2020	\$ 8,987.00
6475	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	01/15/2020	\$ 8,780.00
6510	HENNEPIN COUNTY TREASURER	LICENSES	01/21/2020	\$ 8,773.00
6747	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK PRODUCTS	01/28/2020	\$ 8,653.35
6251	KINDEM DESIGN INC.	PROF SERV	01/07/2020	\$ 8,442.00
6614	DIVERSIFIED SNACK DISTRIBUTION INC	HS - SNACKS	01/28/2020	\$ 8,382.54
6276	NORTHLAND CONCRETE & MASONRY LLP	WHS BOND CONSTRUCTION	01/07/2020	\$ 8,172.30
6781	VOIGT'S BUS CO	TRANSPORTATION	01/28/2020	\$ 7,711.75
708967	COMMERCIAL KITCHEN SERVICES	REPAIRS WHS	01/03/2020	\$ 7,534.38

708981	WRIGHT-HENNEPIN COOPERATIVE ELECTRIC ASSN	MONTHLY SERVICE	01/03/2020	\$ 7,526.10
709115	WRIGHT-HENNEPIN COOPERATIVE ELECTRIC ASSN	MONTHLY SERV	01/31/2020	\$ 7,479.28
6224	FRONTIER PRECISION	CSF SUPPLIES	01/07/2020	\$ 7,478.50
709011	BOILER SERVICES, INC	WHS GW SH REPAIR	01/17/2020	\$ 7,323.20
6186	ASPEN EQUIPMENT CO	CSF - Plow blade State	01/07/2020	\$ 7,210.00
6226	GARVEY COMMUNICATIONS	PROF SERV	01/07/2020	\$ 7,050.00
6192	THE BLAKE SCHOOL	NON PUBLIC TRANS	01/07/2020	\$ 6,998.11
6401	ISD #276 MINNETONKA PUBLIC SCHOOLS	PERKINS EXPENSES	01/14/2020	\$ 6,970.51
6667	MAERTENS-BRENNY CONSTRUCTION	CMS - 03A Concrete and Masonry	01/28/2020	\$ 6,958.19
6402	JAYTECH INC	WHS CLEANING	01/14/2020	\$ 6,843.00
6621	GATEWAY MUSIC FESTIVALS & TOURS INC	CHOIR ACTIVITES	01/28/2020	\$ 6,806.00
6491	APPLE INC	Tech Equipment for Board Members	01/21/2020	\$ 6,787.95
708996	LOFFLER COMPANIES INC	WPS COPIER FLEET MAINTENANCE	01/09/2020	\$ 6,527.01
6748	SUMMIT COMPANIES	EMS - 21A Fire Suppression	01/28/2020	\$ 6,507.50
6648	ISD#286 BROOKLYN CENTER SCHOOLS	PERKINS GRANT	01/28/2020	\$ 6,379.04
709097	MOTG (MN OFFICE TECHNOLOGY GRP)	MONTHLY SERV	01/31/2020	\$ 6,318.59
6206	COLLEGE TOWN PIZZA INC	PIZZA - ALA CARTE	01/07/2020	\$ 6,215.50
6390	H BROOKS AND COMPANY LLC	DISTRICT Non-DOD Produce	01/14/2020	\$ 6,207.31
709068	RELATE COUNSELING CTR	RELATE SERVICES	01/24/2020	\$ 5,989.58
708980	TRIO SUPPLY CO	HS - PAPER SUPPLIES	01/03/2020	\$ 5,981.00
709101	RELATE COUNSELING CTR	DEC 19 MENTAL HEALTH SERVICES	01/31/2020	\$ 5,900.00
6506	GROUP HEALTH INC-WORKSITE	CASE MGMT SERVICES	01/21/2020	\$ 5,755.20
709117	XEROX CORPORATION	XEROX COPIER BLANKET	01/31/2020	\$ 5,721.67
6574	AMIOT SCHOLASTIC RECOGNITION INC	DIPLOMA COVERS	01/28/2020	\$ 5,695.00
6362	DIVERSIFIED SNACK DISTRIBUTION INC	HS - SNACKS	01/14/2020	\$ 5,691.84
6696	NOW MICRO	Chromebooks	01/28/2020	\$ 5,653.50
709109	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	01/31/2020	\$ 5,573.21
6666	LIONSGATE ACADEMY	PERKINS EXPENSES	01/28/2020	\$ 5,553.30
6780	VISION SERVICE PLAN INS CO	CLIENT ID 30083236 VISION SERVICE	01/28/2020	\$ 5,548.41
6572	AMAZON CAPITAL SERVICES INC	OFFICE AND CLASSROOM SUPPLIES	01/28/2020	\$ 5,536.46
6254	LIFETIME FITNESS, INC.	PHY SED DEC 19	01/07/2020	\$ 5,521.76
6271	MURPHY CONSTRUCTION SVCS INC	NW RECYCLE SORTING TABLES	01/07/2020	\$ 5,474.00
6179	AMAZON CAPITAL SERVICES INC	OFFICE AND CLASSROOM SUPPLIES	01/07/2020	\$ 5,450.64
709029	LOFFLER COMPANIES INC	WHS COPY CENTER MAINTENANCE	01/17/2020	\$ 5,439.91
6800	LIFE INSURANCE CO OF NORTH AMERICA	BILLING	01/31/2020	\$ 5,418.96
6492	ARVIG	DUE 1/25/20 MONTHLY INTERNET	01/21/2020	\$ 5,383.50
6185	ARVIG	DUE 12/25/19 MONTHLY INTERNET	01/07/2020	\$ 5,303.95
6544	RUPP, ANDERSON, SQUIRES & WALDSPURGER PA	PROF SERV	01/21/2020	\$ 5,220.05
6166	1ST CHOICE PEDIATRIC HOME CARE	Nursing	01/07/2020	\$ 5,207.25
6287	REGION 5AA	TICKET REVENUE	01/07/2020	\$ 5,000.00
6616	EMPLOYERS MUTUAL CASUALTY INSURANCE	INS AUDIT	01/28/2020	\$ 4,920.00
6291	RUPP, ANDERSON, SQUIRES & WALDSPURGER PA	PROF SERV	01/07/2020	\$ 4,919.53
6301	SUMMIT COMPANIES	EMS - 21A Fire Suppression	01/07/2020	\$ 4,821.55
708960	BRAUN INTEREC CORP	PROF SERV	01/03/2020	\$ 4,725.00
709033	MOTG (MN OFFICE TECHNOLOGY GRP)	QUARTERLY MAINT	01/17/2020	\$ 4,648.30
6498	CITY OF PLYMOUTH	NOV19 FUEL USAGE	01/21/2020	\$ 4,622.47
6645	ISD #270-HOPKINS SCHOOLS	CARL PERKINS	01/28/2020	\$ 4,450.56
6522	MILLER 32ND AVE, LLC	JAN 20 RENT Bus Driver lot	01/21/2020	\$ 4,224.01
6500	CENTER FOR THE COLLABORATIVE CLASSROOM	CCC Books for K & 1	01/21/2020	\$ 4,212.00
6721	RUPP, ANDERSON, SQUIRES & WALDSPURGER PA	PROF SERV	01/28/2020	\$ 4,178.76
709055	INSTITUTE FOR ENVIRONMENTAL ASSESSMENT	PROF SERV	01/24/2020	\$ 4,170.22
709027	INSTITUTE FOR ENVIRONMENTAL ASSESSMENT	PROF SERV	01/17/2020	\$ 4,158.30
6457	TRANSPORTATION PLUS INC	TRANSPORTATION	01/14/2020	\$ 4,110.00
6519	IOCP	COMM ED	01/21/2020	\$ 4,093.69
6517	INTERMEDIATE DIST 287	DI REGIONAL TOURNEY	01/21/2020	\$ 4,035.00
6554	US MATH RECOVERY COUNCIL	AVMR FRACTIONS FOR AWE GROUP	01/21/2020	\$ 3,980.00
708988	COMMERCIAL KITCHEN SERVICES	SERVICE & SUPPLIES	01/09/2020	\$ 3,948.09
6289	RICKWAY CARPET	CMS HALLWAY PATCHING	01/07/2020	\$ 3,900.00
708979	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	01/03/2020	\$ 3,828.91
6495	BOOMERANG PROJECT, THE	LINK CREW	01/21/2020	\$ 3,725.00
709009	ANCHOR PAPER COMPANY	PAPER	01/17/2020	\$ 3,661.00

6697	O'KEEFE LLC	EMS - 12C Plastic Laminate Casework	01/28/2020	\$	3,635.84
6335	AMAZON CAPITAL SERVICES INC	OFFICE AND CLASSROOM SUPPLIES	01/14/2020	\$	3,569.30
6451	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK PRODUCTS	01/14/2020	\$	3,523.79
709030	MEI - MINNESOTA ELEVATOR INC	DEC MONTHLY SERV	01/17/2020	\$	3,515.68
6355	COMMERCIAL DOOR SYSTEMS INC	OW/CSF/WMS/CMS DOORS AND STOCK	01/14/2020	\$	3,506.41
6284	PREMIUM WATERS INC	WATER - HS ONLY	01/07/2020	\$	3,495.00
709065	RAPTOR TECHNOLOGIES LLC	Raptor supplies	01/24/2020	\$	3,475.00
6593	CANON FINANCIAL SERVICES INC	WPS COPIER FLEET LEASE	01/28/2020	\$	3,452.20
709049	BSN SPORTS	(A)EMBROIDERY ON APPAREL	01/24/2020	\$	3,282.13
709061	NCS PEARSON INC	SPED PROTOCOLS	01/24/2020	\$	3,238.42
6790	ZMD ENGINEERED SOLUTIONS LLC	PROF SERV	01/28/2020	\$	3,116.82
6417	MINT ROOFING INC	BV GW REPAIR	01/14/2020	\$	3,009.20
708987	BSN SPORTS	(A)EMBROIDERY	01/09/2020	\$	3,001.04
6381	GALLAGHER BENEFIT SERVICES, INC	CONSULTING FEES	01/14/2020	\$	2,975.00
6442	SCHMITTY & SONS / GRAY LINE MPLS	TRANSPORTATION	01/14/2020	\$	2,790.45
6278	OXHERD PIZZA INC.	WMS - Ala Carte Pizza	01/07/2020	\$	2,782.50
709077	XEROX CORPORATION	COPIER LEASE & MAINTENANCE	01/24/2020	\$	2,776.79
6363	DOUGHTY, JEFFREY	(A) T-SHIRTS	01/14/2020	\$	2,750.00
6582	BLB CONSULTING LLC	DIST USE	01/28/2020	\$	2,745.00
6548	SMARTFIX LLC	IPAD REPAIRS	01/21/2020	\$	2,636.80
6277	NOW MICRO	Chromebooks	01/07/2020	\$	2,615.00
6712	PROMOWEAR	SCHOOL-SAFE WAYZATA PLAYERS	01/28/2020	\$	2,596.97
6436	PREMIUM WATERS INC	WATER - ELEM & MIDDLE & HS	01/14/2020	\$	2,556.75
6361	DENNY'S 5TH AVENUE BAKERY	BREAD	01/14/2020	\$	2,555.73
6326	XCEL ENERGY	MONTHLY SERV	01/07/2020	\$	2,531.80
709064	PRO-TEC DESIGN	OW CONSTRUCTION	01/24/2020	\$	2,422.40
6233	H & B SPECIALIZED PRODUCTS	APPL3 EMS - 11K Gymnasium Equipment	01/07/2020	\$	2,410.86
709110	TIERNEY BROTHERS, INC.	Mic Batteries	01/31/2020	\$	2,379.09
6250	KENDELL DOORS & HARDWARE INC	EMS - Doors, Frames & HW	01/07/2020	\$	2,375.00
6592	BRUEGGER'S ENTERPRISES INC	DISTRICT BREAD PRODUCTS	01/28/2020	\$	2,352.49
6207	CONTEMPORARY IMAGES INC	PRINT PRODUCTION	01/07/2020	\$	2,284.83
6783	WAYZATA ORCHESTRA BOOSTERS	FUNDRAISER	01/28/2020	\$	2,219.50
6597	COLLEGE TOWN PIZZA INC	PIZZA - ALA CARTE	01/28/2020	\$	2,213.49
6487	AMAZON CAPITAL SERVICES INC	OFFICE AND CLASSROOM SUPPLIES	01/21/2020	\$	2,191.52
6545	SAFIR & ASSOCIATES, LLC	REGISTRATION	01/21/2020	\$	2,160.00
6336	ASBO INTERNATIONAL	CONFERENCE	01/14/2020	\$	2,125.00
709046	XEROX CORPORATION	GL NW COPIER BLANKET	01/17/2020	\$	2,109.13
709054	HORIZON COMMERCIAL POOL SUPPLY	EMS POOL	01/24/2020	\$	2,106.32
6368	FIELD ENVIRONMENTAL CONSULTING INC	DISTRICT WIDE INSPECTION	01/14/2020	\$	2,100.00
709018	ECOLAB PEST ELIMINATION DIV	PEST CONTROL	01/17/2020	\$	2,098.85
709043	TRI-DIM FILTER CORP	MR WMS FILTERS	01/17/2020	\$	2,016.63
6296	SMARTFIX LLC	IPAD REPAIRS	01/07/2020	\$	1,948.50
6670	MARS CO, W. P. & R.S.	HB ALL SITES SUPPLIES	01/28/2020	\$	1,943.40
6686	MUSIC THEATRE INTL	CMS 6TH 7TH MUSICAL	01/28/2020	\$	1,931.50
6625	GRAINGER INC., W. W.	CSF-STOCK WHS CMS	01/28/2020	\$	1,914.93
6240	HIREQUEST	PROF SERV	01/07/2020	\$	1,913.50
6243	HORIZON EQUIPMENT	Combi Cleaner	01/07/2020	\$	1,907.00
708991	HILLYARD INC MINNEAPOLIS	CUSTODIAL SUPPLIES	01/09/2020	\$	1,880.55
6576	BAYFIELD FRUIT CO LLC	ALL SCHOOLS - PRODUCE	01/28/2020	\$	1,869.60
708982	XEROX CORPORATION	COPIER	01/03/2020	\$	1,848.13
6328	A-1 OUTDOOR POWER INC	PARTS	01/14/2020	\$	1,840.62
6248	ISCORP (INTEGRATED OFFICE SYSTEMS CORP)	TEST DATA BASE-SANDBOX	01/07/2020	\$	1,800.00
6676	MINI HOPS GYMNASTICS ASSOC	WK BV1 SUM DEPOSIT	01/28/2020	\$	1,800.00
6234	HAMEL BUILDING CTR	LUMBER	01/07/2020	\$	1,790.56
6493	ASSOCIATED FINANCIAL GROUP, LLC	INJURY MGMT	01/21/2020	\$	1,775.00
6612	DENNY'S 5TH AVENUE BAKERY	DISTRICT BREAD	01/28/2020	\$	1,765.02
6356	COUNTRYSIDE CATERING	DEPOSIT FOR EVENT WHS 6/5/2020	01/14/2020	\$	1,739.38
709073	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	01/24/2020	\$	1,731.81
6523	MIND RESEARCH INSTITUTE	SPED - SHANNA LECY - WHS	01/21/2020	\$	1,725.00
6663	LANO EQUIPMENT INC	CSF SNOW BUCKET SKID LOADER	01/28/2020	\$	1,725.00
6641	HIREQUEST	PROF SERV	01/28/2020	\$	1,698.50

6542	PURSUIT MARTIAL ARTS ACADEMY	CLASSES PHY ED	01/21/2020	\$	1,690.00
6718	RENNEBERG HARDWOODS INC	ETD WOODS	01/28/2020	\$	1,675.79
6705	PINNACLE WALL SYSTEMS INC	OW/ELS - 09A Drywall	01/28/2020	\$	1,653.00
6497	BRIGGS & MORGAN PA	PROF SERV	01/21/2020	\$	1,642.00
709039	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	01/17/2020	\$	1,587.75
6702	PEPSI BEVERAGES COMPANY	HS ALA CARTE	01/28/2020	\$	1,572.41
6255	MACIE PUBLISHING CO	RECORDER ORDER	01/07/2020	\$	1,568.89
709090	HORIZON COMMERCIAL POOL SUPPLY	EMS POOL	01/31/2020	\$	1,548.75
6788	W L HALL CO	OW/ELS - 08H Translucent Wall system	01/28/2020	\$	1,540.90
6494	BLUE VALLEY UNIFIED SCHOOL DIST #229	CAPS ANNUAL NETWORK FEE	01/21/2020	\$	1,500.00
709044	TWIN CITY GARAGE DOOR CO	CMS DOOR REPAIR	01/17/2020	\$	1,500.00
6441	SCHAEFFER MANUFACTURING COMPANY	CSF SHOP STOCK	01/14/2020	\$	1,478.94
6595	CITI-CARGO & STORAGE	DIST STORAGE	01/28/2020	\$	1,461.00
6221	FINISHING TOUCH PLUS	PAITING IN 119	01/07/2020	\$	1,445.00
709058	LOFFLER COMPANIES INC	WHS COPY ROOM	01/24/2020	\$	1,438.00
6171	ALLINA HEALTH	HEALTH SERVICE	01/07/2020	\$	1,413.00
6416	MIDWEST BLINDS	OW BLINDS	01/14/2020	\$	1,410.75
6720	ROTARY CLUB OF WAYZATA	DUES	01/28/2020	\$	1,392.00
6293	SCHMITTY & SONS / GRAY LINE MPLS	(A)TRANSPORTATION	01/07/2020	\$	1,363.50
6198	CENTERPOINT ENERGY	MONTHLY SERV	01/07/2020	\$	1,349.24
709005	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	01/09/2020	\$	1,345.55
6379	FOURTH DIMENSION SIGNS	CMS - ADA Signage	01/14/2020	\$	1,345.00
6399	INGRAM LIBRARY SERVICES	BOOKS	01/14/2020	\$	1,331.52
709008	XEROX CORPORATION	KL XEROX D110 COPIER BLANKET	01/09/2020	\$	1,327.31
708989	FLINN SCIENTIFIC, INC.	CHEMISTRY AND SCIENCE SUPPLIES	01/09/2020	\$	1,314.68
6689	NAPA AUTO PARTS OF CORCORAN	CSF SUPPLIES	01/28/2020	\$	1,295.99
6560	ACME TOOLS - PLYMOUTH	CSF EQUIPMENT	01/28/2020	\$	1,294.24
709092	INNOVATIVE GRAPHICS	PRINTING	01/31/2020	\$	1,278.00
6551	SYCAMORE LEARNING COMPANY	PROF SERV	01/21/2020	\$	1,260.00
708984	BIO-RAD LABORATORIES-LIFE SCI GROUP	SCIENCE AP BIOLOGY LAB SUPPLIES	01/09/2020	\$	1,259.51
6387	H & L MESABI CO	DIST SNOWPLOW CUTTING EDGE	01/14/2020	\$	1,220.40
6267	MN CLAY USA - MIDWEST	CMS ART CLASSROOM SUPPLIES	01/07/2020	\$	1,209.85
6299	SPORRE, LAURIE	LAUNDRY SERV	01/07/2020	\$	1,208.00
6354	CITY OF WAYZATA	DAB WATER	01/14/2020	\$	1,202.56
6411	MAIL FINANCE (FORMERLY NEOPOST)	DAB MAIL MACHINE	01/14/2020	\$	1,182.00
6238	HILL CO, ROBERT B.	DISTRICT SALT	01/07/2020	\$	1,164.35
6502	ELITE AV LLC	SUNSET INSTALL	01/21/2020	\$	1,149.95
6534	NATIONAL KARATE ACADEMY	CLASSES	01/21/2020	\$	1,140.00
708977	STAGES THEATRE CO	K FIELD TRIP	01/03/2020	\$	1,114.00
6429	MULCAHY CO, B. J.	WHS SUPPLIES	01/14/2020	\$	1,099.34
6188	BENCHMARK EDUCATION COMPANY LLC	PTO BOOK ROOM	01/07/2020	\$	1,095.00
6264	MN IT SERVICES	MONTHLY ALARMS	01/07/2020	\$	1,088.59
6553	URBAN AIR PLYMOUTH	HB MR NSD 12/27/19	01/21/2020	\$	1,088.00
6428	MTI DISTRIBUTING INC	CSF TORO 328 REPAIR	01/14/2020	\$	1,087.34
709020	FERGUSON ENTERPRISES, INC #1657	APPLIANCES REPAIR	01/17/2020	\$	1,077.39
6521	MENARDS	WAYZATA PLAYERS SUPPLIES	01/21/2020	\$	1,071.37
6446	SPORRE, LAURIE	LAUNDRY SERVICE	01/14/2020	\$	1,064.00
709010	BLICK ART MATERIALS	ART DRAWING	01/17/2020	\$	1,045.27
6395	HOCKEY DEVELOPMENT PROGRAM	TRADITION IN THE PARK	01/14/2020	\$	1,000.00
6514	HOME DEPOT/GEFC	CSF SUPPLIES	01/21/2020	\$	999.38
709094	LOFFLER COMPANIES INC	COPIER	01/31/2020	\$	979.28
6344	BRUEGGER'S ENTERPRISES INC	DISTRICT BREAD PRODUCTS	01/14/2020	\$	962.94
6604	CUSTOM EDUCATION SOLUTIONS	PTO BOOK ROOM	01/28/2020	\$	962.50
6424	MN HISTORICAL SOCIETY	2ND GR FIELD TRIP	01/14/2020	\$	960.00
6378	FOUR SEASONS OUTDOOR SOLUTIONS	CSF SNOWBLOWER REPAIR	01/14/2020	\$	950.00
709063	PEPPER & SON INC., J. W.	19-20 OPEN PO	01/24/2020	\$	935.46
6556	WESTMARK PRODUCTIONS	CHOIR ACTIVITY	01/21/2020	\$	934.00
6786	WESTMARK PRODUCTIONS	ORCHESTRA ACTIVITIES	01/28/2020	\$	924.00
6586	BREADSMITH	HS - BREAD PRODUCTS	01/28/2020	\$	910.72
6193	BRANDED CUSTOM SPORTSWEAR INC	TROJAN LOCKER RM	01/07/2020	\$	909.30
6699	OXHERD PIZZA INC.	WMS - Ala Carte Pizza	01/28/2020	\$	907.50

6687	MUSIC THEATRE INTL	MUSICAL	01/28/2020	\$	897.00
6418	MN SCHOOL PSYCHOLOGISTS ASSN (MSPA)	SPED - MSPA CONFERENCE	01/14/2020	\$	895.00
6598	COMMERCIAL DOOR SYSTEMS INC	CMS SPED DOORS	01/28/2020	\$	891.89
6626	GREAT LAKES COCA-COLA DISTRIBUTION LLC	BPA BEVERAGES	01/28/2020	\$	874.61
6290	RIVERSIDE INSIGHTS	CogAT Form 8 Online Testing	01/07/2020	\$	870.00
6499	COMPUTER EXPLORERS	PROF SER	01/21/2020	\$	864.00
6180	ANCOM COMMUNICATIONS	PARTS	01/07/2020	\$	853.50
6679	MN ASSN OF SCHOOL ADMINISTRATORS	MEMBERSHIP RENEWAL	01/28/2020	\$	845.00
6447	STITCHABLES CUSTOM EMBROIDERY	SPEECH APPAREL	01/14/2020	\$	829.00
709002	STAGES THEATRE CO	1ST GRD FIELD TRIP 1/23/20	01/09/2020	\$	829.00
708969	HILLYARD INC MINNEAPOLIS	OW - CUSTODIAL SUPPLIES	01/03/2020	\$	816.11
6541	PUBLIC STORAGE 08316	OFFSITE STORAGE	01/21/2020	\$	816.00
6391	HAHN, R.N.,PHN, MICHELLE	NURSE CONSULT FEE	01/14/2020	\$	810.00
6329	ACTION FLEET INC	CSF WORK LIGHTS	01/14/2020	\$	806.31
709048	BREAKOUT INC	PTO GRANT ANGIE HENRY	01/24/2020	\$	800.00
709034	PEPPER & SON INC., J. W.	OPEN PO CHOIR DISTRICT SUPPLIES	01/17/2020	\$	787.23
6778	VIKING ELECTRIC SUPPLY, INC	CMS COMM ED CHURCH	01/28/2020	\$	768.90
6419	MNAEYC(MN ASSN FOR THE ED OF YOUNG CHILDREN)	HB PROF DUES	01/14/2020	\$	750.00
6606	DAVE'S SPORT SHOP	BHO SOCKS	01/28/2020	\$	750.00
708971	KIDCREATE STUDIO	HB NW SUM DEPOSIT 7/24/20	01/03/2020	\$	750.00
6662	LANGUAGE LINE SERVICES	LANGUAGE LINE	01/28/2020	\$	732.22
6527	MN ASSN OF SCHOOL BUSINESS OFFICIALS	CONF REG	01/21/2020	\$	720.00
709023	GOODIN CO	GL REPAIR	01/17/2020	\$	715.07
709015	ECM PUBLISHERS, INC	PROF SERV	01/17/2020	\$	708.05
6607	DELUXE	DEPOSIT TICKET BKS	01/28/2020	\$	700.99
709104	SCHOOL SPECIALTY	HB INCLUSION SUPPLIES	01/31/2020	\$	699.54
6218	ERGO DESKTOP LLC	WHS STAND UP DESK	01/07/2020	\$	679.15
708985	BLICK ART MATERIALS	PAINT / ART SUPPLIES	01/09/2020	\$	679.07
6674	METRO ECSU-REGION 11 ISD #920	STAFF DEVELOPMENT FOR PBIS	01/28/2020	\$	660.00
6482	ACME TOOLS - PLYMOUTH	CSF TR WMS SUPPLIES	01/21/2020	\$	657.35
709026	HORIZON COMMERCIAL POOL SUPPLY	WMS EMS POOL SUPPLIES	01/17/2020	\$	639.82
709042	TIERNEY BROTHERS, INC.	PROJECTOR BULBS	01/17/2020	\$	637.00
6341	BREADSMITH	HS - BREAD PRODUCTS	01/14/2020	\$	636.56
6426	MN ZOO	FIELD TRIP	01/14/2020	\$	630.00
6654	K4 APPLICATION INC DBA DUNN BROS COFFEE	HS - Coffee	01/28/2020	\$	629.41
709028	IRON MOUNTAIN	STORAGE	01/17/2020	\$	628.04
6423	MN ELEM SCH PRINCIPALS' ASSN	REGISTRATION	01/14/2020	\$	625.00
709052	GOODIN CO	CMS PARTS	01/24/2020	\$	622.21
6711	PROFESSIONAL INTERPRETING	2019-20 Blanket EL interpreting	01/28/2020	\$	614.00
708973	MECA SPORTSWEAR	CERTIFICATE SUPPLIES	01/03/2020	\$	609.00
6438	RM COTTON CO	CMS REPAIR PARTS	01/14/2020	\$	601.30
709093	KARLSBURGER FOODS, INC	HS - CSF GROCERIES	01/31/2020	\$	600.75
6269	MN ZOO	1ST GR ZOOMOBILE	01/07/2020	\$	600.00
6288	REICHEL JR, HARVEY	(A)DANCE TEAM TECH	01/07/2020	\$	600.00
6511	HILL-MURRAY HIGH SCHOOL	ATH - ENTRY FEE-GBB	01/21/2020	\$	600.00
6623	GEMALTO COGENT, INC.	HB MAINTENACE SCANNER	01/28/2020	\$	600.00
6549	SPRAYING SYSTEMS CO	DIST USE	01/21/2020	\$	592.00
6516	INGRAM LIBRARY SERVICES	BOOKS	01/21/2020	\$	591.48
709059	MINNESOTA EQUIPMENT	CSF-JD PLOW PARTS	01/24/2020	\$	588.59
6469	WESTSIDE WHOLESALE TIRE, INC	SNOW TIRES	01/14/2020	\$	576.28
6445	SPIRITWEAR USA	APPAREL	01/14/2020	\$	559.80
709081	BRAUN INTEREC CORP	PROF SERV	01/31/2020	\$	553.00
6223	FREDERICK BETHKE VIOLINS LLC	ORCHESTRA INSTRUMENT REPAIRS	01/07/2020	\$	550.00
192000905	STRUVE, ELIZABETH	REIMBURSEMENT	01/08/2020	\$	546.54
6308	TIME FOR KIDS	LANG ARTS 1ST GRADE GL	01/07/2020	\$	544.50
709057	LAKESHORE LEARNING MATERIALS	K AND HB Classroom Supplies	01/24/2020	\$	541.93
192000859	BRAUN, CATHY	REIMBURSEMENT	01/08/2020	\$	541.08
6533	MRI SOFTWARE LLC	PROF SERV	01/21/2020	\$	540.05
6713	PURSUIT MARTIAL ARTS ACADEMY	MARIAL ARTS & YOGA CLASSES	01/28/2020	\$	540.00
6314	TUMBLEWEED PRESS INC	SUBSCRIPTION RENEWAL	01/07/2020	\$	539.10
6585	BRAUN INTEREC CORP	GW Special Inspection and Testing Services	01/28/2020	\$	536.50

