



**School District 622**  
NORTH ST. PAUL | MAPLEWOOD | OAKDALE

*Ready for tomorrow*

# SCHOOL BOARD MEETING

## Regular Meeting

**December 12, 2017  
6:00 PM**

**Board Members:**

Caleb Anderson, Director  
Theresa Augé, Director  
Amy Coborn, Chair  
Steve Hunt, Director  
Nancy Livingston, Treasurer  
Becky Neve, Clerk  
Michelle Yener, Vice Chair

**Superintendent:**

Christine Osorio

622 Education Center  
2520 East 12<sup>th</sup> Avenue  
North St. Paul, Minnesota 55109

*District Mission Statement:*

*We commit each day to develop and empower lifelong learners who thrive in diverse communities.*

**SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT 622  
North St. Paul-Maplewood-Oakdale**

**Regular Meeting  
December 12, 2017  
6:00 PM**

**District Education Center, 2520 East 12th Avenue, North St. Paul**

**A G E N D A**

**I. Call to Order and Pledge of Allegiance**

**II. Approval of the Agenda**

**III. Public Comment**

*An opportunity for public to comment on items. Speakers shall complete a registration card, state their name and address, and will have between two and four minutes, depending on the number of speakers, to speak on a topic. The Public Comment section of the meeting shall last no longer than thirty minutes.*

**IV. Consent Agenda**

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*The Consent Agenda consists of routine items that are acted on in a single, consolidated motion without Board discussion. Board members have the option of pulling items off the Consent Agenda if they wish to discuss them or consider them individually.*

***\*I recommend that the consent agenda items, listed below, be approved as presented.***

A. Minutes of November 21, 2017 Business Meeting

11

B. Routine Personnel

15

C. Bid Awards

17

D. Disbursements

19

**V. Reports**

A. Student School Board Representatives - *Krummel/Larsen*

B. Superintendent - Osorio

*I will make a short statement reminding us of the Facilities Presentation provided at the November 21 board meeting and reiterate next steps in the facilities planning process.*

*I will also thank our transportation department and 622 staff for patience during the unexpected shutdown of 694 this week.*

C. Student Services - Hughes

1. Work Based Learning - Hughes/Kosec/Jorgensen/Stanley

22

*The Student Services Department coordinates a variety of work based learning programs and opportunities to assist students at the high schools and transition program with the acquisition and maintenance of employable skills. These opportunities are provided throughout our district buildings as well businesses throughout our community.*

D. Business Office

1. 2017 Payable 2018 Tax Levy - R. Anderson

*The final property tax levy must be certified to the counties and the Minnesota Department of Education (MDE) by December 28, 2017. Therefore, a final decision on the levy must be made at the December 12 School Board meeting. The public will be given an opportunity to comment on the levy prior to final approval.*

*The total levy amount recommended by administration for approval is \$47,731,672. This total amount is the same that was levied for Payable 2017 or a 0% increase from last year.*

2. Opportunity for Public Discussion of Tax Levy - R. Anderson

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*Community members wishing to speak to the 2017 Payable 2018 Property Tax levy may fill out a card separate and distinct from the public comment portion of the meeting. Following Randy's presentation, we will welcome feedback from those in attendance at the meeting.*

*Certified Public Accountants MMKR performed the audit according to their planned scope and timing previously discussed and coordinated with District management. Jim Eichten from MMKR will be on hand to present the audit and answer any questions. An audit summary with findings is incorporated in the Management Report which will be at your places on Tuesday night. Highlights of that report are as follows:*

*\*The District was issued an unmodified opinion on the District's financial statements which means that the financial statements "give a true and fair view" in all material respects in accordance with applicable financial reporting standards.*

*\*No deficiencies in the District's internal control over financial reporting that are considered to be material weaknesses.*

*\*There were no instances of non-compliance that are required to be reported under Government Auditing Standards.*

*\*The results of audit tests indicate that the District has complied, in all material respects, with the types of compliance requirements applicable that could have a direct and material effect on each of its major federal programs.*

*\*In accordance with Minnesota Statutes, the District's school board has elected not to exercise control over the transactions of the extracurricular student activity accounts maintained at various District sites. Deficiencies were noted in the accounting of the District's extracurricular student activity programs. These are explained on page 4 of the Management Report.*

*\*All significant transactions have been recognized in the financial*

*statements in the proper period.*

*\*No difficulties in dealing with management we encountered during the auditing process.*

*\*The overall General Fund's fund balance increased from \$12,983,917 to \$15,553,036. The unassigned/unrestricted fund balance which the District can use at its discretion increased from \$7,907,655 to \$8,845,611, an increase of \$937,956.*

*\*The District has adopted an unassigned fund balance policy of 5 - 7% of the annual budget. On June 30, 2017, the unassigned fund balance of the General Fund was 6.4% of current year expenditures.*

*\*All other Funds, including Food Service, Community Service, Construction and Debt Service performed as predicted in the budgeting process.*

*\*More detailed information on the District's 2016-17 audit is contained in the Financial Statements, Management Report, and Extra Curricular Student Activity Report which will be at your places on Tuesday.*

*Randy would like to recognize Ed McCarthy, Janet Doman, Jo McCabe, and Travis Byrne for their outstanding work in overseeing the audit process.*

## **VI. Action Items**

### **A. Business Office**

1. Acknowledgment of Contributions - Yener 48  
*\*I recommend that the contributions, with a total of \$65,436.83 for the 2017-2018 fiscal year, be approved as read by Vice Chair Yener.*
2. Approval 2017 Payable 2018 Tax Levy - R. Anderson 50

*The total levy amount recommended by administration for approval is \$47,731,672.*

*\*I recommend that the 2017 Payable 2018 Tax Levy be approved.*

3. Acceptance FY 2017 Audit Report - R. Anderson 52

*Our auditor, Jim Eichten, will share the 2016-17 Audit Report and answer questions during the reports portion of the meeting. The Board is required to take action on accepting the 2016-17 Audit and will do so during this portion of the meeting.*

*\*I recommend that the 2016-17 Audit be approved as presented.*

B. Teaching & Learning - Mau

1. High School Course Proposals & Name Changes Beginning Fall 2018 53

*Peter has provided an annotation for the high school course proposals and course name changes. The document has been attached to BoardBook for your review.*

*\*I recommend that the course curricula and course name changes for Fall 2018 be approved as presented.*

2. 2018-2019 School Calendar & Resolution to Conduct Business on Columbus Day & School on Veterans Day 57

*The proposed calendar has been recommended by a committee consisting of teachers from all grade levels, building administrators from all grade levels, and personnel from Human Resources and Teaching & Learning. The committee creates a few calendars with dates for staff work days and vacations that meet the needs of students and families, fulfill contract requirements for all bargaining units, and enable professional learning to occur at times in the year where it can directly impact the classroom. For 2018-2019, the committee developed three draft calendars and asked all district staff for feedback via a survey in the district newsletter; the survey results were considered in the decision to recommend the proposed*

*calendar.*

*The School Board must also take action to have business and school on Columbus Day and Veterans Day in accordance with state statute.*

*A first reading was shared at the November 21 business meeting, and action is proposed this evening.*

*\*I recommend that the proposed 2018-2019 school calendar be approved as presented.*

C. Superintendent - *Osorio*

- |                                                                  |    |
|------------------------------------------------------------------|----|
| 1. Resolution to Fully Fund Special Education Services (State)   | 59 |
| 2. Resolution to Fully Fund Special Education Services (Federal) | 60 |

D. School Board

1. Revise Date; Set Agenda & Location for January 9, 2018 Work Study Session

*There seems to be a date conflict with our scheduled January 9, 2018 work session. I'm proposing to change our work session to January 23, 2018 prior to the start of the business meeting. In addition, I'm proposing in a separate motion to set a special meeting for the annual organizational meeting to begin on Jan. 23 prior to the work session. We've checked with MSBA to verify we are following statute by moving our organizational meeting to later in the month, and we have been assured that the law does not prevent our board from waiting until the proposed date.*

*Since we need to begin our business meeting at 6:00 p.m., the materials for the work session will be sent to you in a flipped format with the work session time designated for your questions and follow up discussion on the agenda topics.*

*We have already set the date for the January 9, 2018 work*

*session, and we need to take action on the location and agenda as well as revising the meeting date to January 23, 2018. In addition, after we set the special meeting for election of officers and organizational resolutions, we will have another motion to set the time of the work session.*

*Suggested agenda items include our usual ice breaker, my check in, a review of the 2018-2019 enrollment and financial projections from Randy, a first reading for policy revisions for our Visitors to School District Buildings & Sites, and Disability Nondiscrimination policies, and a facilities report.*

*\* I recommend that the January 9, 2018 work study session be revised to January 23, 2018 and take place in Room 202 of the District Education Center with the following agenda items: 1) Superintendent Check In; 2)2018-2019 Enrollment & Financial Projections; 3)Policy Revisions; and 4)Facilities Report.*

2. Set Special Meeting

*This special meeting is required for two specific purposes; election of officers and acting on organizational resolutions.*

*\*I recommend that a special meeting be set for January 23, 2018, in the Board Room of the District Education Center with a start time of 4:30 p.m. and the following agenda items: Election of Officers; Organizational Resolutions.*

3. Set Time for January Work Study Session

*At this point in the meeting, the Board will have taken action on revising the date of the January 9 work session to January 23 and set a special meeting for January 23. The following motion is required to set the time for the work session in the event the motion carries.*

*\*I recommend that the January 23, 2018 work session begin immediately following the adjournment of the January 23, 2018*



*special meeting (approximate start time of 4:45 p.m.).*

4. Set Board Retreat

*We've polled the board, and reached a consensus on a board retreat date, time and location. We'll be setting the agenda in January.*

*\*I recommend that the board retreat take place on February 9, 2018 from 4:00 - 9:00 p.m.; and on February 10, 2018 from 8:00 a.m. - noon at the Hilton Garden Inn in Oakdale.*

**VII. Board Communications**

**VIII. Future Board Meeting Dates**

A. January 9, 2018 Work Study Session

B. January 23, 2018 Business Meeting 6:00 p.m. (Board Room)

#### IV. CONSENT AGENDA

The Consent Agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

Therefore, the following resolution is recommended:

BE IT RESOLVED by the School Board of Independent School District No. 622 that Consent Agenda Items, IV.A. through IV.D., be approved as written, and a copy of the agenda items is attached to the minutes.

MOTION:

SECOND:

**INDEPENDENT SCHOOL DISTRICT 622  
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REGULAR MEETING  
SCHOOL BOARD  
November 21, 2017**

Chair Coborn called the meeting to order at 6:00 p.m. with the following present: Chair Coborn, Vice Chair Yener, Clerk Neve, Treasurer Livingston, Directors Anderson, Augé, Hunt, Superintendent Osorio, and Student Board Representatives Larsen and Krummel.

Others present were: Peter Mau, Director of Teaching & Learning; Josh Anderson, Director of Communications and Technology Innovation; and Kim Cavallaro, Administrative Assistant.

The meeting opened with the Pledge of Allegiance led by Cindy Swaim.

Augé moved and Livingston seconded the following motion, which carried on a 7 - 0 vote:

THAT the agenda be approved as presented.

Yener moved and Anderson seconded the following resolution, which carried on a 7 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Items, IV.A. through IV.D., be approved as written, and a copy of the agenda items is attached to the minutes.

Tartan Student Board Representative Katelynn Krummel reported on the following items: Tartan hosted Section 4A swimming at Skyview using the new starting blocks which resulted in many swimmers in the consolation and championship finals; volleyball and football advanced to sections this year; over 90 families attended the FAFSA night and support was offered in 4 languages; Tartan Band had a concert and continue to rehearse in the Tartan band room; on November 18 Tartan Student Council held a basketball game with the boys' soccer and hockey teams playing each other and proceeds going toward the Holiday Helping Hands - Tartan is sponsoring 22 families this year; Tartan Theatre performed "Sister Act" at Children's Hospital and the show was broadcast throughout the hospital; tryouts for the next performance, "Twelve Angry Men" will take place in January.

North Student Board Representative Shelby Larsen reported on the following items: November has been a smooth and quiet month with fall sports having great finishes; girls volleyball made it all the way to the section finals and lost in a pretty close game, but the future is bright as many girls will be returning next season; adaptive soccer had a great finish; winter sports are beginning with super fans planning themes for the big games; three students signed their national letters of intent to further continue their education and athletic

careers; Debate Team placed 5<sup>th</sup> in the Burnsville Invitational; Student Council had participants attended a conference in Brainerd; “Shrek” had over 2900 people come watch and was a very successful play; NHS is having their annual Yeah for Toys drive with a goal to raise \$5,000.

Since the start of the school year, Osorio has been presenting a facilities report and having conversations with over 30 staff and parent groups. She shared the presentation she has been using with her groups and reviewed her findings from the conversations regarding District 622 facilities. She presented a proposed timeline for next steps in planning and facility options.

J. Anderson presented a communications update and reported on the many projects the communications team has been working on so far this year as well as the results of a recent enrollment survey.

Mau presented a first reading of the 2018-2019 school calendar, noting that it had been recommended by a committee consisting of teachers from all grade levels, building administrators from all grade levels, and personnel from Human Resources and Teaching & Learning. In addition, all staff members had an opportunity to provide feedback via a survey and the recommendation includes the responses. This will be an action item at the December 12, 2018 business meeting.

Neve moved and Anderson seconded the following resolution, which carried on a 7 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Kacie Lorenson & Concordia St. Paul Students	School supplies	Weaver and Richardson students
Sandra Schmidt	\$200.00	North High Student Council
Jean Crotty	\$50.00	North High Student Council
Thomas Hagel	2 lawnmowers	North High Industrial Tech Dept.
Robert Albert	2 lawnmowers	North High Industrial Tech Dept.
Lemonz, Inc.	\$2,338.75	North High National Honor Society
Gilvanete Surine	\$300.00	North High Band Department
Lisa Snell	1999 Toyota Corolla	Tartan High Shop Class
Thomson Reuters	\$1,500.00	Tartan Robotics
WSB & Associates, Inc.	\$250.00	Tartan Robotics
Northern Tier Energy - Super America	\$200.00	Maplewood Middle School - school supplies

Chieng Yang	\$100.00	Maplewood Middle School
Theresa Augé	Plastic pumpkin pails	Castle Elementary
Pattianne Casselton Demaray	\$1,000.00	Community Bridge
Pat Svendsen	\$1,000.00	Community Bridge
Carole Casey	\$150.00	Community Bridge
Community Shares of MN	\$24.90	Meals on Wheels
Michael Testa	\$50.00	Meals on Wheels
Carissa Hoffman	16 American Girl chapter books	Richardson Elementary
Cowern PTG	\$2,056.00	Cowern Elementary Field Trips
Cowern PTG	\$105.53	Cowern Elementary - lap top screen
Silver Lake Church	Knitted hats, scarves and mittens	Castle Elementary

Coborn asked board members to set the agenda and location for the December 12, 2017 reflection study session. Augé moved and Livingston seconded the following motion, which carried on a 7-0 vote:

THAT the December 12, 2017 reflection study session which begins at 5:00 p.m. take place in Room 202 of the District Education Center and include the following agenda items: 1)Ice Breaker; 2)Board Committees; 3)Board Officer Succession; 4)Superintendent Check In; and 5)Reports.

During Board Communications, the following items were shared:

- ✓ Augé reminded the audience of the December 16 North High Band fundraiser; she congratulated Osorio as the mother of a Tartan Theatre actress who did an incredible job in their recent production of “Sister Act” and complimented all of the actors for a job well done.
- ✓ Livingston added that the musicals at both high schools were awesome and gave kudos to Ryan DeLaCroix and Kevin Barnard for their talent and work.
- ✓ Neve mentioned she was pleased that the Polar Arena renovation has been completed and how bright the new LED lights are.
- ✓ Hunt gave a shout out to the AVID program at John Glenn, mentioning that there will be an AVID night on Thursday, December 7 from 6 - 8 p.m. He spoke of how well his family has benefitted from the AVID program, not just in personal development but in learning how to think.
- ✓ Coborn praised the Eagle Point community for their goal of raising \$21,000 in 21 days - and they did that and more! She spoke of how Principal Bromeland

spent an evening on the school's roof and said that it was just one example of the fine groups that we have at all of our buildings. She wished everyone a happy and safe Thanksgiving.

Livingston moved and Yener seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 7:34 p.m.

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Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, [www.isd622.org](http://www.isd622.org).

## Employment

First Name	Last Name	Employed as	Building	Effective	Pay Rate	Per
Julie	Curley	Para Monitor	Skyview Elementary	11/15/17	\$14.33	Hour
Lawrence	Gold	Part time Driver	Bus Garage	12/4/17	\$19.00	Hour
Curt	Russell	Female Head/Assistant Basketball Coach	Maplewood	10/30/17	\$2,203.60	Assignment
Peter	Stelzer	Social Studies Teacher	Tartan	8/28/17	\$54,126.00	Year
Sarah	Westad	Intervention Education Assistant	Carver	11/13/17	\$13.82	Hour
Mike	Yang	Equipment Manager	Skyview Middle	9/5/17	\$2,224.00	Assignment

## Status Change

First Name	Last Name	From	To	Effective	Pay Rate	Per
Lee	Becker	Bus Driver Trainee	Part Time Bus Driver	11/22/17	\$19.00	Hour
Steven	Diebel	Bus Driver	Warehouse Custodian	12/1/17	\$22.71	Hour
Paul	Heffron	Night Custodian Webster	Day Custodian Tartan	11/27/17	\$17.23	Hour
Alice	Liberko	Nutrition Services Sub	Nutrition Services FSIII	12/5/17	\$13.11	Hour
Ronald	Park	Part Time Custodian	Full-time Night Custodian North	12/4/17	\$17.08	Hour
Therese	Rasch	.375 Child Care Para	.34 Child Care Para	11/20/17	\$13.30	Hour
Michael	Ritland	Warehouse	Full-time Driver	12/1/17	\$21.75	Hour
Anthony	Staunton	Night Custodian North	Night Custodian Webster	11/27/17	\$18.85	Hour
James	Wunderlich	Day Custodian Tartan	Night Custodian North	11/27/17	\$17.73	Hour

## Leave of Absence

First Name	Last Name	Assignment	Building	Leave Type	Dates
Melissa	Houde	Teacher - Instructional Coach	Oakdale	Child Care Leave	01/11/18-02/21/18
Stacy	Joyer	Teacher	Carver	Child Care Leave	12/27/17-06/08/18

## Resignation

*	First Name	Last Name	Assignment	Building	Effective
	Jennifer	Bergmair	BSN	District Wide	11/29/2017
*	Cheryl	Carver	Special Ed. Resource Teacher	Cowern	1/31/2018
	Sharon	Heatherston	Bus Monitor	Bus Garage	11/10/2017
	Mary	McShannock	Part time driver	Bus Garage	11/22/2017
	TRUE	Vu	Parent Involvement Coordinator	Skyview Middle	11/14/2017

## Termination

First Name	Last Name	Assignment	Building	Effective
Katoria	Kennedy	HR Specialist	DEC	12/1/2017
Glenda	Kryzer	Grade VI Clerical	Districtwide	12/4/2017



III. D. BID AWARDS

Sealed bids were solicited as required by law for goods and services listed below. The bids were opened and tabulated by the Business Office and are recommended for award to the lowest responsible bidders. Bid tabulations are on file in the Business Office.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that contracts be awarded as follows:

<u>For</u>	<u>Vendor</u>	<u>#Bids</u>	<u>Fund</u>	<u>Amount</u>
OFFICE AND CLASSROOM SUPPLIES DISTRICT WIDE	INNOVATIVE	2	1	\$205,924.27

**INDEPENDENT SCHOOL DISTRICT 622  
OFFICE AND CLASSROOM SUPPLIES  
DISTRICT WIDE**

SUPPLIER	LAKESHORE	INNOVATIVE	SCHOOL SPECIALTY	
<b>PRICE</b>	\$25,947.36	\$205,924.27	\$0.00	
	<b>only bid on 47 of 204 items</b>	<b>bid on all 204 items</b>	<b>submitted alternates but No Bid</b>	

<b>BID BOND</b>	yes	yes	no
<b>ADDENDA RECEIVED</b>	yes	yes	yes
<b>EXTENSION OF JOINT POWERS</b>	yes	yes	no
<b>REQUEST FOR ALTERNATE</b>	yes	yes	yes

IV. D. DISBURSEMENTS

State statutes require school boards to provide for payment of just claims and also require that a list of electronic fund transfers be submitted to the school board at its next regular meeting. This action will authorize payment of audited and allowable claims, purchase of investments, transfers to the payroll account, and transactions by electronic fund (wire) transfers.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following disbursements and transfers be approved:

General Fund	\$	4,003,159.00
Food Service		389,313.00
Community Service		241,413.00
Building		0.00
Debt Redemption		2,100.00
Trust		127,282.00
Internal Service Fund Health Insurance		31,108.00
OPEB Benefits Trust		24,512.00
		<hr/>
A/P Checks Disbursed (11-01-17 thru 11-30-17)	\$	4,818,887.00
Payroll Disbursed - Net (11-01-17 thru 11-30-17)	\$	4,606,697.00
Wire Transfers (11-01-17 thru 11-30-17)	\$	17,023,694.00
Investments on 12-01-17	\$	72,428,754.00

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

INVESTMENTS

DEPOSITORY	TYPE	RATE	PURCHASED	AMOUNT
MSDLAF OTHER FUNDS	MM	1.08%	(BALANCE AT 12-01-17)	\$246,758.00
P M A SECURITIES OPERATING FUNDS	VARIOUS	1.27%	(BALANCE AT 12-01-17)	\$59,835,543.00
P M A SECURITIES OPEB BONDS	VARIOUS	1.85%	(BALANCE AT 12-01-17)	\$10,846,582.00
ASSOCIATED BANK EQUITY INVESTMENTS	EQUITY	1.19%	(BALANCE AT 12-01-17)	\$1,499,871.00
				<u>\$72,428,754.00</u>