192000879	KRUBSACK, DONALD	REIMBURSEMENT	01/08/2020	\$	526.63
6337	A SURE BET CASINO PARTIES LLC	NHS CASINO NIGHT	01/14/2020	\$	525.00
6734	SPHERO INC	SPHEROS REPLACEMENTS	01/28/2020	\$	524.80
6528	MN CHILDRENS MUSEUM	ORDER NUMBER 93354 K FIELD TRIP	01/21/2020	\$	520.00
6529	MN CLAY USA - MIDWEST	ART/CERAMICS	01/21/2020	\$	516.87
6675	MIDWEST EDUCATIONAL CONSULTANTS	PC ENVOY TRAINING	01/28/2020	\$	514.20
192000850	ANDERSEN, JULIE	REIMBURSEMENT	01/08/2020	\$	513.65
6208	CRAYOLA LLC	HB GW NSD GROUP ADMISSION	01/07/2020	\$	512.43
6367	EDINA HIGH SCHOOL	DANCE TEAM TOURNAMENT	01/14/2020	\$	510.00
192000919	BEISE, BARBARA	REIMBURSEMENT	01/15/2020	\$	510.00
709099	PEPPER & SON INC., J. W.	Choir Classroom supplies	01/31/2020	\$	501.91
6365	DRIVER & VEHICLE SERVICES RENEWAL	DISTRICT VEHICLE TABS	01/14/2020	\$	500.50
6227	GASCH, BOB	2ND GR IN-HOUSE FIELD TRIP	01/07/2020	\$	500.00
6273	MY TOWN FITNESS LLC	PHYS ED	01/07/2020	\$	500.00
6281	PERFORMANCE EXCELLENCE NETWORK	REGISTRATIONS	01/07/2020	\$	500.00
6673	MEDINA ENTERTAINMENT CTR	EVENT GRAND BALLROOM	01/28/2020	\$	500.00
6763	UNIVERSITY OF MN	SCHOLARSHIP	01/28/2020	\$	500.00
6680	MN ASSN OF SCHOOL BUSINESS OFFICIALS	CONFERENCE REG	01/28/2020	\$	490.00
6300	STEP SAVER INC	WHS SALT	01/07/2020	\$	484.83
708990	GOPHER SPORT	PE SUPPLIES	01/09/2020	\$	483.80
6292	SAMPSON MILLER ADVERTISING INC	CLASSROOM SIGNS	01/07/2020	\$	480.60
6504	FUN ENGINEERZ LLC	PROF SERV	01/21/2020	\$	480.00
708999	SCHOOL HEALTH CORP	HEALTH SERVICES - VARIOUS	01/09/2020	\$	479.48
6735	STAGES THEATRE CO	PROF SERV	01/28/2020	\$	475.00
192000974	CHRISTENSEN, ABBY	REIMBURSEMENT	01/29/2020	\$	471.07
6640	HILL CO, ROBERT B.	DISTRICT SALT	01/28/2020	\$	462.60
6307	THREE RIVERS PARK DISTRICT	NW HB SUM	01/07/2020	\$	456.25
6392	HERC-U-LIFT, INC	WHS LIFT REPAIR	01/14/2020	\$	454.74
709056	INTERSTATE POWER SYSTEMS	SERVICE	01/24/2020	\$	454.00
6588	BROWN'S ICE CREAM CO	HS - ICE CREAM	01/28/2020	\$	451.91
192000964	SHEPARD, TYLER	REIMBURSEMENT	01/22/2020	\$	451.70
6229	GOPHER STATE OFFICIALS	(A)GBB OFFICIALS 11/16/19	01/07/2020	\$	450.00
6782	WAYZATA CHAMBER OF COMMERCE	MEMBERSHIP DUES	01/28/2020	\$	445.00
6599	CONTEMPORARY IMAGES INC	ADMIN/STUDENT SUPPORT	01/28/2020	\$	441.48
6432	ORONO COMMUNITY EDUCATION	CLASSES	01/14/2020	\$	441.00
6214	EBC (EDUCATORS BENEFIT CONSULTANTS)	admin and compliance service	01/07/2020	\$	439.03
6540	PROMOWEAR	TROJAN LOCKER ROOM	01/21/2020	\$	438.00
6444	SHERWIN-WILLIAMS	WHS GL PAINT FOR HALLWAYS	01/14/2020	\$	437.20
709041	TEAM SPORTING GOODS, INC	UNIFORMS	01/17/2020	\$	431.38
6525	MN DEPT OF LABOR AND INDUSTRY	ELEVATOR ANNUAL OPERA	01/21/2020	\$	430.00
192000925	HANSEN, ANDREW	REIMBURSEMENT	01/15/2020	\$	427.85
709024	GOPHER SPORT	MR Home Base supplies	01/17/2020	\$	423.25
6405	KNUTSON, FLYNN, & DEANS	PROF SERV	01/14/2020	\$	421.25
6265	MN ASSN OF SCHOOL BUSINESS OFFICIALS	REGISTRATION	01/07/2020	\$	420.00
192000994	SOLHEID, CAROL	REIMBURSEMENT	01/29/2020	\$	414.53
709085	GOPHER SPORT	GYM SUPPLIES	01/31/2020	\$	414.20
709075	WEST MUSIC CO	RECORDERS	01/24/2020	\$	410.55
6407	LINDGREN DESIGN, IRENE	PROF SERV	01/14/2020	\$	405.00
6727	SERIGRAPHICS SIGN SYSTEMS, INC	NW SIGNAGE	01/28/2020	\$	405.00
6496	BOWLERO EDEN PRAIRIE	MR SUM DEPOSIT	01/21/2020	\$	404.90
709071	SCHOOL SPECIALTY	PE ART SUPPLIES	01/24/2020	\$	404.79
6530	MN ELEM SCH PRINCIPALS' ASSN	DUES	01/21/2020	\$	400.00
6552	TOTAL ENTERTAINMENT/KIDSDANCE	SCHOOL DANCE DJ DEPOSIT	01/21/2020	\$	400.00
6406	LDINFO PUBLISHING, LLC	SPED - SCHOOL PSYCHOLOGISTS	01/14/2020	\$	399.00
709084	GOODIN CO	WMS REPAIR	01/31/2020	\$	397.56
6241	HOBART SERVICE	SUPPLIES	01/07/2020	\$	397.07
192000907	WARDEN, BARBARA	REIMBURSEMENT	01/08/2020	\$	393.00
709051	ECM PUBLISHERS, INC	PROF SERV	01/24/2020	\$	392.70
6507	HAMEL BUILDING CTR	WOODSHOP SUPPLIES	01/21/2020	\$	391.67
6261	MENNICKE, PHILIP	PROF SERV	01/07/2020	\$	390.00
6719	ROE, ERIN	PROF SERV	01/28/2020	\$	385.00

6346	CAN CAN WONDERLAND	EVENT DEPOSIT	01/14/2020	\$	379.08
6190	BIAGINI, DENIS	BOYS HOCKEY	01/07/2020	\$	376.85
192000997	WESTRUM, JAMES	REIMBURSEMENT	01/29/2020	\$	376.38
6682	MN ELEM SCH PRINCIPALS' ASSN	REGISTRATION	01/28/2020	\$	375.00
192000880	KUBIK, GABRIELA	REIMBURSEMENT	01/08/2020	\$	371.43
6537	POPP COMMUNICATIONS	long distance calls	01/21/2020	\$	367.71
6477	PHEAA	Payroll accrual	01/15/2020	\$	366.53
6794	PHEAA	Payroll accrual	01/31/2020	\$	366.53
6443	SEVERSON, LAUREL	FACS CLASS	01/14/2020	\$	363.00
6217	ELECTION SYSTEMS & SOFTWARE,	EQUIPMENT REPAIR	01/07/2020	\$	360.00
6228	GENEST-STEIN, PHYLLIS	INTERPRETING	01/07/2020	\$	360.00
6342	BROWN'S ICE CREAM CO	HS - ICE CREAM	01/14/2020	\$	359.79
6636	HAMEL BUILDING CTR	CMS PHY ED CLASSROOM SUPPLIES	01/28/2020	\$	356.03
6183	APPLE INC	Apple blanket PO for replacement parts	01/07/2020	\$	355.95
709035	REINDERS	DIST USE SALT SPREADER	01/17/2020	\$	355.09
6262	MINNEAPOLIS YOGA	(A)YOGA CLASSES	01/07/2020	\$	350.00
6311	TOTAL ENTERTAINMENT/KIDSDANCE	HB MR SUM DEPOSIT	01/07/2020	\$	350.00
192000998	WILLSON, DAWN	REIMBURSEMENT	01/29/2020	\$	348.58
708975	SCHOOL HEALTH CORP	HEALTH SERVICES - WMS	01/03/2020	\$	348.13
6200	CITI-CARGO & STORAGE	DIST STORAGE	01/07/2020	\$	348.00
6472	COMMUNITY HEALTH CHARITIES	Payroll accrual	01/15/2020	\$	348.00
6791	COMMUNITY HEALTH CHARITIES	Payroll accrual	01/31/2020	\$	348.00
6501	TERRELL DANIELS	PROF SERV	01/21/2020	\$	345.00
192000874	KEFFELER, KAREN	REIMBURSEMENT	01/08/2020	\$	338.43
6349	CENTRAL POWER DISTRIBUTORS INC	CSF SNOWBLOWER PARTS	01/14/2020	\$	338.23
6520	LOZITO, LISA	PIANO ACCOMPANIST	01/21/2020	\$	335.00
6187	BEER SYSTEM MAINTENANCE	BAREQUE CONVERTES/ADAPTORS	01/07/2020	\$	330.58
708983	ALLEGRA PRINT & IMAGING	KL COYOTE COUPONS	01/09/2020	\$	329.50
192000927	JOHNSON, JILL	REIMBURSEMENT	01/15/2020	\$	328.22
6434	PEREIRA DIAZ, CLAUDIA	ZUMBA CLASS	01/14/2020	\$	327.00
709070	SCHOOL HEALTH CORP	HEALTH SERVICES - VARIOUS	01/24/2020	\$	326.00
192000961	RIMINGTON, ROBERT	REIMBURSEMENT	01/22/2020	\$	324.80
6425	MN SAFETY COUNCIL	DDC CLASS 12-12-19	01/14/2020	\$	324.00
6213	EASTVIEW LDT BOOSTER CLUB	2019 EASTVIEW DANCE TEAM INVIT	01/07/2020	\$	320.00
6279	PARALLEL TECHNOLOGIES INC	FW DATAJACK REPAIR	01/07/2020	\$	320.00
6412	MARS CO, W. P. & R.S.	SUPPLIES	01/14/2020	\$	315.50
192000991	RICE, MICHAEL	REIMBURSEMENT	01/29/2020	\$	314.18
6759	TOLL GAS & WELDING SUPPLY	CSF WELDING REPAIR	01/28/2020	\$	313.39
6649	J & R SCHOOL SUPPLIES	SCHOOL INSTRUCTIONAL SUPPLIES	01/28/2020	\$	310.00
6483	ALL FURNITURE INC	STORAGE TRAILER RENTAL DEC 19	01/21/2020	\$	309.00
6728	SHAMROCK GROUP	CMS - SNACKS	01/28/2020	\$	307.40
6246	INTERMEDIATE DIST 287	DEST IMAGINATION WORKSHOP	01/07/2020	\$	300.00
6467	WAYZATA HIGH SCHOOL SENIOR CLASS PARTY	DEC 19 HS - PARENT TABLEWASHERS	01/14/2020	\$	300.00
6643	IN TUNE CONNECTIONS, LLC	PROF SERV	01/28/2020	\$	300.00
6755	THOUR, JULIE	YOGA CLASSES	01/28/2020	\$	300.00
709053	GOPHER SPORT	SPED	01/24/2020	\$	299.95
709103	SCHOOL HEALTH CORP	SPED OW	01/31/2020	\$	299.38
709074	TIERNEY BROTHERS, INC.	VR SUBSCRIPTION	01/24/2020	\$	299.00
709083	CAROLINA BIOLOGICAL SUPPLY CO	FORENSIC SUPPLIES	01/31/2020	\$	295.03
6345	BUREAU OF EDUCATION & RESEARCH	CONFERENCEE	01/14/2020	\$	289.00
192000856	BLAKE, KAISA	REIMBURSEMENT	01/08/2020	\$	288.73
6539	PROFESSIONAL INTERPRETING	INTERPRETER	01/21/2020	\$	287.20
6286	PROFESSIONAL INTERPRETING	2019-20 Blanket EL interpreting	01/07/2020	\$	286.00
6563	ALLINA HEALTH	OCC HEALTH HIST & PX	01/28/2020	\$	286.00
6439	ROE, ERIN	PROF SERV	01/14/2020	\$	285.00
6683	MN SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS	EVENT REGISTRATION	01/28/2020	\$	279.00
6775	USA INFLATABLES	HB SH NSD 4/2/20	01/28/2020	\$	277.69
6421	MN CLAY USA - MIDWEST	CLAY FOR ART	01/14/2020	\$	277.50
6410	LVC (LOW VOLTAGE CONTRACTORS)	SERVICE	01/14/2020	\$	275.00
6454	THE GOOD ACRE	PRODUCE - ALL SCHOOL BUT HS	01/14/2020	\$	272.25
6505	GRAINGER INC., W. W.	CMS ESC OW REPAIRS	01/21/2020	\$	267.10

708995	LAKESHORE LEARNING MATERIALS	NW SUPPLIES	01/09/2020	\$	266.30
192000863	ENGLER, TYLER	REIMBURSEMENT	01/08/2020	\$	262.16
6319	USA INFLATABLES	HB NW SUM DEPOSIT	01/07/2020	\$	253.16
6322	WEAVING CULTURES, LLC	PROF SERV	01/07/2020	\$	251.10
6624	GM FINANCIAL LEASING	WHS Parking Lot Car Lease	01/28/2020	\$	250.34
6181	ANNANDALE HIGH SCHOOL	CO-OP ALPINE SKI INVITATIONAL	01/07/2020	\$	250.00
6681	MN CLAY USA - MIDWEST	CLAY	01/28/2020	\$	247.00
6476	MOVEFWD INC (FORMERLY TEENS ALONE)	Payroll accrual	01/15/2020	\$	246.50
6793	MOVEFWD INC (FORMERLY TEENS ALONE)	Payroll accrual	01/31/2020	\$	246.50
708961	COLLEGE BOARD AP EXAMS	PROF DEV U OF M COLLEGE B	01/03/2020	\$	245.00
6212	CUSTOM APPAREL	TRAP & SKEET	01/07/2020	\$	240.00
6573	AMERICAN PRESSURE INC	CSF SHOP SUPPLIES	01/28/2020	\$	239.00
6583	BOYER FORD TRUCKS INC	CSF TRUCK PARTS	01/28/2020	\$	236.35
192000901	SCHNEIDER, JULIE	REIMBURSEMENT	01/08/2020	\$	235.83
6562	ALLINA HEALTH SYSTEM	PRE EMPLOY SCREEN	01/28/2020	\$	235.00
192000861	BUTLER, SHERYL	REIMBURSEMENT	01/08/2020	\$	227.54
709102	SCHMITT MUSIC CO	INSTRUMENT REPAIR	01/31/2020	\$	227.00
192000960	RIDLEY, SARA	REIMBURSEMENT	01/22/2020	\$	225.00
6458	UNLIMITED SUPPLIES	CSF SHOP SUPPLIES	01/14/2020	\$	223.79
192000926	JOHNSON, BONNIE	REIMBURSEMENT	01/15/2020	\$	223.30
6561	ACTION FLEET INC	CSF SHOP LIGHTS	01/28/2020	\$	222.78
6245	INGRAM LIBRARY SERVICES	BOOKS	01/07/2020	\$	222.22
192000923	GENGLER, SCOTT	REIMBURSEMENT	01/15/2020	\$	221.21
6587	BROADCAST SUPPLY WORLDWIDE	MUSIC AND THEATER	01/28/2020	\$	219.98
6488	AMERICULTURE, INC.	CMS 8TH GR AQUAPONICS SUPPLIES	01/21/2020	\$	219.48
6219	ESPRESSO SERVICES INC	SERVICE	01/07/2020	\$	218.40
6382	GEAR WEST SKI & RUN INC	SKI WAX	01/14/2020	\$	217.27
709080	BLICK ART MATERIALS	ART DRAWING SUPPLIES	01/31/2020	\$	217.15
6456	TOLL GAS & WELDING SUPPLY	CSF WELDING SUPPLIES	01/14/2020	\$	216.61
6752	TEACHER'S DISCOVERY	SPANISH CLASSROOM	01/28/2020	\$	213.42
192000972	BEVAR, ROBERT	REIMBURSEMENT	01/29/2020	\$	212.97
708974	SCHMITT MUSIC CO	INSTRUMENT REPAIR	01/03/2020	\$	208.59
6547	SKYWARD INC	E-SIGN	01/21/2020	\$	200.00
6394	HIGHWAY 55 RENTAL & SALES INC	TRAILER RENTAL	01/14/2020	\$	195.00
6550	STAR TRIBUNE	NEWSPAPER	01/21/2020	\$	195.00
709036	SCHMITT MUSIC CO	INSTRUMENT REPAIR	01/17/2020	\$	195.00
6189	BERRY COFFEE COMPANY	DAB COFFEE SERVICE. MR WATER	01/07/2020	\$	194.14
6762	TURFWERKS	CSF WINDOW FOR VENTRAC	01/28/2020	\$	192.07
6543	RIO GRANDE	Art Classroom supplies	01/21/2020	\$	191.44
6199	CHANHASSEN HIGH SCHOOL	SPEECH TOURNAMENT	01/07/2020	\$	190.00
6330	ADA SPORTS	PE SUPPLIES	01/14/2020	\$	190.00
192000894	PENNINGS, JILL	REIMBURSEMENT	01/08/2020	\$	189.78
6231	GRAINGER INC., W. W.	CSF - Batteries	01/07/2020	\$	188.54
6797	US DEPT OF EDUCATION	Payroll accrual	01/31/2020	\$	185.22
6453	T-MOBILE USA, INC	SERVICE	01/14/2020	\$	183.35
192000876	KLEIN, JERI	REIMBURSEMENT	01/08/2020	\$	182.12
709078	ALLEGRA PRINT & IMAGING	FUND A NEED FLYERS	01/31/2020	\$	180.57
6420	MN ASSN OF SCHOOL BUSINESS OFFICIALS	WINTER CONFERENCE REGISTRATION	01/14/2020	\$	180.00
6295	SHIFFLER EQUIPMENT SALES, INC	CSF - Flag holders	01/07/2020	\$	178.50
709014	CONSOLIDATED PLASTICS CO	WHS ANTI FATIGUE MAT	01/17/2020	\$	176.35
6247	ISBERG, ANNA	(A)SUPPLIES	01/07/2020	\$	175.89
192000984	JORGENSEN, LAILA	REIMBURSEMENT	01/29/2020	\$	172.46
6691	NATHE, KURT	OFFICIAL	01/28/2020	\$	172.00
6730	SMITH, GARY	OFFICIAL	01/28/2020	\$	172.00
6789	ZEHNDER, ROBERT	OFFICIAL	01/28/2020	\$	172.00
709067	REINDERS	CSF-SNOW EX PARTS	01/24/2020	\$	171.95
6258	MATH MASTERS OF MN	REGISTRATION WAYZATA WEST GOLD	01/07/2020	\$	170.00
6684	MN STATE HIGH SCHOOL LEAGUE	CUST ID 00478 COACHES ED CLASSES	01/28/2020	\$	170.00
192000962	SANDALL, PETER	REIMBURSEMENT	01/22/2020	\$	170.00
6348	CENTERPOINT ENERGY	DEC 19 GAS	01/14/2020	\$	169.67
6473	FLORIDA STATE DISBURSEMENT UNIT	Payroll accrual	01/15/2020	\$	165.30

6792	FLORIDA STATE DISBURSEMENT UNIT	Payroll accrual	01/31/2020	\$	165.30
192000898	RIDLEY, SARA	REIMBURSEMENT	01/08/2020	\$	165.30
6678	MN SCHOOL PSYCHOLOGISTS ASSN (MSPA)	SPED- WELS	01/28/2020	\$	165.00
709013	CAROLINA BIOLOGICAL SUPPLY CO	CLASSROOM SUPPLIES	01/17/2020	\$	164.86
6285	PRIESTER, JOHN	OFFICIAL	01/07/2020	\$	163.00
6393	HEWITT, DANIEL	OFFICIAL	01/14/2020	\$	163.00
6578	BERGERON, JASON	OFFICIAL	01/28/2020	\$	163.00
6653	JOHNSON, BRENT	OFFICIAL	01/28/2020	\$	163.00
6717	REKSTAD, JONAH	OFFICIAL	01/28/2020	\$	158.00
6580	BLACK, JAMES	OFFICIAL	01/28/2020	\$	157.00
6452	SUPERIOR FORD	TRUCK #18 BATTERY	01/14/2020	\$	155.95
6366	EDINA HIGH SCHOOL	TOURNAMENT	01/14/2020	\$	150.00
6685	MN TECHNOLOGY & ENGINEERING EDUCATORS ASSN	CMS STAFF DEVELOPMENT	01/28/2020	\$	150.00
6732	SMITH, RANDI	ATHLETIC	01/28/2020	\$	150.00
6364	DOYLE SECURITY PRODUCTS	CMS CASEWORK KEYS	01/14/2020	\$	148.66
192000933	LUNETTA, CARRIE	REIMBURSEMENT	01/15/2020	\$	147.49
6259	MCGILL, GREGORY	OFFICIAL	01/07/2020	\$	146.00
6617	FRANK, JOHN	OFFICIAL	01/28/2020	\$	146.00
192000877	KLEMMENSEN, SARAH	REIMBURSEMENT	01/08/2020	\$	145.70
192000975	EDEH, AKOELE	REIMBURSEMENT	01/29/2020	\$	143.47
192000886	LYBECK, KRISTINA	REIMBURSEMENT	01/08/2020	\$	143.43
192000943	SWENSEN, ERIC	REIMBURSEMENT	01/15/2020	\$	141.12
192000922	FIELDSETH, JOANNE	REIMBURSEMENT	01/15/2020	\$	138.74
709091	INNOVATIVE OFFICE SOLUTIONS	NW MAGAZINE RACK PTO	01/31/2020	\$	137.23
708993	KARLSBURGER FOODS, INC	CSF-HS - GROCERIES	01/09/2020	\$	136.32
709079	BIO-RAD LABORATORIES-LIFE SCI GROUP	LAB SUPPLIES AP BIOLOGY	01/31/2020	\$	133.75
192000878	KOHN, SARA	REIMBURSEMENT	01/08/2020	\$	133.23
6601	CROWELL, SHANNON	OFFICIAL	01/28/2020	\$	133.00
6651	JESSEN, CHRISTOPHER	OFFICIAL	01/28/2020	\$	133.00
6749	TABOR, PAUL	OFFICIAL	01/28/2020	\$	133.00
192000867	FUZZEY, JENNIFER	REIMBURSEMENT	01/08/2020	\$	132.76
192000995	SOMERS, CATHY	REIMBURSEMENT	01/29/2020	\$	132.73
709045	WEST MUSIC CO	MUSIC	01/17/2020	\$	130.45
6266	MN CHILDRENS MUSEUM	DEPOSIT FOR 8/6/20 NW HB SUM	01/07/2020	\$	130.00
192000904	SKALLAND, AMANDA	REIMBURSEMENT	01/08/2020	\$	129.75
6707	PLYMOUTH ICE CTR	4TH GRADE ICE SKATING	01/28/2020	\$	125.00
709006	TIERNEY BROTHERS, INC.	STUDEN COUNCIL	01/09/2020	\$	125.00
192000916	ALLEN, MICHELLE	REIMBURSEMENT	01/15/2020	\$	124.95
6509	HARTMANN, JAMES	REFUND	01/21/2020	\$	124.50
6386	GRAND SLAM SPORTS	HB GW NSD	01/14/2020	\$	123.50
6253	KOLTES, TROY	OFFICIAL	01/07/2020	\$	122.00
6538	PREMIUM WATERS INC	WATER MACHINE	01/21/2020	\$	121.30
6331	AERO DANCE FITNESS	PROF SERV	01/14/2020	\$	120.00
6397	HUANG, NINGSHENG	TAI CHI LESSONS	01/14/2020	\$	120.00
192000967	WESTGARD, BRIAN	REIMBURSEMENT	01/22/2020	\$	119.88
192000918	BASSUENER, ALLISON	REIMBURSEMENT	01/15/2020	\$	119.01
709000	SCHOOL SPECIALTY	PTO GRANT-ARTIST IN RESIDENCE	01/09/2020	\$	118.54
192000871	HAMBLET, STELLA	REIMBURSEMENT	01/08/2020	\$	118.50
709111	TRI-DIM FILTER CORP	NW SUPPLIES	01/31/2020	\$	118.39
192000912	WILSON, MELISSA	REIMBURSEMENT	01/08/2020	\$	117.92
6481	WAYZATA PUBLIC SCH EDUCATION FOUNDATION	Payroll accrual	01/15/2020	\$	117.00
6799	WAYZATA PUBLIC SCH EDUCATION FOUNDATION	Payroll accrual	01/31/2020	\$	117.00
192000855	BIALOZYNSKI, SAMANTHA	REIMBURSEMENT	01/08/2020	\$	115.47
6602	CUB FOODS	SPED FOOD	01/28/2020	\$	115.02
6380	FREDERICK BETHKE VIOLINS LLC	SERVICE	01/14/2020	\$	115.00
6303	T-MOBILE USA, INC	MONTHLY DATA HOT SPOTS	01/07/2020	\$	114.80
6531	MINNESOTA INTERPRETERS & TRANSLATORS	INTERPRETATION SERVICES	01/21/2020	\$	113.75
192000963	SANDGREN, NAOMI	REIMBURSEMENT	01/22/2020	\$	111.81
6431	NATL SCHOOL BOARDS ASSN	SUPPLIES	01/14/2020	\$	110.00
6639	HIGHWAY 55 RENTAL & SALES INC	CSF GUSSING GERERATOR	01/28/2020	\$	105.00
6736	STONHAUG, BRADY	OFFICIAL	01/28/2020	\$	105.00

192000858	BOGGS, REBECCA	REIMBURSEMENT	01/08/2020	\$	104.04
192000932	LARSON, JENNIFER	REIMBURSEMENT	01/15/2020	\$	103.48
192000917	BAKER, HEATHER	REIMBURSEMENT	01/15/2020	\$	102.89
709050	DISCOUNT SCHOOL SUPPLY	NW HB SUPPLIES	01/24/2020	\$	102.58
192000966	SPAULDING, KALLIE	REIMBURSEMENT	01/22/2020	\$	102.07
6225	FUN LAB	EVENT DATE 8/6/20 DEPOSIT	01/07/2020	\$	100.00
192000952	HEEBINK, BRANDON	REIMBURSEMENT	01/22/2020	\$	100.00
192000978	FROEHLING, BENJAMIN	REIMBURSEMENT	01/29/2020	\$	100.00
192000986	LI, LAURIE	REIMBURSEMENT	01/29/2020	\$	99.36
192000942	STUTZMAN, BELINDA	REIMBURSEMENT	01/15/2020	\$	98.08
6347	CARTER, MATT	OFFICIAL	01/14/2020	\$	98.00
6464	VANHEEL, RANDALL	OFFICIAL	01/14/2020	\$	98.00
6466	WALLJASPER, PHIL	OFFICIAL	01/14/2020	\$	98.00
6584	BRANDT, KEVIN	OFFICIAL	01/28/2020	\$	98.00
6619	FREEBERG, RYAN	OFFICIAL	01/28/2020	\$	98.00
6652	JOHNSTON, ADAM	OFFICIAL	01/28/2020	\$	98.00
6658	KOLTES, TROY	OFFICIAL	01/28/2020	\$	98.00
6701	PEICK, JACK	OFFICIAL	01/28/2020	\$	98.00
192000869	GROSS, KALIE	REIMBURSEMENT	01/08/2020	\$	97.73
192000944	TEWALT, DANIEL	REIMBURSEMENT	01/15/2020	\$	97.50
192000896	RASMUSSEN, STEPHANIE	REIMBURSEMENT	01/08/2020	\$	96.05
6170	ALLINA HEALTH SYSTEM	PRE EMPLOY SCREEN	01/07/2020	\$	95.00
6440	ROTARY CLUB OF PLYMOUTH	QTRLY DUES CE	01/14/2020	\$	95.00
6724	SCHWARTZ, KELLY	OFFICIAL	01/28/2020	\$	94.00
6750	TAGGATZ, ELAINE	OFFICIAL	01/28/2020	\$	94.00
6787	WILLIAMS, KATHERINE	OFFICIAL	01/28/2020	\$	94.00
708970	KARLSBURGER FOODS, INC	CSF - GROCERIES	01/03/2020	\$	93.60
709040	STATE SUPPLY CO, INC.	EMS ARENA REPAIR PARTS	01/17/2020	\$	93.20
192000897	RATHE, SARAH	REIMBURSEMENT	01/08/2020	\$	90.83
6195	BUDNER, PETER	OFFICIAL	01/07/2020	\$	90.00
6216	EDINA PUBLIC SCHOOLS	THREAT ASSESSMENT TRAINING	01/07/2020	\$	90.00
6297	SMITH, MICHAEL	OFFICIAL	01/07/2020	\$	90.00
6304	THEISEN, CHAD	OFFICIAL	01/07/2020	\$	90.00
6627	GUSTAFSON, ZACHARY	OFFICIAL	01/28/2020	\$	90.00
6637	HEEBL, LAWRENCE	OFFICIAL	01/28/2020	\$	90.00
6672	MCMORRIS, CHRIS	OFFICIAL	01/28/2020	\$	90.00
6725	SEAL, GLENDON	OFFICIAL	01/28/2020	\$	90.00
6575	ASSN FOR SUPERVISION & CURRICULUM DEVELOPMENT	MEMBERSHIP	01/28/2020	\$	89.00
6414	MCCULLOUGH, CAROLINE	OFFICIAL	01/14/2020	\$	87.88
192000882	LAHR, MELISSA	REIMBURSEMENT	01/08/2020	\$	87.75
192000945	VANDUNK, AMY	REIMBURSEMENT	01/15/2020	\$	87.46
192000953	JIRELE, JESSICA	REIMBURSEMENT	01/22/2020	\$	85.03
6690	NATL ARCHERY IN THE SCHOOLS PROGRAM INC	PHYS ED	01/28/2020	\$	85.00
709082	BSN SPORTS	(A)DANCE TEACH APPAREL	01/31/2020	\$	84.24
6698	OLSON, TERENCE	OFFICIAL	01/28/2020	\$	84.00
6235	HENNEPIN TECHNICAL COLLEGE	COURSE	01/07/2020	\$	81.75
192000941	SHERWOOD, JAIME	REIMBURSEMENT	01/15/2020	\$	81.55
708997	PEPPER & SON INC., J. W.	19-20 OPEN PO	01/09/2020	\$	80.89
192000968	WILLAR, DAWN	REIMBURSEMENT	01/22/2020	\$	80.89
6579	BERRY COFFEE COMPANY	DAB COFFEE SERVICE	01/28/2020	\$	80.14
192000915	ALLEN, LYNNEA	REIMBURSEMENT	01/15/2020	\$	79.97
192000935	NELSON, SHELLY	REIMBURSEMENT	01/15/2020	\$	79.39
6232	H BROOKS AND COMPANY LLC	WMS - Non-DOD Produce	01/07/2020	\$	79.10
6236	HERDER, JAMES	OFFICIAL	01/07/2020	\$	79.00
6257	MASLOWSKI, ROBERT	OFFICIAL	01/07/2020	\$	79.00
6306	THOMPSON, EARLIHUE	OFFICIAL	01/07/2020	\$	79.00
6340	BOLLANT, JOSEPH	OFFICIAL	01/14/2020	\$	79.00
6384	GILLUND, TOM	OFFICIAL	01/14/2020	\$	79.00
6409	LITFIN, TIM	OFFICIAL	01/14/2020	\$	79.00
6437	RAHJA, MARK W	OFFICIAL	01/14/2020	\$	79.00
6532	MORDHORST, JEFF	OFFICIAL	01/21/2020	\$	79.00