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

WIRE TRANSFERS

11-01-17 thru 11-30-17

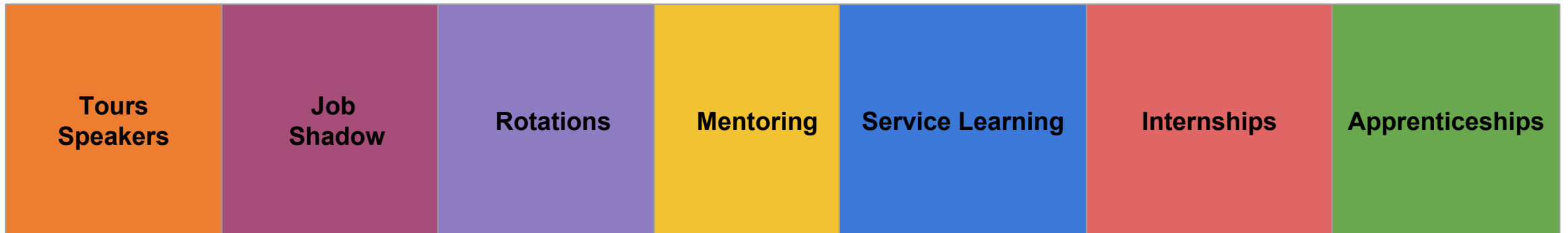
DATE	FROM	TO		REASON
11/01/17	P M A	HEALTH PARTNERS	\$206,410.00	MEDICAL CLAIM FEES
11/01/17	P M A	PREMIER BANK	\$2,000,000.00	A/P - P/R*
11/01/17	PREMIER BANK	DELTA DENTAL	\$137,561.00	MONTHLY PAYMENT
11/01/17	PREMIER BANK	STATE OF MINN.	\$144,365.00	TEACHER RETIRMENT
11/02/17	PREMIER BANK	ANNUITY COMPANIES	\$209,335.00	PAYROLL PAYABLES
11/02/17	PREMIER BANK	PITNEY BOWES	\$50.00	POSTAGE
11/03/17	PREMIER BANK	SELECTACCOUNT	\$12,113.00	FLEX PROCESSING
11/06/17	PREMIER BANK	HEALTH PARTNERS	\$214,009.00	HEALTH CLAIMS
11/06/17	PREMIER BANK	SELECTACCOUNT	\$10,802.00	FLEX PROCESSING
11/07/17	PREMIER BANK	ANNUITY COMPANIES	\$535,472.00	PAYROLL PAYABLES
11/10/17	P M A	PREMIER BANK	\$3,400,000.00	A/P - P/R*
11/10/17	P M A	PREMIER BANK	\$1,500,000.00	A/P - P/R*
11/13/17	PREMIER BANK	HEALTH PARTNERS	\$264,578.00	HEALTH CLAIMS
11/13/17	PREMIER BANK	SELECTACCOUNT	\$5,445.00	FLEX PROCESSING
11/15/17	PREMIER BANK	IRS	\$901,759.00	PAYROLL TAX
11/16/17	PREMIER BANK	STATE OF MINN.	\$144,736.00	PAYROLL TAX
11/17/17	PREMIER BANK	ANNUITY COMPANIES	\$254,115.00	PAYROLL PAYABLES
11/20/17	PREMIER BANK	HEALTH PARTNERS	\$228,438.00	HEALTH CLAIMS
11/20/17	PREMIER BANK	SELECTACCOUNT	\$16,339.00	FLEX PROCESSING
11/22/17	P M A	PREMIER BANK	\$500,000.00	A/P - P/R*
11/22/17	PREMIER BANK	ANNUITY COMPANIES	\$386,204.00	PAYROLL PAYABLES
11/22/17	PREMIER BANK	SELECTACCOUNT	\$1,926.00	FLEX PROCESSING
11/24/17	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
11/27/17	PREMIER BANK	SELECTACCOUNT	\$41,152.00	FLEX PROCESSING
11/28/17	P M A	PREMIER BANK	\$3,320,000.00	A/P - P/R*
11/28/17	P M A	PREMIER BANK	\$1,500,000.00	A/P - P/R*
11/28/17	PREMIER BANK	HEALTH PARTNERS	\$165,644.00	HEALTH CLAIMS
11/29/17	PREMIER BANK	SELECTACCOUNT	\$4,970.00	FLEX PROCESSING
11/30/17	PREMIER BANK	ANNUITY COMPANIES	\$37,292.00	PAYROLL PAYABLES
11/30/17	PREMIER BANK	IRS	\$871,929.00	PAYROLL TAX
11/30/17	PREMIER BANK	MISCELLANEOUS	\$6,050.00	MISCELLANEOUS
		TOTAL	<u>\$17,023,694.00</u>	

\* TO COVER ACCOUNTS PAYABLE OR PAYROLL CHECKS

# Work Based Learning (WBL) Overview

The Work-Based Learning programs at North and Tartan High Schools offer experiential learning that connects a student's career goal and classroom learning with a productive work environment. Students participate in tours of local businesses, job shadowing, job/work sampling, internships, and paid employment opportunities. Visiting speakers conduct mock interviews, discuss soft skills, and share tips on writing an effective cover letter and resume.

22



# Community Partnerships

20+ Volunteer & 40+ Paid Sites

Tours/Internships



# Employers interested in promoting manufacturing and offering internships

24





# Seasonal Hiring Fair - Tartan High School

- 27 employers from Oakdale, Maplewood, St. Paul & Woodbury
- 250+ students in attendance
- Practice room available
- On-site interviews & online application help

## District Wide Work Coordinators:

Brenda Hovland, Harmony [bhovland@isd622.org](mailto:bhovland@isd622.org)

Meagan Nishi, Next Step [mnishi@isd622.org](mailto:mnishi@isd622.org)

Pam Nelson, Next Step [pnelson@isd622.org](mailto:pnelson@isd622.org)

Melissa Jorgensen, Tartan High School [mjorgensen@isd622.org](mailto:mjorgensen@isd622.org)

Beth Stanley, North High School [bstanley@isd622.org](mailto:bstanley@isd622.org)





School District 622  
NORTH ST. PAUL | MAPLEWOOD | OAKDALE  
*Ready for tomorrow*

## LEVY and BUDGET - Discussion with Public

December 12, 2017

### Minnesota Taxation Law

- Pursuant to MN law, school districts are required to discuss the levy and budget at a regular school board meeting and allow the public to speak.
- The District can approve the levy at the same meeting.



School District 622  
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# FY 2017-2018 Budget



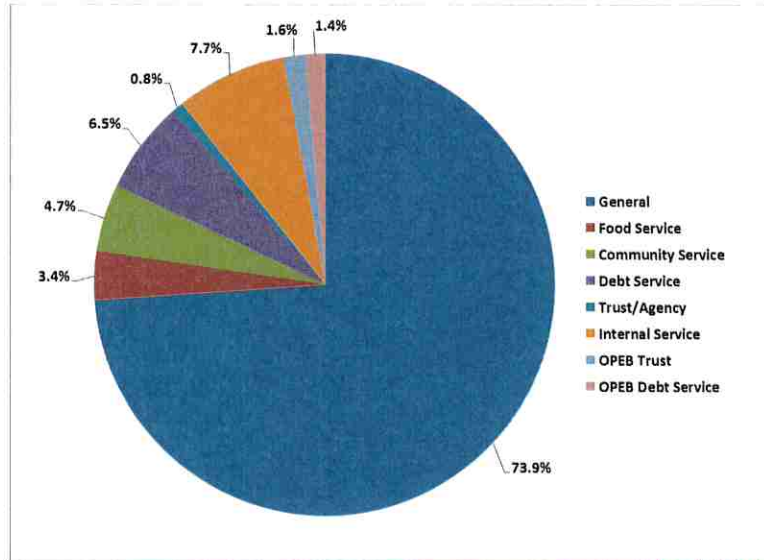
  
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## 2017-18 Revenue – All Funds

FUND	2016-2017 BUDGET	2017-2018 BUDGET	INC/DEC
GENERAL FUND	\$ 139,838,717	\$ 149,060,822	\$ 9,222,105
FOOD SERVICE FUND	\$ 6,321,300	\$ 6,401,300	\$ 80,000
COMMUNITY SERVICE FUND	\$ 9,555,430	\$ 9,285,112	\$ (270,318)
DEBT SERVICE FUND	\$ 12,095,017	\$ 11,060,338	\$ (1,034,679)
TRUST & AGENCY FUND	\$ 1,500,000	\$ 1,400,000	\$ (100,000)
INTERNAL SERVICE FUND	\$ 16,295,000	\$ 16,195,000	\$ (100,000)
OPEB TRUST FUND	\$ 950,000	\$ 950,000	\$ -
OPEB DEBT SERVICE FUND	\$ 2,724,887	\$ 2,643,278	\$ (81,609)
<b>TOTAL REVENUE - ALL FUNDS</b>	<b>\$ 189,280,351</b>	<b>\$ 196,995,850</b>	<b>\$ 7,715,499</b>

  
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## 2017-18 Revenue – All Funds



School District 622

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## 2017-18 Expenses – All Funds

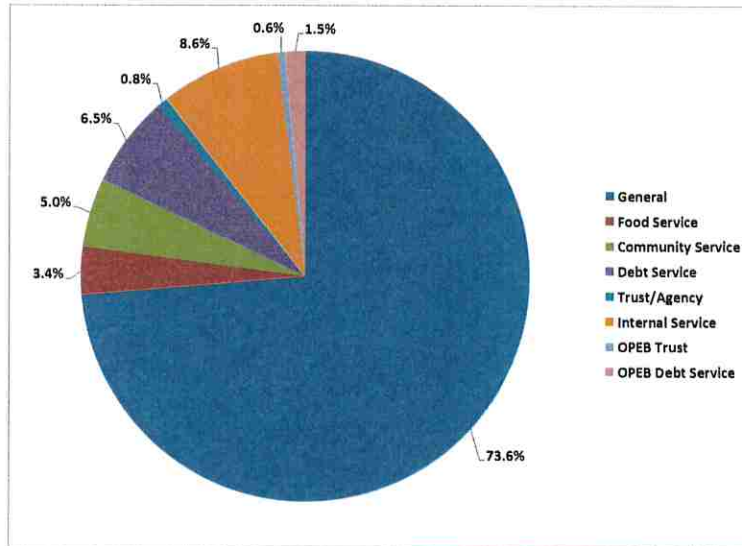
FUND	2016-2017 BUDGET	2017-2018 BUDGET	INC/DEC
GENERAL FUND	\$ 143,118,112	\$ 145,392,517	\$ 2,274,405
FOOD SERVICE FUND	\$ 6,317,167	\$ 6,391,666	\$ 74,499
COMMUNITY SERVICE FUND	\$ 8,985,236	\$ 9,131,026	\$ 145,790
DEBT SERVICE FUND	\$ 11,971,317	\$ 11,478,481	\$ (492,836)
TRUST & AGENCY FUND	\$ 1,500,000	\$ 1,400,000	\$ (100,000)
INTERNAL AGENCY FUND	\$ 15,555,000	\$ 15,100,000	\$ (455,000)
OPEB TRUST FUND	\$ 2,875,000	\$ 2,205,000	\$ (670,000)
OPEB DEBT SERVICE FUND	\$ 2,419,000	\$ 2,675,702	\$ 256,702
<b>TOTAL EXPENSES - ALL FUNDS</b>	<b>\$ 192,740,832</b>	<b>\$ 193,774,392</b>	<b>\$ 1,033,560</b>

School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

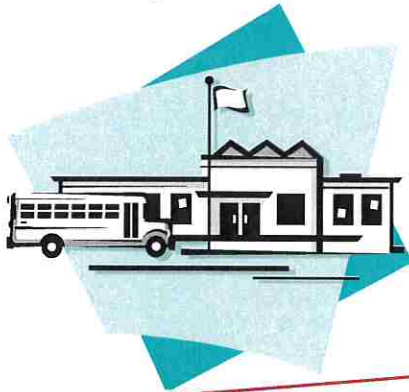
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## 2017-18 Expenses – All Funds



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## Pay 2018 Levy Information

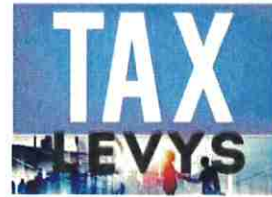


  
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## A School District Tax Levy is Set by:

- ❖ State Formula
- ❖ Voter Approval
- ❖ School Board



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## Factors Impacting Levy & Property Tax Changes

- **State Level Decisions**
  - State Formula
  - Legal Compliance (Health & Safety)
  - Legislative Action / Tax Policy
- **Determined by District Voters**
  - Building Bond Referendum
  - General Fund Operating Levy Referendum
- **Local Factors**
  - School Board i.e. Long-Term Facilities Maintenance
  - Property Assessor / Market Value of Properties
  - Housing Market
  - Commercial Market

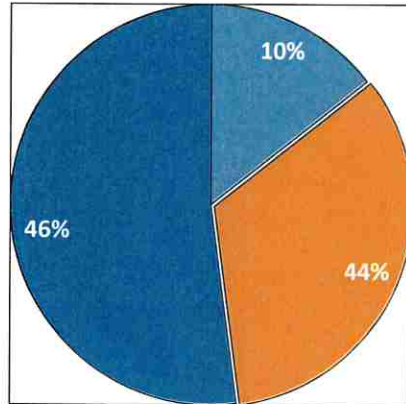


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## District Levy Authority



■ Set By State  
■ Approved by Voters  
■ Set By Board

## Levy Impacts – Significant Highlights

- Increase due to addition of Long Term Facilities “pay as you go” levy \$280,000 for MDE approved projects
- Increase in Lease Levy \$245,492, Intermediate 916 projects – our share
- Decrease in Debt Service (\$300,953), bond refunding, debt falling off
- Decrease Abatement Adjustments (\$262,922), – a MDE calculation
- Decrease Student Achievement Levy (\$123,393)

## General Fund Levy

FUND	COMPONENT	PAYABLE	PAYABLE	AMOUNT OF CHANGE	PERCENT CHANGE	State	Local	Voter / Other
		2017 FOR FY2018	2018 FOR FY2019					
GENERAL	EQUITY LEVY	\$ 1,277,055	\$ 1,328,071	\$ 51,017		x		O
	TRANSITION LEVY	153,492	154,074	582		x		O
	REFERENDUM LEVY-MARKET VALUE	12,013,188	12,202,462	189,273			x	V
	OPEB PAY AS YOU GO	600,000	750,000	150,000			x	O
	OPERATING CAPITAL LEVY	1,011,534	860,222	(151,312)		x		O
	ALT TEACHER COMP - Q-COMP	933,138	959,182	26,044			x	O
	REEMPLOYMENT LEVY	135,000	60,000	(75,000)		x		O
	INTEGRATION LEVY	670,521	720,746	50,225		x		O
	CAREER AND TECHNICAL LEVY	410,742	437,259	26,517		x		O
	ICE ARENA	69,506	77,516	8,009			x	O
	SAFE SCHOOLS LEVY	411,446	413,006	1,560		x		O
	SAFE SCHOOLS INTERMEDIATE 916	148,578	172,086	23,508		x		O
	LEASE LEVY - DISTRICT	1,211,274	1,181,163	(30,111)			x	O
	LEASE LEVY - INTERMEDIATE 916	394,480	639,973	245,492			x	O
	LONG TERM FACILITIES MAINTENANCE (LTFM)	7,300,000	7,580,000	280,000			x	O
	LTFM - HEALTH & SAFETY	767,752	754,476	(13,276)			x	O
	LTFM - INTERMEDIATE 916	51,183	53,904	2,721			x	O
	STUDENT ACHIEVEMENT - GENERAL OTHER	123,393	0	(123,393)		x		O
	LOCAL OPTIONAL	4,845,921	4,864,289	18,368			x	O
	ECON DEV ABATEMENT - WOODBURY	383,626	372,666	(10,960)		x		O
	PRIOR YRS ADJUSTMENT	104,256	60,548	(43,708)		x		O
	<b>TOTAL GENERAL FUND</b>	<b>\$ 33,016,086</b>	<b>\$ 33,641,641</b>	<b>\$ 625,555</b>	<b>1.89%</b>			

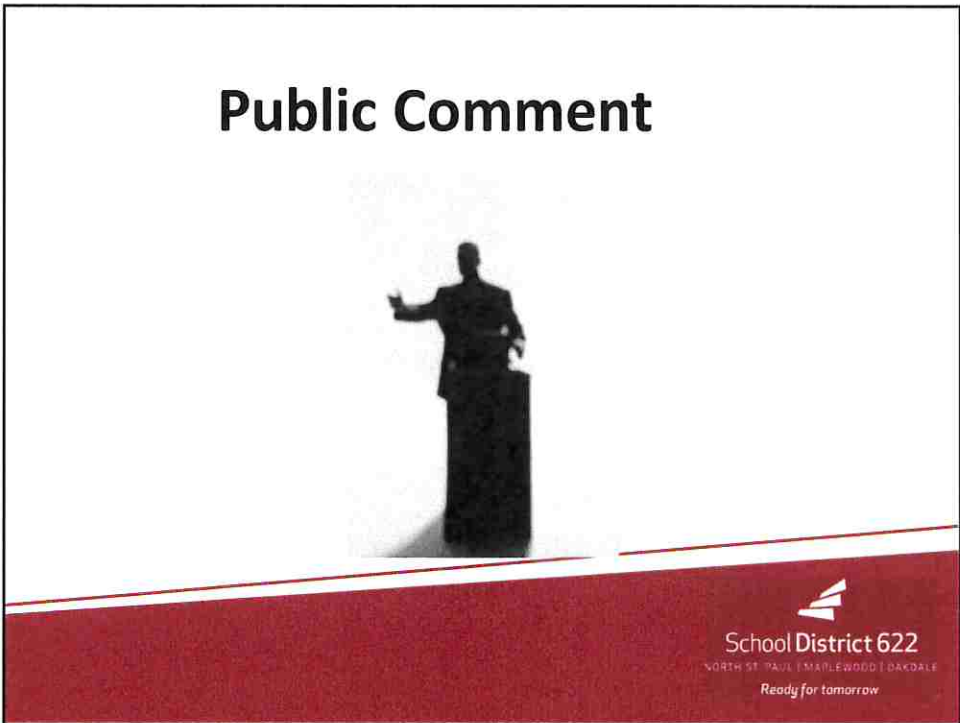
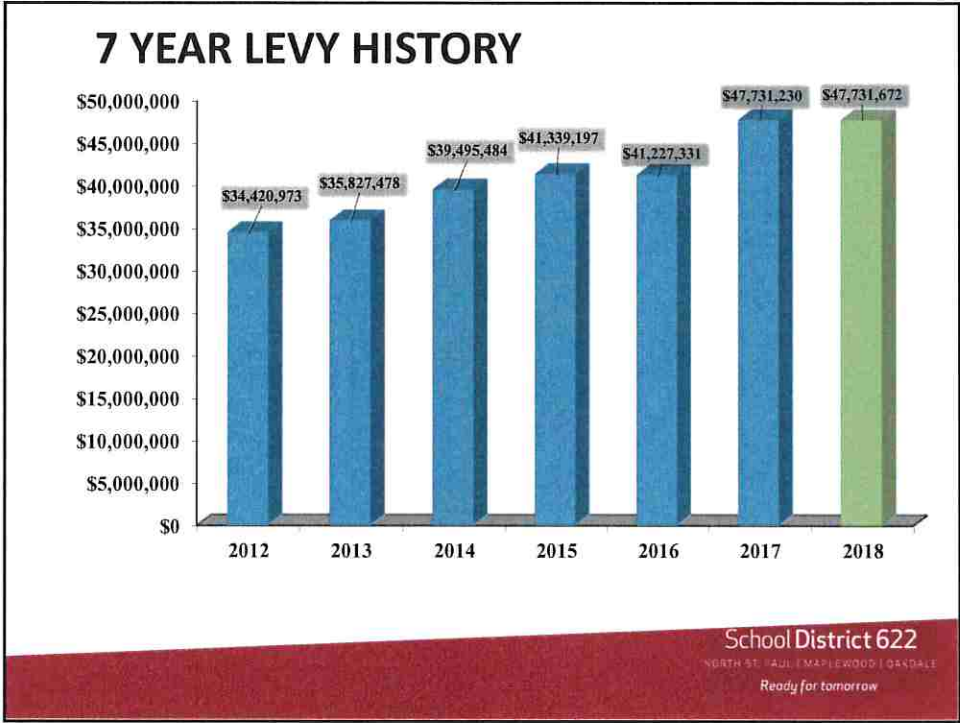
**School District 622**  
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## Community Service & Debt Service Levy

FUND	COMPONENT	PAYABLE	PAYABLE	AMOUNT OF CHANGE	PERCENT CHANGE	State	Local	Voter / Other
		2017 FOR FY2018	2018 FOR FY2019					
COMMUNITY SERVICE	BASIC	\$ 571,769	\$ 571,769	\$ -		x		O
	EARLY CHILDHOOD	288,746	283,016	(5,730)		x		O
	SCHOOL AGE CARE	600,000	500,000	(100,000)			x	O
	HOME VISIT LEVY	5,587	5,918	331			x	O
	ADULTS WITH DISABILITIES	7,767	7,767	0		x		O
	PRIOR YEAR ADJUSTMENT	(67,463)	(133,589)	(66,125)		x		O
	<b>TOTAL COMMUNITY SERVICE FUND</b>	<b>\$ 1,406,406</b>	<b>\$ 1,234,882</b>	<b>\$ (171,525)</b>	<b>-12.20%</b>			
DEBT SERVICE	K-12	\$ 11,052,493	\$ 10,751,540	\$ (300,953)			x	V/O
	LESS: DEBT SERVICE EXCESS	(801,474)	(666,884)	134,591		x		O
	LESS: DEBT SERVICE LTFM ADJUSTMENT	(1,151)	7,765	8,916		x		O
	ABATEMENT ADJUSTMENTS	363,142	100,220	(262,922)		x		O
	<b>TOTAL DEBT SERVICE FUND</b>	<b>\$ 10,613,010</b>	<b>\$ 10,192,641</b>	<b>\$ (420,369)</b>	<b>-3.96%</b>			
OPEB	OPEB DEBT SERVICE	\$ 2,788,488	\$ 2,790,588	\$ 2,100			x	O
	LESS: DEBT SERVICE EXCESS	(170,815)	(150,112)	20,703		x		O
	ABATEMENT ADJUSTMENTS	78,055	22,032	(56,023)		x		O
	<b>TOTAL OPEB DEBT SERVICE FUND</b>	<b>\$ 2,695,728</b>	<b>\$ 2,662,508</b>	<b>\$ (33,220)</b>	<b>-1.23%</b>			
	<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 47,731,230</b>	<b>\$ 47,731,672</b>	<b>\$ 442</b>	<b>0.00%</b>			