6664	LEIGHTON, TIM	OFFICIAL	01/28/2020	\$	79.00
6709	POLLARD, DONALD	OFFICIAL	01/28/2020	\$	79.00
6715	RAHJA, MARK W	OFFICIAL	01/28/2020	\$	79.00
6723	SCHOAF, JOSH	OFFICIAL	01/28/2020	\$	79.00
6737	STORRUSTEN, TYDAN	OFFICIAL	01/28/2020	\$	79.00
6753	TENGWALL, CHRIS	OFFICIAL	01/28/2020	\$	79.00
6757	THUROW, JOSHUA	OFFICIAL	01/28/2020	\$	79.00
708994	KIDCREATE STUDIO	PROF SERV	01/09/2020	\$	78.00
6430	NATIONAL AUTISM RESOURCES INC	SPED - LEAH SHERMAN - ESC	01/14/2020	\$	77.93
192000989	NARVESON, CAROLYN	REIMBURSEMENT	01/29/2020	\$	76.99
6383	GERBER, STEVEN	OFFICIAL	01/14/2020	\$	75.37
6209	CTB INC	WMS COMMONS COUNTERTOP	01/07/2020	\$	75.00
6302	SWIVL	MEDIA CENTER SUBSCRIPTION	01/07/2020	\$	75.00
6526	MN SCHOOL PSYCHOLOGISTS ASSN (MSPA)	SPED	01/21/2020	\$	75.00
192000985	LEHTOLA, MARIA	REIMBURSEMENT	01/29/2020	\$	74.00
6729	SIDLE, DANIEL	OFFICIAL	01/28/2020	\$	73.00
192000992	RUCHTI, JULIE	REIMBURSEMENT	01/29/2020	\$	72.99
6620	GANDHE, RASHMITA	SPEECH PROF SERV	01/28/2020	\$	70.00
6777	VERMA, ADRIENNE	SPEECH PROF SERV	01/28/2020	\$	70.00
192000890	NOELTING, MELANIE	REIMBURSEMENT	01/08/2020	\$	69.60
6413	MARY RUTH BOOKS INC	SPED - NW	01/14/2020	\$	69.50
709100	REALLY GOOD STUFF	DRY ERASE BOARDS	01/31/2020	\$	69.34
192000892	PASHINA, KEN	REIMBURSEMENT	01/08/2020	\$	69.19
192000981	HERRSCHER, JESSI	REIMBURSEMENT	01/29/2020	\$	68.63
192000888	MILLER, JANET	REIMBURSEMENT	01/08/2020	\$	68.03
192000937	PASHINA, KEN	REIMBURSEMENT	01/15/2020	\$	66.70
709031	MINNESOTA EQUIPMENT	NW CSF PARTS	01/17/2020	\$	66.20
6427	MOHN, MONICA	CLASS LEFT FEET DANCE	01/14/2020	\$	66.00
192000881	LACKNER, STACEY	REIMBURSEMENT	01/08/2020	\$	65.48
6479	UNITED WAY	Payroll accrual	01/15/2020	\$	64.50
6796	UNITED WAY	Payroll accrual	01/31/2020	\$	64.50
6524	MINNEAPOLIS PUBLIC SCHOOLS	MIPSI Order for ECS	01/21/2020	\$	64.40
192000872	HODENA, MELISSA	REIMBURSEMENT	01/08/2020	\$	63.97
192000946	WEHRMANN, KARI	REIMBURSEMENT	01/15/2020	\$	63.93
192000884	LANKFORD, LYNDA	REIMBURSEMENT	01/08/2020	\$	63.86
192000936	O'LEARY, PATRICK	REIMBURSEMENT	01/15/2020	\$	63.50
6642	HOLDAHL CO	CMS WHS SUPPLIES	01/28/2020	\$	63.02
6638	HERSTEIN, MURRAY	OFFICIAL	01/28/2020	\$	62.51
6659	KOMAREK, JOSEPH	OFFICIAL	01/28/2020	\$	62.51
6600	COREMARK METALS	ROBOTICS	01/28/2020	\$	62.28
192000929	JUNG, SAMANTHA	REIMBURSEMENT	01/15/2020	\$	62.00
6280	PEICK, JACK	OFFICIAL	01/07/2020	\$	61.00
6309	TITUS, JOSEPH	OFFICIAL	01/07/2020	\$	61.00
6455	THOMPSON, ERROL	OFFICIAL	01/14/2020	\$	61.00
6708	POESCHEL, RON	OFFICIAL	01/28/2020	\$	61.00
6731	SMITH, MICHAEL	OFFICIAL	01/28/2020	\$	61.00
192000913	WITTNEBEL, CAITLIN	REIMBURSEMENT	01/08/2020	\$	60.55
708976	SHRED-N-GO	SHRED-N-GO BLANKET PO	01/03/2020	\$	60.00
709001	SHRED-N-GO	SHREDDING SERVICE	01/09/2020	\$	60.00
709105	SHRED-N-GO	MONTHLY SERV	01/31/2020	\$	60.00
6338	BERRY COFFEE COMPANY	DAB COFFEE SERVICE	01/14/2020	\$	58.44
192000990	PAGEL, MAKAYLA	REIMBURSEMENT	01/29/2020	\$	58.42
6403	JOHNSTONE SUPPLY	GW VAV 2-23	01/14/2020	\$	58.37
6774	US FOODS CULINARY E & S	CMS - SERVING SUPPLIES	01/28/2020	\$	58.32
192000959	PAGEL, MAKAYLA	REIMBURSEMENT	01/22/2020	\$	57.39
192000931	LAHR, MELISSA	REIMBURSEMENT	01/15/2020	\$	55.74
192000939	RYNNANEN, MICHELLE	REIMBURSEMENT	01/15/2020	\$	55.45
192000965	SHOLL, MARY	REIMBURSEMENT	01/22/2020	\$	55.28
6263	MN DEPT OF LABOR AND INDUSTRY	BOILER	01/07/2020	\$	55.00
6751	TALENT ASSESSMENT INC	TRANSITION	01/28/2020	\$	55.00
192000996	THINGVOLD, GAIL	REIMBURSEMENT	01/29/2020	\$	53.99

192000865	FEIA, KARI	REIMBURSEMENT	01/08/2020	\$	53.71
192000983	JOHNSON, PAMELA	REIMBURSEMENT	01/29/2020	\$	53.00
6536	PANDEY, ANURAG	CUL EXP REFUND	01/21/2020	\$	50.90
6230	GOPHER STAGE LIGHTING	WAYZATA PLAYERS	01/07/2020	\$	50.55
192000921	DROEGEMUELLER, DAVID	REIMBURSEMENT	01/15/2020	\$	50.25
192000948	AUGUSTSON, ANNE	REIMBURSEMENT	01/22/2020	\$	50.23
6321	VERTICAL ENDEAVORS-BLOOMINGTON INC	HB NW SUM DEPOSIT 8/30/20	01/07/2020	\$	50.00
6323	WOODWIND & BRASSWIND INC	CMS BAND SUPPLIES FOR CLASSROOM	01/07/2020	\$	49.99
192000949	BOHLSSEN, LONNA	REIMBURSEMENT	01/22/2020	\$	49.98
192000910	WHITWORTH, JENNIFFER	REIMBURSEMENT	01/08/2020	\$	49.13
709095	MINVALCO	CSF TR#10	01/31/2020	\$	49.00
708972	LAKESHORE LEARNING MATERIALS	CUSHIONS	01/03/2020	\$	48.42
192000934	MENK, JULIE	REIMBURSEMENT	01/15/2020	\$	47.15
192000958	LUTZ, DAVID	REIMBURSEMENT	01/22/2020	\$	47.10
192000956	LABOWITCH, KATHRYN	REIMBURSEMENT	01/22/2020	\$	46.05
192000853	BERLIN, KYLE	REIMBURSEMENT	01/08/2020	\$	45.24
192000993	SNIDARICH, SAMANTHA	REIMBURSEMENT	01/29/2020	\$	45.24
6622	GDS LLC (GARY'S DIESEL SERVICE)	CSF INSPECTION BOOK	01/28/2020	\$	45.00
192000870	HAGEN, ANDREW	REIMBURSEMENT	01/08/2020	\$	44.78
6559	A-1 OUTDOOR POWER INC	SH/OW SNOWBLOWER PARTS	01/28/2020	\$	44.43
6339	BLASTICK, PAYTON	OFFICIAL	01/14/2020	\$	43.94
6408	LINK, GRACE	OFFICIAL	01/14/2020	\$	43.94
6581	BLASTICK, PAYTON	OFFICIAL	01/28/2020	\$	43.94
6594	CARLSTROM, KERRY	OFFICIAL	01/28/2020	\$	43.94
6665	LINK, GRACE	OFFICIAL	01/28/2020	\$	43.94
6671	MCCULLOUGH, CAROLINE	OFFICIAL	01/28/2020	\$	43.94
192000889	NICKEL, KAREN	REIMBURSEMENT	01/08/2020	\$	43.91
192000914	ZEMLIN, LYNN	REIMBURSEMENT	01/08/2020	\$	43.73
709021	FLINN SCIENTIFIC, INC.	ENVIRONMENTAL SCIENCE SUPPLIES	01/17/2020	\$	43.11
6357	CUB FOODS	HS - GROCERIES	01/14/2020	\$	43.07
192000862	CAMPBELL, OLGA	REIMBURSEMENT	01/08/2020	\$	43.03
6714	R & R SPECIALTIES, INC.	ARENA	01/28/2020	\$	42.50
192000899	RIES, CAROLE	REIMBURSEMENT	01/08/2020	\$	41.93
192000988	MCNALLY, ERIN	REIMBURSEMENT	01/29/2020	\$	40.97
709069	SCHMITT MUSIC CO	BAND CLASSROOM SUPPLIES	01/24/2020	\$	40.00
192000969	ALLEN, MICHELLE	REIMBURSEMENT	01/29/2020	\$	39.73
192000940	SHERMAN, LEAH	REIMBURSEMENT	01/15/2020	\$	39.09
192000908	WEHRMANN, KARI	REIMBURSEMENT	01/08/2020	\$	39.00
192000976	EVANS, MELANIE	REIMBURSEMENT	01/29/2020	\$	38.22
192000987	LINDAHL, KRISTIN	REIMBURSEMENT	01/29/2020	\$	37.76
192000860	BRISLEY, ANDREW	REIMBURSEMENT	01/08/2020	\$	37.35
192000857	BOBEK, STACY	REIMBURSEMENT	01/08/2020	\$	37.18
192000954	KIFLE, YAYEHIRAD	REIMBURSEMENT	01/22/2020	\$	37.12
6644	INGRAM LIBRARY SERVICES	BOOKS	01/28/2020	\$	36.79
192000887	MASHADI, ERAM	REIMBURSEMENT	01/08/2020	\$	36.19
192000970	ANDERSEN-LAWRANCE, CAROL	REIMBURSEMENT	01/29/2020	\$	34.76
192000849	ALLEN, STEPHANIE	REIMBURSEMENT	01/08/2020	\$	34.28
709066	REALLY GOOD STUFF	THIRD GRADE BRACELETS	01/24/2020	\$	34.17
192000893	PEARSON, KRISTA	REIMBURSEMENT	01/08/2020	\$	34.10
192000911	WILLAR, DAWN	REIMBURSEMENT	01/08/2020	\$	33.95
192000947	ACKERMAN, BRIAN	REIMBURSEMENT	01/22/2020	\$	33.23
192000851	ASCHER, ALLISON	REIMBURSEMENT	01/08/2020	\$	31.44
192000852	BECK, MARIE	REIMBURSEMENT	01/08/2020	\$	30.51
192000902	SEELAND, ELIZABETH	REIMBURSEMENT	01/08/2020	\$	30.45
6761	TRIARCO ARTS & CRAFTS, INC.	ART/DRAWING/DIGITAL PHOTO	01/28/2020	\$	29.72
192000895	PERRIZO, STEPHANIE	REIMBURSEMENT	01/08/2020	\$	29.70
192000868	GRISMER, SYLVIA	REIMBURSEMENT	01/08/2020	\$	29.46
192000903	SELINGER, JUDITH	REIMBURSEMENT	01/08/2020	\$	28.83
6385	GOPHER ACE	KEY STOCK	01/14/2020	\$	28.59
6694	NORTHERN TOOL & EQUIPMENT CO.	CART PARTS	01/28/2020	\$	28.46
192000920	BRUCE, MARY	REIMBURSEMENT	01/15/2020	\$	28.30

6396	HOLDAHL CO	CSF SHOP STOCK	01/14/2020	\$	27.96
192000864	ERHART, JACQUELINE	REIMBURSEMENT	01/08/2020	\$	26.91
192000982	JOHNSON, NICOLE	REIMBURSEMENT	01/29/2020	\$	26.36
192000891	PADJEN, AMANDA	REIMBURSEMENT	01/08/2020	\$	25.93
6182	APPLE AUTOMATIC FOOD SERVICE	WATER COOLER RENTAL	01/07/2020	\$	24.95
192000909	WHITE, KRISTINA	REIMBURSEMENT	01/08/2020	\$	23.66
192000906	WALTERS, NATHANIEL	REIMBURSEMENT	01/08/2020	\$	23.49
192000883	LAMB, KATHERINE	REIMBURSEMENT	01/08/2020	\$	22.33
6400	INTERNATIONAL ACADEMIC COMPETITIONS	COMPETITION	01/14/2020	\$	20.00
6710	PREMIUM WATERS INC	WATER - HS ONLY	01/28/2020	\$	19.88
6194	BSI-CROWD CONTROL LLC	HS SIGN HOLDERS	01/07/2020	\$	19.87
6196	CAI, GEORGE	SUPPLIES	01/07/2020	\$	19.44
192000980	HENDRIKSE, AMY	REIMBURSEMENT	01/29/2020	\$	18.99
192000930	KARCH, JOANNE	REIMBURSEMENT	01/15/2020	\$	17.52
192000854	BEUGEN, MARA	REIMBURSEMENT	01/08/2020	\$	17.23
192000938	RUCHTI, STEVEN	REIMBURSEMENT	01/15/2020	\$	16.99
192000866	FOLTZ-RINGSTROM, SHARON	REIMBURSEMENT	01/08/2020	\$	16.70
192000971	BERG, CARRIE	REIMBURSEMENT	01/29/2020	\$	15.94
192000979	FURE, ELISABETH	REIMBURSEMENT	01/29/2020	\$	15.86
192000900	RUNGE, AMY	REIMBURSEMENT	01/08/2020	\$	14.91
709007	WEST MUSIC CO	ORDER FOR MUSIC	01/09/2020	\$	14.40
192000924	GHANBARZADEH, BROOKE	REIMBURSEMENT	01/15/2020	\$	13.92
192000950	GOSNEY, JEANNIE	REIMBURSEMENT	01/22/2020	\$	12.60
192000973	CARR, CHARLES	REIMBURSEMENT	01/29/2020	\$	12.25
192000977	FASCHING, WENDY	REIMBURSEMENT	01/29/2020	\$	12.00
192000873	JORENBY, CLARICE	REIMBURSEMENT	01/08/2020	\$	10.40
192000955	KOLLER, LAUREN	REIMBURSEMENT	01/22/2020	\$	9.81
192000875	KITTELSON, REBECCA	REIMBURSEMENT	01/08/2020	\$	9.28
192000928	JOHNSON, NUNGVI	REIMBURSEMENT	01/15/2020	\$	7.71
192000957	LELAND, LISA	REIMBURSEMENT	01/22/2020	\$	5.31
192000885	LAUER, REBECCA	REIMBURSEMENT	01/08/2020	\$	5.28
6318	US FOODS CULINARY E & S	MR - SERVING SUPPLIES	01/07/2020	\$	4.02
192000951	HAMMAN, JUDY	REIMBURSEMENT	01/22/2020	\$	1.74
6435	PLYMOUTH ICE CTR	VOID	01/14/2020	\$	-
708959	BENCHMARK EDUCATION COMPANY LLC	VOID	01/06/2020	\$	-
708965	COLLEGE TOWN PIZZA INC	VOID	01/03/2020	\$	-
709025	GRAINGER INC., W. W.	VOID	01/17/2020	\$	-
709060	MUSIC THEATRE INTL	VOID	01/24/2020	\$	-
5517	MDTA- MN DEBATE TEACHERS ASSN	VOID	01/02/2020	\$	(405.00)
708838	MEI - MINNESOTA ELEVATOR INC	VOID	01/16/2020	\$	(1,124.63)
					\$ 10,284,014.59

APPROVED BY: JILL SCHWINT
CONTROLLER ISD 284

SARAH JOHANSEN, TREASURER
BOARD OF EDUCATION- ISD 284

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

FROM	TO	DATE	AMOUNT
US Bank-Checking	US Bank-Payroll	Multiple	\$5,628,094
US Bank-Checking	IRS		
	- Federal P/R Taxes	12/02/2019	\$1,016,876
	- Federal P/R Taxes	12/16/2019	\$998,099
US Bank-Checking	MN Department of Revenue		
	- State P/R Taxes etc. (MN)	12/03/2019	\$172,840
	- State P/R Taxes etc. (MN)	12/16/2019	\$172,041
US Bank-Checking	Delta Dental		
	- Dental Claims	Multiple	\$102,891
US Bank-Checking	Preferred One		
	- Health Claims	Multiple	\$1,522,439
US Bank-Checking	Wells Fargo Commercial Card		
	- Purchase Card Program	12/05/2019	\$86,798
US Bank-Checking	Further		
	- Flex Benefits	Multiple	\$254,363
US Bank-Checking	Preferred One		
	- Broker/Reinsurance Fees	12/13/2019	\$125,714
US Bank-Checking	Payroll Vendors (TRA, EBC, MSRS, etc.)		
	- Electronic Payments	Multiple	\$1,323,457
US Bank-Checking	District Employees		
	- Expense Reimbursement	Multiple	\$25,028
US Bank-Checking	Commerce Bank/Control Pay		
	- Electronic A/P	Multiple	\$256,789
US Bank-Checking	MN Department of Revenue		
	- Sales & Use Tax Payment	12/18/2019	\$810
US Bank-Checking	Edutrack		
	- Electronic payment fees	12/10/2019	\$8,327
US Bank-Checking	MSDLAF		
	-Service charge	12/13/2019	\$416
TOTAL ACTIVITY			<u><u>\$11,694,983</u></u>



Board of Education
Regular Meeting – February 10, 2020

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

The bid opening for Kimberly Lane Elementary School Media Center Improvements was held at the Kimberly Lane Elementary School on 1/16/2020 at 4:00 PM.

The scope of the project includes remodeling of the existing media center and several other areas of the Kimberly Lane School. This work includes mechanical, electrical, fire suppression, and plumbing renovations. The majority of work centers around the architectural remodel of the media center and the associated mechanical features needed to accommodate this. There is additional remodeling work in one bathroom and the boiler room.

Attached are the lowest responsible bidders and their base bid amount for purposes of contract award.

The project is funded from the 2018A bond and long-term facility maintenance dollars.

Please see the attached bid tabulation and recommendation from Kraus-Anderson Construction Company.

Recommended Action: Award the Kimberly Lane Elementary School Media Center Improvements project base bids with a total amount of \$1,873,318.00.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____



February 5, 2020

Mr. James Westrum
Wayzata Public Schools – ISD #284
210 County Road 101 North
Wayzata, MN 55391

**RE: Kimberly Lane Elementary School Media Center Improvements and LTFM
Contract Award Recommendation**

Dear Mr. Westrum:

This letter is concerning the contract awards for the Kimberly Lane Elementary School Media Center Improvements and LTFM. Bids were received on January 16, 2020, and are summarized on the attached bid tabulation sheets. Listed below is the lowest responsible bidder and their base bid.

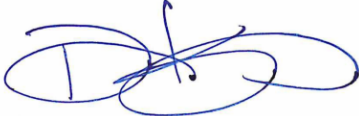
Work Scope	Contractor, City, State	Base Bid	Bid Amount
WS 01-J Final Cleaning	Midwest Specialty Maintenance, Inc. Coon Rapids, MN	Base Bid	\$16,494.00
WS 02-A Demolition	Mavo Systems, Inc. White Bear Lake, MN	Base Bid	\$138,100.00
WS 03-A Concrete	Axel H. Ohman, Inc. Minneapolis, MN	Base Bid	\$82,135.00
WS 05-A Structural Steel – Material Only	Briese Iron Works, Inc. Rochester, MN	Base Bid	19,600.00
WS 05-B Structural Steel – Erection	Amerect, Inc. Newport, MN	Base Bid	\$28,300.00
WS 06-A Carpentry	TMG Construction, Inc. St. Paul, MN	Base Bid	\$111,990.00
WS 07-A1 Traffic Coatings	NO BIDS RECEIVED. WILL GO OUT FOR DIRECT QUOTES		

WS 07-H	Roofing	Central Roofing Company Minneapolis, MN	Base Bid	\$37,931.00
WS 08-A	Doors, Frames, and Hardware – Material Only	Twin City Hardware, Inc. Oakdale, MN	Base Bid	\$26,850.00
WS 08-F	Entrance, Storefront, and Curtain Wall	Northern Glass and Glazing, Inc. Bloomington, MN	Base Bid	\$53,000.00
WS 09-A	Drywall	RTL Construction, Inc. Shakopee, MN	Base Bid	\$79,969.00
WS 09-B	Tile	Advance Terrazzo and Tile Co., Inc. Coon Rapids, MN	Base Bid	\$48,760.00
WS 09-C	Ceiling and Acoustical Treatment	Acoustics Associates, Inc. Golden Valley, MN	Base Bid	\$45,725.00
WS 09-D	Flooring	Floors By Beckers, LLC St. Cloud, MN	Base Bid	\$48,719.00
WS 09-K	Painting and Wall Covering	High Performance Coatings, Inc. Buffalo, MN	Base Bid	\$29,167.00
WS 10-D	Special Partitions	Hufcor, Inc. Golden Valley, MN	Base Bid	\$19,933.00
WS 21-A	Fire Suppression	Summit Companies St. Paul, MN	Base Bid	\$46,400.00
WS 23-B	Combined Mechanical	NAC Mechanical & Electrical Services Vadnais Heights, MN	Base Bid	\$853,300.00
WS 26-A	Electrical	Erickson Electric Company, Inc. St. Cloud, MN	Base Bid	\$186,945.00

The total amount of the base bids is \$1,873,318.00.

If you have any questions regarding this information, please do not hesitate to contact me at 612-332-7281.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY



Dan Kjellberg
Assistant Project Manager

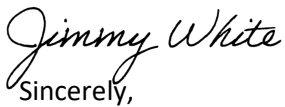
Kraus Anderson Construction
Dan Kjellberg
501 S 8th Street
Minneapolis, MN 55404

January 22nd, 2020

Re: Kimberly Lane Elementary School Media Center Improvements and LTFM: Work Scope 2A - Demolition

Dan,

As discussed, we will unfortunately need to withdraw our bid from the Kimberly Lane Elementary project. We apologize for any inconveniences that this may bring to Kraus Anderson and Independent School District #284. We take bids very seriously, but we unfortunately missed a few items and in result we will need to withdraw our bid. It is our hope and it would be much appreciated if ISD #284 can return our bid bond. Again, we apologize for any inconveniences, but we appreciate Kraus Anderson and ISD #284 working with the next lowest bidder.



Sincerely,
Jim White, Assistant Project Manager



**KIMBERLY LANE ELEMENTARY SCHOOL
MEDIA CENTER IMPROVEMENTS AND LTFM**

BID TABULATIONS

JANUARY 16, 2020 AT 4:00 PM

OWNER: Wayzata Public Schools

ARCHITECT: Wold Architects and Engineers

Work Scope 07-A1: Traffic Topping

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
BID SECURITY						
ADDENDA REC'D.						
BASE BID						
COMBINED BASE BID						
NO BIDS RECEIVED						



**KIMBERLY LANE ELEMENTARY SCHOOL
MEDIA CENTER IMPROVEMENTS AND LTFM**

**BID TABULATIONS
JANUARY 16, 2020 AT 4:00 PM**

OWNER: Wayzata Public Schools

ARCHITECT: Wold Architects and Engineers

Work Scope 09-B: Tile

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Advance Terrazzo & Tile Company, Inc.	Grazzini Brothers & Company	CD Tile and Stone, Inc.	Blackhawk Tile and Stone, Inc.		
BID SECURITY	Bid Bond	Bid Bond	Bid Bond	Bid Bond		
ADDENDA REC'D.	1,2	1,2	1,2	1,2		
BASE BID	\$48,760.00	\$51,835.00	\$66,000.00	\$75,269.00		



**KIMBERLY LANE ELEMENTARY SCHOOL
MEDIA CENTER IMPROVEMENTS AND LTFM**

**BID TABULATIONS
JANUARY 16, 2020 AT 4:00 PM**

OWNER: Wayzata Public Schools

ARCHITECT: Wold Architects and Engineers

Work Scope 09-K: Painting and Wall Covering

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	High Performance Coatings, Inc.	Décor-Tec, Inc.	Natus Corporation dba Hamernick Interior Solutions	Admiral Coatings, Inc.	TMG Construction, Inc.	
BID SECURITY	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	
ADDENDA REC'D.	1,2	1,2	1,2	1,2	1,2	
BASE BID	\$29,167.00	\$29,170.00	\$38,975.00	\$40,900.00	\$46,900.00	
COMBINED BASE BID	N/A	N/A	N/A	N/A	\$299,975.00	
					WS 02A/WS 06A/WS 09K	



1-31-2020

Dan Kjellberg
Kraus Anderson Construction Co.
501 S 8th St
Minneapolis MN 55404

RE: Kimberly Lane & And Other School

Dan

Based on our scope review it was acknowledged that we did not and could not propose to remove, replace or offset any horizontal sprinkler pipe. If the only indication of modifying sprinkler piping (excluding drops and sprinklers) is a key note directing "modifying branch piping (mains?) as required for remodeled floor plan then this is not quantifiable. It also notes "provide full coverage in accordance with NFPA-13". It should be noted that every offset is equivalent to 20ft of pipe. Hydraulically this can quickly render the system under-designed.

This note causes most of the potential bidders in the Twin Cities to not even look at school projects. Those who do double their numbers and hope for the best.

It is unrealistic to expect the sprinkler contractor to carry such a high risk that is unquantifiable. If we are expected to remove and reroute piping and then guarantee it's design with this engineer's general note then we request our consideration to be removed.

Thank You
Expect The Best

Kevin Olsen



**KIMBERLY LANE ELEMENTARY SCHOOL
MEDIA CENTER IMPROVEMENTS AND LTFM**

**BID TABULATIONS
JANUARY 16, 2020 AT 4:00 PM**

OWNER: Wayzata Public Schools

ARCHITECT: Wold Architects and Engineers

Work Scope 23-B: Combined Mechanical

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Northern Air Corporation dba NAC Mechanical and Electrical Services	Peterson Sheet Metal, Inc.	Northland Mechanical Contractors, Inc.	Pioneer Power, Inc.	Weidner Plumbing and Heating Co.	
BID SECURITY	Bid Bond	Bid Bond	Bid Bond	Bid Bond	Bid Bond	
ADDENDA REC'D.	1,2	1,2	1,2	1,2	1,2	
BASE BID	\$853,300.00	\$914,000.00	\$932,100.00	\$1,039,000.00	\$1,311,000.00	
Alternate No. 1: Reinsulating Existing Refrigerant Lines	\$5,400.00	\$12,000.00	\$8,350.00	\$8,700.00	\$15,000.00	



Board of Education
Regular Meeting – February 10, 2020

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

A price proposal package for the Greenwood Elementary School 2020 Media Center Remodel project was requested from Kraus-Anderson Construction Company, an Indefinite Quantity Construction contractor under the Sourcewell joint powers bid.

The scope of the project includes remodeling of the existing media center.

Attached is the Contractor’s Price Proposal - Summary in the amount of \$1,258,254.77 for the performance of the scope of work defined for the project.

This project will be funded using 2018A bond.