**School District 622**  
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# INDEPENDENT SCHOOL DISTRICT NO. 622 NORTH ST. PAUL – MAPLEWOOD – OAKDALE, MINNESOTA

Audit Report

Year Ended June 30, 2017

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# AUDITOR'S ROLE

- **Opinion on Financial Statements**
  - District Audit
  - Student Activities Audit
- **Internal Controls and Compliance**
  - Financial Statement Audits
  - Federal “Single Audit”
  - State Laws and Regulations
  - Manual for Activity Fund Accounting



# AUDIT RESULTS

## ■ District Audit

### ■ Opinion on Basic Financial Statements

- **Unmodified Opinion.** The opinion included a paragraph emphasizing the District's implementation of new Governmental Accounting Standards Board (GASB) guidance for reporting certain pension plans and other post-employment benefits (OPEB).

### ■ Internal Control Opinions

- **No Findings**

### ■ Compliance Reports

- **No Findings**

## ■ Single Audit of Federal Awards

- **No Findings**



# AUDIT RESULTS

## ■ Student Activity Audit

### ■ Opinion on Student Activity Financial Statements and Internal Reports

- Our opinion was qualified for a limitation related to the completeness of cash receipts reported. The reported cash balances and cash receipts and disbursements are fairly presented.

### ■ Compliance Reports

- We noted 4 of 30 student activity receipts did not have proper student signatures. We also noted 1 of 30 student activity receipts was improperly deposited into a student activity account.



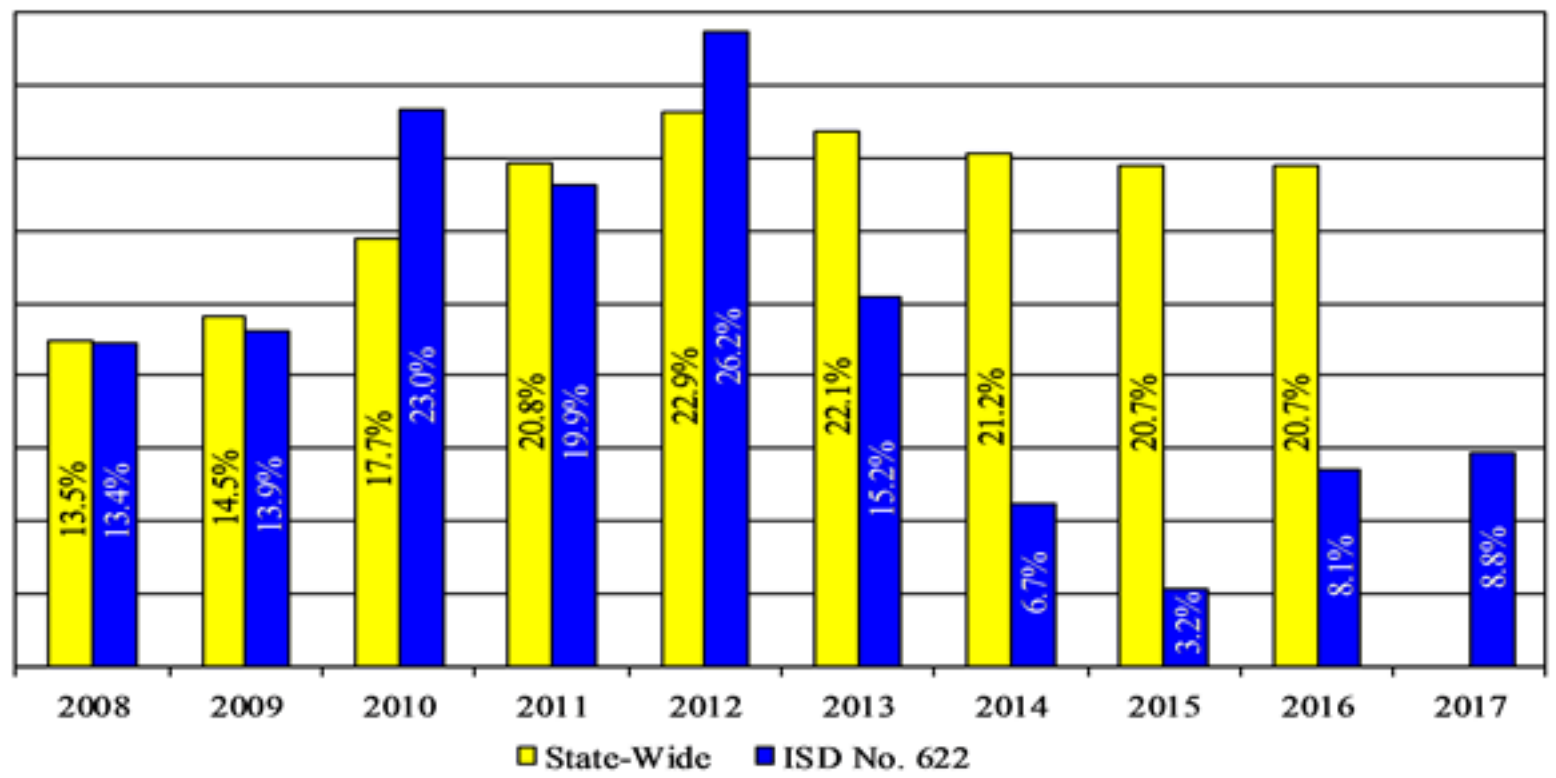
# AUDIT RESULTS

## ■ Follow-Up on Prior Year Findings and Recommendations

- During our audit of the year ended June 30, 2016, we noted that the District did not have documented written controls to ensure compliance with the Federal Single Audit (Uniform Guidance) cash management, allowable costs, subrecipient monitoring, and financial management standards. Based on our testing in the current year, the District implemented adequate procedures to correct this prior year finding.

# STATE-WIDE FUND BALANCES

State-Wide Unrestricted Operating Fund Balance  
 as a Percentage of Operating Expenditures





# REVENUE PER ADM SERVED

## Governmental Funds Revenue per Student (ADM) Served

	State-Wide		Seven-County Metro Area		ISD No. 622 – N. St. Paul		
	2015	2016	2015	2016	2015	2016	2017
<b>General Fund</b>							
Property taxes	\$ 1,657	\$ 1,777	\$ 2,187	\$ 2,342	\$ 1,732	\$ 1,724	\$ 2,320
Other local sources	489	495	387	392	193	217	302
State	8,967	9,271	9,030	9,357	9,073	9,650	9,711
Federal	441	432	447	447	388	398	422
<b>Total General Fund</b>	<b>11,554</b>	<b>11,975</b>	<b>12,051</b>	<b>12,538</b>	<b>11,386</b>	<b>11,989</b>	<b>12,755</b>
<b>Special revenue funds</b>							
Food Service	522	548	516	545	568	567	597
Community Service	551	591	651	692	752	788	911
Debt Service Fund	1,061	1,053	1,127	1,084	1,110	1,141	1,077
<b>Total revenue</b>	<b>\$ 13,688</b>	<b>\$ 14,167</b>	<b>\$ 14,345</b>	<b>\$ 14,859</b>	<b>\$ 13,816</b>	<b>\$ 14,485</b>	<b>\$ 15,340</b>
<b>ADM served per MDE School District Profiles Report (current year estimated)</b>					<b>11,212</b>	<b>11,140</b>	<b>10,927</b>

Note: Excludes the Capital Projects – Building Construction and Post-Employment Benefits Debt Service Funds.

Source of state-wide and seven-county metro area data: School District Profiles Report published by the MDE





# EXPENDITURES PER ADM SERVED

## Governmental Funds Expenditures per Student (ADM) Served

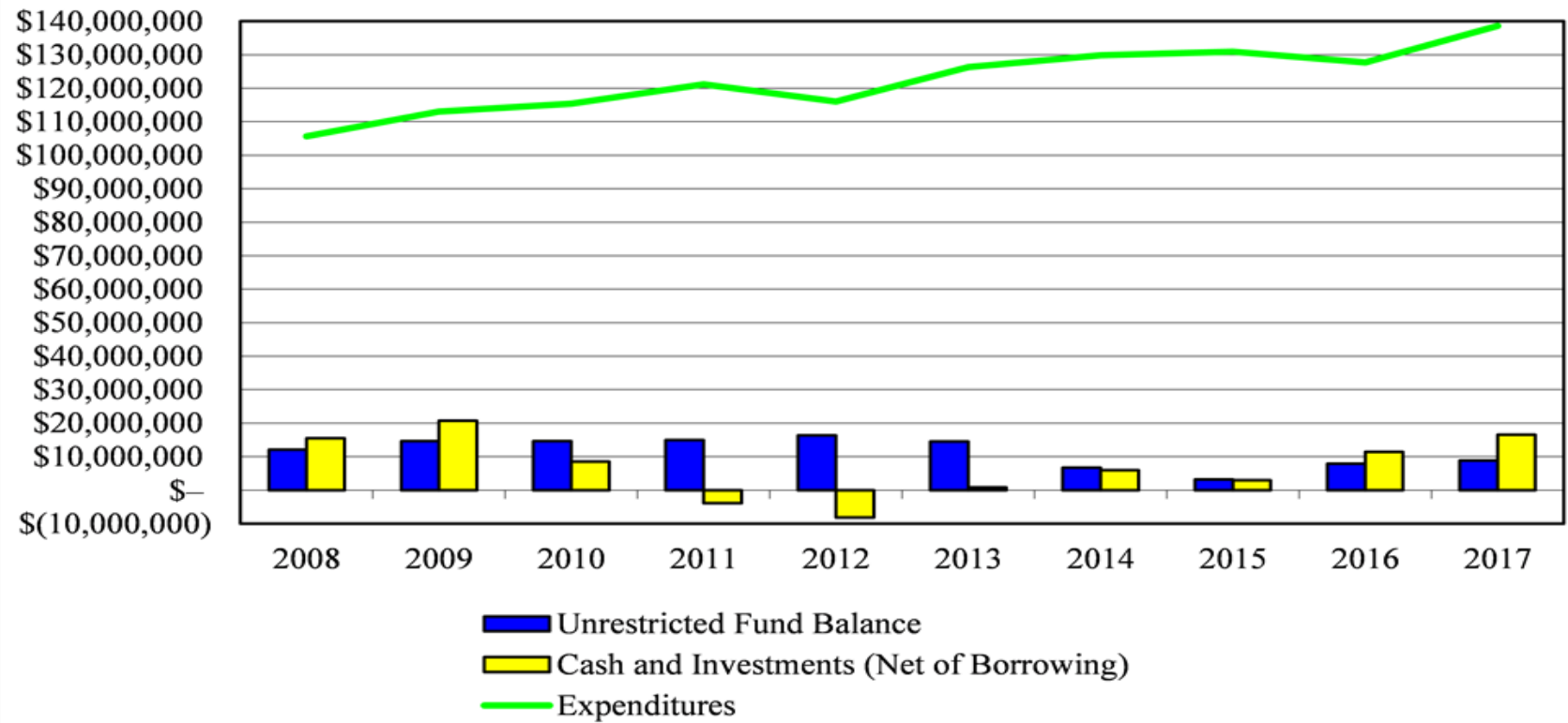
	State-Wide		Seven-County Metro Area		ISD No. 622 – N. St. Paul		
	2015	2016	2015	2016	2015	2016	2017
<b>General Fund</b>							
Administration and district support services	\$ 941	\$ 960	\$ 951	\$ 958	\$ 969	\$ 927	\$ 991
Elementary and secondary regular instruction	5,301	5,466	5,635	5,849	5,307	5,251	5,277
Vocational education instruction	147	158	136	146	231	228	239
Special education instruction	2,058	2,182	2,196	2,330	2,235	2,408	2,455
Instructional support services	586	622	689	725	557	530	576
Pupil support services	992	1,019	1,072	1,104	1,002	919	1,030
Sites and buildings and other	881	890	832	847	1,031	989	1,101
Total General Fund – noncapital	10,906	11,297	11,511	11,959	11,332	11,252	11,669
General Fund capital expenditures	581	600	493	532	342	215	1,016
Total General Fund	11,487	11,897	12,004	12,491	11,674	11,467	12,685
<b>Special revenue funds</b>							
Food Service	528	542	523	539	550	563	588
Community Service	546	577	642	676	720	709	796
Debt Service Fund	1,489	1,522	1,701	1,453	1,119	1,100	1,132
Total expenditures	<u>\$ 14,050</u>	<u>\$ 14,538</u>	<u>\$ 14,870</u>	<u>\$ 15,159</u>	<u>\$ 14,063</u>	<u>\$ 13,839</u>	<u>\$ 15,201</u>
ADM served per MDE School District Profiles Report (current year estimated)					<u>11,212</u>	<u>11,140</u>	<u>10,927</u>

Note: Excludes the Capital Projects – Building Construction and Post-Employment Benefits Debt Service Funds.

Source of state-wide and seven-county metro area data: School District Profiles Report published by the MDE

# GENERAL FUND FINANCIAL POSITION

General Fund Financial Position  
 Year Ended June 30,



# GENERAL FUND FINANCIAL POSITION

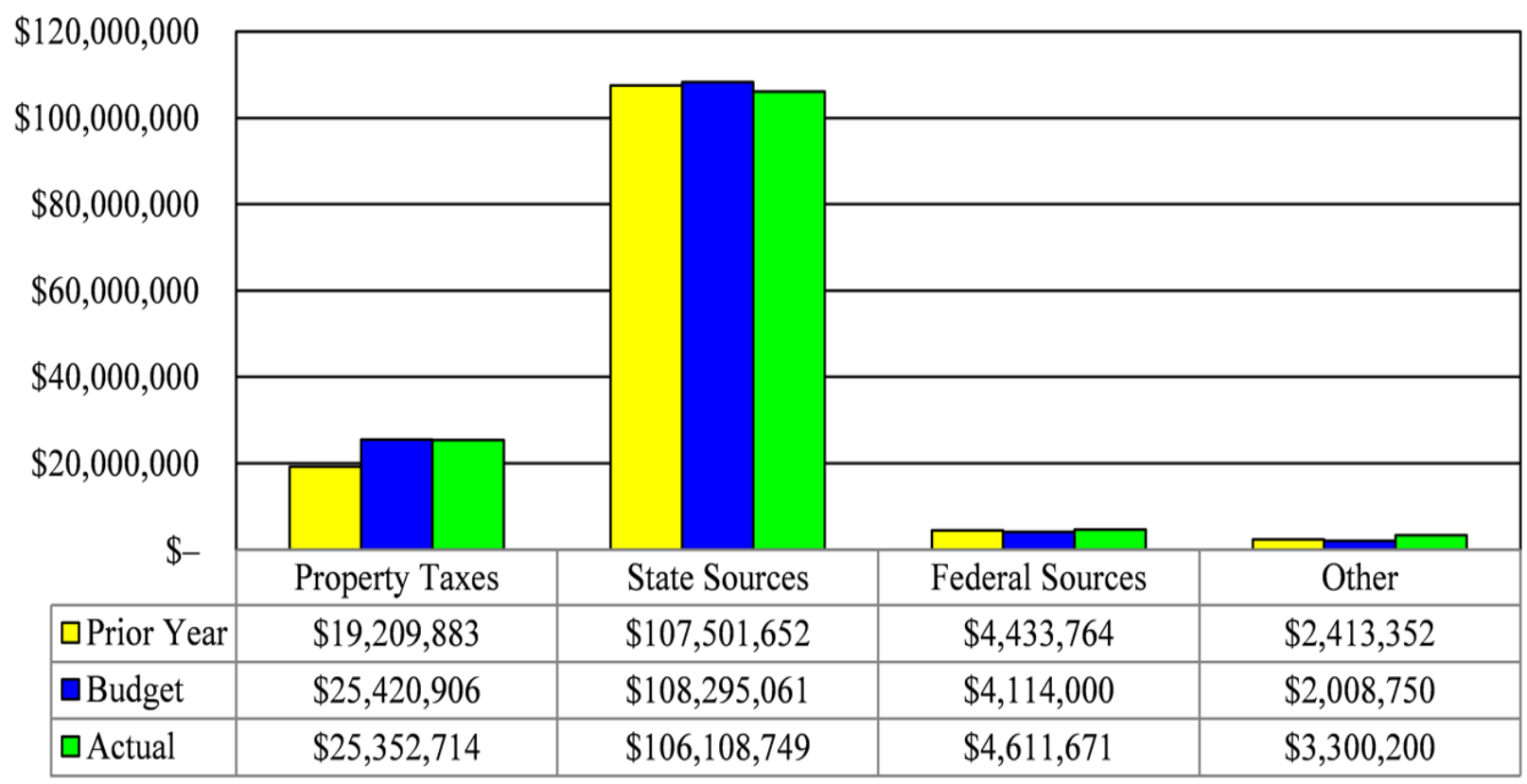
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	Year Ended June 30,				
	2013	2014	2015	2016	2017
Nonspendable fund balances	\$ 300,392	\$ 219,027	\$ 123,613	\$ 110,472	\$ 135,441
Restricted fund balances (1)	662,931	207,614	686,109	4,965,791	6,571,985
Unrestricted fund balances					
Assigned	906,131	2,416,709	—	688,388	—
Unassigned	13,624,343	4,334,489	3,165,529	7,219,267	8,845,611
<b>Total fund balance</b>	<b>\$ 15,493,797</b>	<b>\$ 7,177,839</b>	<b>\$ 3,975,251</b>	<b>\$ 12,983,918</b>	<b>\$ 15,553,037</b>
Unrestricted fund balances as a percentage of expenditures	<u>11.5%</u>	<u>5.2%</u>	<u>2.4%</u>	<u>6.2%</u>	<u>6.4%</u>
Unassigned fund balances as a percentage of expenditures	<u>10.8%</u>	<u>3.3%</u>	<u>2.4%</u>	<u>5.7%</u>	<u>6.4%</u>

(1) Includes deficits in restricted fund balance accounts allowed to accumulate deficits under UFARS, which are part of unassigned fund balance on the accounting principles generally accepted in the United States of America-based financial statements.