Recommended Action: Authorize entering into agreement with Kraus-Anderson Construction Company, through the Sourcewell contract, the Greenwood Elementary School 2020 Media Center Remodel project with a total amount of \$1,258,254.77.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

Contractor's Price Proposal - Summary

Date: January 22, 2020

Re: IQC Master Contract #: MN-TMA-GC05-120518-KRU
Work Order #: 075509.00
Owner PO #:
Title: ISD #284 Wayzata School District Greenwood Elementary Media Center Remodel 2
Contractor: Kraus-Anderson Construction Company
Proposal Value: \$1,258,254.77

GC's	\$54,050.20
WS 02A	\$99,661.35
WS 03A	\$30,794.00
WS 05A	\$30,347.70
WS 06A	\$78,253.29
WS 08A	\$20,989.09
WS 08F	\$78,666.84
WS 09A	\$69,050.14
WS 09B	\$10,823.63
WS 09C	\$111,405.09
WS 09D	\$81,998.19
WS 09K	\$44,081.71
WS 10D	\$21,504.93
WS 21A	\$19,588.97
WS 23B	\$182,498.83
WS 26A	\$324,540.81
Proposal Total	\$1,258,254.77

The Percentage of NPP on this Proposal: 5.04%



Board of Education
Regular Meeting – February 10, 2020

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

A price proposal package for the Sunset Hill Elementary School 2020 Media Center Remodel project was requested from Kraus-Anderson Construction Company, an Indefinite Quantity Construction contractor under the Sourcewell joint powers bid.

The scope of the project includes remodeling of the existing media center.

Attached is the Contractor’s Price Proposal - Summary in the amount of \$1,273,639.33 for the performance of the scope of work defined for the project.

This project will be funded using 2018A bond.

Recommended Action: Authorize entering into agreement with Kraus-Anderson Construction Company, through the Sourcewell contract, the Sunset Hill Elementary School 2020 Media Center Renovations project with a total amount of \$1,273,639.33.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

Contractor's Price Proposal - Summary

Date: January 31, 2020

Re: IQC Master Contract #: MN-TMA-GC05-120518-KRU
Work Order #: 074976.00
Owner PO #:
Title: ISD #284 Wayzata School District Sunset Hills Media Center Remodel
Contractor: Kraus-Anderson Construction Company
Proposal Value: \$1,273,639.33

WS 10D Partitions	\$28,775.74
WS 21A Fire Suppression	\$36,720.03
WS 23B Mechanical	\$196,063.59
WS 26B Electrical	\$335,312.93
WS 2A Demo	\$89,893.40
WS 3A Concrete	\$50,601.14
WS 5AB Steel	\$41,429.96
WS 6A Carpentry	\$62,700.02
WS 7H Roofing	\$11,983.44
WS 8A Doors and Hardware	\$18,716.63
WS 8F Storefront	\$115,588.79
WS 9A Drywall	\$77,741.22
WS 9B Tile	\$15,339.29
WS 9C Acoustical Ceilings	\$67,891.64
WS 9D Flooring	\$51,649.44
WS 9K Painting	\$34,627.12
WS GC	\$38,604.95
Proposal Total	\$1,273,639.33

The Percentage of NPP on this Proposal: 2.66%



Board of Education
Regular Meeting – February 10, 2020

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

Amendment to the contract with Kraus-Anderson Construction Company as construction manager for the Kimberly Lane Renovations

Kraus-Anderson Construction Company is presently the District’s construction manager. Included within the request for proposal accepted by the School Board at the time Kraus-Anderson Company was appointed, long-term facility maintenance projects were noted but not yet defined by the District. The District is recommending an amendment to the present contract with Kraus-Anderson Construction Company. The projects include media center improvements and long-term facilities maintenance. The total project cost is estimated to be \$2,490,418. Kraus-Anderson Construction Company construction management fee is 2.25%, plus staff charges, for a total of \$360,084.

The project is funded from the 2018A bond and the long term facility maintenance dollars.

Recommended Action: Amend the present contract with Kraus-Anderson Construction Company which further defines the projects to include the renovations at Kimberly Lane Elementary. The amendment for this project results in a construction management fee of \$360,084.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

**AMENDMENT NO. 02 TO
CONSTRUCTION MANAGER AGREEMENT
Kimberly Lane Elementary School Media Center Improvements and LTFM Project**

THIS AMENDMENT TO CONSTRUCTION MANAGER AGREEMENT is made this 10th day of February, 2020 by Wayzata Public Schools ("Owner") and Kraus-Anderson Construction Company ("Construction Manager").

WITNESSETH THAT WHEREAS:

A. Owner and Construction Manager are parties to that certain C132-2009 Standard Form of Agreement Between Owner and Construction Manager as Adviser dated March 6th, 2020 (the "CM Agreement") with respect to the various projects identified in the CM Agreement (the "Projects").

B. Owner and Construction Manager now desire to amend the CM Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby amend the CM Agreement and agree as follows.

1. In Section 1.1.2, add "Kimberly Lane Elementary School Media Center Improvements and LTFM Project, 17405 Old Rockford Road, Plymouth, MN 55446"
2. In Section 1.1.4.1, add "Kimberly Lane Elementary School Media Center Improvements and LTFM Project: Construction Documents Complete: December 20th, 2019."
3. In Section 1.1.4.2, add "Kimberly Lane Elementary School Media Center Improvements and LTFM Project: On or about June 8th, 2020 pending receipt of building permit."
4. In Section 1.1.4.3, add "Kimberly Lane Elementary School Media Center Improvements and LTFM Project: On or about August 21st, 2020, pending commencement of construction."
5. In Section 11.1.2, add "Compensation for the Construction Manager for the Kimberly Lane Elementary School Media Center Improvements and LTFM Project will be a lump sum of Three Hundred Sixty Thousand Eighty-Four Dollars (\$360,084.00) for Site Services and Fees and is based upon the project time frames reference in Article 1.1.4. See Exhibit IV attached to Amendment No. 01 to Construction Manager Agreement. Any changes in these Site Services or Fees consisting of additions, deletions or revisions will be submitted in written detail to the Owner for approval prior to the commencement of any work."
6. In Section 13.2, add "Exhibit IV - Kimberly Lane Elementary School Media Center Improvements and LTFM Project – 2020 CM Fee & Site Services"
7. Exhibit I attached hereto is hereby incorporated into the CM Agreement, which corresponds to the compensation for the Construction Manager's Basis Services for the 2019 projects at Wayzata East Middle School and Wayzata Central Middle School. The Owner agrees to pay CM a lump sum amount as indicated on the attached Exhibit I for the 2019 Projects.

8. The Owner and Construction Manager hereby agree to execute future Amendments to the CM Agreement at appropriate intervals to incorporate Preconstruction and Construction Phase fees and costs for the Construction Manager's Basis Services.
9. Except as modified herein, the CM Agreement shall remain in full force according to its terms.
10. This Amendment may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original and all of which counterparts, taken together, shall constitute one and the same instrument. Delivery of an executed counterpart of a signature page of this document by facsimile or other generally accepted electronic means shall be effective as delivery of a manually executed counterpart of this document.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 01 to Construction Manager Agreement as of the date first set forth above. The undersigned further acknowledges that he or she is authorized to enter into this Amendment on behalf of the party designated below.

Wayzata Public Schools

Dated: _____, 2019

By: _____

Its: _____

Kraus Anderson Construction Company

Dated: _____, 2019

By: _____

Its: _____

Exhibit IV

WAYZATA KIMBERLY LANE ELEMENTARY SCHOOL Media Center Improvements and LTFM Project - 2020 CM Fee & Site Services

Kraus Anderson Construction Company - 2019 Rates

February 3, 2020

PRE-CONSTRUCTION				
		Start Date:		Oct-2019
		Finish Date:		Jan-2020
	4.0	17	87	695
	Mo.	Wks	Days	Hours
Description	Quantity	Unit	Unit Cost	Total
Project Executive, Principal in Charge	0	HRS	\$170.00	\$ -
Senior Project Manager	52	HRS	\$143.00	\$ 7,456
Project Manager	70	HRS	\$124.00	\$ 8,620
Project Engineers / Asst. Project Manager	0	HRS	\$95.00	\$ -
Project Superintendent	0	HRS	\$121.00	\$ -
General Superintendent	0	HRS	\$131.00	\$ -
Safety Director	0	HRS	\$131.00	\$ -
Quality Director	0	HRS	\$152.00	\$ -
MEP Coordinator	0	HRS	\$131.00	\$ -
VDC / BIM	0	HRS	\$110.00	\$ -
Project Coordinator	17	HRS	\$58.00	\$ 1,008
Accounting	0	HRS	\$58.00	\$ -
Subtotal PRECONSTRUCTION STAFF	139	HRS		\$ 17,085

CONSTRUCTION				
		Start Date:		May-2020
		Finish Date:		Sep-2020
	5.0	22	109	869
	Mo.	Wks	Days	Hours
Description	Quantity	Unit	Unit Cost	Total
Project Executive, Principal in Charge	22	HRS	\$170.00	\$ 3,693
Senior Project Manager	217	HRS	\$143.00	\$ 31,067
Project Manager	435	HRS	\$124.00	\$ 53,878
Project Engineer / Asst. Project Manager	0	HRS	\$95.00	\$ -
Project Superintendent #1	869	HRS	\$121.00	\$ 105,149
Project Superintendent #2	0	HRS	\$122.00	\$ -
General Superintendent	43	HRS	\$131.00	\$ 5,692
Safety Director	43	HRS	\$131.00	\$ 5,692
Quality Director	22	HRS	\$152.00	\$ 3,302
MEP Specialist	22	HRS	\$131.00	\$ 2,846
VDC / BIM	0	HRS	\$110.00	\$ -
Project Coordinator	217	HRS	\$58.00	\$ 12,601
Accounting	43	HRS	\$58.00	\$ 2,520
Subtotal CONSTRUCTION STAFF	1,934	HRS		\$ 226,440

REIMBURSABLES				
Job Site Office Trailer #1	5.0	MOS	\$1,500.00	\$ 7,500
Office Supplies	5.0	MOS	\$1,000.00	\$ 5,000
Pick-up Truck & Tools - Supt	5.0	MOS	\$2,500.00	\$ 12,500
Travel & Expenses	5.0	MOS	\$1,200.00	\$ 6,000
Subsistence	5.0	MOS	\$0.00	\$ -
Umbrella Liability Insurance	5.0	MOS	\$540.00	\$ 2,700
Communications	5.0	MOS	\$46.80	\$ 234
Project Collaboration Tech	5.0	MOS	\$5,264.32	\$ 26,322
Document Reproduction	5.0	MOS	\$54.00	\$ 270
Subtotal CONSTRUCTION STAFF				\$ 60,526

FEE				
Subtotal CONSTRUCTION MANAGEMENT FEE	\$ 2,490,418		2.25%	\$ 56,034

TOTAL				
Total PRECON, CONSTRUCTION & FEE				\$ 360,084

The Lump Sum Total of **\$360,084.00** represents 4.0 months of Preconstruction Phase Services, 5.0 months of Construction Phase Services and 2.25% Fee based upon a **\$2,490,418.00** Cost of Work. Should the durations or Cost of Work change, the Construction Manager shall be entitled to an equitable adjustment of its compensation based upon the rates outlined above.



Board of Education
Regular Meeting – February 10, 2020

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

Amendment to the contract with Kraus-Anderson Construction Company as construction manager for the West Middle School Renovations

Kraus-Anderson Construction Company is presently the District’s construction manager. Included within the request for proposal accepted by the School Board at the time Kraus-Anderson Company was appointed, long-term facility maintenance projects were noted but not yet defined by the District. The District is recommending an amendment to the present contract with Kraus-Anderson Construction Company. This project consists of media center and gymnasium renovations, pool updates, and construct (2) baseball fields adjacent to the building. The total project cost is estimated to be \$5,223,000. Kraus-Anderson Construction Company construction management fee is 2.25%, plus staff charges, for a total of \$517,676.

The project is funded from the 2018A bond and the long term facility maintenance dollars.

Recommended Action: Amend the present contract with Kraus-Anderson Construction Company which further defines the long-term facilities maintenance projects to include the renovations at West Middle School. The amendment for this project results in a construction management fee of \$517,676.

Motion by: _____

ROLL CALL

Passed: _____

Second by: _____

Failed: _____

Abstentions: _____

**AMENDMENT NO. 03 TO
CONSTRUCTION MANAGER AGREEMENT
Wayzata West Middle School 2020 Renovations Project**

THIS AMENDMENT TO CONSTRUCTION MANAGER AGREEMENT is made this 10th day of February, 2020 by Wayzata Public Schools ("Owner") and Kraus-Anderson Construction Company ("Construction Manager").

WITNESSETH THAT WHEREAS:

A. Owner and Construction Manager are parties to that certain C132-2009 Standard Form of Agreement Between Owner and Construction Manager as Adviser dated March 6th, 2020 (the "CM Agreement") with respect to the various projects identified in the CM Agreement (the "Projects").

B. Owner and Construction Manager now desire to amend the CM Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby amend the CM Agreement and agree as follows.

1. In Section 1.1.2, add "Wayzata West Middle School 2020 Renovations, 149 Barry Avenue North, Wayzata, MN 55391"
2. In Section 1.1.4.1, add "Wayzata West Middle School 2020 Renovations: Construction Documents Complete: January 17th, 2020."
3. In Section 1.1.4.2, add "Wayzata West Middle School 2020 Renovations Project: On or about May 1st, 2020 pending receipt of building permit."
4. In Section 1.1.4.3, add "Wayzata West Middle School 2020 Renovations Project: On or about October 9th, 2020, pending commencement of construction."
5. In Section 11.1.2, add "Compensation for the Construction Manager for the Wayzata West Middle School 2020 Renovations Project will be a lump sum of Five Hundred Seventeen Thousand Six Hundred Seventy Six Dollars (\$517,676.00) for Site Services and Fees and is based upon the project time frames reference in Article 1.1.4. See Exhibit V attached to Amendment No. 02 to Construction Manager Agreement. Any changes in these Site Services or Fees consisting of additions, deletions or revisions will be submitted in written detail to the Owner for approval prior to the commencement of any work."
6. In Section 13.2, add "Exhibit V - Wayzata West Middle School 2020 Renovations Project – 2020 CM Fee & Site Services"
7. Exhibit V attached hereto is hereby incorporated into the CM Agreement, which corresponds to the compensation for the Construction Manager's Basis Services for the 2020 project at Wayzata West Middle School. The Owner agrees to pay CM a lump sum amount as indicated on the attached Exhibit V for the 2020 Project.

8. The Owner and Construction Manager hereby agree to execute future Amendments to the CM Agreement at appropriate intervals to incorporate Preconstruction and Construction Phase fees and costs for the Construction Manager's Basis Services.
9. Except as modified herein, the CM Agreement shall remain in full force according to its terms.
10. This Amendment may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original and all of which counterparts, taken together, shall constitute one and the same instrument. Delivery of an executed counterpart of a signature page of this document by facsimile or other generally accepted electronic means shall be effective as delivery of a manually executed counterpart of this document.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 01 to Construction Manager Agreement as of the date first set forth above. The undersigned further acknowledges that he or she is authorized to enter into this Amendment on behalf of the party designated below.

Wayzata Public Schools

Dated: _____, 2019

By: _____

Its: _____

Kraus Anderson Construction Company

Dated: _____, 2019

By: _____

Its: _____

Exhibit V

WAYZATA WEST MIDDLE SCHOOL 2020 Renovations Project - 2020 CM Fee & Site Services

Kraus Anderson Construction Company - 2019 Rates

February 3, 2020

PRE-CONSTRUCTION				
		Start Date:		Oct-2019
		Finish Date:		Jan-2020
	4.0	17	87	695
	Mo.	Wks	Days	Hours
Description	Quantity	Unit	Unit Cost	Total
Project Executive, Principal in Charge	0	HRS	\$170.00	\$ -
Senior Project Manager	52	HRS	\$143.00	\$ 7,456
Project Manager	70	HRS	\$124.00	\$ 8,620
Project Engineers / Asst. Project Manager	0	HRS	\$95.00	\$ -
Project Superintendent	0	HRS	\$121.00	\$ -
General Superintendent	0	HRS	\$131.00	\$ -
Safety Director	0	HRS	\$131.00	\$ -
Quality Director	0	HRS	\$152.00	\$ -
MEP Coordinator	0	HRS	\$131.00	\$ -
VDC / BIM	0	HRS	\$110.00	\$ -
Project Coordinator	17	HRS	\$58.00	\$ 1,008
Accounting	0	HRS	\$58.00	\$ -
Subtotal PRECONSTRUCTION STAFF	139	HRS		\$ 17,085

CONSTRUCTION				
		Start Date:		May-2020
		Finish Date:		Oct-2020
	6.5	28	141	1130
	Mo.	Wks	Days	Hours
Description	Quantity	Unit	Unit Cost	Total
Project Executive, Principal in Charge	28	HRS	\$170.00	\$ 4,801
Senior Project Manager	282	HRS	\$143.00	\$ 40,387
Project Manager	565	HRS	\$124.00	\$ 70,041
Project Engineer / Asst. Project Manager	0	HRS	\$95.00	\$ -
Project Superintendent #1	1,130	HRS	\$121.00	\$ 136,694
Project Superintendent #2	0	HRS	\$122.00	\$ -
General Superintendent	56	HRS	\$131.00	\$ 7,400
Safety Director	56	HRS	\$131.00	\$ 7,400
Quality Director	28	HRS	\$152.00	\$ 4,293
MEP Specialist	28	HRS	\$131.00	\$ 3,700
VDC / BIM	0	HRS	\$110.00	\$ -
Project Coordinator	282	HRS	\$58.00	\$ 16,381
Accounting	56	HRS	\$58.00	\$ 3,276
Subtotal CONSTRUCTION STAFF	2,514	HRS		\$ 294,372

REIMBURSABLES				
Job Site Office Trailer #1	6.5	MOS	\$1,500.00	\$ 9,750
Office Supplies	6.5	MOS	\$1,000.00	\$ 6,500
Pick-up Truck & Tools - Supt	6.5	MOS	\$2,500.00	\$ 16,250
Travel & Expenses	6.5	MOS	\$1,200.00	\$ 7,800
Subsistence	6.5	MOS	\$0.00	\$ -
Umbrella Liability Insurance	6.5	MOS	\$597.32	\$ 3,883
Communications	6.5	MOS	\$52	\$ 336
Project Collaboration Tech	6.5	MOS	\$6,738	\$ 43,795
Document Reproduction	6.5	MOS	\$60	\$ 388
Subtotal CONSTRUCTION STAFF				\$ 88,702

FEE				
Subtotal CONSTRUCTION MANAGEMENT FEE	\$ 5,223,000		2.25%	\$ 117,518

TOTAL				
Total PRECON, CONSTRUCTION & FEE				\$ 517,676

The Lump Sum Total of **\$517,676.00** represents 6.0 months of Preconstruction Phase Services, 5.0 months of Construction Phase Services and 2.25% Fee based upon a **\$5,223,000.00** Cost of Work. Should the durations or Cost of Work change, the Construction Manager shall be entitled to an equitable adjustment of its compensation based upon the rates outlined above.



Board of Education
Regular Meeting – February 10, 2020

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: _____

HUMAN RESOURCES RECOMMENDATIONS - Consent Agenda - February 10, 2020

EMPLOYMENT

Name	Position	Location	Reason	Start Date
Hanna Olstad	District Nurse	Education Services Center	New Position	2/18/2020
Ann Butler	Teacher - Science	High School	New Position	1/27/2020
Timothy Masters	Teacher - Social Studies	High School	Resignation	2/5/2020
Abirami Nagappan	Home Base Assistant	North Woods	New Position	1/21/2020
Meghan Sass	Home Base Assistant	North Woods	New Position	1/27/2020
Katelyn Sass	Home Base Assistant	North Woods	New Position	1/28/2020
Kesley McCuskey	Teacher - Special Services	North Woods	New Position	2/4/2020
Mary Heim	Teacher - Special Services	North Woods/Kimberly Lane/ Sunset Hill	Resignation	1/29/2020
Kelly Weir	Teacher - 1st Grade	Sunset Hill	Resignation	1/31/2020

CONTRACT MODIFICATION

Name	Position	Location	Modification	Date
Jamal Clarke	Teacher - Health	Central Middle	Contract Ended	1/24/2020
Susan Stinson	Paraprofessional	Gleason Lake	Transfer from Teacher to Para	2/3/2020
Tyler Engler	Teacher - Math	High School	From 0.5 FTE to 1.0 FTE	1/27/2020
Joseph Graphenteen	Teacher - Special Services	High School	From 0.5 FTE to 1.0 FTE	1/27/2020

LEAVE OF ABSENCE

Name	Position	Location	Leave Date
Alison Wobshall	PIP Director	Education Services Center	2/10/2020 - 3/23/2020
Scott MacLachlan	Teacher - Science	West Middle	4/27/2020 - 5/1/2020
Aimee Largent	Counselor	Central Middle	5/7/2020 - 5/8/2020
Karen Haring	Peppermint Fence Instructor	Early Learning School	1/23/2020 - 1/28/2020
Diane Dittrich	Teacher - Spanish	High School	1/27/2020 - 3/8/2020 (Intermittent)
Kristen Elm	Teacher - Special Services	Greenwood	2020-2021 School Year
Rachel Canfield	Teacher - Special Services	Birchview	3/11/2020 - 6/8/2020
Kathryn Gaio	Teacher - 4th Grade	Birchview	9/8/2020 - 10/30/2020
Amy Naleid	Mental Health Coordinator	Education Services Center	3/21/2020 - 3/26/2020

EXTENDED LEAVE OF ABSENCE FOR 2020-2021 (3 YEAR MINIMUM, 5 YEAR MAXIMUM)

Name	Position	Location	Leave Date
Bridget Erickson	Teacher - Literacy Specialist	Oakwood	Fifth Year Beginning 2020-2021

RESIGNATION

Name	Position	Location	Resign Date
Leslie Colanino	Teacher - Literacy Specialist	Central Middle	6/8/2020

Allison Bassuener	Teacher - Special Services	Education Services Center	1/24/2020
Jenny Lindquist	Paraprofessional	Education Services Center	2/7/2020
Heidi Rieck	Paraprofessional	Gleason Lake	2/21/2020
Vandella Niemi	Culinary Express	High School	1/23/2020
Peggy Rongey	Teacher - Special Services	High School	6/8/2020
Joseph Forte	Teacher - Special Services	High School	1/28/2020
Elizabeth Winslow	Teacher - Kindergarten	Kimberly Lane	6/8/2020
Allison Bickel	Teacher - 2nd Grade	Plymouth Creek	6/8/2020

RETIREMENT

Name	Position	Location	Retirement Date
Rachel Palmatier	Teacher - Special Services	Birchview	6/8/2020
Bonnie Johnson	Special Services Supervisor	Education Services Center	6/30/2020
Carol Solheid	Accreditation and Inclusion Specialist	Education Services Center	5/29/2020
Nancy Anderson	Paraprofessional	Greenwood	6/4/2020
Linda Gibbons	Teacher - Media Specialist	Greenwood	6/8/2020
Kim Lopez	Paraprofessional	Greenwood	6/4/2020
Brenda Sehlin-Goneau	Teacher - Special Services	High School	6/30/2020
Phil Ward	Teacher - Physical Education	High School	6/8/2020
Patty Zabinski	Teacher - Music	Kimberly Lane	6/8/2020
Tamara Corder	Teacher - 4th Grade	Meadow Ridge	6/30/2020
Robert Brofford	Teacher - Vision 21	Meadow Ridge	6/8/2020
Lori Knudsen	Paraprofessional	Plymouth Creek	6/4/2020
Denise Cropp	Paraprofessional	Plymouth Creek	6/4/2020
Eileen Baker	Teacher - 5th Grade	Sunset Hill	6/8/2020
Pamela Johnson	Culinary Express	West Middle	6/4/2020

EXTRA ASSIGNMENTS

Name	Position	Location	Assignment	Date
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Eric Dirkes	Coach	High School
Madeleine Williams	Coach	High School
Mario Jordan	Coach	High School
Weston Droegemueller	Coach	High School
Grant Sorenson	Coach	High School
Alan Seth Frechtman	Coach	High School
Erin Rachel Schmidt	Teacher	High School
Amy M.G. Mayer	Coach	High School
Eric Birkholz	Coach	High School
Brandon Dorn	Coach	High School
Mark Charles Poppendeck	Coach	High School
Peter Ziemer	Coach	High School
Mike Dzubay	Coach	High School
Megan Bennett	Coach	High School
Bradley Erickson	Coach	High School
Lori Henrich	Coach	High School
Andrew Walker Hansen	Teacher	High School
Larry Myers	Coach	High School
Jordan Daniel Halverson	Teacher	High School
Samuel Blank	Teacher	High School
Zachary Kuseske	Teacher	High School
Jon Matzke	Coach	High School
Bryan Joseph Schnettler	Teacher	High School
Miles Death	Coach	High School
Derek Leonard Olson	Coach	High School
Bradley Podiak	Coach	High School
William Rooney	Coach	High School
Peter Samargia	Coach	High School
Patrick Aaron O'Leary	Coach	High School
Brianna Dietz	Coach	High School
Lawrence John Formasa Jr	Coach	High School
Michael Yasis	Coach	High School
Damon Carrison	Coach	High School
David Droegemueller	Teacher	High School
Tyler Engler	Teacher	High School
Rudy Michael Galarza	Coach	High School
Eric Swensen	Teacher	High School
Melissa Bast	Teacher	High School
Mariah Kay Champ	Coach	High School
Jillian Czura	Coach	High School
Amanda Ellene Eklund	Coach	High School
Samantha Kaine	Teacher	High School
Karla Taylor	Coach	High School
Alyse Anne Iorio	Coach	High School
Allison Martin	Teacher	High School
Sarah Bingea	Teacher	High School
Christine Easton	Para	High School
Julie Stewart	Teacher	High School
Teresa Thour	Teacher	High School

Michael Schumacher	Teacher	High School
Charles Michael Aydt	Coach	High School
Abby Joy Christensen	Coach	High School
Georgianne Crummer	Coach	High School
Carly Beth Holden	Coach	High School
Paige Johnson	Coach	High School
Anne Mcneill	Coach	High School
Blair Parent	Coach	High School
Peter Samargia	Coach	High School
Taylor Williamson	Coach	High School
Holly Johnson	Coach	High School
Allison Johnson	Coach	High School
James Titus	Coach	High School
Amanda Kay Padjen	Teacher	Central Middle
Amy Olson	Teacher	Central Middle
Aisha Ray Werner	Teacher	Central Middle
Christopher Grant Larson	Teacher	Central Middle
Corey Cellurale	Teacher	Central Middle
Nichole Osterholt	Teacher	Central Middle
Miriam Elizabeth Dennis	Teacher	East Middle
Rebecca Lauer	Teacher	East Middle

Boys & Girls Alpine Ski	12/15/2020
Boys & Girls Nordic Ski	12/15/2020
Boys Basketball 9th Gr	12/15/2020
Boys Wrestling Varsity	12/5/2020
Fall Play Technical Director	11/25/2020
Fall Play Technical Director	11/25/2020
Winter Musical Vocal Director	12/2/2020
Adapted Floor Hockey Coord	11/19/2019
Boys & Girls Alpine Ski	11/12/2019
Boys & Girls Alpine Ski	11/12/2019
Boys & Girls Alpine Ski	11/12/2019
Boys & Girls Alpine Ski	11/12/2019
Boys & Girls Alpine Ski	11/12/2019
Boys & Girls Nordic Ski	11/12/2019
Boys & Girls Nordic Ski	11/12/2019
Boys & Girls Nordic Ski	11/12/2019
Boys & Girls Nordic Ski	11/12/2019
Boys & Girls Nordic Ski	11/12/2019
Boys & Girls Nordic Ski	11/12/2019
Boys Basketball 9th Gr	11/19/2019
Boys Basketball Varsity	11/19/2019
Boys Basketball Varsity	11/19/2019
Boys Basketball Varsity	11/19/2019
Boys Basketball Varsity	11/19/2019
Boys Hockey Varsity	11/12/2019
Boys Hockey Varsity	11/12/2019
Boys Hockey Varsity	11/12/2019
Boys Hockey Varsity	11/12/2019
Boys Hockey Varsity	11/12/2019
Boys Hockey Varsity	11/12/2019
Boys Hockey Varsity	11/12/2019
Boys Swim/Dive Varsity	11/26/2019
Boys Swim/Dive Varsity	11/26/2019
Boys Swim/Dive Varsity	11/26/2019
Boys Swim/Dive Varsity	11/26/2019
Boys Wrestling Varsity	11/26/2019
Boys Wrestling Varsity	11/19/2019
Boys Wrestling Varsity	11/19/2019
Boys Wrestling Varsity	11/19/2019
Dance Team Varsity Wtr	10/22/2019
Dance Team Varsity Wtr	10/22/2019
Dance Team Varsity Wtr	10/22/2019
Dance Team Varsity Wtr	10/22/2019
Dance Team Varsity Wtr	10/22/2019
Dance Team Varsity Wtr	10/22/2019
Dance Team Varsity Wtr	10/22/2019
Girls Basketball 9B	11/12/2019
Girls Basketball Varsity	11/12/2019
Girls Basketball Varsity	11/12/2019
Girls Basketball Varsity	11/12/2019
Girls Basketball Varsity	11/12/2019

Girls Basketball Varsity	11/12/2019
Girls Gymnastics Varsity	11/12/2019
Girls Gymnastics Varsity	11/12/2019
Girls Gymnastics Varsity	11/12/2019
Girls Gymnastics Varsity	11/12/2019
Girls Hockey Varsity	10/29/2019
Girls Hockey Varsity	10/29/2019
Girls Hockey Varsity	10/29/2019
Girls Hockey Varsity	10/29/2019
Girls Hockey Varsity	10/29/2019
Cheerleading F/W Varsity	12/1/2019
Cheerleading F/W Varsity	12/1/2019
Chess Club	12/1/2019
Math Counts	1/2/2020
Math Masters	1/16/2020
Math Masters	1/16/2020
Musical Artistic Director	12/10/2019
Musical Artistic Director	12/10/2019
Spelling Bee	12/1/2019
Chamber Strings Orchestra	12/9/2019
Computer Club	12/5/2019



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Approval of Agenda and Consent Agenda Items

ITEM: Lease Extension

COMMENTS BY: Bonita Lucky, Board Clerk

Wayzata Public Schools and Eagle Brook Church currently have a multi-year lease agreement for the rental of Auditorium #1, the Foyer and several classrooms at Wayzata High School each Sunday. The agreement is a two year lease with an option to extend the lease for an additional third year. The two year lease agreement will expire February 18, 2020. Staff was notified by Eagle Brook Church staff of their desire to exercise their option to extend the lease for an additional year. The lease extension will begin February 18, 2020 and expire February 18, 2021.