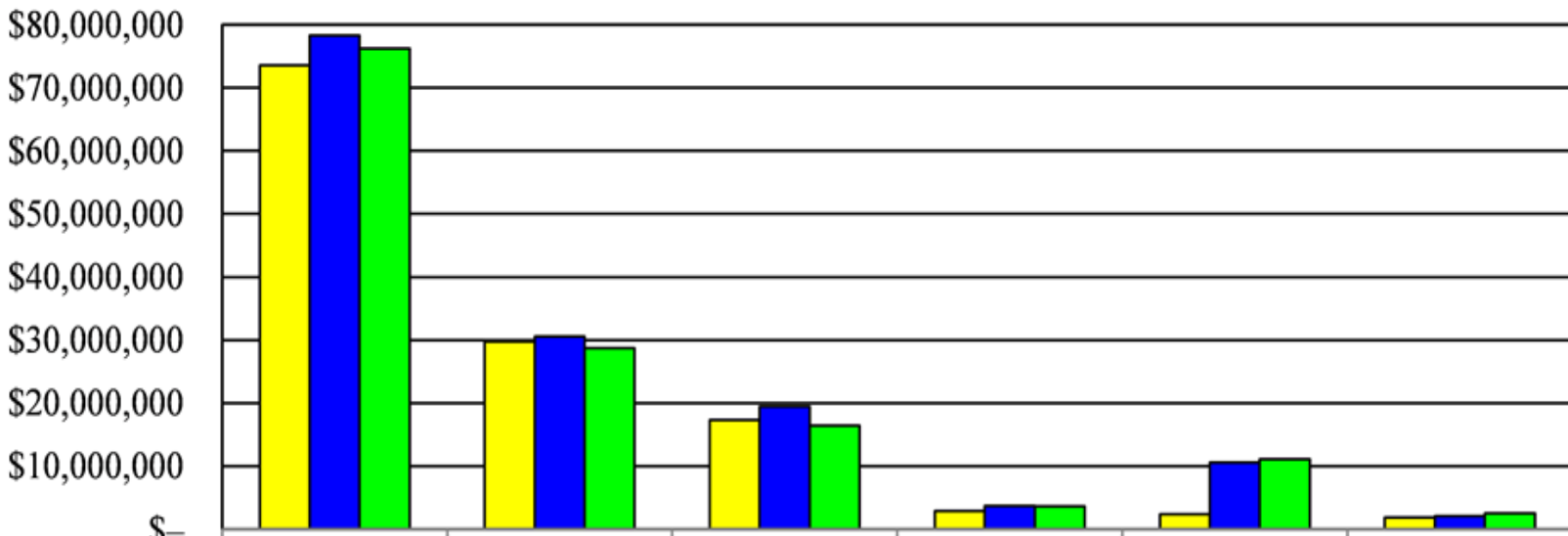
# GENERAL FUND REVENUE

General Fund Revenue



# GENERAL FUND EXPENDITURES

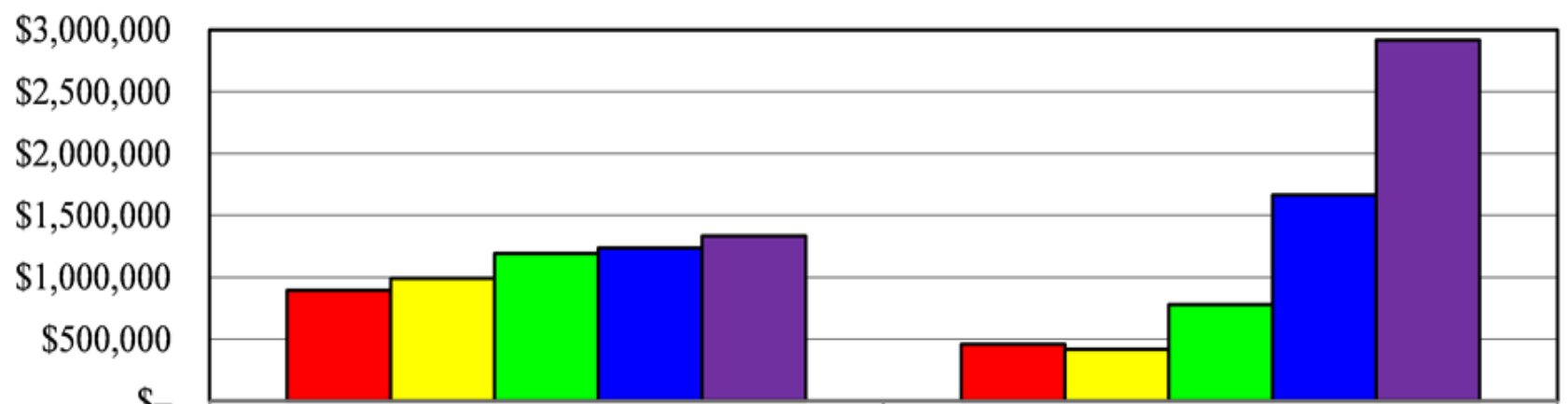
General Fund Expenditures



	Salaries	Employee Benefits	Purchased Services	Supplies and Materials	Capital	Other
■ Prior Year	\$73,533,259	\$29,725,317	\$17,345,770	\$2,863,122	\$2,400,592	\$1,872,465
■ Budget	\$78,323,598	\$30,550,986	\$19,480,127	\$3,708,197	\$10,606,036	\$2,099,372
■ Actual	\$76,211,792	\$28,727,340	\$16,456,489	\$3,595,519	\$11,100,299	\$2,504,640

# OTHER GOVERNMENTAL FUNDS

Other Operating Funds  
 Fund Balances



	Food Service Special Revenue	Community Service Special Revenue
■ 2013	\$894,563	\$458,725
■ 2014	\$992,850	\$419,308
■ 2015	\$1,191,923	\$779,191
■ 2016	\$1,238,963	\$1,665,105
■ 2017	\$1,333,419	\$2,918,281



# SUMMARY

- **Clean Opinion on Financial Statements**
- **No Findings Reported on District Audit**
- **One Student Activity Finding**
- **Implemented Recommendations from Prior Year Audit**
- **Improvement in Financial Position**
- **Financial Results Reflect Adherence to Budget**

VI. A. 1. ACKNOWLEDGEMENT OF CONTRIBUTIONS

Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Silver Lake United Methodist	2 boxes of knit hat, scarf and mitten or glove sets	Richardson students
Jill Standish	Knit hats	Richardson students
Rhonda El-Said	40 back packs	Richardson students
Gayle L. Spannbauer	\$25.00	Meals on Wheels
Sharon Marlow	\$100.00	Meals on Wheels
John Gagne	\$100.00	Meals on Wheels
Katherine Langness	\$100.00	Meals on Wheels
Susan Purvis	\$20.00	Meals on Wheels
Pam and Paul Woodward	\$45.00	Meals on Wheels
Laurie Karnes	\$45.00	Meals on Wheels
Lynn Howe	\$50.00	Meals on Wheels
Carole Lynne	\$30.00	Meals on Wheels
Kimberly Tuccitto	\$45.00	Meals on Wheels
Kathleen Johnson	\$50.00	Meals on Wheels
Duke Coborn	\$100.00	Meals on Wheels
Mary Lou Lindeman	\$180.00	Meals on Wheels
Joan Reeves	\$90.00	Meals on Wheels
Laura and Chris Barron	100+ Books	Oakdale Library and Classrooms
Jenny Marohn	Ribbons, lace, fabric, bias tape, seam binding, eyelet lace, trims, rickrack	John Glenn FACS class
Jenny Marohn	Sewing thread, buttons and costume jewelry	John Glenn FACS class
Schmitt Music Company	\$250.00	North High Band
Fusion Drumline Parent Booster	\$2,500.00	North Fusion Drumline Instructor
Don and Kathy Seiford	\$794.68	North High Robotics
Donna Arcuri	\$50.00	North High NHS - Yay for Toys



Douglass & Pamela Huntley	\$100.00	North High NHS - Yay for Toys
Dawn and Patrick Hogan	\$150.00	North High NHS - Yay for Toys
Dawn and Patrick Hogan	\$40.00	North High NHS - Yay for Toys
Cheryl Lien	\$30.00	North High NHS - Yay for Toys
Barry and Angie Star	\$20.00	North High NHS - Yay for Toys
Candace Leuthe	\$20.00	North High NHS - Yay for Toys

MOTION:  
SECOND:

Total fiscal year 2017-2018 monetary contributions: \$65,436.83

VI. A. 2. ADOPTION OF 2017 PAYABLE 2018 PROPERTY TAX LEVY

The final property tax levy must be certified to the county auditor by December 28, 2017.

Attached is a proposed final certification in the total amount of \$47,731,672.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2017 Payable 2018 property tax levy is adopted in the total amount of \$47,731,672 and, further, that the School Board Clerk is authorized to sign the document used to certify the property tax levy to the county auditors and the Minnesota Department of Education.

MOTION:

SECOND:

**DISTRICT 622 - INDEPENDENT SCHOOL DISTRICT 622  
SUMMARY OF FINAL LEVY CERTIFICATION  
TAXES LEVIED 2017 PAYABLE 2018 FOR THE FY 2018-2019**

**FINAL**

12/2/2017

FUND	COMPONENT	PAYABLE 2017 FOR FY2018	PAYABLE 2018 FOR FY2019	AMOUNT OF CHANGE	PERCENT CHANGE	State	Local	Voter / Other	
1	GENERAL	\$ 1,277,055	\$ 1,328,071	\$ 51,017		x		O	1
2		153,492	154,074	582		x		O	2
3		12,013,188	12,202,462	189,273			x	V	3
4		600,000	750,000	150,000			x	O	4
5		1,011,534	860,222	(151,312)		x		O	5
6		933,138	959,182	26,044			x	O	6
7		135,000	60,000	(75,000)		x		O	7
8		670,521	720,746	50,225		x		O	8
9		410,742	437,259	26,517		x		O	9
10		69,506	77,516	8,009			x	O	10
11		411,446	413,006	1,560		x		O	11
12		148,578	172,086	23,508		x		O	12
13		1,211,274	1,181,163	(30,111)			x	O	13
14		394,480	639,973	245,492			x	O	14
15		7,300,000	7,580,000	280,000			x	O	15
16		767,752	754,476	(13,276)			x	O	16
17		51,183	53,904	2,721			x	O	17
18		123,393	0	(123,393)		x		O	18
19		4,845,921	4,864,289	18,368			x	O	19
20		383,626	372,666	(10,960)		x		O	20
21		104,256	60,548	(43,708)		x		O	21
22	TOTAL GENERAL FUND	\$ 33,016,086	\$ 33,641,641	\$ 625,555	1.89%				22
23	COMMUNITY SERVICE	\$ 571,769	\$ 571,769	\$ -		x		O	23
24		288,746	283,016	(5,730)		x		O	24
25		600,000	500,000	(100,000)			x	O	25
26		5,587	5,918	331			x	O	26
27		7,767	7,767	0		x		O	27
28		(67,463)	(133,589)	(66,125)		x		O	28
29	TOTAL COMMUNITY SERVICE FUND	\$ 1,406,406	\$ 1,234,882	\$ (171,525)	-12.20%				29
30	DEBT SERVICE	\$ 11,052,493	\$ 10,751,540	\$ (300,953)			x	V/O	30
31		(801,474)	(666,884)	134,591		x		O	31
32		(1,151)	7,765	8,916		x		O	32
33		363,142	100,220	(262,922)		x		O	33
34	TOTAL DEBT SERVICE FUND	\$ 10,613,010	\$ 10,192,641	\$ (420,369)	-3.96%				34
35	OPEB	\$ 2,788,488	\$ 2,790,588	\$ 2,100			x	O	35
36		(170,815)	(150,112)	20,703		x		O	36
37		78,055	22,032	(56,023)		x		O	37
38	TOTAL OPEB DEBT SERVICE FUND	\$ 2,695,728	\$ 2,662,508	\$ (33,220)	-1.23%				38
39	GRAND TOTAL ALL FUNDS	\$ 47,731,230	\$ 47,731,672	\$ 442	0.00%				39

VI. A. 3. ACCEPTANCE OF THE FISCAL YEAR 2017 AUDIT REPORT

Representatives of Malloy, Montague, Karnowski, Radosevich and Co. P.A. will be present to discuss and answer questions regarding the 2016-2017 financial statements and related reports.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the audit reports for the fiscal year ending in June 30, 2017 presented by Malloy, Montague, Karnowski, Radosevich and Co. P.A. be accepted as presented.

MOTION:

SECOND:

VI. B. 1. HIGH SCHOOL COURSE PROPOSALS & NAME CHANGES BEGINNING FALL 2018

District 622 Teaching and Learning and the 622 Advisory Committee recommend the addition of two courses along with the proposed name changes for Fall 2018.

Therefore, the Director of Teaching and Learning recommends the following resolution:

BE IT RESOLVED, that the School Board of ISD 622 adopt the course curricula and course name changes beginning Fall 2018 for:

- New Course Proposals
  - AP Studio Art: 2-D Design
  - AP Studio Art: 3-D Design
- Course Name Changes

Current	Proposed
AP Studio Art	AP Studio Art: Drawing
Intro to Marketing (Tartan only)	Principles of Marketing
Sports and Entertainment Marketing	Sports and Entertainment Management
Sales and Marketing	Professional Selling
Parenting Issues	Child Development I: Prebirth - Toddler
Child Development I	Child Development II: Preschool
Child Development II	Child Development III: School age
Physical Education 9	Fitness for Life
AP Physics	AP Physics 1

MOTION:

SECOND:

**Annotative for High School Course Proposals for 2018-2019**

**1. AP Studio Art: 2-D Design (Art Department - college level Art offering)**

Characteristics of the course:

- a. 3 trimester elective recommended for both high schools
- b. Prerequisite(s)– Graphics Arts 1 and 2 or Photography 1 and 2
- c. Estimated startup cost \$2,250 per high school (required professional development)

Rationale of the course:

This course fulfills a missing element in the Art department course offerings. There are advanced courses in photography and graphic arts without a capstone class which will serve as a bridge for student college and career readiness. In our district, efforts to build learning pathways that dovetail to college curriculum is a priority, and an Advanced Placement option for students pursuing careers within this career field would be ideal. Students develop numerous portfolios and art works to build breadth and depth into their artistic understanding and those portfolios are then judged by the College Board for acceptable college credit. This course gives students in-depth understanding of college rigor and professional expectations.