Recommended Action: Approve the lease extension with Eagle Brook Church through February 18, 2021.

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

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

Abstentions: _____

LEASE

THIS LEASE is made and entered into as of November 13, 2017, by and between Wayzata Independent School District 284 ("School District") and Eagle Brook Church of White Bear Lake, Minnesota ("Tenant").

School District is the owner of certain real property located at 4955 Peony Ln N., Plymouth, Minnesota (the "**Property**"), including the building and related improvements used and known as the Wayzata High School (the "**School**"). Tenant wishes to lease access to the Property and a portion of the School (including areas known as the auditorium, lobby, certain classrooms, restrooms, concessions, limited outside storage, and designated parking area), all as depicted and described in the diagram and detailed list set forth on the attached Exhibit "A" (the "**Leased Premises**") for limited times on Sundays as set forth in this Lease, for use by Tenant in connection with its church mission.

For valuable consideration, including the rent to be paid and the parties' mutual covenants and agreements as set forth in this Lease, the receipt and sufficiency of which are acknowledged, School District and Tenant agree as follows:

1. Lease; Leased Premises. The School District leases to Tenant, and Tenant leases from the School District, the Leased Premises for the times and pursuant to the terms, conditions and provisions of this Lease. Any portions of the Property considered to be part of the Leased Premises for this Lease will be deemed to be Leased Premises only during the times identified on Exhibit "A" of this Lease. Tenant's lease of the Leased Premises includes the nonexclusive use, in common with other users of the Property, of those portions of the Property's common areas (entrances, drives, parking areas, restrooms) reasonably necessary for Tenant's use of the Leased Premises. Tenant will use the Leased Premises only for its church services, worship, church ministries, and educational programs. Tenant will comply with all laws and regulations applicable to its use and will comply with all reasonable rules and regulations established by the School District and provided to Tenant in writing.

2. Term. The term of this Lease shall commence on February 18, 2018 (the "Commencement Date") and shall extend two (2) years until February 18, 2020 (the "Term"), unless sooner terminated pursuant to the provisions of this Lease. Tenant, its employees, and contractors will have access to the Leased Premises, without payment of rent, prior to the Commencement Date, for purposes of readying the Leased Premises for its use and installing "Tenant's Initial Improvements" as provided in Exhibit "B."

3. Renewal Terms. Tenant is granted successive rights and options to extend the Term of this Lease for two (2) renewal periods of one (1) year each (each a "Renewal Term"). Each option must be exercised, if at all, by written notice from Tenant to School District given not later 60 days prior to the end of the initial Term, or then expiring Renewal Term, as the case may be. Upon exercise of any such option, the "Term" will be extended accordingly for purposes of this Lease. Rent during a Renewal Term shall be subject to change as provided in Section 5. Upon request from time to time by Tenant, School District will provide Tenant with a list detailing the charges that will be applicable to the space contained in the Leased Premises and the personnel services described on Exhibit "A" of this Lease in advance of any Renewal Term.

4. Early Termination. Tenant, at its option, may terminate this Lease prior to the expiration of the Term (or prior to the expiration of any Renewal Term) upon at least ninety (90) days' prior written notice to School District if (i) Tenant has decided that the Leased Premises are not necessary or adequate to serve Tenant's needs, or (ii) Tenant otherwise elects to terminate this Lease, all as determined by Tenant in its sole discretion. The Term will expire on the date specified in any such notice.

5. Rent. Commencing upon the Commencement Date, and each subsequent monthly anniversary thereof during the entire Term of this Lease, Tenant shall pay School District rental based upon the schedule of rent and personnel costs set forth on Exhibit "A" (the monthly "Rent") based upon four (4) Sundays per month. Monthly Rent shall be payable to Wayzata Public Schools and shall be mailed or delivered to 12925 16t Ave North, PO BOX 47334, Plymouth, MN 55441. An invoice will be sent to tenant from school district at month end with payments terms due in 30 days.

The rates set forth in Exhibit "A" and, consequently, the monthly Rent shall be subject to adjustment, effective during the initial Term and any Renewal Term, to the then standard amounts and rates approved by the School District (applicable to all users, including Tenant) for utilization of the School's facilities. However, the amount of any change in rates effective as of July 1, 2018 will not exceed 25% of the rates specified on Exhibit "A." The Rent is a "gross" rent and includes all charges for Tenant's use of the Leased Premises, including utilities, building services, real estate taxes, the School District's insurance expenses, and other expenses of the School and Property.

6. Security Deposit. After the full execution of this Lease, Tenant shall deposit with the School District the sum of Ten Thousand Dollars (\$10,000) (the "Security Deposit"). The Security Deposit shall be held and used for necessary repairs or damage due to Tenant's, its employees', and invitees' use of the Leased Premises, if not remedied directly by Tenant. Any amount not so used will be promptly returned to Tenant by the School District within thirty (30) days after the termination or expiration of this Lease.

7. Improvements by Tenant.

7.1. Tenant's Initial Improvements. Tenant, at its expense, will have the right to place and/or install, as applicable, the improvements, additions, alterations, furniture, appliances, systems, equipment, and related wiring and other components as set forth on Exhibit "B," pursuant to the installation plans detailed on Exhibit "B" ("Tenant's Initial Improvements"). Tenant may install Tenant's Initial Improvements prior to the Commencement Date during the time period set forth in Exhibit "B." As provided on Exhibit "B," each such improvement, addition, alteration, furniture, appliances, systems, and equipment comprising the Tenant's Initial Improvements may be removed by Tenant at the expiration of or any earlier termination of this Lease or will remain at the Leased Premises and surrendered therewith, all as detailed and specified on Exhibit "B."

7.2. Future Improvements. Except for Tenant's Initial Improvements, Tenant shall not at any time construct, install or make any of her improvements, additions, modifications or alterations to the Leased Premises without the prior written consent of School District. In the event Tenant proposes to construct any such other improvement, addition, modification or alteration to the Leased Premises, Tenant shall submit to School District conceptual plans and specifications for such proposed improvements, additions, modifications or alterations (the "Future Improvements") and whether the same may be removed by Tenant at the expiration of this Lease or will remain at the Leased Premises. If the School District approves such Future Improvements, Tenant shall prepare and submit to School District for approval detailed plans relating to the Future Improvements and their installation.

7.3. Standards and Compliance with Laws. All work performed or installations made by Tenant pursuant to this Lease (including Tenant's Initial Improvements and Future Improvements) shall be performed by Tenant at Tenant's cost and expense, by duly licensed contractors in a good and workmanlike manner and shall be diligently prosecuted to completion substantially in accordance with plans approved by the School District, and all applicable laws and regulations. Tenant, its contractors, subcontractors, suppliers and professionals shall exercise reasonable care and caution in the installation, construction, maintenance, and repair of any such work, in order to avoid damage to the School and School

District's improvements. In the event of such damage, Tenant shall promptly repair said damage using materials of like kind and quality, restoring it to its condition prior to damage by Tenant, at Tenant's sole cost and expense. Tenant shall ensure that that all persons or entities performing work or providing materials relating to such improvements including, without limitation, all contractors, subcontractors, sub-subcontractors, laborers, suppliers and professionals, are paid in full for such services and materials.

7.4. Training and Use of Specialty Equipment. The audio/visual/lighting equipment to be installed by Tenant as part of Tenant's Initial Improvements is state of the art. School District personnel may not have the expertise to use such equipment. Upon School District's request, Tenant will use reasonable efforts to provide some training on the use of such equipment on a mutually acceptable schedule and times.

During the Term of this Lease, after completion of training, approved School District staff or students will have access to and use of PA and sound board, as well as components of the lighting system.

7.5. Surrender. Upon the expiration or any earlier termination of this Lease, Tenant shall vacate and surrender the Leased Premises to the School District and the parties shall be relieved of all further obligations arising subsequent to the date of such termination or expiration. At such time, Tenant will surrender with the Leased Premises only those items of Tenant's Initial Improvements (and any Future Tenant Improvements) that are designated on Exhibit "B" (or approved plans, as to Future Tenant Improvements) as remaining at the Leased Premises; all other items may be removed by Tenant, at its expense. In addition, School District agrees and acknowledges that all of the personal property of Tenant stored within the Leased Premises shall remain the personal property of Tenant, and, upon expiration or earlier termination of this Lease, shall be removed by Tenant.

8. Maintenance and Repairs. Landlord, at its expense throughout the Term, will maintain, repair, and replace in good working order and condition the Leased Premises (including, without limitation, structural portions, the roof, foundations, and all nonstructural portions of the Leased Premises), all common areas of the Property, and all other equipment, parts, components, utilities, HVAC, plumbing, mechanical, and other systems and equipment therein. Landlord, at its expense, will clean the Leased Premises and common areas to keep them in excellent condition and will remove all refuse, trash and debris from the Premises and common areas. Landlord, at its expense, will provide electricity, hot and cold water, air conditioning, heating, and all other existing utilities for the Premises and common areas.

Tenant cleans and maintains all of its owned facilities at a high level, believing this plays a role in making a positive impression on its attendees. Tenant intends to instill the same level of "ownership" in its staff, volunteers, and attendees at the Premises. However, recognizing that from time-to-time there may be situations where the Leased Premises may be damaged beyond normal wear and tear, Tenant will repair any such damage at Tenant's expense (or request that School District perform such repairs and School District will submit an invoice to Tenant for the repair and/or restoration of any such damage).

As described on Exhibit "A," School District will provide staff building supervisors and custodians, at Tenant's expense, to clean bathrooms and hallways and remove trash as needed during Tenant's use of the Leased Premises, as well as perform the other duties described on Exhibit "A."

9. Snow Plowing: School District manages snowplowing, shoveling, and sanding/salting for the parking lot areas, drives, and sidewalks at the Property. School District, at its expense, will snowplow, shovel, and sand/salt the parking lot areas, drives, and sidewalks at the Property. Tenant understands that any additional plowing will be at Tenant's expense and Tenant agrees to use the School District's snow plowing service/contractor.

10. Insurance.

10.1. Policies. Tenant shall, at its sole expense, maintain in full force and effect insurance coverage with the following limits and endorsements (but nothing in this Lease is intended to limit or qualify the liabilities and obligations assumed by Tenant under this Lease): (i) Commercial General Liability - not less than \$1,000,000 per occurrence, \$5,000,000 aggregate; (ii) Business Automobile Liability - not less than \$1,000,000 per occurrence, for all owned, non-owned and hired automobiles (or, if Tenant does not own any automobiles, the Business Auto Liability requirement shall be amended to allow Tenant to maintain only Hired & Non-Owned Auto Liability) (this requirement may be satisfied by way of endorsement to the Commercial General Liability, or separate Business Auto coverage form); and (iii) Worker's Compensation Insurance & Employers Liability. Tenant shall include School District as Additional Insured per Form CG2011 - "Additional Insured - Lessor of Premises" or equivalent. Tenant shall also purchase and maintain during the Term of this Lease "all risk" property insurance covering the replacement cost of Tenant's personal property within the Leased Premises. School District will purchase and maintain during the term of the Lease "all risk" property insurance covering the replacement cost of the Property or such reasonably equivalent coverage as the School District elects to procure in its discretion. Tenant will, from time to time, provide School District with certificates of insurance evidencing the required coverages.

10.2. Mutual Release/Waiver of Subrogation. School District and Tenant each hereby release the other from any and all liability or responsibility for any loss, injury or damage to each other's real and/or personal property (including, without limitation, the Property, its contents, and any other property owned by School District and any property owned by Tenant) caused by fire or any other casualty during the Term of this Lease or any extension, even if such fire or casualty may have been caused by the negligence of the other party or one for whom such party may be responsible. Inasmuch as the above mutual waivers will preclude the assignment of any aforesaid claim by way of subrogation (or otherwise) to an insurance company (or any other person), School District and Tenant agree if required by said policies to give to each insurance company which has issued to it policies of all risk or fire and extended coverage insurance, written notice of the terms of said mutual waivers, and to have said insurance policies properly endorsed, if necessary, to prevent the invalidation of said insurance coverage by reason of said waivers.

10.3. Indemnification. Tenant shall indemnify and hold School District, its agents, employees, and contractors harmless from and against any and all liabilities, claims and/or losses of any kind arising, directly or indirectly, entirely or in part, out of any injury to any person occurring (1) within the Leased Premises during Tenant's use regardless of the cause, except to the extent caused by the negligence or intentional misconduct of School District, School District's agents, employees, invitees or contractors, and (2) within the common areas during Tenant's use to the extent caused by the negligence or intentional misconduct of Tenant, Tenant's agents, employees, invitees or contractors. Tenant further agrees to indemnify and hold harmless School District from all liability arising out of the filing of any mechanic's or materialman's lien against the Leased Premises by reason of any act or omission of Tenant, its agents and contractors. School District shall indemnify and hold Tenant, its agents, employees, invitees, and contractors harmless from and against any and all liabilities, claims and/or losses of any kind arising, directly or indirectly, entirely or in part, out of any injury to any person within the Leased Premises to the extent caused by the negligence or intentional misconduct of School District, School District's agents, employees, invitees or contractors.

11. Damage or Destruction. If the Leased Premises are destroyed or so damaged or injured by fire or other casualty during the Term of this Lease as to be untenable, in whole or in part, School District may, at its sole option, elect not to restore or repair the Leased Premises but to terminate this Lease. In addition, in the event of damage by fire or other casualty that cannot reasonably be expected to be repaired within thirty (30) days following same or, if the Leased Premises is damaged by fire or other casualty so that such damage may reasonably be expected to disrupt Tenant's operations for more than thirty (30) days, then Tenant may at any time following such fire or other casualty terminate this Lease upon fifteen (15) days written notice to School District. In the event either School District or Tenant elects to terminate this Lease, Tenant shall vacate and surrender the Leased Premises as required hereby, whereupon the parties shall be relieved of all further obligations hereunder arising after the date of such termination. The termination herein mentioned shall be evidenced in writing. Rent shall be prorated to the date of any such termination of this Lease and School District shall refund any balance owing to Tenant, within 30 days after written notice to the School District. Termination of this Lease shall not affect the parties' obligations under this Lease arising prior to such termination.

12. Signage. Tenant, at its expense, may post temporary directional signage both inside and outside of the Leased Premises during its time for access and use. School District agrees that Tenant may use temporary outdoor "sandwich board" and flutter signage to direct people to the parking areas at the Property. Tenant, at its expense, may also use temporary trade show style signage indoors to direct people. All signage shall be removed not later than 2:00 p.m. Sunday each week. When stored on the Property, Tenant's trailer (see Exhibit "A") shall not have signage visible.

13. Access. Tenant shall comply with any reasonable security procedures established by School District to prevent unauthorized access to the Leased Premises and School property generally. School District retains the right to enter into and inspect the Leased Premises during Tenant's use. Tenant and School District shall each designate emergency contact personnel to notify in case of an emergency requiring access to the Leased Premises.

14. Default/Remedies.

14.1. Default by Tenant. The occurrence of any one or more of the following shall constitute an Event of Default by Tenant under this Lease: (i) Tenant's failure to pay any sum due hereunder within fifteen (15) days after the due date for said payment; (ii) Tenant's failure to perform or observe any other term, covenant, or condition of this Lease on Tenant's part to be performed hereunder and such failure continues for a period of more than thirty (30) days after the date Tenant receives written notice from School District notifying Tenant of the specific failure, provided, however, Tenant shall have such extended period as may be required beyond the thirty (30) days if the nature of the cure is such that it reasonably requires more than thirty (30) days and Tenant commences the cure within the thirty (30) day period and thereafter continuously and diligently pursues the cure to completion within sixty (60) days; or (iii) Tenant's leasehold estate being taken by execution, attachment or process of law or being subjected to any bankruptcy proceeding. If any Event of Default occurs, then at any time thereafter while the Event of Default continues, School District shall have the right to pursue such remedies as may be available to School District under the law, including, without limitation, the right to give Tenant notice that School District intends to terminate this Lease upon a specified date not less than three (3) days after the date notice is received by Tenant, in which event this Lease shall then expire on the date specified as if that date had been originally fixed as the expiration date of the Term of this Lease. If, however, the default is cured within the three (3) day period and the School District is so notified, this Lease will continue.

14.2. Default by School District. School District shall not be in default unless School District fails to perform obligations required of School District within a reasonable time, but in no event later than thirty (30) days after written notice by Tenant to School District, specifying wherein School District has failed to perform such obligations; provided, however, that if the nature of School District's obligations is such that more than thirty (30) days are required for performance then School District shall not be in default if School District commences performance within such thirty (30) day period and thereafter diligently pursues the same to completion.

15. Notices. All notices, consents, approvals, and elections (collectively, "notices") to be given or delivered by or to any party under this Lease will be in writing and will be (as elected by the party giving such notice) hand delivered by messenger, courier service, or national overnight delivery service (provided in each case a receipt is obtained), or alternatively shall be sent by United States Certified Mail, with Return-Receipt Requested, to the address set forth below. The effective date of any notice shall be the date of delivery of the notice if by personal delivery, courier services, or national overnight delivery service, or if mailed, upon the date which the return receipt is signed or delivery is refused or the notice designated by the postal authorities as non-deliverable, as the case may be:

- (a) If to Tenant:
Eagle Brook Church
Attention: Gari Pisca and Julie McGrath
7015 20th Avenue South
Centerville, MN 55038

- (b) If to School District:
Wayzata School District #284
Attention: Chace B. Anderson or Jim Westrum
210 County Road. 101 North
P.O. Box 660
Wayzata, MN 55391-0660

Any party may from time to time change the address to which notice under this Lease shall be given such party, upon three (3) days prior written notice to the other parties.

(REMAINDER OF PAGE INTENTIONALLY BLANK; SIGNATURES FOLLOW)

[Signature Page to Lease]

**EAGLE BROOK CHURCH OF WHITE BEAR
LAKE, MINNESOTA**

By: Tyler Gregory
Print name: Tyler Gregory
Its: President

By: Gary Pisco
Print name: Gary Pisco
Its: Vice President

**WAYZATA INDEPENDENT SCHOOL
DISTRICT 284**

By: Chace B. Anderson
Print name: Chace B. Anderson
Its: Superintendent

SCHEDULE OF EXHIBITS

EXHIBIT "A"----Leased Premises, Rent, and Personnel

EXHIBIT "B"---- Tenant's Initial Improvements, Installation Plans, and Disposition at End of Term

WAZATA EAGLE SCHOOL

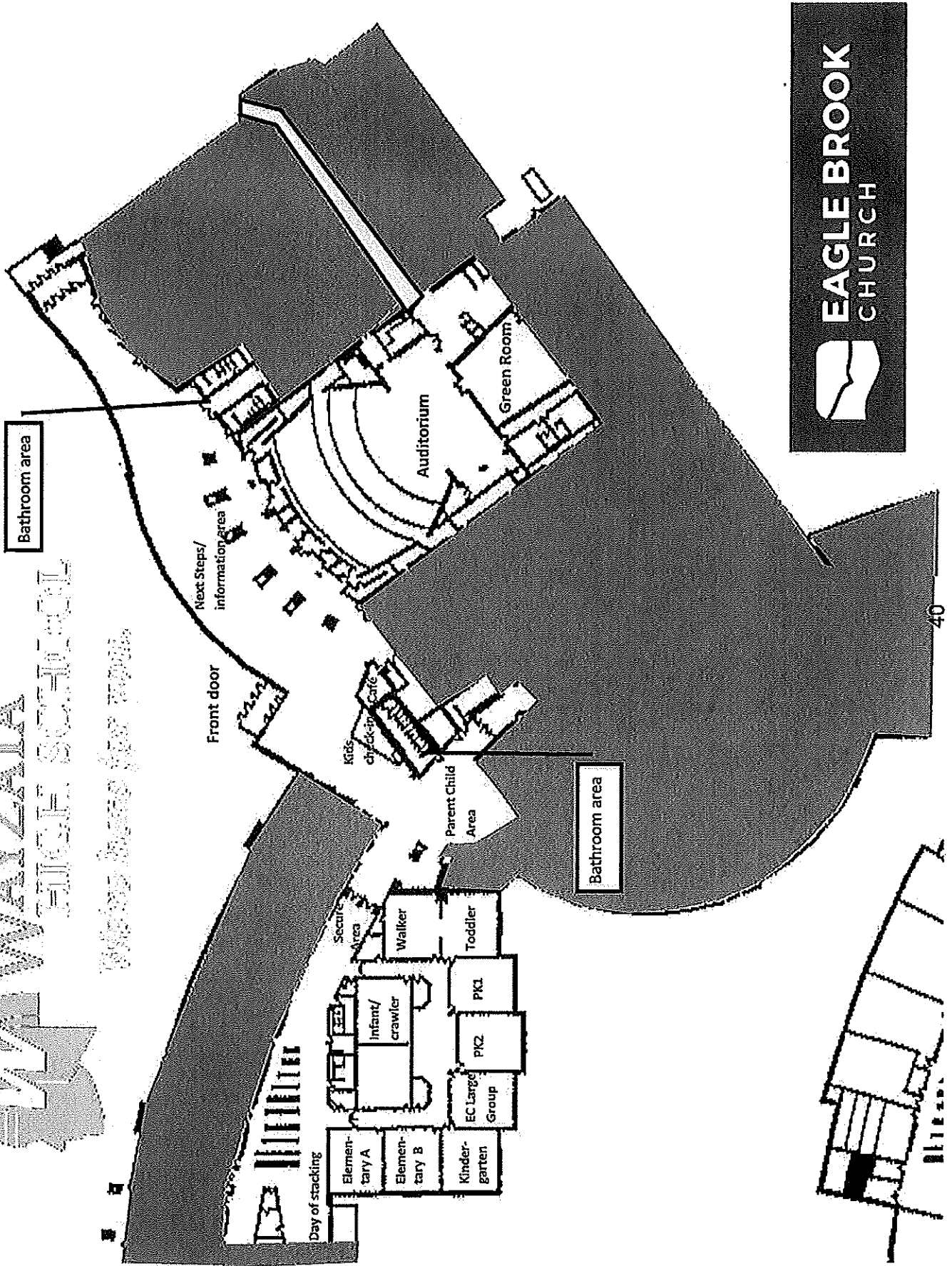


Exhibit B

<u>Item</u>	<u>location</u>	<u>Installation Plan</u>
baby changing station	mens restroom	district installation
baby changing station	womens restroom	district installation
baby changing station	family restroom	district installation
baby changing station	womens restroom	district installation
baby changing station	mens restroom	district installation
couches (3-4)	by stairwell lounge space	set in place via vendor
70" tv monitor	by stairwell lounge space	distict install, remains at end of lease
chief mount	by stairwell lounge space	distict install, remains at end of lease
I/O	by stairwell lounge space	distict install, remains at end of lease
4 tv's & mounts	in lobby area - Exact location TBD	distict install, remains at end of lease
Espresso Machine	concessions	EBC vendor to install
<u>Installation</u>		
coffee brewer	concessions	vendor to install
grinder	concessions	vendor to install
water line	concessions	district will install
<u>Utilities</u>		
Electrical	in auditorium, per assessment/plan	
Fiber	Separate dedicated fiber line	Zayo to run a separate line



Board of Education
Regular Meeting – February 10, 2020

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>
Nancy Anderson	Paraprofessional, Greenwood	18 Years
Denise Cropp	Paraprofessional, Plymouth Creek	17 Years
Pamela Johnson	Culinary Express, West Middle	20 Years
Lori Knudsen	Paraprofessional, Plymouth Creek	18 Years
Kim Lopez	Paraprofessional, Greenwood	21 Years
Eileen Baker	Teacher, Sunset Hill	20 Years
Robert (Chip) Brofford	Teacher, Meadow Ridge	33 Years
Tamara Corder	Teacher, Meadow Ridge	34 Years
Linda Gibbons	Teacher, Greenwood	20 Years
Rachel Palmatier	Teacher, Birchview	33 Years
Brenda Sehlin-Goneau	Teacher, High School	32 Years
Phil Ward	Teacher, High School	25 Years
Patty Zabinski	Teacher, Kimberly Lane	26 Years
Bonnie Johnson	Special Services Supervisor, ESC	33 Years
Carol Solheid	Inclusion Specialist, ESC	6 Years



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Recognitions

ITEM: Employee of the Month

COMMENTS BY: Chace B. Anderson, Superintendent

Wayzata East Middle School is proud to present Lynnea Allen as the Wayzata Public Schools Employee of the Month for February. Lynnea combines a unique set of talents, skills, experience and mindset that makes everyone around her become their natural best. As a health teacher, she has the opportunity to work with each student at East. Students share a respect of and joy of learning in her classroom.

Beyond her work in the classroom, Lynnea has led a building-wide initiative toward wellness. A year ago she was serving on our leadership team and noticed a trend of more and more staff were experiencing distress in their work day. As a solution-focused professional, Lynnea lobbied for a proactive approach to this situation. Over the course of the school year, she has coordinated before-school wellness opportunities for all staff, as well as creating a space for all to practice mindfulness, relaxation or simply to recharge.

We commend Lynnea for her commitment to students and staff at East. Congratulations!



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Audience Opportunity to Address the Board

ITEM: Audience Opportunity to Address the Board

COMMENTS BY: Andrea Cuene, 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 – February 10, 2020

AGENDA SECTION: Administrative Reports & Recommendations

ITEM: Teaching and Learning Recommendations

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

Attached are the policies and regulations for your consideration.

The policies and regulations were reviewed using the Minnesota School Board Association Model Policy (where available), by the Teaching and Learning department and other district stakeholders where necessary. A final review was completed by the Policy Committee of the School Board. Changes are indicated by an underline or strikethrough notation.

- 509 - Admission of Nonresident students: Nonresident Agreement
- 511 - Student Records
- 519 - Weapons
- 528 – Bullying Prohibition

Recommended Action: Approve the listed policies as presented in the attachment.

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

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

Abstentions: _____

DATE: February 3, 2020

FROM: Jill Johnson, Executive Director of Teaching and Learning

RE: Policies for Review for February 10, 2020 School Board Meeting

509 - Admission of Nonresident students: Nonresident Agreement

- Policy: Removal of one statement
- Regulations: Removal of statement -- recommendation from Early Childhood and Welcome Center. Statement removed because we cannot say “no” to parents requesting enrollment

511 - Student Records

- Policy: General Statement of Policy -- Added to the General Statement of Policy [from the regulations] to strengthen the policy.
- Policy: Director Information -- Includes rationale for including Date of birth and removing Place of Birth.
- Regulations: Moved opening statement of Policy.
- Regulations: Section VI. B5.....Clarified the language for copies. Recommended by the business office.

519 - Weapons

- Policy - No Changes
- Regulations - Clarified the language on school location and premises.
- Regulations - Other changes as recommended by MSBA

528 - Bullying

- Policy - Section VIII - E....Clarified the language on school location and premises.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

509 ADMISSION OF NONRESIDENT STUDENTS: NONRESIDENT AGREEMENT

I. PURPOSE

The purpose of this policy is to This policy defines the agreement between the district and nonresident students.

II. GENERAL STATEMENT OF POLICY

- A. Nonresident students may attend District 284 schools upon mutual agreement between the respective school districts and according to Minnesota Rules and Statutes. ~~The superintendent/designee shall develop guidelines which specify the circumstances under which this may take place, and the procedures to be followed in such circumstances.~~

Legal References: Minn. Stat. § 120A.22, Subd. 3(e) (Residency Determined)

Minn. Stat. § 120A.22, Subd. 8 (Withdrawal from School) Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act) Minn. Stat. § 124D.03 (Enrollment Options Program) Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District) Minn. Stat. § 124D.68 (High School Graduation Incentives Program) Minn. Ch. 260A (Truancy) Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined) Minn. Op. Atty. Gen. 169-f (Aug. 13, 1986) *Indep. Sch. Dist. No. 623 v. Minn. Dept. of Educ.*, Co. No. A05-361, 2005 WL 3111963 (Minn. App. 2005) (unpublished)

ADOPTED: September 8, 1969

AMENDED: August 27, 1973

AMENDED: October 14, 1985

AMENDED: November 8, 2004

AMENDED: October 13, 2008

AMENDED: October 13, 2014

LAST REVIEWED: October 13, 2014

DRAFT: February 10, 2020

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

509 ADMISSION OF NONRESIDENT STUDENTS: NONRESIDENT AGREEMENT REGULATIONS

I. NONRESIDENT AGREEMENT

- A. Agreement to enroll nonresident students may be granted, subject to the following conditions and according to MN Rule & Statute:
1. Requests for nonresident attendance by a minor child must be submitted in writing to the registration secretary at the Welcome Center. Proof of legal guardianship must accompany request.
 2. Assignment of the student to any grade level or combination of class sections shall not inordinately affect class size(s) established by Board action.
 3. Transportation to and from school unit shall be provided by the parent or legal guardian, with the exception that the student may, with the approval of the Director of Facilities and Transportation, access District transportation at any convenient border location where a bus stop is regularly scheduled.
 4. The parent or guardian shall secure the approval of the resident district to enroll into Wayzata Public Schools as a nonresident student.
 5. Nonresident attendance may be terminated by the district as per Minnesota Statute.

~~II. EARLY CHILDHOOD SPECIAL EDUCATION PROGRAMS~~

~~A. Nonresident students will be accepted whenever the number of students within the early childhood special education program is less than 75% of its capacity. An applicant who was denied enrollment will be placed on a waiting list, in order of applications received, for the programs. The district shall notify the applicant if and when a space becomes available. The district will annually review current staffing ratios and physical space to determine program capacity. Rejection of applications will only occur if capacity, as defined by the Board resolution, is reached.~~

- ~~1. The district shall review and set capacity of each specific program annually.
Early Childhood Special Education~~

~~Birth to 5 year-olds = 80~~
~~Total Speech/Language = 115 Total~~

ADOPTED: October 14, 1985
AMENDED: October 17, 1994
AMENDED: November 8, 2004
AMENDED: May 8, 2006
AMENDED: October 13, 2014
LAST REVIEWED: October 13, 2014
DRAFT: February 10, 2020

511 STUDENT RECORDS

I. PURPOSE

The purpose of this policy is to set forth the responsibility of Independent School District 284 regarding the collection, maintenance, and dissemination of student records and the protection of the privacy rights of students as provided in federal law and state statutes.

II. GENERAL STATEMENT OF POLICY

~~The overall responsible authority for student records shall be the Superintendent of Schools. The Superintendent shall develop and maintain appropriate procedures to assure protection and privacy of records.~~

Student records are collected for a variety of purposes by the School District. To protect the welfare of students and preserve their right to privacy, these records are not generally of a public nature. Student records or copies of student records are therefore, to be made available only in accordance with the terms of Policy 511, and in accordance with applicable provisions of state and federal laws, rules and regulations.

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 U.S.C. § 1232g, et seq., (Family Educational Rights and Privacy Act (FERPA)) 34 C.F.R. Part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and Minn. Rules Parts 1205.0100-1205.2000.

III. DIRECTORY INFORMATION

Directory Information is that which is available to the public upon written request. This classification includes official records that includes:

1. Student name
 2. Address
 3. Telephone listing
 4. Electronic mail address
 5. Student photos for school approved publication
 6. ~~Date of birth and place of birth~~ ---- FYI.... Directory information is information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Date and place of birth is consider part of the education record and would not be generally considered as harmful or an invasion of privacy. However, the district does not currently collect location of birth, so we recommend removing it from the policy.
- } By default includes parent(s).

7. Participation in officially recognized activities and sports
8. Weight and height of members of athletic teams
9. Dates of attendance
10. Degrees and awards received
11. Most recent previous educational agency or institution attended by student
12. Grade level

ADOPTED: March 9, 1970

AMENDED: March 9, 1987

AMENDED: July 11, 1988

AMENDED: August 16, 2004

AMENDED: April 11, 2005

AMENDED: June 6, 2016

LAST REVIEWED: June 6, 2016

DRAFT: February 10, 2020

WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

511- R STUDENT RECORDS

I. COLLECTION, MAINTENANCE, AND DISCLOSURE

~~Student records are collected for a variety of purposes by the School District. To protect the welfare of students and preserve their right to privacy, these records are not generally of a public nature. Student records or copies of student records are therefore, to be made available only in accordance with the terms of Policy 511, and in accordance with applicable provisions of state and federal laws, rules and regulations.~~

Move to Policy -- General Statement of Policy

The building principal shall be responsible for the collection, maintenance, and release or review of student records.

Public notice is to be disseminated annually informing parents, guardians, and adult students of their rights with regard to student records, the location of student records, and a copy of Policy 511.

II. EDUCATION RECORDS

A. Education records means those records which:

1. are directly related to a student; and
2. are maintained by the school district or by a party acting for the school district.

B. The following ~~What~~ does not constitute an "education record":

1. Records of instructional personnel which:
 - a. are in the sole possession of the maker of the record; and
 - b. are not accessible or revealed to any other individual except a substitute teacher; and
 - c. are destroyed at the end of the school year.
2. Records of a law enforcement unit of the school district, provided that education records maintained by the school district are not disclosed to the unit, and the law enforcement records are:
 - a. maintained separately from education records;
 - b. maintained solely for law enforcement purposes; and
 - c. disclosed only to law enforcement officials of the same jurisdiction.

- C. Records relating to an individual, including a student, who is employed by the school district which:
1. are made and maintained in the normal course of business;
 2. relate exclusively to the individual in that individual's capacity as an employee; and
 3. are not available for use for any other purpose.

However, these provisions shall not apply to records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student.

- D. Records relating to a student or eligible student, which are:
1. made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;
 2. made, maintained, or used only in connection with the provision of treatment to the student; and
 3. disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does not include remedial educational activities or activities that are a part of the program of instruction within the school district.
- E. Records that only contain information about an individual after he or she is no longer a student at the school district and that are not directly related to the individual's attendance as a student.

III. DEFINITIONS

- A. Disclosure - Means access or release or transfer of any part of the education record of a student to a third party.
- B. Parent – Includes a parent, guardian, or an individual acting as a parent of a student (surrogate parent) in the absence of a parent or guardian. It may be presumed that the parent has the authority to exercise the rights inherent in this policy and the laws referenced unless the School District (principal or designee) has been provided with evidence that there is a state law or court order governing such matters as divorce, separation or sole custody, or a legally binding document which provides to the contrary.
- C. Student - "Student" includes any individual who is or has been in attendance, enrolled, or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.

- D. Eligible Student - "Eligible student" means a student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.
- E. Legitimate Educational Interest – Legitimate educational interest includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student and student health and welfare. It includes a person's need to know in order to:
 - 1. Perform an administrative task required in the school or employee's contract or position description approved by the School Board;
 - 2. Perform a supervisory or instructional task directly related to the student's education; or Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement or student financial aid.
- F. School Official – School official includes: (a) a person duly elected to the School Board; (b) a person employed by the School Board in an administrative, supervisory, instructional or other professional position; (c) a person employed by the School Board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the School Board to perform a special task such as a secretary, a clerk, an attorney or an auditor for the period of his or her performance as an employee or contractor.
- G. Consent – Written consent should be given by the student's parent(s) or guardian. When a student reaches 18 years of age, his/her consent and not that of the parents or guardian must be obtained to disclose education records. However, the parents of an eligible student who is also a "dependent student" are entitled to gain access to the education records of such student without first obtaining the consent of the student.

IV. COLLECTION OF DATA

A. Education Records

Data collected on students shall consist of that necessary for the administration and management of programs specifically authorized by the legislature, the School Board, or mandated by federal law. Consent from parent(s), guardian, or student if 18 years old, shall not be required for the collection of such data except in the case of legally required consent such as special education records.

The School District shall inform the parent(s), guardian, or student if 18 years old, of the type of records collected by the School District and the purpose for which they are used.

B. Summary Data

The School District may engage the services of qualified organizations to conduct such studies or surveys, or the School District may conduct such studies or surveys on its own behalf for the purpose of developing, validating, or administering tests, administering student aid programs, and improving instruction, provided that such studies or surveys are conducted in such a manner as will not permit personal identification of students and their parents by persons other than those involved in collecting the information. Such information will be destroyed when no longer needed for the purpose for which it was collected.

The School District shall inform parent(s), guardian, or student if 18 years old, of the type of summary data to be collected and the purpose for which it was collected.

V. MAINTENANCE OF RECORDS

A. Directory Information

The School District as well as each school shall maintain an official record of each enrolled student. This record shall be permanent and maintained by the School District for an indefinite period of time.

B. Education Records

Information defined as an education record shall be recorded separately from directory information but shall be a part of the official record for each student.

VI. DISCLOSURE OF RECORDS

A. Disclosure of Directory Information

“Directory Information” listed in Policy 511 may be made public without obtaining school district, parent or student permission provided:

1. Public notice is given that said records will be public information unless parents of students or students 18 years of age or older notify the responsible authority or designee, in writing, that the above-listed directory information should not be released without prior consent.
2. Student data collected on home-schooled and private school students are private and will not be released unless requested in writing by a parent or student 18 years of age or older.

B. Disclosure of Education Records

1. Written consent from parent, guardian, or student if 18 years old shall not be required when:
 - a. School officials who have a legitimate educational interest in examining the student's records wish to review the education records of the student.
 - b. The student moves from one level to another within the School District (elementary to middle school, etc.).
 - c. An individual student transfers from one school to another within the School District.
 - d. The educational record of a student or any portion thereof is requested by another school district, college, or other educational institution in which the student seeks or intends to enroll. The request should come from the appropriate office of the school or educational institution and not from a sub-organization such as a sorority, fraternity, athletic or other type of club.
 - e. A student record is requested by judicial subpoena. In this case the parent, guardian, or student if 18 years old, shall be notified in writing of the release of the record and the reasons therefore.
2. Written consent by parent, guardian, or student if 18 years or older, shall be obtained by the building principal prior to the release or review of the student's educational record by:
 - a. Any person, office, or institution which has a legitimate interest in the student's records (parole officers, police liaison officers, psychiatrists, military, prospective employer, insurance agency).
 - b. Written consent by parent, guardian, or student if 18 years or older, for release of record must specify the records to be released and to whom they are to be released. Each request for consent shall be made separately. No blanket permission for release of information shall be allowed.
 - c. In cases of release of the education records with written consent, only a single copy of the student's education record shall be released to the agency, individual, or institution requesting the information.

3. Parent, guardian, or student if 18 years of age or older, shall have access to the education records of the student. Written requests for review of the student's records shall be made to the building principal by the parent(s), guardian, or student if 18 years or older. Such requests shall be honored immediately if possible, or within five (5) days of the date of request, excluding Saturdays, Sundays, and legal holidays. If compliance with the request cannot be made within that time, the individual making the request shall be so informed. The building principal may have an additional five (5) days within which to comply with the request, excluding Saturdays, Sundays, and legal holidays.
4. Although access to an education record cannot be denied to a parent, guardian, or student 18 years of age or older, a request by the aforementioned may be denied by the responsible authority or designee under the following circumstances:
 - a. If the request is not in writing
 - b. If the individual submitting the request is incoherent or obviously incapacitated from the consumption of alcohol or other chemicals.
 - c. If the request is submitted at a time other than working hours, or at a place other than the building where the records are kept.
 - d. If the responsible authority or designee has been provided with evidence that there is a legally binding instrument, or a state law or court order governing such matters as divorce, separation or custody, which precludes the rights of a parent to access to or copies educational records.
5. Fees for copies of the records ~~shall may~~ be accessed at the district rate. rate of twenty (20) cents per page. One sheet of paper copied on both sides shall be considered two pages.

VI. RECORD OF DISCLOSURE

- A. A record must be kept which shall list all persons, agencies, or organizations requesting disclosure of a student's educational records. The record must also indicate a legitimate interest of the party making the request.
- B. This requirement does not apply to requests for disclosure by teachers or other school personnel who have a legitimate interest in a student's record. Requests for review by parent(s), guardian, and/or student shall be listed only for purposes of providing a record or the frequency of such requests.

VIII. CHALLENGING ACCURACY OF EDUCATIONAL RECORDS

- A. A parent, guardian, or student if 18 years of age or older, may contest the accuracy or the completeness of the educational records. Such challenge shall be made in writing and shall describe the nature of such disagreement.
1. In case of challenge, an informal conference shall be held to examine the student's record in regard to the challenged information. Participants in the conference shall be selected by the building principal and be composed of staff members, specialists, other professional individuals whose knowledge and expertise the principal considers essential in the resolution of the matter, and shall include the individual who has submitted the written challenge.
 2. If, as a result of the conference, the School District finds that the challenged portion of the student's record is incorrect, that shall be amended or corrected and the parent(s), guardian, or student shall be so informed.
 3. If, as a result of the conference, the School District finds that the challenged portion of the student's record is not inaccurate, it shall inform the individual who has submitted the challenge of their right to place in the student's folder a statement commenting on the reasons for disagreeing with the School District's disposition of the matter. This statement shall remain a part of the student's record and shall be subject to disclosure provisions as outlined in these guidelines.
 4. The school administration shall make every effort to resolve the issue within 30 days of the date of the written challenge.
 5. A written record shall be kept of the challenge of accuracy, any conferences held, and any other action taken in this regard, all of which shall become a part of the student's record.
- B. The right to a hearing:
If the conference procedure in Item VIII-A proves unsatisfactory, the parent(s), guardian, or eligible student shall be advised of the right to a hearing to challenge the content of the student's educational records. The hearing shall be conducted in accordance with federal law.
1. If, as a result of the hearing, the School District decides that the contested portion is inaccurate, misleading, or otherwise in violation of privacy or other rights of student, it shall amend the records accordingly and so inform the parent(s), guardian, or eligible student.

2. If, as a result of the hearing, the School District decides that the information is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall inform the parent(s), guardian, or eligible student of the right to place a statement in the student's record commenting upon the information in the education records which is challenged and setting forth any reasons for disagreeing with the decision of the District.
- C. Any statement included as part of the education record of the student under the provisions of VIII-B-ii of this section shall:
1. Be maintained by the School District as part of the educational records of the student as long as the record or the contested portion thereof is maintained by the District; and
 2. If the records of the student or the contested portion thereof are disclosed by the School District to any party, the statement shall be disclosed to that party.

ADOPTED: August 18, 1992

AMENDED: April 2, 2001

AMENDED: July 30, 2001

AMENDED: April 23, 2003

AMENDED: August 28, 2003

AMENDED: August 16, 2004

MODIFIED: April 11, 2005

AMENDED: September 21, 2005

AMENDED: June 6, 2016

LAST REVIEWED: June 6, 2016

DRAFT - JANUARY 23, 2020

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

519 WEAPONS

I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

II. GENERAL STATEMENT OF POLICY

A. No student or nonstudent, including adults and visitors, shall possess, use or distribute a weapon when in a school location, at school activities or on school buses except as provided in the policy and regulations. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

Legal References: Minn. Stat. § 97B.045 (Transportation of Firearms)

Minn. Stat. § 121A.05 (Referral to Police) Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act) Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm) Minn. Stat. § 609.02, Subd. 6 (Definition of Dangerous Weapon) Minn. Stat. § 609.605 (Trespass) Minn. Stat. § 609.66 (Dangerous Weapons) Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties) Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments) 18 U.S.C. § 921 (Definition of Firearm) *In re C.R.M.* 611 N.W.2d 802 (Minn. 2000)

ADOPTED: October 13, 2014

LAST REVIEWED: October 13, 2014

DRAFT: February 10, 2020

519 WEAPONS REGULATIONS

I. DEFINITIONS

A. “WEAPON”

1. A “weapon” means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No person shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look- alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

B. “SCHOOL LOCATION AND PREMISES”

School location and premises means any school building or grounds, whether leased, rented, owned or controlled by the school district, including school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events.

C. "POSSESSION"

"Possession" means having a weapon on one's person or in an area subject to one's control in a school location.

II. EXCEPTIONS

A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal's office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon's location.

B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:

1. active licensed peace officers;
2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
3. persons authorized to carry a pistol under Minn. Stat. § 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
4. persons who keep or store in a motor vehicle pistols in accordance with Minn. Stat. §§ 624.714 or 624.715 or other firearms in accordance with § 97B.045;
 - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for "antique firearms which are carried or possessed as curiosities or for their historical significance or value."
 - b. Section 97B.045 generally provides that a firearm may not be transported

in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with §§ 624.714 and 624.715.

5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;

6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;

7. a gun or knife show held on school property;

8. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center;

9. persons who are on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

10. Possession of a historical artifact that are considered or could be considered to be a weapon, such as a civil war musket, will be considered to be acceptable if it is to be used as part of the school curriculum and has been inspected and determined to be safe by a school resource officer.

C. Policy Application to Instructional Equipment/Tools:

While the school district ~~takes a firm “Zero Tolerance” position on~~ does not allow the possession, use or distribution of weapons by students, ~~and a similar position with regard to~~ or nonstudents, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used and stored, shall not be considered in violation of the rule against the possession, use or distribution of weapons. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school

parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minn. Stat. § 624.714 to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder’s vehicle shall constitute a violation of this policy.

III. CONSEQUENCES FOR STUDENT WEAPON POSSESSION/USE/DISTRIBUTION

A. The school district ~~takes a position of “Zero Tolerance” in regard to~~ does not allow the possession, use or distribution of weapons by students. Consequently, the minimum consequence for students possessing, using or distributing weapons shall include:

1. immediate out-of-school suspension;
2. confiscation of the weapon;
3. immediate notification of police;
4. parent or guardian notification; and
5. recommendation to the superintendent of dismissal for a period of time not to exceed one year.

B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by- case basis.

B. Administrative Discretion

While the school district ~~takes a “Zero Tolerance” position on~~ does not allow the possession, use or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

IV. CONSEQUENCES FOR WEAPON POSSESSION/USE/DISTRIBUTION BY NONSTUDENTS

A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, or discharge as deemed appropriate by the school board.
2. Sanctions against employees, including nonrenewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.
3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

ADOPTED: October 13, 2014

LAST REVIEWED: October 13, 2014

DRAFT: February 10, 2020

WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

528 BULLYING PROHIBITION POLICY

I. PURPOSE

The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented.

II. GENERAL STATEMENT OF POLICY

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.

- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- C. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- E. False accusations or reports of bullying against another student are prohibited.
- F. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy. The school district may take into account the following factors:
 - 1. The developmental ages and maturity levels of the parties involved;
 - 2. The levels of harm, surrounding circumstances, and nature of the behavior;
 - 3. Past incidences or past or continuing patterns of behavior;
 - 4. The relationship between the parties involved; and
 - 5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- G. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. REPORTING PROCEDURE

- A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.
- C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.
- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.
- E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will

not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.

- F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.
- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

IV. SCHOOL DISTRICT ACTION

- A. Within three days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student

discipline policy and other applicable school district policies; and applicable regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

V. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy.

VI. TRAINING AND EDUCATION

- A. The school district shall discuss this policy with school personnel and volunteers and provide appropriate training to school district personnel regarding this policy. The school district shall establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with

the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

- B. The school district shall require ongoing professional development, consistent with Minn. Stat. § 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:
 - 1. developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
 - 2. the complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
 - 3. research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
 - 4. the incidence and nature of cyberbullying; and
 - 5. internet safety and cyberbullying.
- C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.
- D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.
- E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. engage all students in creating a safe and supportive school environment;
2. partner with parents and other community members to develop and implement prevention and intervention programs;
3. engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
4. train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
5. teach students to advocate for themselves and others;
6. prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and 7. foster student collaborations that, in turn, foster a safe and supportive school climate.

- F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy in the student handbook.

VII. NOTICE

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
- B. This policy or a summary thereof must be conspicuously posted in the administrative offices of the school district and the office of each school.

- C. This policy must be given to each school employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
- D. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy distributed to parents at the beginning of each school year.
- E. This policy shall be available to all parents and other school community members in an electronic format in the language appearing on the school district's or a school's website.
- F. The school district shall provide an electronic copy of its most recently amended policy to the Commissioner of Education.

VIII. DEFINITIONS

For purposes of the policy, the definitions included in this section apply.

- A. "Bullying" means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:
 - 1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
 - 2. materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.
The term, "bullying," specifically includes cyberbullying as defined in this policy.
- B. "Cyberbullying" means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

- C. “Immediately” means as soon as possible but in no event longer than 24 hours.
- D. “Intimidating, threatening, abusive, or harming conduct” means, but is not limited to, conduct that does the following:
1. causes physical harm to a student or a student’s property or causes a student to be in reasonable fear of harm to person or property;
 2. under Minnesota common law, violates a student’s reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
 3. is directed at any student or students, including those based on a person’s actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.
- E. “On school premises, on school district property, at school functions or activities, or on school transportation” means all school district buildings whether leased, rented, owned or controlled by the school district, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.
- F. “Prohibited conduct” means bullying or cyberbullying as defined in this policy or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about bullying.
- G. “Remedial response” means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
- H. “Student” means a student enrolled in a public school or a charter school.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. § 120A.05, Subds. 9, 11, 13, and 17 (Definition of Public School)
Minn. Stat. § 120B.232 (Character Development Education) Minn. Stat. §
121A.03 (Sexual, Religious and Racial Harassment and Violence) Minn. Stat. §
121A.031 (School Student Bullying Policy) Minn. Stat. § 121A.0311 (Notice
of Rights and Responsibilities of Students and Parents under the Safe and
Supportive Minnesota Schools Act) Minn. Stat. §§ 121A.40-121A.56 (Pupil
Fair Dismissal Act) Minn. Stat. § 121A.69 (Hazing Policy) Minn. Stat. §
124D.10 (Charter School) Minn. Stat. § 124D.10 Ch. 124E (Charter School)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act) 20 U.S.C. § 1232g *et*
seq. (Family Educational Rights and Privacy Act) 34 C.F.R. §§ 99.1 - 99.67
(Family Educational Rights and Privacy)

ADOPTED: May 9, 2005

AMENDED: July 14, 2014

AMENDED: December 12, 2016

LAST REVIEWED: April 16, 2018

DRAFT: February 10, 2020



Board of Education
Regular Meeting – February 10, 2020

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 December 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 December 31, 2019

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 Construction 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 items:

- Debt Service Fund and Construction Fund revenue are higher in the current year due to the issuance of certificates of participation and abatement bonds to finance various construction projects including the Oakwood-Early Learning School addition. The budget will be updated as part of the revised budget process.

Statement of Expenses:

This report reflects actual expenditures paid and does not include outstanding encumbrances. Overall expenditures are comparable 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 were lower in Fiscal 2018 mainly due to the technology levy change as noted above. Capital Expenditures have fluctuated the last three years, due to the technology levy change previously noted, the timing and completion of construction projects, and the District's equipment needs.
- LTFM and Construction Fund fluctuation is due to the timing of projects and the change in accounting previously mentioned.
- The Construction Fund accounts for all activity related to the long-term facility maintenance projects greater than \$2.0 million and all debt issuances that fund construction projects including bonds and certificates of participation. The percentages vary from year to year due to construction projects spanning over multiple fiscal years and the timing and completion of the projects.

**WAYZATA PUBLIC SCHOOLS
INVESTMENT SUMMARY
As of December 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	\$121,395	N/A	1.58%
MSDLAF+	Money Market	N/A	NOW	N/A	\$8,440,690	N/A	1.58%
MSDMAX	Money Market	N/A	NOW	N/A	\$20,092,239	N/A	1.67%
Total General Fund				\$0	\$28,654,324	\$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	\$7,958,306	N/A	1.67%
Total Alt. Facilities Bonds Fund				\$0	\$7,958,306	\$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	\$1,255,128	N/A	1.58%
MSDMAX	Money Market	N/A	NOW	N/A	\$5,015,450	N/A	1.67%
Total Building Bonds Fund				\$0	\$6,270,578	\$0	

FUND 86 (2018 BUILDING BONDS)

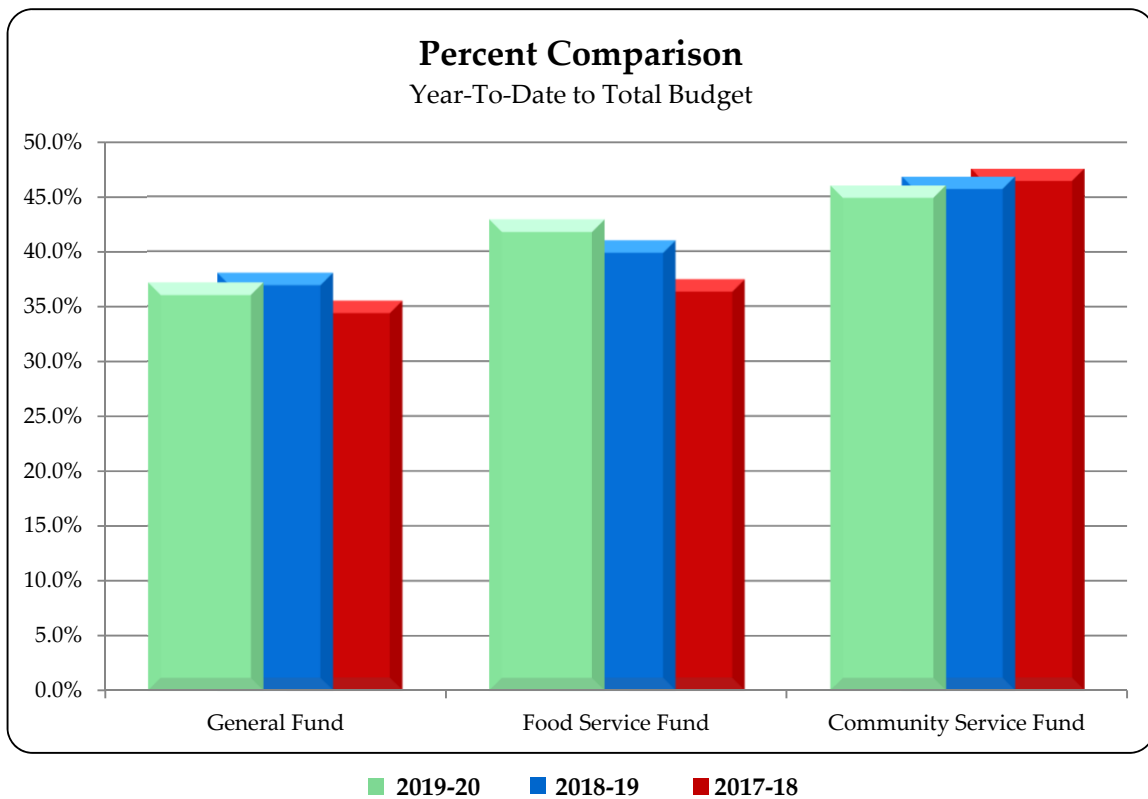
<u>Investment Held At</u>	<u>Type of Investment</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment Cost</u>	<u>Maturity Amount</u>	<u>Interest Earned</u>	<u>Yield</u>
MSDLAF+	Money Market	N/A	NOW	N/A	\$2,702,133	N/A	1.58%
MSDMAX	Money Market	N/A	NOW	N/A	\$3,954,113	N/A	1.67%
Federal Home Loan Bank	Bank Note	03/01/2018	02/11/2020	\$1,991,960	\$2,000,000	\$8,040	2.34%
Total Federal Agency Bond/Note				\$1,991,960	\$2,000,000	\$8,040	
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				\$17,697,378	\$17,856,246	\$158,868	



STATEMENT OF EXPENDITURES

For the month ended December 31, 2019

Fund	Year- To-Date	Budget	YTD as % of Budget		
			2019-20	2018-19	2017-18
General Fund					
Salaries	\$ 36,981,424	\$ 98,854,227	37.4%	37.0%	37.1%
Benefits	13,296,337	30,991,738	42.9%	46.9%	39.7%
Purchased Services	6,621,969	24,369,673	27.2%	30.3%	26.4%
Supplies & Materials	3,321,163	5,464,739	60.8%	63.4%	49.0%
Capital Expenditures	4,102,063	5,402,965	75.9%	38.0%	69.0%
Other Expenses	214,733	8,480,751	2.5%	7.7%	1.9%
Total General Fund	\$ 64,537,689	\$ 173,564,093	37.2%	38.0%	35.5%
Food Service Fund	\$ 3,075,816	\$ 7,170,015	42.9%	41.0%	37.4%
Community Service Fund	5,311,815	11,550,078	46.0%	46.8%	47.5%
Debt Service Fund	3,782,894	12,884,363	29.4%	31.6%	32.1%
Total	\$ 76,708,214	\$ 205,168,549	37.4%	38.2%	36.0%
Construction Fund	22,538,035	29,961,222	75.2%	61.1%	91.0%
Total All Funds	\$ 99,246,249	\$ 235,129,771	42.2%	41.2%	40.2%

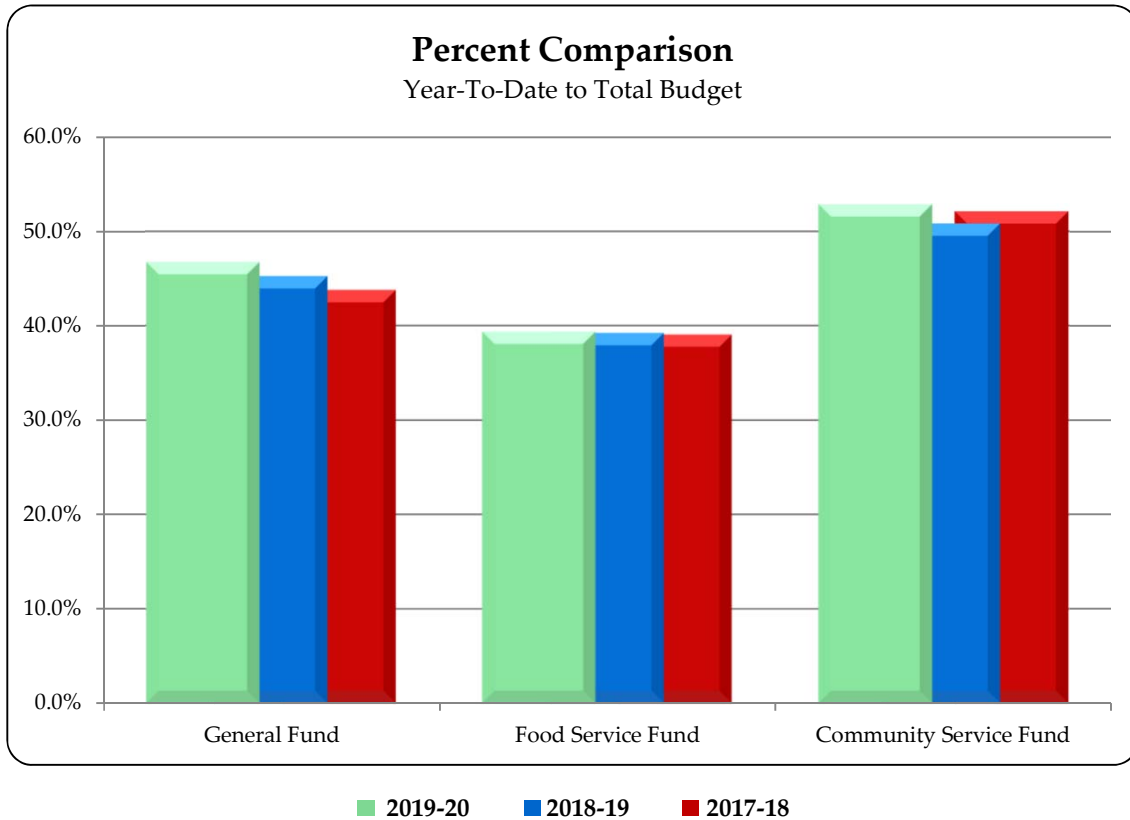




STATEMENT OF REVENUES

For the month ended December 31, 2019

Fund		Year- To-Date	Budget	YTD as % of Budget		
				2019-20	2018-19	2017-18
General Fund	(1) \$	80,714,422	\$ 172,700,000	46.7%	45.2%	43.7%
Food Service Fund		2,705,709	6,873,510	39.4%	39.2%	39.0%
Community Service Fund		6,216,660	11,763,841	52.8%	50.8%	52.1%
Debt Service Fund		12,635,878	12,432,358	101.6%	98.7%	97.9%
Total		\$ 102,272,669	\$ 203,769,709	50.2%	48.7%	46.5%
Construction Fund		25,995,225	8,102,000	320.8%	19.4%	0.4%
Total All Funds		\$ 128,267,894	\$ 211,871,709	60.5%	48.4%	44.0%



(1) The onetime sale of land for \$6.25 million has been excluded for presentation purposes; the sale was anticipated but not included in the original budget and will be updated as part of the budget revision process.



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: Finance and Business Services Recommendations

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

The Operating Capital Budget for 2020-2021 is approved at this time of year to facilitate the longer lead time needed to order many of the capital items included in this budget.

As in prior years, the Capital Committee prioritizes requests and makes a recommendation to the administration. The attached detail summarizes the projects and expenditures submitted to the Board for approval.

	<u>Revenue</u>	<u>Expenditure</u>
Operating Capital Account	\$1,895,859	\$1,895,859

Recommended Action: Approve the attached 2020-21 revenue and expenditure budget for the Operating Capital Budget.

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

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

Abstentions: _____

Wayzata Public Schools
Operating Capital Budget

	<u>FY 2020-2021</u>	<u>FY 2019-2020</u>	<u>FY 2018-2019</u>
	Allocation	Allocation	Allocation
December Levy:			
Avg Bldg age factor	31.73	31.35	30.64
Facilities age Index	1,3173	1,3135	1,3064
Allowance--Equip	79.00	79.00	79.00
Allowance--Facilities	109.00	109.00	109.00
Allowance--Facilities (\$100 * Index)	\$ 143.59	\$ 143.17	\$ 142.40
Allowance--Year round	31.00	31.00	31.00
AMCPU (est)	13,898.20	13,494.20	13,116.60
YEAR ROUND MCPU SRV	75.45	74.96	79.59
Equipment amount	\$ 1,097,957.80	\$ 1,066,041.80	\$ 1,036,211.40
Facilities amount	1,995,562.53	1,931,964.61	1,867,815.27
Year round amount	2,338.95	2,323.76	2,467.29
Total Operating Capital Revenue (Levy and Aid)	\$ 3,095,859.28	\$ 3,000,330.17	\$ 2,906,493.96
Less: P and I bonds and construction	(600,000.00)	(571,650.00)	(601,493.00)
Less: Construction and Elementary Refresh	(600,000.00)	(600,000.00)	(600,000.00)
Distributed Amounts used by Business Office	1,895,859.28	\$ 1,828,680.17	\$ 1,705,000.96
Facilities			
Special assessments	175,000.00	175,000.00	175,000.00
Damage Contingency	20,000.00	20,000.00	20,000.00
Large projects contingency	25,000.00	25,000.00	25,000.00
Allotted to Buildings for projects	450,000.00	312,000.00	300,000.00
Leases			
Copiers--postage machine	5,500.00	6,500.00	6,500.00
Copiers--high volume	174,500.00	174,500.00	156,000.00
Copiers--mid volume	10,000.00	10,000.00	10,000.00
Tractors (3)	24,000.00	24,000.00	24,000.00
Textbooks/Technology	500,000.00	552,000.00	440,000.00
Classroom furniture/equipment	50,000.00	50,000.00	50,000.00
Enrollment adjustments:			
Furniture	20,000.00	20,000.00	80,000.00
Textbooks/Technology--Secondary	30,000.00	30,000.00	30,000.00
Textbooks/Technology--Elementary	20,000.00	20,000.00	20,000.00
Special Education	10,000.00	9,000.00	9,000.00
Buildings & Grounds--Equipment	70,000.00	70,000.00	70,000.00
Buildings & Grounds--Vehicles	50,000.00	50,000.00	50,000.00
Administration	5,609.28	5,000.00	8,500.00
Music Program			
Pool of funds for Band	28,000.00	28,000.00	28,000.00
Annual Piano Purchase	8,000.00	8,000.00	8,000.00
Pool of funds for Orchestra (6-12)	20,000.00	20,000.00	20,000.00
Physical Education-Middle Schools	20,000.00	25,000.00	25,000.00
Other			
Map Testing (Northwest Evaluation)	42,000.00	42,000.00	40,000.00
K12 Insight	40,000.00	40,000.00	40,000.00
Odysseyware/Glynlyon (Apex)	20,000.00	20,000.00	32,000.00
Safety and Security allowance	40,000.00		
Health & Safety Training (Public School Works/Works Interr	20,000.00	33,498.00	20,000.00
West Interactive--School Messenger	18,250.00	18,250.00	18,000.00
contingency		40,932.17	
Total Amounts allocated	1,895,859.28	1,828,680.17	1,705,000.00



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: Finance and Business Services Recommendations

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

IRC 403(b) – Amended and Restated February 2020-Adopted 2008 and Updated 2013

The Internal Revenue Service (IRC) 403(b) plan, much like a private-sector 401(k) plan, regulates all employee and employer contributions for tax-sheltered annuity plans.

403(b) plan sponsors may self-correct plan provisions that violate the IRC 403(b) written plan rules by adopting plan amendments by March 31, 2020. This correction period is known as the “remedial amendment period”. Sponsors are eligible to correct plan provisions that fail to meet IRC Section 403(b) requirements by adding or correcting required provisions. The correction is retroactive to the later of January 1, 2010, or the plan’s effective date.

The District works with legal and financial advisors to maintain compliance with IRS laws and regulations. The remedial amendment period provides relief for IRS pronouncements/clarifications that may have been issued since the original plan adoption.

Compliance with 403(b) regulations is critical for Wayzata’s retirees and employees to continue receiving the tax advantages associated with 403(b) plan deposits.

Recommended Action: Approve the restated attached IRC 403(b) Tax-Sheltered Annuity Plan as presented.

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

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

Abstentions: _____

**Non-ERISA VOLUME SUBMITTER 403(b) PLAN DOCUMENT
FOR PUBLIC SCHOOLS, COMMUNITY COLLEGES,
AND PUBLIC UNIVERSITIES AND COLLEGES
ADOPTION AGREEMENT #04002**

The undersigned Employer hereby adopts a section 403(b) plan in the form a Volume Submitter 403(b) plan attached hereto, and agrees that the following terms, definitions, and elections shall be part of such 403(b) Plan. Where applicable, certain Items have a Default Provision indicated below the Item number that will apply if no election is made by the Employer.

EMPLOYER INFORMATION

1. Employer Name: Wayzata Independent School District #284
 Address: 210 County Rd 101 North, PO Box 660
 City: Wayzata State: MN Zip Code: 55391 Phone: 763-745-5000
 2. Contact Person: Jill Schwint Phone: 763-745-5000 Email: jill.schwint@wayzataschools.org
 3. Employer Identification Number: 41-6001464
 4. The Administrator shall be (entity that administers the Plan):

- (a) The Employer (b) The Employer Jointly with the Vendors
 (c) A designated Administrator (specify): Educators Benefit Consultants, LLC

PLAN INFORMATION

5. Sponsor of the 403(b) Volume Submitter Plan: Educators Benefit Consultants, LLC
 Address: 3125 Airport Parkway NE, Cambridge, MN 55008
 Phone: 1-855-369-5518 E-mail: leslie@ebcsolutions.com

6. (a) Name of Plan: Independent School District #284 403(b) Plan
 (b) This Plan is a Multiple Employer Plan Yes; No. If Yes, name of Plan Sponsor: _____

7. (a) Plan Year:
 (1) The calendar year;
 (2) The 12-consecutive month period beginning on _____; or
 (3) An initial short Plan Year beginning on _____ and ending on _____ and thereafter the 12-consecutive month period beginning on _____ and ending on _____
 (4) A short Plan Year beginning on _____ and ending on _____
 (b) Limitation Year:
 (1) The Plan Year
 (2) The calendar year
 (3) The 12-consecutive month period beginning on _____
 (4) An initial short Plan Year beginning on _____ and ending on _____ and thereafter the 12-consecutive month period beginning on _____ and ending on _____
 (5) A short Plan Year beginning on _____ and ending on _____

8. Effective Date: The Employer has completed and signed this Adoption Agreement in order to:

		Initial Effective Date	Amendment/Restatement Effective Date
<input type="checkbox"/> (a)	Establish a new 403(b) plan (not earlier than the 1 st day of current Plan Year)	_____	N/A
<input checked="" type="checkbox"/> (b)	Restate a 403(b) plan previously adopted by the Employer (restatement date cannot be earlier than 1-01-2009, but not later than 1-01-2010 unless the initial effective date is after 1-01-2010)	<u>12-2008</u>	<u>1-1-2020</u>
<input checked="" type="checkbox"/> (c)	Amend a 403(b) plan previously adopted by the Employer (Amendments made, if applicable: <u>Hired TPA</u>)	<u>12-31-2012</u>	_____

9. The Plan shall accept the following contribution types (check all that apply and complete the corresponding section(s) of the Adoption Agreement, if applicable):

- (a) Pre-Tax Elective Deferrals (j) Rollovers

<input checked="" type="checkbox"/> (b)	Post-Tax Roth Elective Deferrals	<input checked="" type="checkbox"/> (k)	Plan-to-Plan Transfers
<input checked="" type="checkbox"/> (c)	Age 50 Catch-up Contributions	<input checked="" type="checkbox"/> (l)	Exchanges (as outlined in the Administrative Appendix)
<input type="checkbox"/> (d)	Special Catch-up after 15 years of service	<input checked="" type="checkbox"/> (m)	PTO – Sick Leave
<input type="checkbox"/> (e)	Nondeductible Employee (After-Tax) Contributions	<input checked="" type="checkbox"/> (n)	PTO – Vacation
<input checked="" type="checkbox"/> (f)	Mandatory Employee Contribution	<input type="checkbox"/> (o)	Social Security Replacement
<input checked="" type="checkbox"/> (g)	Employer Nonelective Contributions pursuant to the Collective Bargaining Agreement and/or the employment contract	<input type="checkbox"/> (p)	ORP Contributions subject to Article XII of the Plan
<input checked="" type="checkbox"/> (h)	Employer Matching Contributions pursuant to the Collective Bargaining Agreement and/or the employment contract	<input checked="" type="checkbox"/> (q)	Supplemental 403(b) Contributions (subject to Article XII of the Plan)
<input checked="" type="checkbox"/> (i)	Post-Employment Employer Contributions	<input checked="" type="checkbox"/> (r)	Deemed IRA

10. In computing a Participant's Compensation (as defined under Section 2.14 of the Plan, the following shall be excluded:

	All Contributions	Elective Deferrals	Mandatory Contributions	Employer Contributions
<input type="checkbox"/> (a) No exclusions. All compensation will be included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b) Overtime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c) Bonuses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (d) Other (describe another exclusion, for example, stipends): Based on base compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11. (a) Compensation shall be determined over the following Determination period: (1) the Plan Year; or (2) a consecutive 12-month period ending with or within the Plan Year. Enter the day and the month this period begins: _____ (day) _____ (month). For Employees whose date of hire is less than 12 months before the end of the 12-month period designated, compensation will be determined over the Plan Year.

(b) For purposes of allocating Employer Contributions, Compensation (1) shall (2) shall not include amounts paid prior to a Participant's Entry Date.

12. Allocation Periods for Contributions (This will determine if additional contributions need to be made for a given year:

	All Contributions	Matching	Nonelective
<input type="checkbox"/> (a) Weekly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b) Bi-Weekly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c) Quarterly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d) Annual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (e) Per Pay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (f) Other (specify): _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ELIGIBILITY AND PARTICIPATION – ELECTIVE DEFERRALS

13. The following Employees shall be eligible under the Plan to make Elective Deferrals (Check (a) or (b)):

(a) All Employees of the Employer.

(b) All Employees of the Employer except the following category(ies):

(1) Nonresident aliens described in section 410(b)(3)(C) of the Code, who receive no earned income from the Employer which constitutes income from sources within the U.S.

(2) Employees who normally work less than 20 hours per week. An Employee normally works fewer than 20 hours per week if, for the 12-month period beginning on the date the Employee's employment commenced, the Employer reasonably expects the Employee to work fewer than 1,000 hours of service (as defined under section 410(a)(3)(C) of the Internal Revenue Code) in such period, and, for each Plan Year ending after the close of that 12-month period, the Employee has worked fewer than 1,000 hours of service in the preceding 12-month period. Under this provision, an Employee who works 1,000 or

more hours of service in the 12-month period beginning on the date the Employee's employment commenced or in a Plan Year ending after the close of that 12-month period shall then be eligible to participate in the Plan. Once an Employee becomes eligible to have Elective Deferrals made on his or her behalf under the Plan under this standard, the Employee cannot be excluded from eligibility to have Elective Deferrals made on his or her behalf in any later year under this standard.

- (3) Employees who are eligible to make Elective Deferrals under another plan, including an IRC section 457(b) eligible governmental plan; a 401(k) qualified cash or deferred arrangement of the Employer or another section 403(b) Plan of the Employer
- (4) Employees who are students performing services described in section 3121(b)(10) of the Code.

(c) If 13(b)(2) is elected above, then the following rule will apply for subsequent years in determining whether the Employee is eligible for the Plan. The initial computation period shall begin on the date of hire and end on the anniversary thereof. Subsequent eligibility computation periods shall commence with:

- (1) the anniversary of the Employee's employment commencement date; or
- (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

Default Provision – (c)(2)

- (d) (1) The Employer elects to reduce the required Hours of Service per year in 13(b)(2) to _____ (not to exceed 1000) Hours; or
- (2) N/A.

Default Provision (d)(2)

14. The Entry Date of a Participant with respect to Elective Deferrals shall be:

- (a) On the first day of the month following date of employment;
- (b) After the completion of _____ days (may be 30 or 60 days, if Employee receives information on the Plan within the first 30 days of employment)
- (c) Entry Date shall mean the Employee's employment commencement date and deferrals elections shall be effective in the next pay period.
- (d) Other (Specify. May not exceed 60 days from satisfaction of eligibility requirements): _____

Default Provision (a)

15. Employees are permitted to make Pre-Tax Elective Deferrals to the Plan as follows:

- (a) Elective Deferrals of up to the maximum amount permitted under sections 403(b) and 415 of the Code are permitted.
- (b) Elective Deferrals of up to _____ % (not to exceed 100%) of a Participant's Compensation are permitted.

16. If Roth 403(b) Elective Deferrals are permitted under the Plan then Excess Deferrals will first be corrected from the:

- (a) regular Pre-tax Elective Deferral Account; or
- (b) Roth Elective Account
- (c) N/A.

Default Provision (a)

AUTOMATIC ENROLLMENT

In consideration of the following provisions, an Employer should determine whether automatic enrollment is permitted under the applicable State law prior to adopting this provision.

17. The Eligible Automatic Contribution Arrangement (EACA) provisions of Article 3.03 of the Plan:

- (a) shall not apply
- (b) shall apply and the Default Percentage indicated below shall be automatically withheld and contributed to the Plan as a Pre-Tax Elective Deferral.

Default Provision (a)

18. (a) Covered Employee for Purposes of Eligible Automatic Contribution Arrangement (EACA):
Employees covered under the EACA are (Check one of the options below.):

- (1) All Participants
- (2) All Participants who do not have an affirmative election in effect regarding Elective Deferrals
- (3) All Participants who become Participants on or after the effective date of the EACA and who do not have an affirmative election in effect regarding Elective Deferrals

Default Provision (a)(1)

(b) Default Percentage (Check one of the options below and insert a percentage or percentages and, if applicable, a date.):

- (1) The Default Percentage is ____% (a uniform percentage of each Covered Employee's Compensation for the applicable pay period)
- (2) The initial Default Percentage is ____% (a uniform percentage of each Covered Employee's Compensation for the applicable pay period) and will increase by one percentage point as described in Section 3.03 of Article III of the Plan until the Default Percentage is ____%. (Insert the highest default percentage that will apply) Each increase will be effective with the first pay period of the Plan Year or the first pay period after the date inserted here: _____.

Default Provision: If Item 17(b) is selected, then 18(b)(1) shall apply at the rate of 3%

ROLLOVER/TRANSFER AND OTHER EMPLOYEE CONTRIBUTION PROVISIONS

19. (a) Direct Rollovers: The Plan will accept a Direct Rollover of an Eligible Rollover Distribution from (check each that applies or N/A):

- (1) N/A. The Plan will not accept Direct Rollovers from any plan.
- (2) a qualified plan described in section 401(a) or 403(a) of the Code, excluding After-Tax employee contributions.
- (3) an annuity contract described in section 403(b) of the Code, including After-Tax employee contributions.
- (4) an annuity contract described in section 403(b) of the Code, excluding After-Tax employee contributions.
- (5) an eligible plan under section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state.

Default Provision (a) (2)(3) and (5)

(b) The Plan (1) will (2) will not accept Designated Roth accounts from any of the plans selected in 19(a)

Default Provision (b)(2)

20. Participant Rollover Contributions

(a) Participant Rollover Contributions from Other Employer Plans: The Plan will accept a Participant contribution of an Eligible Rollover Distribution from (check each that applies or N/A):

- (1) N/A. The Plan will not accept Rollover Contributions from any employer plan.
- (2) a qualified plan described in section 401(a) or 403(a) of the Code, excluding after-tax employee contributions.
- (3) an annuity contract described in section 403(b) of the Code, excluding after-tax employee contributions.
- (4) an eligible plan under section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state.

Default Provision (a)(2), (3), and (4)

(b) The Plan (1) will (2) will not accept Designated Roth accounts from any of the plans selected in 20(a)

Default Provision (b)(2)

(c) Participant Rollover Contributions from IRAs: The Plan (choose one):

- (1) will (2) will not accept a Participant Rollover Contribution of the portion of a distribution from an individual retirement account or annuity described in section 408(a) or 408(b) of the Code that is eligible to be rolled over and would otherwise be includible in gross income.

Default Provision (c)(1)

21. In-Plan Roth Rollovers:

(a) The Plan (1) will (2) will not permit In-Plan Roth Rollovers of distributable amounts.

Default Provision (a)(2)

(b) The Plan (1) will (2) will not permit In-Plan Roth Rollovers of otherwise non-distributable amounts.

Default Provision (b)(2)

22. Deemed IRA Contributions. A Participant may make Deemed IRA contributions to the following type(s) of IRA Accounts established in accordance with Article XIII of the Plan:

(a) Traditional

(b) Roth

(c) Either (a) or (b) above as designated by the Participant at the time the contribution is made

23. Mandatory Employee Contributions shall be required to be made by the following Employees:

(a) _____% of each eligible Employee's Compensation if such Employee was hired after: _____; and if applicable

(b) _____% of each eligible Employee's Compensation if such Employee was hired after _____, and was a participant in _____ (e.g. state retirement plan) but after receiving a choice has elected to participate in this Plan.

DISTRIBUTION PROVISIONS

24. Pursuant to the underlying Individual Agreements, the following transactions are permitted:

(a) Select all that apply and specify the corresponding sources from which the withdrawal can be made:

		All Contributions	Elective Deferrals	Mandatory Contributions	Employer Contributions
<input checked="" type="checkbox"/> (1)	Financial Hardship Distributions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (2)	Loans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (3)	Distributions at age 59 ½	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) The following transactions are permitted:

(1) Plan-to-Plan transfers to another Employer Plan

(2) Transfers to a State Retirement Plan to purchase service credits

(3) Distribution of Rollover Contributions at any time

(c) The following distributions are permitted from Employer Contributions under Annuity Contracts only:

(1) Attained Age of _____

(2) After _____ Years of Service

25. If permitted by the underlying Individual Agreements, the Plan (a) will, (b) will not permit the distribution of Small Account Balances from the Plan.

Default Provision (b)

EMPLOYER CONTRIBUTIONS

26. Employer Contributions

(a) Employer Contributions shall not be made.

(b) Employer Contributions shall be made as follows (check all types that apply):

(1) Employer Contributions shall be made in accordance with any applicable collective bargaining agreements or employment contracts as shall be determined from time to time by the Employer.

(2) Discretionary Contribution Formula: Nonelective Employer contributions will be allocated to each Participant in the ratio that such Participant's Compensation bears to the compensation of all Participants to whom Nonelective Employer contributions are allocated determined annually by the Employer.

(3) Definite Contribution Formula: For each Plan Year, the Employer will contribute for each eligible Participant an amount equal to _____% or \$_____ of such Participant's Compensation.

(4) Employer Post-Employment Contributions shall be made.

- (5) Employer Matching Contributions shall be made under the following formula:
- (A) _____ percent of the Participant's Elective Deferrals
 - (B) _____ percent of the Participant's Employee Contributions
 - (C) The Employer shall not match amounts provided in excess of \$_____, or in excess of _____ percent, of the Participant's Compensation
 - (D) An amount, if any, determined by the Employer
- (6) ORP Contributions under the State of _____ made pursuant to the applicable laws of the ORP.
- (7) Employees hired after _____ where such Employees are making a Mandatory Employee Contribution of _____%, shall receive an Employer Nonelective Contribution of _____% of Compensation.

Default Provision (b) (1) if Item (b) is selected

ELIGIBILITY AND PARTICIPATION – EMPLOYER CONTRIBUTIONS

27. All Employees of the Employer (including employers required to be aggregated under sections 414(b), (c), (m), or (o) of the Code) will be eligible to participate in this Plan except the following:

		Nonelective	Matching
<input checked="" type="checkbox"/> (a)	N/A. There is no age or service requirement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (b)	Employees who have not attained age _____ (cannot exceed age 21)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Employees who have not completed _____ Year(s) of Service; or _____ Month(s) of Service; or _____ Day(s) of Service. (Cannot exceed 1 year unless the Plan provides a nonforfeitable right to 100% of the Participant's account balance derived from Employer contributions after not more than 2 years of service in which case up to 2 years is permissible. If the Year(s) of Service selected is or includes a fractional year, an employee will not be required to complete any specified number of Hours of Service to receive credit for such fractional year.)	<input type="checkbox"/>	<input type="checkbox"/>

28. All Employees who are members of eligible classes of employees shall be eligible to participate in the Plan except:

		Nonelective	Matching
<input type="checkbox"/> (a)	N/A. There are no exclusions	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b)	Nonresident Aliens (see Section 2.28 of the Plan)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Employees who become Employees as the result of a "section 410(b)(6)(C) transaction"	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	Employees of the following employer(s) aggregated with the Employer under section 414(b), (c), (m), or (o) of the Code: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (e)	Hourly Rated Employees	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (f)	Other (specify): <u>Casual employees. Always refer to collective bargaining agreements and employment contracts. (Note: Insert an exclusion category, e.g. Division A Employees.)</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (g)	Nonresident Aliens (see Section 2.28 of the Plan)	<input type="checkbox"/>	<input type="checkbox"/>

29. (a) Eligibility under the Plan will be extended to all Employees who satisfied the eligibility requirements of this Plan with the following prior unrelated employer(s): (1) _____; (2) N/A

(b) The eligibility and service requirements in Item #27 above (1) are (2) are not waived with respect to Employees employed on the Effective Date of this Plan. If these requirements are waived, such Employees shall become Participants in the Plan as of the Effective Date of the Plan.

30. Service for eligibility and vesting will be determined on the basis of the method selected below. Only one method may be selected and such method will be applied to all Employees covered under the Plan.

- (a) On the basis of actual hours for which an Employee is paid or entitled to payment
- (b) On the basis of days worked. An Employee will be credited with ten (10) hours of service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the day
- (c) On the basis of weeks worked. An Employee will be credited with forty-five (45) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the week
- (d) On the basis of semi-monthly payroll periods. An Employee will be credited with ninety-five (95) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the semi-monthly payroll period
- (e) On the basis of months worked. An Employee will be credited with one hundred ninety (190) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the month
- (f) On the basis of Elapsed Time, as provided for in Section 2.43(b)(2) of the Plan

31. (a) Subsequent Eligibility Computation Periods shall commence with:

- (1) the anniversary of the Employee's employment commencement date; or
- (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

(b) Subsequent Vesting Computation Periods shall commence with:

- (1) the anniversary of the Employee's employment commencement date; or
- (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

32. An Employee who has completed the eligibility requirements shall enter the Plan on the following Entry Date:

		Nonelective	Matching
<input checked="" type="checkbox"/> (a)	There are no age and service requirements. Entry Date shall mean the Employee's employment commencement date.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> (b)	The day on which the Employee satisfies the eligibility requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	The first day of the Plan Year in which the Employee satisfies the eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	The first day of the first month or the first day of the 7th month of the Plan Year coinciding with or next following the satisfaction of the Plan's eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (e)	The first day of the month in which the Participant satisfies the eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (f)	The first day of the following months after the Employee satisfies the eligibility requirements _____	<input type="checkbox"/>	<input type="checkbox"/>

33. All of an Employee's Years of Service with the Employer are counted to determine the Vested Percentage in the Participant's Employer Contribution except:

- (a) N/A. All Years of Service will count toward Vesting
- (b) Years of Service before age 18
- (c) Years of Service before the Employer maintained this Plan or a predecessor plan

34. Each Participant's Vested Percentage in his Employer Contribution Account shall be determined as follows:

		Nonelective	Matching
<input checked="" type="checkbox"/> (a)	Vesting Formula #1 - 100% vested at all times	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (b)	Vesting Formula #2 - 100% vested after _____ (not to exceed three) Years of Service	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/> (c) Vesting Formula #3:	<input type="checkbox"/>	<input type="checkbox"/>																
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black; padding: 2px;"><u>Years of Service</u></th> <th style="text-align: left; border-bottom: 1px solid black; padding: 2px;"><u>Vested Percentage</u></th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">Less than 1</td> <td style="padding: 2px;">_____</td> </tr> <tr> <td style="padding: 2px;">1</td> <td style="padding: 2px;">_____</td> </tr> <tr> <td style="padding: 2px;">2</td> <td style="padding: 2px;">_____ (not less than 20%)</td> </tr> <tr> <td style="padding: 2px;">3</td> <td style="padding: 2px;">_____ (not less than 40%)</td> </tr> <tr> <td style="padding: 2px;">4</td> <td style="padding: 2px;">_____ (not less than 60%)</td> </tr> <tr> <td style="padding: 2px;">5</td> <td style="padding: 2px;">_____ (not less than 80%)</td> </tr> <tr> <td style="padding: 2px;">6 or more</td> <td style="padding: 2px;">100%</td> </tr> </tbody> </table>	<u>Years of Service</u>	<u>Vested Percentage</u>	Less than 1	_____	1	_____	2	_____ (not less than 20%)	3	_____ (not less than 40%)	4	_____ (not less than 60%)	5	_____ (not less than 80%)	6 or more	100%		
<u>Years of Service</u>	<u>Vested Percentage</u>																	
Less than 1	_____																	
1	_____																	
2	_____ (not less than 20%)																	
3	_____ (not less than 40%)																	
4	_____ (not less than 60%)																	
5	_____ (not less than 80%)																	
6 or more	100%																	
<input type="checkbox"/> (d) Notwithstanding the Vesting Formula selected above, all Participants as of _____ will be 100% vested.																		
35. Forfeitures not used to restore Participant's Accounts or pay expenses will be (choose one):																		
	Nonelective	Matching																
<input type="checkbox"/> (a) allocated in addition to the Employer Contributions	<input type="checkbox"/>	<input type="checkbox"/>																
<input type="checkbox"/> (b) used to reduce any required Employer contributions	<input type="checkbox"/>	<input type="checkbox"/>																
<input type="checkbox"/> (c) used to reduce Employer Matching Contributions and any remainder allocated in addition to the Employer Contribution	<input type="checkbox"/>	<input type="checkbox"/>																
<input type="checkbox"/> (d) used to reduce Employer Contributions in the following order and manner: <input type="checkbox"/> (1) for the current Plan Year <input type="checkbox"/> (2) for the subsequent Plan Year <input type="checkbox"/> (3) Other (describe; must be determined on a nondiscriminatory basis): _____	<input type="checkbox"/>	<input type="checkbox"/>																
<input checked="" type="checkbox"/> (e) N/A. 100% vesting has been elected and there are no forfeitures under the Plan.																		
36. Forfeitures arising on account of termination of employment shall be allocated as of the last day of the Plan Year which is concurrent with or next follows:																		
<input type="checkbox"/> (a) Employee's termination of employment																		
<input type="checkbox"/> (b) Employee having incurred a 1-year Break in Service																		
<input type="checkbox"/> (c) Employee having incurred 2 consecutive 1-year Breaks in Service																		
<input type="checkbox"/> (d) Employee having incurred 5 consecutive 1-year Breaks in Service																		
<input type="checkbox"/> (e) The later of the payment of the vested benefit or the Employee having incurred 5 consecutive 1-year Breaks in Service																		
<input checked="" type="checkbox"/> (f) N/A. 100% vesting has been elected and there are no forfeitures under the Plan.																		
OVERRIDING LANGUAGE FOR MULTIPLE PLANS																		
37. If the Participant is covered under another Section 403(b) plan of the Employer, other than a Section 403(b) Volume submitter or prototype plan, the provisions of Section 5.01 of Article V will apply as if the other plan were a Section 403(b) volume submitter or prototype 403(b) plan.																		
RELIANCE ON ADVISORY LETTER AND ACKNOWLEDGEMENTS																		

38. Reliance and Acknowledgements:

- This Adoption Agreement may be used only in conjunction with basic Plan Document #01.
- The Sponsor will inform the adopting Employer of any amendments it makes to the Plan or of its discontinuance or abandonment of the Plan.
- The Employer must complete a new signature page if it modifies any prior elections or makes new elections in its Adoption Agreement.
- Failure to properly complete this Adoption Agreement may result in loss of favorable tax treatment for the Plan. The Employer's tax advisor should review the Plan and this Adoption Agreement prior to the Employer adopting such plan.
- The Employer may rely on the Advisory Letter issued for the approved specimen plan, except to the extent that the Employer's Plan is not identical to the approved specimen plan, disregarding any differences attributable solely to the Employer's choices of options provided under the specimen plan.

AUTHORIZED SIGNATURE AND CERTIFICATION

39. The undersigned Employer acknowledges receipt of a copy of the Plan, Administrative Appendix and this Adoption Agreement on the date indicated below. The adopting Employer by signing below certifies that:

- The Employer is an educational organization described in section 170(b)(1)(A)(ii); and
- For purposes of the nondiscrimination requirements of section 403(b)(12) the Plan is a Governmental Plan within the meaning of section 414(d) of the Code of a Public School; or a Governmental Plan of an organization described in section 501(c)(3) of the Code.

Name of Employer: Independent School District #284

Signature of Employer:

Date:

Name of Signer: _____

Title: _____

RESTATEMENT EFFECTIVE DATES ADDENDUM

Note: If this Plan is not a restatement of any existing Plan, this item does not apply.

GENERAL RESTATEMENT EFFECTIVE DATES

Provision	Effective Date
<input type="checkbox"/> (a) The eligibility requirements under Item _____	_____
<input type="checkbox"/> (b) The Employer contribution provisions under Item _____	_____
<input type="checkbox"/> (c) The Vesting Formula under Item _____	_____
<input type="checkbox"/> (d) In-Service Distributions under Item _____	_____
<input type="checkbox"/> (e) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (f) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (g) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (h) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (i) Enter Provision and Item Number, if applicable: _____	_____

Note: The effective date(s) above may not be earlier than January 1, 2010 and not later than the last day of the Plan Year in which the Adoption Agreement is signed.

**Non-ERISA VOLUME SUBMITTER 403(b) PLAN DOCUMENT
FOR PUBLIC SCHOOLS, COMMUNITY COLLEGES,
AND PUBLIC UNIVERSITIES AND COLLEGES
ADOPTION AGREEMENT #04002**

The undersigned Employer hereby adopts a section 403(b) plan in the form a Volume Submitter 403(b) plan attached hereto, and agrees that the following terms, definitions, and elections shall be part of such 403(b) Plan. Where applicable, certain Items have a Default Provision indicated below the Item number that will apply if no election is made by the Employer.

EMPLOYER INFORMATION

1. Employer Name: Wayzata Independent School District #284

Address: 210 County Rd 101 North, PO Box 660

City: Wayzata

State: MN

Zip Code: 55391

Phone: 763-745-5000

2. Contact Person: Jill Schwint

Phone: 763-745-5000

Email: jill.schwint@wayzataschools.org

3. Employer Identification Number: 41-6001464

4. The Administrator shall be (entity that administers the Plan):

(a) The Employer (b) The Employer Jointly with the Vendors

(c) A designated Administrator (specify): Educators Benefit Consultants, LLC

PLAN INFORMATION

5. Sponsor of the 403(b) Volume Submitter Plan: Educators Benefit Consultants, LLC

Address: 3125 Airport Parkway NE, Cambridge, MN 55008

Phone: 1-855-369-5518

E-mail: leslie@ebcsolutions.com

6. (a) Name of Plan: Independent School District #284 403(b) Plan

(b) This Plan is a Multiple Employer Plan Yes; No. If Yes, name of Plan Sponsor: _____

7. (a) Plan Year:

- (1) The calendar year;
- (2) The 12-consecutive month period beginning on _____; or
- (3) An initial short Plan Year beginning on _____ and ending on _____ and thereafter the 12-consecutive month period beginning on _____ and ending on _____
- (4) A short Plan Year beginning on _____ and ending on _____

(b) Limitation Year:

- (1) The Plan Year
- (2) The calendar year
- (3) The 12-consecutive month period beginning on _____
- (4) An initial short Plan Year beginning on _____ and ending on _____ and thereafter the 12-consecutive month period beginning on _____ and ending on _____
- (5) A short Plan Year beginning on _____ and ending on _____

8. Effective Date: The Employer has completed and signed this Adoption Agreement in order to:

		Initial Effective Date	Amendment/Restatement Effective Date
<input type="checkbox"/> (a)	Establish a new 403(b) plan (not earlier than the 1 st day of current Plan Year)	_____	N/A
<input checked="" type="checkbox"/> (b)	Restate a 403(b) plan previously adopted by the Employer (restatement date cannot be earlier than 1-01-2009, but not later than 1-01-2010 unless the initial effective date is after 1-01-2010)	<u>12-2008</u>	<u>1-1-2020</u>
<input checked="" type="checkbox"/> (c)	Amend a 403(b) plan previously adopted by the Employer (Amendments made, if applicable: <u>Hired TPA</u>)	<u>12-31-2012</u>	_____

9. The Plan shall accept the following contribution types (check all that apply and complete the corresponding section(s) of the Adoption Agreement, if applicable):

(a) Pre-Tax Elective Deferrals (j) Rollovers

<input checked="" type="checkbox"/> (b)	Post-Tax Roth Elective Deferrals	<input checked="" type="checkbox"/> (k)	Plan-to-Plan Transfers
<input checked="" type="checkbox"/> (c)	Age 50 Catch-up Contributions	<input checked="" type="checkbox"/> (l)	Exchanges (as outlined in the Administrative Appendix)
<input type="checkbox"/> (d)	Special Catch-up after 15 years of service	<input checked="" type="checkbox"/> (m)	PTO – Sick Leave
<input type="checkbox"/> (e)	Nondeductible Employee (After-Tax) Contributions	<input checked="" type="checkbox"/> (n)	PTO – Vacation
<input checked="" type="checkbox"/> (f)	Mandatory Employee Contribution	<input type="checkbox"/> (o)	Social Security Replacement
<input checked="" type="checkbox"/> (g)	Employer Nonelective Contributions pursuant to the Collective Bargaining Agreement and/or the employment contract	<input type="checkbox"/> (p)	ORP Contributions subject to Article XII of the Plan
<input checked="" type="checkbox"/> (h)	Employer Matching Contributions pursuant to the Collective Bargaining Agreement and/or the employment contract	<input checked="" type="checkbox"/> (q)	Supplemental 403(b) Contributions (subject to Article XII of the Plan)
<input checked="" type="checkbox"/> (i)	Post-Employment Employer Contributions	<input checked="" type="checkbox"/> (r)	Deemed IRA

10. In computing a Participant's Compensation (as defined under Section 2.14 of the Plan, the following shall be excluded:

		All Contributions	Elective Deferrals	Mandatory Contributions	Employer Contributions
<input type="checkbox"/> (a)	No exclusions. All compensation will be included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b)	Overtime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Bonuses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (d)	Other (describe another exclusion, for example, stipends): Based on base compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11. (a) Compensation shall be determined over the following Determination period: (1) the Plan Year; or (2) a consecutive 12-month period ending with or within the Plan Year. Enter the day and the month this period begins: ____ (day) ____ (month). For Employees whose date of hire is less than 12 months before the end of the 12-month period designated, compensation will be determined over the Plan Year.

(b) For purposes of allocating Employer Contributions, Compensation (1) shall (2) shall not include amounts paid prior to a Participant's Entry Date.

12. Allocation Periods for Contributions (This will determine if additional contributions need to be made for a given year:

		All Contributions	Matching	Nonelective
<input type="checkbox"/> (a)	Weekly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b)	Bi-Weekly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Quarterly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	Annual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (e)	Per Pay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (f)	Other (specify): ____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ELIGIBILITY AND PARTICIPATION – ELECTIVE DEFERRALS

13. The following Employees shall be eligible under the Plan to make Elective Deferrals (Check (a) or (b)):

- (a) All Employees of the Employer.
- (b) All Employees of the Employer except the following category(ies):
 - (1) Nonresident aliens described in section 410(b)(3)(C) of the Code, who receive no earned income from the Employer which constitutes income from sources within the U.S.
 - (2) Employees who normally work less than 20 hours per week. An Employee normally works fewer than 20 hours per week if, for the 12-month period beginning on the date the Employee's employment commenced, the Employer reasonably expects the Employee to work fewer than 1,000 hours of service (as defined under section 410(a)(3)(C) of the Internal Revenue Code) in such period, and, for each Plan Year ending after the close of that 12-month period, the Employee has worked fewer than 1,000 hours of service in the preceding 12- month period. Under this provision, an Employee who works 1,000 or

more hours of service in the 12-month period beginning on the date the Employee's employment commenced or in a Plan Year ending after the close of that 12-month period shall then be eligible to participate in the Plan. Once an Employee becomes eligible to have Elective Deferrals made on his or her behalf under the Plan under this standard, the Employee cannot be excluded from eligibility to have Elective Deferrals made on his or her behalf in any later year under this standard.

- (3) Employees who are eligible to make Elective Deferrals under another plan, including an IRC section 457(b) eligible governmental plan; a 401(k) qualified cash or deferred arrangement of the Employer or another section 403(b) Plan of the Employer
- (4) Employees who are students performing services described in section 3121(b)(10) of the Code.

(c) If 13(b)(2) is elected above, then the following rule will apply for subsequent years in determining whether the Employee is eligible for the Plan. The initial computation period shall begin on the date of hire and end on the anniversary thereof. Subsequent eligibility computation periods shall commence with:

- (1) the anniversary of the Employee's employment commencement date; or
- (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

Default Provision – (c)(2)

- (d) (1) The Employer elects to reduce the required Hours of Service per year in 13(b)(2) to _____ (not to exceed 1000) Hours; or
- (2) N/A.

Default Provision (d)(2)

14. The Entry Date of a Participant with respect to Elective Deferrals shall be:

- (a) On the first day of the month following date of employment;
- (b) After the completion of _____ days (may be 30 or 60 days, if Employee receives information on the Plan within the first 30 days of employment)
- (c) Entry Date shall mean the Employee's employment commencement date and deferrals elections shall be effective in the next pay period.
- (d) Other (Specify. May not exceed 60 days from satisfaction of eligibility requirements): _____

Default Provision (a)

15. Employees are permitted to make Pre-Tax Elective Deferrals to the Plan as follows:

- (a) Elective Deferrals of up to the maximum amount permitted under sections 403(b) and 415 of the Code are permitted.
- (b) Elective Deferrals of up to _____ % (not to exceed 100%) of a Participant's Compensation are permitted.

16. If Roth 403(b) Elective Deferrals are permitted under the Plan then Excess Deferrals will first be corrected from the:

- (a) regular Pre-tax Elective Deferral Account; or
- (b) Roth Elective Account
- (c) N/A.

Default Provision (a)

AUTOMATIC ENROLLMENT

In consideration of the following provisions, an Employer should determine whether automatic enrollment is permitted under the applicable State law prior to adopting this provision.

17. The Eligible Automatic Contribution Arrangement (EACA) provisions of Article 3.03 of the Plan:

- (a) shall not apply
- (b) shall apply and the Default Percentage indicated below shall be automatically withheld and contributed to the Plan as a Pre-Tax Elective Deferral.

Default Provision (a)

18. (a) Covered Employee for Purposes of Eligible Automatic Contribution Arrangement (EACA):
Employees covered under the EACA are (Check one of the options below.):

- (1) All Participants
- (2) All Participants who do not have an affirmative election in effect regarding Elective Deferrals
- (3) All Participants who become Participants on or after the effective date of the EACA and who do not have an affirmative election in effect regarding Elective Deferrals

Default Provision (a)(1)

(b) Default Percentage (Check one of the options below and insert a percentage or percentages and, if applicable, a date.):

- (1) The Default Percentage is _____% (a uniform percentage of each Covered Employee's Compensation for the applicable pay period)
- (2) The initial Default Percentage is _____% (a uniform percentage of each Covered Employee's Compensation for the applicable pay period) and will increase by one percentage point as described in Section 3.03 of Article III of the Plan until the Default Percentage is _____%. (Insert the highest default percentage that will apply) Each increase will be effective with the first pay period of the Plan Year or the first pay period after the date inserted here: _____.

Default Provision: If Item 17(b) is selected, then 18(b)(1) shall apply at the rate of 3%

ROLLOVER/TRANSFER AND OTHER EMPLOYEE CONTRIBUTION PROVISIONS

19. (a) Direct Rollovers: The Plan will accept a Direct Rollover of an Eligible Rollover Distribution from (check each that applies or N/A):

- (1) N/A. The Plan will not accept Direct Rollovers from any plan.
- (2) a qualified plan described in section 401(a) or 403(a) of the Code, excluding After-Tax employee contributions.
- (3) an annuity contract described in section 403(b) of the Code, including After-Tax employee contributions.
- (4) an annuity contract described in section 403(b) of the Code, excluding After-Tax employee contributions.
- (5) an eligible plan under section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state.

Default Provision (a) (2)(3) and (5)

(b) The Plan (1) will (2) will not accept Designated Roth accounts from any of the plans selected in 19(a)

Default Provision (b)(2)

20. Participant Rollover Contributions

(a) Participant Rollover Contributions from Other Employer Plans: The Plan will accept a Participant contribution of an Eligible Rollover Distribution from (check each that applies or N/A):

- (1) N/A. The Plan will not accept Rollover Contributions from any employer plan.
- (2) a qualified plan described in section 401(a) or 403(a) of the Code, excluding after-tax employee contributions.
- (3) an annuity contract described in section 403(b) of the Code, excluding after-tax employee contributions.
- (4) an eligible plan under section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state.

Default Provision (a)(2), (3), and (4)

(b) The Plan (1) will (2) will not accept Designated Roth accounts from any of the plans selected in 20(a)

Default Provision (b)(2)

(c) Participant Rollover Contributions from IRAs: The Plan (choose one):

- (1) will (2) will not accept a Participant Rollover Contribution of the portion of a distribution from an individual retirement account or annuity described in section 408(a) or 408(b) of the Code that is eligible to be rolled over and would otherwise be includible in gross income.

Default Provision (c)(1)

21. In-Plan Roth Rollovers:

(a) The Plan (1) will (2) will not permit In-Plan Roth Rollovers of distributable amounts.

Default Provision (a)(2)

(b) The Plan (1) will (2) will not permit In-Plan Roth Rollovers of otherwise non-distributable amounts.

Default Provision (b)(2)

22. Deemed IRA Contributions. A Participant may make Deemed IRA contributions to the following type(s) of IRA Accounts established in accordance with Article XIII of the Plan:

(a) Traditional

(b) Roth

(c) Either (a) or (b) above as designated by the Participant at the time the contribution is made

23. Mandatory Employee Contributions shall be required to be made by the following Employees:

(a) _____% of each eligible Employee's Compensation if such Employee was hired after: _____; and if applicable

(b) _____% of each eligible Employee's Compensation if such Employee was hired after _____, and was a participant in _____ (e.g. state retirement plan) but after receiving a choice has elected to participate in this Plan.

DISTRIBUTION PROVISIONS

24. Pursuant to the underlying Individual Agreements, the following transactions are permitted:

(a) Select all that apply and specify the corresponding sources from which the withdrawal can be made:

		All Contributions	Elective Deferrals	Mandatory Contributions	Employer Contributions
<input checked="" type="checkbox"/> (1)	Financial Hardship Distributions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (2)	Loans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (3)	Distributions at age 59 ½	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) The following transactions are permitted:

(1) Plan-to-Plan transfers to another Employer Plan

(2) Transfers to a State Retirement Plan to purchase service credits

(3) Distribution of Rollover Contributions at any time

(c) The following distributions are permitted from Employer Contributions under Annuity Contracts only:

(1) Attained Age of _____

(2) After _____ Years of Service

25. If permitted by the underlying Individual Agreements, the Plan (a) will, (b) will not permit the distribution of Small Account Balances from the Plan.

Default Provision (b)

EMPLOYER CONTRIBUTIONS

26. Employer Contributions

(a) Employer Contributions shall not be made.

(b) Employer Contributions shall be made as follows (check all types that apply):

(1) Employer Contributions shall be made in accordance with any applicable collective bargaining agreements or employment contracts as shall be determined from time to time by the Employer.

(2) Discretionary Contribution Formula: Nonelective Employer contributions will be allocated to each Participant in the ratio that such Participant's Compensation bears to the compensation of all Participants to whom Nonelective Employer contributions are allocated determined annually by the Employer.

(3) Definite Contribution Formula: For each Plan Year, the Employer will contribute for each eligible Participant an amount equal to _____% or \$_____ of such Participant's Compensation.

(4) Employer Post-Employment Contributions shall be made.

- (5) Employer Matching Contributions shall be made under the following formula:
- (A) _____ percent of the Participant's Elective Deferrals
 - (B) _____ percent of the Participant's Employee Contributions
 - (C) The Employer shall not match amounts provided in excess of \$_____, or in excess of _____ percent, of the Participant's Compensation
 - (D) An amount, if any, determined by the Employer
- (6) ORP Contributions under the State of _____ made pursuant to the applicable laws of the ORP.
- (7) Employees hired after _____ where such Employees are making a Mandatory Employee Contribution of _____%, shall receive an Employer Nonelective Contribution of _____% of Compensation.

Default Provision (b) (1) if Item (b) is selected

ELIGIBILITY AND PARTICIPATION – EMPLOYER CONTRIBUTIONS

27. All Employees of the Employer (including employers required to be aggregated under sections 414(b), (c), (m), or (o) of the Code) will be eligible to participate in this Plan except the following:

		Nonelective	Matching
<input checked="" type="checkbox"/> (a)	N/A. There is no age or service requirement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (b)	Employees who have not attained age _____ (cannot exceed age 21)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Employees who have not completed _____ Year(s) of Service; or _____ Month(s) of Service; or _____ Day(s) of Service. (Cannot exceed 1 year unless the Plan provides a nonforfeitable right to 100% of the Participant's account balance derived from Employer contributions after not more than 2 years of service in which case up to 2 years is permissible. If the Year(s) of Service selected is or includes a fractional year, an employee will not be required to complete any specified number of Hours of Service to receive credit for such fractional year.)	<input type="checkbox"/>	<input type="checkbox"/>

28. All Employees who are members of eligible classes of employees shall be eligible to participate in the Plan except:

		Nonelective	Matching
<input type="checkbox"/> (a)	N/A. There are no exclusions	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b)	Nonresident Aliens (see Section 2.28 of the Plan)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	Employees who become Employees as the result of a "section 410(b)(6)(C) transaction"	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	Employees of the following employer(s) aggregated with the Employer under section 414(b), (c), (m), or (o) of the Code:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (e)	Hourly Rated Employees	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (f)	Other (specify): <u>Casual employees. Always refer to collective bargaining agreements and employment contracts. (Note: Insert an exclusion category, e.g. Division A Employees.)</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (g)	Nonresident Aliens (see Section 2.28 of the Plan)	<input type="checkbox"/>	<input type="checkbox"/>

29. (a) Eligibility under the Plan will be extended to all Employees who satisfied the eligibility requirements of this Plan with the following prior unrelated employer(s): (1) _____; (2) N/A

(b) The eligibility and service requirements in Item #27 above (1) are (2) are not waived with respect to Employees employed on the Effective Date of this Plan. If these requirements are waived, such Employees shall become Participants in the Plan as of the Effective Date of the Plan.

30. Service for eligibility and vesting will be determined on the basis of the method selected below. Only one method may be selected and such method will be applied to all Employees covered under the Plan.

- (a) On the basis of actual hours for which an Employee is paid or entitled to payment
- (b) On the basis of days worked. An Employee will be credited with ten (10) hours of service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the day
- (c) On the basis of weeks worked. An Employee will be credited with forty-five (45) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the week
- (d) On the basis of semi-monthly payroll periods. An Employee will be credited with ninety-five (95) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the semi-monthly payroll period
- (e) On the basis of months worked. An Employee will be credited with one hundred ninety (190) Hours of Service if under Section 2.25 of the Plan such Employee would be credited with at least one (1) Hour of Service during the month
- (f) On the basis of Elapsed Time, as provided for in Section 2.43(b)(2) of the Plan

31. (a) Subsequent Eligibility Computation Periods shall commence with:
- (1) the anniversary of the Employee's employment commencement date; or
 - (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.
- (b) Subsequent Vesting Computation Periods shall commence with:
- (1) the anniversary of the Employee's employment commencement date; or
 - (2) the Plan Year which commences prior to the Employee's first anniversary of his employment commencement date.

32. An Employee who has completed the eligibility requirements shall enter the Plan on the following Entry Date:

		Nonelective	Matching
<input checked="" type="checkbox"/> (a)	There are no age and service requirements. Entry Date shall mean the Employee's employment commencement date.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> (b)	The day on which the Employee satisfies the eligibility requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c)	The first day of the Plan Year in which the Employee satisfies the eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d)	The first day of the first month or the first day of the 7th month of the Plan Year coinciding with or next following the satisfaction of the Plan's eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (e)	The first day of the month in which the Participant satisfies the eligibility requirements	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (f)	The first day of the following months after the Employee satisfies the eligibility requirements _____	<input type="checkbox"/>	<input type="checkbox"/>

33. All of an Employee's Years of Service with the Employer are counted to determine the Vested Percentage in the Participant's Employer Contribution except:

- (a) N/A. All Years of Service will count toward Vesting
- (b) Years of Service before age 18
- (c) Years of Service before the Employer maintained this Plan or a predecessor plan

34. Each Participant's Vested Percentage in his Employer Contribution Account shall be determined as follows:

		Nonelective	Matching
<input checked="" type="checkbox"/> (a)	Vesting Formula #1 - 100% vested at all times	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (b)	Vesting Formula #2 - 100% vested after _____ (not to exceed three) Years of Service	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/> (c) Vesting Formula #3: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Years of Service</th> <th style="text-align: left; border-bottom: 1px solid black;">Vested Percentage</th> </tr> </thead> <tbody> <tr> <td>Less than 1</td> <td>_____</td> </tr> <tr> <td>1</td> <td>_____</td> </tr> <tr> <td>2</td> <td>_____ (not less than 20%)</td> </tr> <tr> <td>3</td> <td>_____ (not less than 40%)</td> </tr> <tr> <td>4</td> <td>_____ (not less than 60%)</td> </tr> <tr> <td>5</td> <td>_____ (not less than 80%)</td> </tr> <tr> <td>6 or more</td> <td>100%</td> </tr> </tbody> </table>	Years of Service	Vested Percentage	Less than 1	_____	1	_____	2	_____ (not less than 20%)	3	_____ (not less than 40%)	4	_____ (not less than 60%)	5	_____ (not less than 80%)	6 or more	100%	<input type="checkbox"/>	<input type="checkbox"/>
Years of Service	Vested Percentage																	
Less than 1	_____																	
1	_____																	
2	_____ (not less than 20%)																	
3	_____ (not less than 40%)																	
4	_____ (not less than 60%)																	
5	_____ (not less than 80%)																	
6 or more	100%																	

(d) Notwithstanding the Vesting Formula selected above, all Participants as of _____ will be 100% vested.

35. Forfeitures not used to restore Participant's Accounts or pay expenses will be (choose one):

	Nonelective	Matching
<input type="checkbox"/> (a) allocated in addition to the Employer Contributions	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (b) used to reduce any required Employer contributions	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (c) used to reduce Employer Matching Contributions and any remainder allocated in addition to the Employer Contribution	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (d) used to reduce Employer Contributions in the following order and manner: <input type="checkbox"/> (1) for the current Plan Year <input type="checkbox"/> (2) for the subsequent Plan Year <input type="checkbox"/> (3) Other (describe; must be determined on a nondiscriminatory basis): _____	<input type="checkbox"/>	<input type="checkbox"/>

(e) N/A. 100% vesting has been elected and there are no forfeitures under the Plan.

36. Forfeitures arising on account of termination of employment shall be allocated as of the last day of the Plan Year which is concurrent with or next follows:

<input type="checkbox"/> (a)	Employee's termination of employment
<input type="checkbox"/> (b)	Employee having incurred a 1-year Break in Service
<input type="checkbox"/> (c)	Employee having incurred 2 consecutive 1-year Breaks in Service
<input type="checkbox"/> (d)	Employee having incurred 5 consecutive 1-year Breaks in Service
<input type="checkbox"/> (e)	The later of the payment of the vested benefit or the Employee having incurred 5 consecutive 1-year Breaks in Service
<input checked="" type="checkbox"/> (f)	N/A. 100% vesting has been elected and there are no forfeitures under the Plan.

OVERRIDING LANGUAGE FOR MULTIPLE PLANS

37. If the Participant is covered under another Section 403(b) plan of the Employer, other than a Section 403(b) Volume submitter or prototype plan, the provisions of Section 5.01 of Article V will apply as if the other plan were a Section 403(b) volume submitter or prototype 403(b) plan.

RELIANCE ON ADVISORY LETTER AND ACKNOWLEDGEMENTS

38. Reliance and Acknowledgements:

- This Adoption Agreement may be used only in conjunction with basic Plan Document #01.
- The Sponsor will inform the adopting Employer of any amendments it makes to the Plan or of its discontinuance or abandonment of the Plan.
- The Employer must complete a new signature page if it modifies any prior elections or makes new elections in its Adoption Agreement.
- Failure to properly complete this Adoption Agreement may result in loss of favorable tax treatment for the Plan. The Employer's tax advisor should review the Plan and this Adoption Agreement prior to the Employer adopting such plan.
- The Employer may rely on the Advisory Letter issued for the approved specimen plan, except to the extent that the Employer's Plan is not identical to the approved specimen plan, disregarding any differences attributable solely to the Employer's choices of options provided under the specimen plan.

AUTHORIZED SIGNATURE AND CERTIFICATION

39. The undersigned Employer acknowledges receipt of a copy of the Plan, Administrative Appendix and this Adoption Agreement on the date indicated below. The adopting Employer by signing below certifies that:

- The Employer is an educational organization described in section 170(b)(1)(A)(ii); and
- For purposes of the nondiscrimination requirements of section 403(b)(12) the Plan is a Governmental Plan within the meaning of section 414(d) of the Code of a Public School; or a Governmental Plan of an organization described in section 501(c)(3) of the Code.

Name of Employer: Independent School District #284

Signature of Employer:

Date:

Name of Signer: _____

Title: _____

RESTATEMENT EFFECTIVE DATES ADDENDUM

Note: If this Plan is not a restatement of any existing Plan, this item does not apply.

GENERAL RESTATEMENT EFFECTIVE DATES

Provision	Effective Date
<input type="checkbox"/> (a) The eligibility requirements under Item	_____
<input type="checkbox"/> (b) The Employer contribution provisions under Item	_____
<input type="checkbox"/> (c) The Vesting Formula under Item	_____
<input type="checkbox"/> (d) In-Service Distributions under Item	_____
<input type="checkbox"/> (e) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (f) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (g) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (h) Enter Provision and Item Number, if applicable: _____	_____
<input type="checkbox"/> (i) Enter Provision and Item Number, if applicable: _____	_____

Note: The effective date(s) above may not be earlier than January 1, 2010 and not later than the last day of the Plan Year in which the Adoption Agreement is signed.



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Administrative Reports and Recommendations

ITEM: Finance and Business Services Recommendations

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

The Technology Levy budget for 2020-2021 is approved at this time of year to facilitate the longer lead time needed to order many of the technology items included in this budget.

	<u>Revenue</u>	<u>Expenditure</u>
Technology Levy	\$7,839,550	\$7,839,550

Recommended Action: Approve the 2020-2021 revenue and expenditure budget for the Technology Levy budget.

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

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

Abstentions: _____



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Other Board Action

ITEM: MSBA Local Control Resolutions

COMMENTS BY: Cheryl Polzin, Board Director

LOCAL CONTROL RESOLUTION

The Minnesota School Boards Association (MSBA) has asked member districts to consider passing a local control resolution, which will then allow MSBA to add those districts to a statewide list/graphic to illustrate to legislators how important it is for Schools Boards to retain local decision-making for their unique district needs.

RECOMMENDED ACTION: Approve the Local Control Resolution as presented, as recommended by the Minnesota School Boards Association.

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

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

Abstentions: _____

Local Control Resolution

WHEREAS, locally elected school boards are positioned best to represent their students, staff, parents and community members and address local needs and challenges; and

WHEREAS, each school district faces unique needs which depend on a variety of factors including demographics, geography and district size; and

WHEREAS, just like legislative leaders, locally elected school boards are held accountable through Minnesota's elections process; and

WHEREAS, school board policies at the local level are enacted only after a comprehensive, legal and open process; and

WHEREAS, under Minnesota's Open Meeting Law, school board business generally occurs in meetings that are scheduled, publicized and accessible to members of the public; and

WHEREAS, preservation of local control in Minnesota has yielded statewide benefits, such as Minnesota scoring higher on average than our national peers on the ACT college entrance exam in 2019; and

WHEREAS, one-size-fits-all mandates stifle innovation and creativity and consume staff time and resources; and

WHEREAS, more than 30 bills to restrict local decision-making were introduced in the 2019-20 biennium thus far; and

WHEREAS, excellence in student achievement for all Minnesota students guides the work of the school board.

NOW, THEREFORE, BE IT RESOLVED THAT THE SCHOOL BOARD OF INDEPENDENT DISTRICT 284 WAYZATA PUBLIC SCHOOLS supports local decision-making authority and opposes legislation that restricts the ability for locally elected school boards to respond to the needs of their districts, students and communities.

ADOPTED by Wayzata Public Schools School Board this 10th day of February 2020.

Passed on a vote of _____ ayes; _____ nays.



Board of Education
Regular Meeting – February 10, 2020

AGENDA SECTION: Board Reports

ITEM: Board Reports

COMMENTS BY: Andrea Cuene, 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 – February 10, 2020

AGENDA SECTION: Adjourn

ITEM: Adjourn

COMMENTS BY: Andrea Cuene, 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: _____