622 Advisory Committee recommendation:

622 Advisory Committee recommended this course for approval with a vote of 19/19.

**2. AP Studio Art: 3-D Design (Art Department - college level Art offering)**

Characteristics of the course:

- a. 3 trimester elective recommended for both high schools
- b. Prerequisite(s)– Sculpture 1 and Sculpture 2
- c. Estimated startup cost \$2,250 per high school (required professional development)

Rationale of the course:

This course fulfills a missing element in the Art department course offerings. There are advanced courses in sculpture without a capstone class which will serve as a bridge for student college and career readiness. In our district, efforts to build learning pathways that dovetail to college curriculum is a priority, and an Advanced Placement option for students pursuing careers within this career field would be ideal. Students develop numerous portfolios and art works to build breadth and depth into their artistic understanding and those portfolios are then judged by the College Board for acceptable college credit. This course gives students in-depth understanding of college rigor and professional expectations.

622 Advisory Committee recommendation:

622 Advisory Committee recommended this course for approval with a vote of 17/19. Two reservations were voiced related to the probability of students earning college credit for the course and competing electives leading to low enrollment.

**Annotative for High School Course Proposals Name Changes for 2018-2019**

**Reason 1: AP Course Offerings**

**Art**

Current	Proposed
AP Studio Art	AP Studio Art: Drawing

Rationale for the name changes:

The College Board offers a total of five different Advanced Placement (AP) Art courses. For clarity, the course title will be aligned to the title used on the AP exam and the College Board’s course description.

**Science**

Current	Proposed
AP Physics	AP Physics 1

Rationale for the name change:

The College Board offers a total of four different Advanced Placement (AP) Physics courses. For clarity, the course title will be aligned to the title used on the AP exam and the College Board’s course description.

**Reason 2: Pathways and Concurrent**

**Business**

Current	Proposed
Intro to Marketing (Tartan only)	Principles of Marketing
Sports and Entertainment Marketing	Sports and Entertainment Management
Sales and Marketing	Professional Selling

Rationale for the name change:

The Business Department is preparing for the 2018-2019 launch of the Route 622 Business Pathway. The course name change will align both school’s business pathway. In addition, the course name changes align with the postsecondary partner course names and the state wide development of a business model pathway.

## Family and Consumer Science

Current	Proposed
Parenting Issues	Child Development I: Prebirth - Toddler
Child Development I	Child Development II: Preschool
Child Development II	Child Development III: School age

### Rationale for the name change:

The course name, Parenting Issues, is no longer reflective of college or industry pathways. Creating a scope of courses within the child development series is better aligned with the colleges that District 622 has articulation agreements with as well as current College in the Schools options for students.

Reason 3: Better Describes Course Content and Outcomes

## Physical Education

Current	Proposed
Physical Education 9	Fitness for Life

### Rationale for the name change:

This course is based on the five components of fitness which are the set of attributes associated with lifelong fitness. The course name better describes the course outcomes, the preparation of students for both lifelong fitness and success, and preparation to succeed in additional elective high school physical education courses. This will remain the required Grade 9 Physical Education course and fulfill the one trimester credit requirement for graduation beginning with Grade 9 students in 2018-2019.



# North St. Paul-Maplewood-Oakdale 2018-2019 School Year

July 2018						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2018						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2018						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2018						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2018						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 2019						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February 2019						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March 2019						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2019						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2019						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**Aug 27-Aug 30** *Opening Days [order tbd]*  
**Building Staff Development**  
**District Staff Development**  
**Q Comp Day #1**

Sept 3 Labor Day [no school]  
 Sept 4 First day of school grades 1-12  
 Sept 5 First day of kindergarten  
 Sept 10-14 First week of preschool  
**Oct 5** **K-12 [no school]**  
**Q Comp Day #2**

**Oct 18-19** **EM Break [no school]**  
**Oct 26** **K-12 [no school]**  
**6-12 Building Staff Dev.**  
**K-5 Goal Setting Conferences**  
**(full day)**

Nov 22-23 Thanksgiving [no school]  
 Nov 29 End of 1<sup>st</sup> trimester K-12  
 (57 days)

Nov 30 **K-12 [no school]**  
**K-12 Staff Dev./Report Card**  
**Prep.**

Dec 24- Jan 1 Winter Break [no school]  
 Jan 2 Classes resume  
 Jan 21 Martin Luther King Day [no school]

**Feb 1** **K-12 [no school]**  
**K-12 District/Building**  
**Staff Dev.**

Feb 18 President's Day [no school]  
 Feb 19 Preschool and Kindergarten  
 Registration Night

**Mar 1** **K-12 [no school]**  
**K-12 District Building**  
**Staff Dev.**  
**K-5 Conference Prep (half**  
**day)**

Mar 7 End of 2<sup>nd</sup> trimester K-12 (58 days)

**Mar 8** **K-12 [no school]**  
**6-12 Bldg. Staff Dev./Report**  
**Card Prep.**  
**K-5 Conferences [full day]**

Mar 11-15 Spring Break [no school]  
 Mar 18 Classes resume  
 April 19 Contract Holiday

**May 24** **K-12 [no school]**  
**K-12 District/Building**  
**Staff Dev.**

May 27 Memorial Day [no school]  
 June 7 End of 3<sup>rd</sup> trimester K-12 (57 days)

June 10 Term Transition

VI. B. 2. ADOPTION OF 2018-2019 SCHOOL CALENDAR

The proposed 2018-2019 school calendar has been reviewed and is recommended by the District's Calendar Committee (Dan Cahill, Julie Coffey, Mary Dvorak, Marnie Galvin, Mary Glagavs, Carolyn Jones, Peter Mau, Greg Nelson, Tonna Nelson, Jenna Peters, Rory Sanders, Choua Vang,) to the School Board for adoption. Additionally, in order to conduct school district activities on Columbus Day and Veterans Day, the District must pass a resolution to authorize such action.

Therefore, the Director of Teaching & Learning recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the attached calendar be approved and adopted for the 2018-2019 school year and that pursuant to Minn. Stat. §645.44, Subd. 5, the School Board of Independent School District No. 622 has determined that Columbus Day is not a legal holiday, and therefore, public business, including school board and informational meetings, may be conducted on that day. Additionally, schools will be open on Veterans Day and in accordance with state statute will be have at least one of hour of activities in observance of Veterans Day.

MOTION:

SECOND:

VI. C. 1. RESOLUTION TO FULLY FUND SPECIAL EDUCATION SERVICES (MINNESOTA)

WHEREAS, local boards of education place a very high priority on ensuring that ALL students receive high quality special education programs and instruction; and

WHEREAS, in 1975 Congress enacted the Education for All Handicapped Children Act (P.L. 94-142) now known as The Individuals with Disabilities Act IDEA to: improve access to education for children with disabilities by guaranteeing a Free Appropriate Public Education (FAPE) in the least restrictive environment; assure that the rights of children with disabilities and their parents are protected; assist States and school systems to provide for the education of all children with disabilities; and to assess and assure the effectiveness of efforts to educate all children with disabilities; and

WHEREAS, when IDEA became law in 1975, the federal government promised to fund 40 percent of the additional cost of educating children with disabilities; and yet the federal government has failed to adequately fund the mandated programs and services arising under IDEA, never providing more than 15 percent of the additional cost; and

WHEREAS, sufficient federal funding for IDEA would significantly enhance the ability of local school systems to provide an excellent education for all students; and

WHEREAS, the special education cross-subsidy continues to be a major obstacle for Minnesota School Districts to grapple with, due to the growing number of students receiving special education, more specialized services and rising costs associated with those services and inadequate funding; and

WHEREAS, the state special education funding system has not kept pace with the rising cost of mandated services and supports for students with special needs; and,

WHEREAS, the cross-subsidy for school districts for FY2016 is \$679 million; a 5.6 percent increase from FY2015; and

WHEREAS, between rising need and insufficient state and federal aid, the amount of funding school districts as a whole in Minnesota will be forced to pay for special education costs will reach an average of \$815 per student in FY17;

NOW, THEREFORE, BE IT RESOLVED, that we urge the Governor and Legislature to strenuously advocate for significant increases in federal special education funding and meaningful special education reforms at the federal and state levels; and

NOW, THEREFORE BE IT RESOLVED that there is an urgency the Minnesota Legislature to convene a task force to work on special education funding, specifically with a focus on the impacts of the new special education funding formulas, the projected cross-subsidy and recommendations with a timeline to eliminate the cross-subsidy.

MOTION:

SECOND:

VI. C. 2. RESOLUTION TO FULLY FUND SPECIAL EDUCATION SERVICES (FEDERAL)

WHEREAS, local boards of education place a very high priority on ensuring that ALL students receive high quality special education programs and instruction; and

WHEREAS, in 1975 Congress enacted the Education for All Handicapped Children Act (P.L. 94-142) now known as The Individuals with Disabilities Act IDEA to: improve access to education for children with disabilities by guaranteeing a Free Appropriate Public Education (FAPE) in the least restrictive environment; assure that the rights of children with disabilities and their parents are protected; assist States and school systems to provide for the education of all children with disabilities; and to assess and assure the effectiveness of efforts to educate all children with disabilities; and

WHEREAS, when IDEA became law in 1975, the federal government promised to fund 40 percent of the additional cost of educating children with disabilities; and yet the federal government has failed to adequately fund the mandated programs and services arising under IDEA, never providing more than 15 percent of the additional cost; and

WHEREAS, sufficient federal funding for IDEA would significantly enhance the ability of local school systems to provide an excellent education for all students; and

WHEREAS, the special education cross-subsidy continues to be a major obstacle for Minnesota School Districts to grapple with, due to the growing number of students receiving special education, more specialized services and rising costs associated with those services and inadequate funding; and

WHEREAS, the state special education funding system has not kept pace with the rising cost of mandated services and supports for students with special needs; and,

WHEREAS, the cross-subsidy for Minnesota school districts for FY2016 is \$679 million; a 5.6 percent increase from FY2015; and

WHEREAS, between rising need and insufficient state and federal aid, the amount of funding school districts as a whole in Minnesota will be forced to pay for special education costs will reach an average of \$815 per student in FY17;

NOW, THEREFORE, BE IT RESOLVED, that we urge the President and Legislature to strenuously advocate for significant increases in federal special education funding and meaningful special education reforms at the federal and state levels; and

NOW, THEREFORE, BE IT RESOLVED, that the State of Minnesota calls upon the Congress of the United States to pass appropriate legislation in order to increase funding for federal special education mandates to meet the urgent financial special education needs of our cities and towns; and

BE IT FURTHER RESOLVED, that the Secretary of the Senate cause a copy of this resolution to be delivered to all United States Representatives and Senators representing Minnesota in the Congress of the United States.

MOTION:

SECOND: