

Princeton Public Schools - ISD 477  
Tuesday, November 4, 2014 at 8:05 PM  
Regular School Board Meeting  
District Office Board Room

**OUR VISION**  
**NO BOUNDARIES TO LEARNING**

**OUR MISSION**  
**TO DEVELOP THE POTENTIAL IN EACH PERSON THROUGH ACADEMIC & EXTRA-CURRICULAR PROGRAMS**

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**PROCEDURAL ITEMS**

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Citizen Comments

**REPORTS**

1. Committee Reports
2. Student Council Report
3. Superintendent Report 3

**APPROVE AGENDA**

5

**DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES**

**CONSENT AGENDA**

*The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.*

1. Personnel 11
2. Open Enrollment 12
3. Field Trip Requests 13
4. Gifts 14
5. Enrollment Update 15

**INFORMATION**

1. Facilities Report from the Closed Session.

2. Long-term Facilities Study - Director of Facilities Keith Barlage and Ryan Hoffman, from ICS.	16
3. Facilities Design Report - Vaughn Dierks from Wold	30
4. Superintendent Evaluation Summary	
5. First Readings of Policies:	
Early Entrance Grade K	65
#514 Bullying Policy	66
#404 Criminal Background Check Policy	77
#510 Activities Program Policy	79
#610 Field Trips Policy	85
#414 Child Neglect Policy	88
#516 Student Medication Policy	96
#521 Student Disability Non-Discrimination Policy	101

## **ACTION**

- |   |     |
|---|-----|
| 1. Sale of General Obligation School Building Refunding Bond 2014B                                    | 103 |
| 2. Board motion to start a Facilities Study of the current District Office and former Police Station. |     |
| 3. Tennis Courts  |     |

## **FUTURE MEETINGS:**

1. November 12, 5:30 p.m. Native Americans Parent Education meeting, in the Board Room. (School Board representative is Chair Deb Ulm).
2. November 18, 5:30 p.m. regularly scheduled Policy Meeting, in the Superintendent's Office.
3. November 18, after the regular board meeting adjourns there is a Board Workshop session for Technology and Teaching & Learning Plans.
4. December 16, 7:00 p.m. the only Regular School Board meeting in December.

## **Special Board Meeting date/time to Canvass the Votes**

(between the 3rd and 10th day following the election).

## **ADDITIONS TO AGENDA**

## **ADJOURN**

Meeting 10/29/14 10am

What	Who	Notes	Action Items
Review memos, plans and audit report	Espe and Czech		<p>Can we pull a report to find out:</p> <ol style="list-style-type: none"> <li>1. What grade levels do student leave?</li> <li>2. What are the reasons why they leave?</li> <li>3. What does Zimmerman High School offer that PHS doesn't?</li> <li>4. Transportation issues?</li> <li>5. Athletics, especially Hockey and Girls Soccer.</li> <li>6. Middle Level Athletics and Activities are offered in Princeton and not in Elk River.</li> <li>7. Primary class size is smaller.</li> <li>8. MS will share questions from Sandy Gray.</li> <li>9. Work with Realtors!! Do they have meetings?</li> <li>10. Market our lack of bullying</li> <li>11. Do we want to have our own online program?</li> <li>12. Need one to one technology.</li> </ol>
Out of the 470 of our students open enrolling out of our district, how do we keep them?	All		<p>EC:</p> <ol style="list-style-type: none"> <li>1. Transportation is the number 1 concern.</li> <li>2. Gwen will order bibs for families with babies.</li> </ol> <p>SE:</p> <ol style="list-style-type: none"> <li>1. Get the drawings of the new school out to a broad audience.</li> <li>2. Have a couple of Open Houses for the new building.</li> <li>3. Hold the EC Fair at the new school.</li> <li>4. Let people know that K-8 will be on one campus--convenient for families.</li> <li>5. Be more visible at community events.</li> </ol> <p>NE:</p> <p>MS:</p> <ol style="list-style-type: none"> <li>1. Have a STEM program at the MS now. Board presentation and connect community members. Take photos to get in the district newsletter.</li> <li>2. Accelerated programs in math--working on the GT program.</li> <li>3. Feature the elective areas that we have compared to other</li> </ol>

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			<p>schools.</p> <p>HS:</p> <ol style="list-style-type: none"> <li>1. We need to market more of our options: Art options, Music Program, two languages, good welding program, new space coming</li> </ol> <p>Food Service</p> <ol style="list-style-type: none"> <li>1. Summer Program was a hit!</li> <li>2. Targeted Services is going to tie in with Summer Food Program</li> <li>3. Farm to School</li> <li>4. Chef working with our ladies?</li> <li>5. Deb Ulm and Erik Jacobs and Sandy Slinde and JoAnn Moats as our Wellness Program folks</li> </ol> <p>Technology</p> <ol style="list-style-type: none"> <li>1. Website facelift with videos</li> <li>2. Market the technology that we already have!</li> <li>3. Marketing Designer</li> </ol> <p>Marketing</p> <ol style="list-style-type: none"> <li>1. Each school has a glossy tri-fold with testimonials</li> <li>2. Any media "What's Cool in Your School?"</li> </ol>
Take ALWAYS			<ol style="list-style-type: none"> <li>1. Work on the brochures</li> <li>2. Order the bibs</li> <li>3. Invite Realtors in</li> <li>4. Track the kids leaving through schools</li> <li>5. Figure out ways to touch base with babies' families</li> </ol>

**Call to order and Pledge of Allegiance**

The regular meeting of the School Board of District #477 was called to order by Chair Deb Ulm on the **21st day of October, at 7:00 p.m.** in the District Office Board Room.

Roll Call: Members Present: Jeremy Miller (arrived at 7:10), Eric Minks, Chuck Nagle, Deb Ulm, Howard Vaillancourt, and Chad Young.

Member Absent: Craig Johnson

Student Council Rep: Absent

Others present: Superintendent Julia Espe, Director of Business Services, Michelle Czech, Director of Teaching and Learning, Julie Williams, Director of Human Resources, Stacie Vos, and Technology Director Eric Simmons.

Citizen Comments: None

**REPORTS**

**Board committee meeting(s) and School Events each Board member attended.**

Howard Vaillancourt:

Project Oversight Meeting.

Chad Young:

Section AA Soccer game in Duluth, and the Policy Meeting.

Deb Ulm:

Agenda Planning, Project Oversight Committee, and the Policy meeting.

**Superintendent Report:**

Two teams made it to the State level – the Girls Soccer Team and the Girls Tennis Team.

The Collaborative Strategic Planning session was held yesterday from noon – 8:00 p.m. Training sessions were conducted to teach the team members how to get input from others. The next session is in November.

The Demonstration School professional development planning begins on October 31, from 7:30-3:30 p.m. with Teaching Foundations as a topic for our teaching staff.

**APPROVE AGENDA**

*Motion was made by Eric Minks, and seconded by Howard Vaillancourt, to approve the agenda. Motion passed unanimously.*

**DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES**

*Motion was made by Chad Young, and seconded by Eric Minks, to approve the October 7, 2014 Regular Board meeting minutes as presented. Motion passed unanimously.*

## CONSENT AGENDA

*Motion made by Howard Vaillancourt, and seconded by Chad Young, to approve the consent agenda items: Personnel, Gifts, Open Enrollment, Bills, Wire Transfer, Treasurer's Report, Fundraisers, Gifts, Student Open Enrollments, and Field Trips. Motion passed unanimously.*

## INFORMATION

**\*Oak Land Update** - Director of the Oak Land Cooperative Center, Rebecca Fuller, provided the Board members with a power point presentation of the Oak Land program update.

**\*Multiple Measurements Rating and Focus Rating Report** - Director of Teaching and Learning, Julie Williams presented a power point presentation of the results to the board members.

**\*Website Update Report** - Director of Technology, Eric Simmons, provided the board with a power point presentation of the district's website reconstruction. A survey was sent out to parents to gain their feedback on what they want to see on our website.

## ACTION ITEMS

**\*Audit** – CPA, Nancy Schulzetenberg, from the Kern DeWenter Viere CPA firm (KDV), provided an overview of the audited financial statements.

Motion was made by Jeremy Miller, and seconded by Eric Minks **to approve the Audit as presented.** Motion passed unanimously.

**Teachers Seniority List Procedures**- Director of Human Resources Stacie Vos provided the Board members with an overview of the procedures used to update the district's teacher's seniority list. Seniority lists will be sent out to all teachers for review and will be finalized by December 19, 2014.

Motion was made by Howard Vaillancourt, and seconded by Chad Young **to approve the Seniority List Procedures.** Motion passed unanimously.

**Assurance of Compliance** - Director of Human Resources Stacie Vos provided the Board members with an overview of the Assurance of Compliance reports.

Motion was by Howard Vaillancourt, and seconded by Chad Young, **to approve the Assurance of Compliance reports as presented.** Motion passed unanimously.

**\*power point presentations are located at**  
**<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1001047&mk=50132928>**

## Strategic Plan Stipends

Motion was by Howard Vaillancourt, and seconded by Eric Minks, **to approve the Strategic Plan Stipends.** Upon roll call all said yes. Motion passed unanimously.

## FUTURE BOARD COMMITTEE MEETINGS

October 22, 2014, 7:00 p.m. Oak Land Meeting, in the Cambridge-Isanti Education Center

November 3, 5:00 p.m. Finance Meeting - Superintendent's Office  
November 4, 8:05 p.m. Start time for next board meeting.  
November 12, 2014, 5:30 p.m., Native American Parent Education Meeting, in the Board Room.  
November 18 - Board Workshop (after the Regular Board meeting). Topics: Technology Plan and the Teaching & Learning Plan

**ADDITIONS TO AGENDA - None**

**ADJOURN -** The meeting was adjourned at 8:50 p.m. to enter into a Closed Board Session.

\_\_\_\_\_  
**Chair Deb Ulm**

**Recorder: Bridget Sorensen**

\_\_\_\_\_  
**Clerk Eric Minks**

A Closed Board of Education Session of the School Board of District #477 was held on the **21st day October 2014, at 9:00 p.m.** in the District Office Board Room.

Members present:                   Jeremy Miller, Eric Minks, Chuck Nagle,  
Howard Vaillancourt, Deb Ulm, and Chad Young

Others present:                    Superintendent Julia Espe,  
Director of Business Services Michelle Czech

Member absent:                    Craig Johnson

**Topics:**                            Superintendent Evaluation  
Negotiations Strategy

*Motion was made by Howard Vaillancourt, and seconded by Eric Minks, to adjourn the Closed Board Meeting at 10:03 p.m.*

\_\_\_\_\_  
Chair Deb Ulm

\_\_\_\_\_  
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REPORTS Board committee meeting(s) and School Events each Board member attended. Howard Vaillancourt: Project Oversight Meeting. Chad Young: Section AA Soccer game in Duluth, and the Policy Meeting.

Deb Ulm: Agenda Planning, Project Oversight Committee, and the Policy meeting.

Superintendent Report: Two teams made it to the State level – the Girls Soccer Team and the Girls Tennis Team. The Collaborative Strategic Planning session was held yesterday from noon – 8:00 p.m. Training sessions were conducted to teach the team members how to get input from others. The next session is in November. The Demonstration School professional development planning begins on October 31, from 7:30-3:30 p.m. with Teaching Foundations as a topic for our teaching staff.

APPROVE AGENDA Motion was made by Eric Minks, and seconded by Howard Vaillancourt, to approve the agenda. Motion passed unanimously.

DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES Motion was made by Chad Young, and seconded by Eric Minks, to approve the October 7, 2014 Regular Board meeting minutes as presented. Motion passed unanimously.

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Technology Plan and the Teaching & Learning Plan

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Recorder: Bridget Sorensen

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Chair Deb Ulm

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Clerk Eric Minks

Princeton Public Schools, ISD 0477 Board Consent Agenda

	A	B	C	D	E	F	G
1	<b>November 4, 2014</b>						
2	Name	Status	Job Title	Group	Replacing	Effective Date	Wage
3	Angstman, Mark	Extra Duty	Girls Basketball Coach - MS	PEA	Sara Clemons	10/27/14-12/19/14	\$1,815.00
4	Helm, Lori	Change in Assignment	Move from MS to HS Server FT Helper	FS	Carol Dalske	10/27/14	\$13.57/hr
5	Klug, Mary	LOA	Paraprofessional - HS	PARA	N/A	10/27/14	N/A
6	Pierotti, Nickie	Returning	Title Basic Skills - NE	PARA	Lauren Johnson	1/29/14	\$14.11/hr
7	Reineccius, Richard	New Hire	Custodian - MS	Custodian	Andy Ryan	10/30/14	\$15.12/hr
8	Slinde, Sandy	Change in FTE	PE Teacher - MS	PEA	N/A	10/20/14	FTE change from .6 to 1.0
9	Springman, Jackie	New Hire	Title One Paraprofessional - NE	PARA	Marytina Lawrence	10/27/14	\$14.11/hr (4 hrs/day)
10	Trujillo, Nicole	LOA	Teacher - MS	PEA	N/A	11/24/14 - approx. 1/5/15	N/A
11	Tourdot-Smith, Amy	LOA	Speech Pathogist - PHS	PEA	N/A	11/11/14-12/19/14	N/A
12	Dupay, Sue	New addition to the Strategic Planning Committee	Participant	N/A	Denise Maltz	2014/2015	Stipend amount \$550.00
13							
14							

11

	A	B	C	D	E	F
1	<b>Open Enrolled Students (Out/In) as of November 4, 2014 that need Board Approval</b>					
2	<b>OE In/Out</b>	<b>Effective</b>	<b>Resident Dist.</b>	<b>Serving Dist.</b>	<b>Grade</b>	<b>Reason</b>
3						
4	<b>The following is information for Board Members - Open Enrollments that do not require board approval</b>					
5	OUT	9/2/2014	Princeton	Centennial	4	Lives with Grandparents in Centennial Distr
6	OUT	9/2/2014	Princeton	Houston Academy	3	Survey not returned as of this board meeting.
7	OUT	10/6/2014	Princeton	Houston Academy	11	Survey not returned as of this board meeting.
8	OUT	10/6/2014	Princeton	Mn. Virtual Academy	9	Survey not returned as of this board meeting.



Gifts to Princeton Schools  
November 4, 2014

School/Program	Amount/Item	Donor	Purpose
PASS Program	\$250.00	MASSP	Used to defray costs of the Biggest Learner Program in 14-15
High School	\$7,500.00	Dr. Jim Sheehan	For 1/2 of the cost for John Baylor Test Prep
High School Student	\$350.00	Rotary	Registration & Lodging for Camp Enterprise for a High School Student - Leadership Opportunity for a student.
High School	Golf Cart	M & G Trailer	For use in setting up fields and transporting injured (if any) players off the field
Event at North Elementary (Commissioner of Education Visit)	Two boxes of Coffee and 24 scones	Princeton Coffee Corner	For the reception with the Commissioner of Education.

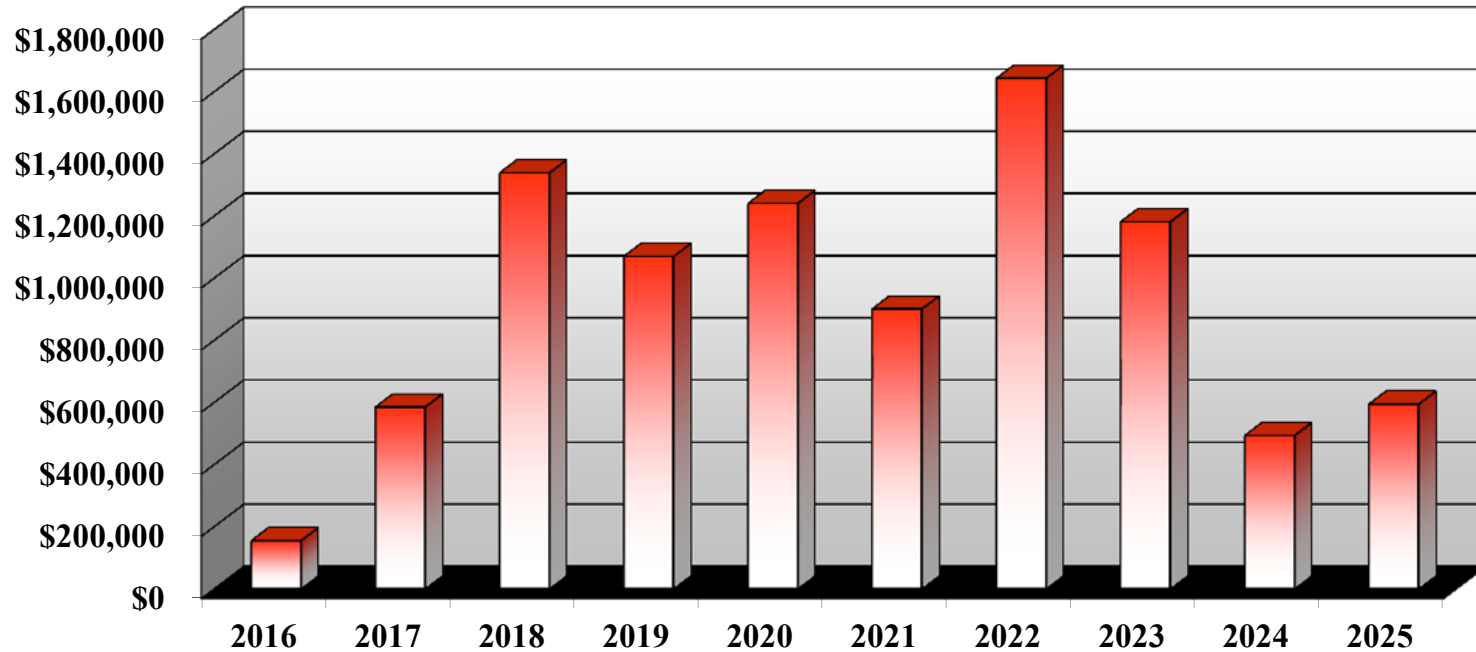
**2014-2015 ENROLLMENT  
2015 DISTRICT ENROLLMENT TRACKING**

				10/1/2014												
		Original	Opening	End of	End of	End of	End of	End of	End of	End of	End of	End of	Last Day of	Average	2014 ADM	
		Budget		September	October	November	December	January	February	March	April	May	School	Enrollment	End of Year	
<b>South</b>	K	222.8	233	231	229											
	1st	236.4	222	221	219											
	2nd	240.5	247	246	247											
	<b>Sub Total</b>	<b>699.7</b>	<b>702</b>	<b>698</b>	<b>695</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>154.78</b>	<b>77.22</b>	
<b>North</b>	3rd	244.2	246	244	243											
	4th	229.1	240	237	241											
	5th	224.3	229	228	228											
	<b>Sub Total</b>	<b>697.6</b>	<b>715</b>	<b>709</b>	<b>712</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>157.89</b>	<b>79.11</b>	
<b>Middle</b>	6th	254.9	262	260	260											
	7th	258.9	267	268	268											
	8th	270.3	279	276	277											
	<b>Sub Total</b>	<b>784.1</b>	<b>808</b>	<b>804</b>	<b>805</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>178.78</b>	<b>89.44</b>	
<b>High School</b>	9th	259.7	267	267	265											
	10th	253.5	254	251	255											
	11th	251.8	252	249	247											
	12th	245.3	261	255	251											
	<b>Sub Total</b>	<b>1010.3</b>	<b>1034</b>	<b>1022</b>	<b>1018</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>226.67</b>	<b>0</b>	
<b>K-12 Total</b>		<b>3191.7</b>	<b>3259</b>	<b>3233</b>	<b>3230</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>718.11</b>	<b>358.89</b>	
	Typical Estimated Drop		<b>37</b>													
<b>Variance/Openin</b>	<b>Estimated Total Enrollment</b>		<b>3222</b>	<b>-26</b>	<b>-29</b>	<b>-3259</b>	<b>-3259</b>	<b>-3259</b>	<b>-3259</b>	<b>-3259</b>	<b>-3259</b>	<b>-3259</b>	<b>-3259</b>	<b>-3259</b>	<b>-2,541</b>	

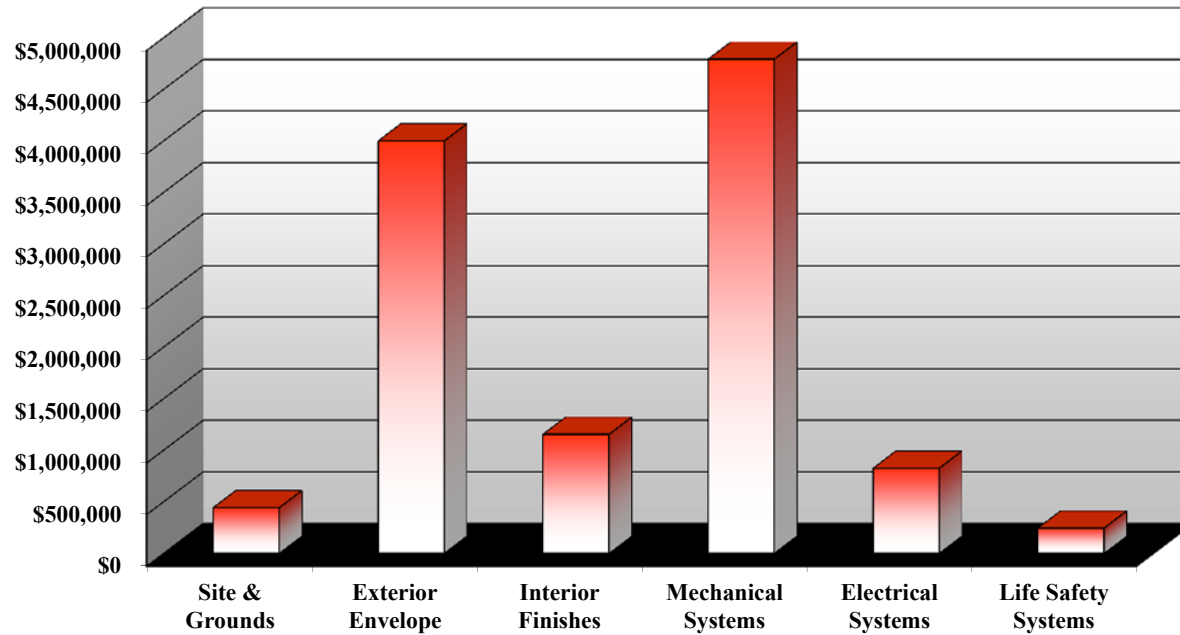
Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025
<b>Site and Grounds</b>											
1	Parking lots / Paving	\$40,000	\$46,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0
2	Drives and Walks	\$3,300	\$0	\$0	\$20,000	\$0	\$0	\$0	\$60,000	\$0	\$0
3	Curbs	\$0	\$4,000	\$0	\$25,000	\$0	\$0	\$0	\$4,000	\$0	\$0
4	Storm Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Landscaping	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$0	\$2,000	\$0
6	Traffic / Circulation	\$2,140	\$2,140	\$36,440	\$2,140	\$2,140	\$2,140	\$2,140	\$2,140	\$2,140	\$2,140
7	Irrigation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8	Drainage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9	Waterproofing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10	Fencing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11	Site lighting	\$0	\$1,500	\$1,500	\$0	\$0	\$1,500	\$1,500	\$0	\$0	\$0
12	Signage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
13	Playground Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14	Other	\$0	\$5,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
15	Other	\$0	\$5,000	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0
16	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal</b>	<b>\$45,440</b>	<b>\$65,140</b>	<b>\$38,940</b>	<b>\$48,140</b>	<b>\$2,140</b>	<b>\$54,640</b>	<b>\$4,640</b>	<b>\$66,140</b>	<b>\$54,140</b>	<b>\$2,140</b>
<b>Exterior Envelope</b>											
17	Roofing	\$0	\$250,000	\$500,000	\$500,000	\$500,000	\$500,000	\$250,000	\$250,000	\$250,000	\$50,000
18	Flashing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
19	Sealants	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$15,000	\$35,000	\$0
20	Brick / Block	\$0	\$0	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
21	Tuck Pointing	\$0	\$0	\$0	\$0	\$75,000	\$0	\$0	\$0	\$0	\$140,000
22	EFIS / Stucco	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
23	Siding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
24	Painting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0
25	Windows	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
26	Skylights	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0
27	Hollow Metal Doors	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
28	Aluminum Entrances	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$35,000	\$0	\$0
29	Exterior Door Hardware	\$0	\$0	\$0	\$0	\$25,000	\$0	\$0	\$15,000	\$0	\$0
30	Secondary Structure	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
31	Other	\$0	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0
32	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
33	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal</b>	<b>\$0</b>	<b>\$270,000</b>	<b>\$575,000</b>	<b>\$515,000</b>	<b>\$630,000</b>	<b>\$500,000</b>	<b>\$285,000</b>	<b>\$315,000</b>	<b>\$295,000</b>	<b>\$190,000</b>
<b>Interior Finishes</b>											
34	Carpet	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
35	Ceramic Tile	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
36	Terrazzo	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37	VCT	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$50,000	\$35,000	\$50,000
38	Wood Flooring	\$10,300	\$10,300	\$10,300	\$90,300	\$10,300	\$10,300	\$10,300	\$10,300	\$10,300	\$10,300
39	Acoustical Ceilings	\$0	\$0	\$2,500	\$0	\$0	\$2,500	\$0	\$0	\$2,500	\$0
40	Gypsum Ceilings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
41	Gypsum Walls	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0
42	Wall Paint	\$17,700	\$2,700	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$17,700

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025
43	Wall Paper	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
44	Millwork	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
45	Wood Doors	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
46	Hollow Metal Doors	\$0	\$0	\$8,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0
47	Door Frames	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
48	Wood Casework	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
49	Plastic Laminate Casework	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
50	Toilet partitions	\$0	\$0	\$0	\$0	\$30,000	\$50,000	\$0	\$35,000	\$0	\$0
51	Signage	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
52	Sealants	\$0	\$10,000	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$15,000
53	Lockers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
54	Hook and Rail	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
55	Accordian Partitions - Classroom	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45,000
56	Folding Partitions - Gym	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
57	Other	\$0	\$0	\$0	\$0	\$0	\$55,000	\$0	\$0	\$0	\$0
58	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
59	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal</b>	<b>\$78,000</b>	<b>\$28,000</b>	<b>\$170,200</b>	<b>\$104,200</b>	<b>\$44,200</b>	<b>\$121,700</b>	<b>\$19,200</b>	<b>\$99,200</b>	<b>\$66,700</b>	<b>\$238,000</b>
	<b>Mechanical</b>										
60	Boilers	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,000	\$0	\$15,000	\$0
61	HW pumps	\$4,000	\$9,000	\$4,000	\$9,000	\$4,000	\$4,000	\$72,500	\$4,000	\$4,000	\$2,500
62	Chillers	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
63	Condensing units	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000	\$0	\$0
64	CHW pumps	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
65	System piping	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
66	Ventilation / Air Handling	\$10,000	\$200,000	\$400,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$0
67	Temperature Controls	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
68	Fire protection	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
69	Plumbing fixtures	\$0	\$5,500	\$0	\$0	\$0	\$5,500	\$0	\$0	\$0	\$0
70	Domestic piping	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
71	Dom. Water heating	\$0	\$0	\$0	\$50,000	\$0	\$50,000	\$0	\$30,000	\$50,000	\$0
72	Water conditioning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
73	Sensor Flushing	\$3,000	\$3,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
74	Other	\$0	\$0	\$35,000	\$35,000	\$450,000	\$0	\$0	\$35,000	\$0	\$0
75	Other	\$0	\$0	\$3,500	\$200,000	\$0	\$0	\$0	\$200,000	\$0	\$3,500
	<b>Subtotal</b>	<b>\$17,000</b>	<b>\$217,500</b>	<b>\$546,500</b>	<b>\$398,000</b>	<b>\$558,000</b>	<b>\$163,500</b>	<b>\$1,326,500</b>	<b>\$473,000</b>	<b>\$73,000</b>	<b>\$10,000</b>
	<b>Electrical</b>										
76	Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
77	Distribution / Panels	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$0
78	Convenience outlets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
79	Lighting - Halls	\$3,000	\$3,000	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$103,000	\$3,000	\$3,000
80	Lighting - Classrooms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000
81	Lighting - Restrooms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
82	Lighting - Offices	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
83	Phone system	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
84	PA system	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0	\$70,000	\$0	\$0
85	Clock system	\$0	\$0	\$0	\$0	\$0	\$25,000	\$0	\$20,000	\$0	\$0

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025
86	Emergency Power	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
87	Generator	\$0	\$0	\$2,000	\$0	\$0	\$0	\$2,000	\$0	\$0	\$0
88	Building Lighting	\$1,500	\$1,500	\$1,500	\$0	\$1,500	\$1,500	\$1,500	\$0	\$1,500	\$1,500
89	Emergency Lighting Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
90	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
91	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal</b>	<b>\$4,500</b>	<b>\$4,500</b>	<b>\$8,000</b>	<b>\$4,500</b>	<b>\$6,000</b>	<b>\$61,000</b>	<b>\$8,000</b>	<b>\$228,000</b>	<b>\$4,500</b>	<b>\$154,500</b>
<b>Life Safety</b>											
92	Accessible entrances	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
93	ADA - Bathrooms	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
94	ADA - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
95	Fire alarm system	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
96	Security system	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
97	Hazardous Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
98	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
99	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
100	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Subtotal</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTALS</b>		<b>\$154,940</b>	<b>\$585,140</b>	<b>\$1,338,640</b>	<b>\$1,069,840</b>	<b>\$1,240,340</b>	<b>\$900,840</b>	<b>\$1,643,340</b>	<b>\$1,181,340</b>	<b>\$493,340</b>	<b>\$594,640</b>



	Site & Grounds	Exterior Envelope	Interior Finishes	Mechanical Systems	Electrical Systems	Life Safety Systems	Totals
Primary	\$51,000	\$35,000	\$23,400	\$43,000	\$12,000	\$0	\$164,400
Intermediate	\$107,900	\$235,000	\$247,000	\$850,000	\$19,500	\$5,000	\$1,464,400
Middle	\$152,300	\$2,115,000	\$330,000	\$1,107,000	\$209,000	\$5,000	\$3,918,300
High	\$70,300	\$1,190,000	\$369,000	\$1,783,000	\$243,000	\$0	\$3,655,300
ECFE / DO	\$59,500	\$423,500	\$185,000	\$1,008,500	\$341,000	\$235,000	\$2,252,500
<b>TOTALS</b>	<b>\$441,000</b>	<b>\$3,998,500</b>	<b>\$1,154,400</b>	<b>\$4,791,500</b>	<b>\$824,500</b>	<b>\$245,000</b>	<b>\$11,454,900</b>



# Primary School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Site and Grounds</b>												
1	Parking lots / Paving									\$50,000		
2	Drives and Walks											
3	Curbs											
4	Storm Sewer											
5	Landscaping						\$1,000					
6	Traffic / Circulation											
7	Irrigation											
8	Drainage											
9	Waterproofing											
10	Fencing											
11	Site lighting											
12	Signage											
13	Playground Equipment											
14	Other											
15	Other											
16	Other											
	Subtotal	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$50,000	\$0	\$51,000
<b>Exterior Envelope</b>												
17	Roofing											
18	Flashing											
19	Sealants									\$25,000		
20	Brick / Block											
21	Tuck Pointing											
22	EFIS / Stucco											
23	Siding											
24	Painting									\$10,000		
25	Windows											
26	Skylights											
27	Hollow Metal Doors											
28	Aluminum Entrances											
29	Exterior Door Hardware											
30	Secondary Structure											
31	Other											
32	Other											
33	Other											
	Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$35,000
<b>Interior Finishes</b>												
34	Carpet											
35	Ceramic Tile											
36	Terrazzo											
37	VCT											
38	Wood Flooring											
39	Acoustical Ceilings											
40	Gypsum Ceilings											
41	Gypsum Walls									\$5,000		
42	Wall Paint			\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200		
43	Wall Paper											
44	Millwork											
45	Wood Doors											
46	Hollow Metal Doors											
47	Door Frames											
48	Wood Casework											
49	Plastic Laminate Casework											
50	Toilet partitions											
51	Signage											
52	Sealants									\$10,000		
53	Lockers											
54	Hook and Rail											
55	Accordian Partitions - Classroom											
56	Folding Partitions - Gym											
57	Other											
58	Other											
59	Other											
	Subtotal	\$0	\$0	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$16,200	\$0	\$23,400

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# Primary School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Mechanical</b>												
60	Boilers											
61	HW pumps											
62	Chillers											
63	Condensing uints											
64	CHW pumps											
65	System piping											
66	Ventilation / Air Handling											
67	Temperature Controls											
68	Fire protection											
69	Plumbing fixtures											
70	Domestic piping											
71	Dom. Water heating											
72	Water conditioning											
73	Sensor Flushing			\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	Valves
74	Other								\$35,000			Re-Commissioning
75	Other											
	Subtotal	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$36,000	\$1,000	\$1,000	\$43,000
<b>Electrical</b>												
76	Service											
77	Distribution / Panels											
78	Convenience outlets											
79	Lighting - Halls			\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	Bulbs
80	Lighting - Classrooms											
81	Lighting - Restrooms											
82	Lighting - Offices											
83	Phone system											
84	PA system											
85	Clock system											
86	Emergency Power											
87	Generator											
88	Building Lighting											
89	Emergency Lighting Replacement											
90	Other											
91	Other											
	Subtotal	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$12,000
<b>Life Safety</b>												
92	Accessible entrances											
93	ADA - Bathrooms											
94	ADA - Other											
95	Fire alarm system											
96	Security system											
97	Hazardous Materials											
98	Other											
99	Other											
100	Other											
	Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTALS</b>		<b>\$0</b>	<b>\$0</b>	<b>\$3,700</b>	<b>\$3,700</b>	<b>\$3,700</b>	<b>\$4,700</b>	<b>\$3,700</b>	<b>\$38,700</b>	<b>\$103,700</b>	<b>\$2,500</b>	<b>\$0</b>

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## Intermediate School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Site and Grounds</b>												
1	Parking lots / Paving	\$40,000										Chip Seal/Coating
2	Drives and Walks	\$3,300			\$20,000							Playground access, & Routine Maint.
3	Curbs				\$25,000							Front Drop off area and islands
4	Storm Sewer											
5	Landscaping			\$1,000						\$1,000		
6	Traffic / Circulation	\$660	\$660	\$660	\$660	\$660	\$660	\$660	\$660	\$660	\$660	Stripping
7	Irrigation											
8	Drainage											
9	Waterproofing											
10	Fencing											
11	Site lighting		\$1,500				\$1,500					Fixture replacements with LED
12	Signage											
13	Playground Equipment											
14	Other		\$3,000									Paint Garage
15	Other		\$5,000									Replace steps at loading dock
16	Other											
	Subtotal	\$43,960	\$10,160	\$1,660	\$45,660	\$660	\$2,160	\$660	\$660	\$1,660	\$660	\$107,900
<b>Exterior Envelope</b>												
17	Roofing										\$50,000	
18	Flashing											
19	Sealants		\$10,000							\$10,000		
20	Brick / Block											
21	Tuck Pointing					\$75,000						
22	EFIS / Stucco											
23	Siding											
24	Painting											
25	Windows											
26	Skylights							\$35,000				Gym (Qty. 8)
27	Hollow Metal Doors											
28	Aluminum Entrances					\$30,000						
29	Exterior Door Hardware					\$25,000						
30	Secondary Structure											
31	Other											
32	Other											
33	Other											
	Subtotal	\$0	\$10,000	\$0	\$0	\$130,000	\$0	\$35,000	\$0	\$10,000	\$50,000	\$235,000
<b>Interior Finishes</b>												
34	Carpet											
35	Ceramic Tile											
36	Terrazzo											
37	VCT										\$50,000	
38	Wood Flooring				\$80,000							Sythentic Floor at Gym
39	Acoustical Ceilings											
40	Gypsum Ceilings											
41	Gypsum Walls		\$5,000					\$5,000				
42	Wall Paint	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	
43	Wall Paper											
44	Millwork											
45	Wood Doors											
46	Hollow Metal Doors											
47	Door Frames											
48	Wood Casework											
49	Plastic Laminate Casework											
50	Toilet partitions					\$30,000						
51	Signage	\$15,000										
52	Sealants											
53	Lockers											
54	Hook and Rail											
55	Accordian Partitions - Classroom											
56	Folding Partitions - Gym										\$50,000	
57	Other											
58	Other											
59	Other											
	Subtotal	\$16,200	\$6,200	\$1,200	\$81,200	\$31,200	\$1,200	\$6,200	\$1,200	\$1,200	\$101,200	\$247,000

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## Intermediate School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Mechanical</b>												
60	Boilers							\$350,000				Hot Water Condensing Boilers
61	HW pumps	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	Pump Maintenance
62	Chillers											
63	Condensing units											
64	CHW pumps											
65	System piping											
66	Ventilation / Air Handling		\$200,000									Gym and Kitchen unit replacement/AC
67	Temperature Controls											
68	Fire protection											
69	Plumbing fixtures											
70	Domestic piping											
71	Dom. Water heating								\$30,000			
72	Water conditioning											
73	Sensor Flushing	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	
74	Other				\$35,000							Re-Commissioning
75	Other				\$200,000							Kitchen Equipment
	Subtotal	\$3,500	\$203,500	\$3,500	\$238,500	\$3,500	\$3,500	\$353,500	\$33,500	\$3,500	\$3,500	\$850,000
<b>Electrical</b>												
76	Service											
77	Distribution / Panels											
78	Convenience outlets											
79	Lighting - Halls	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	
80	Lighting - Classrooms											
81	Lighting - Restrooms											
82	Lighting - Offices											
83	Phone system											
84	PA system											
85	Clock system											
86	Emergency Power											
87	Generator											
88	Building Lighting	\$1,500				\$1,500				\$1,500		
89	Emergency Lighting Replacement											
90	Other											
91	Other											
	Subtotal	\$3,000	\$1,500	\$1,500	\$1,500	\$3,000	\$1,500	\$1,500	\$1,500	\$3,000	\$1,500	\$19,500
<b>Life Safety</b>												
92	Accessible entrances											
93	ADA - Bathrooms											
94	ADA - Other											
95	Fire alarm system											
96	Security system	\$5,000										
97	Hazardous Materials											
98	Other											
99	Other											
100	Other											
	Subtotal	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
<b>TOTALS</b>		<b>\$71,660</b>	<b>\$231,360</b>	<b>\$7,860</b>	<b>\$366,860</b>	<b>\$168,360</b>	<b>\$8,360</b>	<b>\$396,860</b>	<b>\$36,860</b>	<b>\$19,360</b>	<b>\$156,860</b>	

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## Middle School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Site and Grounds</b>												
1	Parking lots / Paving		\$46,000									Chip Seal/Coating
2	Drives and Walks								\$60,000			
3	Curbs											
4	Storm Sewer											
5	Landscaping		\$1,000					\$1,000				
6	Traffic / Circulation	\$700	\$700	\$35,000	\$700	\$700	\$700	\$700	\$700	\$700	\$700	
7	Irrigation											
8	Drainage											
9	Waterproofing											
10	Fencing											
11	Site lighting			\$1,500				\$1,500				
12	Signage											
13	Playground Equipment											
14	Other											
15	Other											
16	Other											
	Subtotal	\$700	\$47,700	\$36,500	\$700	\$700	\$700	\$3,200	\$60,700	\$700	\$700	\$152,300
<b>Exterior Envelope</b>												
17	Roofing			\$500,000	\$500,000	\$500,000	\$500,000					
18	Flashing											
19	Sealants								\$15,000			
20	Brick / Block											
21	Tuck Pointing										\$90,000	
22	EFIS / Stucco											
23	Siding											
24	Painting											
25	Windows											
26	Skylights											
27	Hollow Metal Doors											
28	Aluminum Entrances											
29	Exterior Door Hardware											
30	Secondary Structure		\$10,000									Maintenance Garage Painting/Siding Work
31	Other											
32	Other											
33	Other											
	Subtotal	\$0	\$10,000	\$500,000	\$500,000	\$500,000	\$500,000	\$0	\$15,000	\$0	\$90,000	\$2,115,000
<b>Interior Finishes</b>												
34	Carpet										\$50,000	
35	Ceramic Tile											
36	Terrazzo											
37	VCT			\$35,000					\$50,000			
38	Wood Flooring	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	Sand and Refinish
39	Acoustical Ceilings											
40	Gypsum Ceilings											
41	Gypsum Walls											
42	Wall Paint	\$15,000									\$15,000	
43	Wall Paper											
44	Millwork											
45	Wood Doors											
46	Hollow Metal Doors											
47	Door Frames											
48	Wood Casework											
49	Plastic Laminated Casework											
50	Toilet partitions								\$35,000			
51	Signage											
52	Sealants		\$10,000								\$10,000	
53	Lockers											
54	Hook and Rail											
55	Accordion Partitions - Classroom										\$45,000	Curtain
56	Folding Partitions - Gym											
57	Other											
58	Other											
59	Other											
	Subtotal	\$21,500	\$16,500	\$41,500	\$6,500	\$6,500	\$6,500	\$6,500	\$91,500	\$6,500	\$126,500	\$330,000

## Middle School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Mechanical</b>												
60	Boilers									\$15,000		Replace burner
61	HW pumps	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$35,000	\$1,500	\$1,500		
62	Chillers											
63	Condensing units							\$100,000	\$100,000			
64	CHW pumps											
65	System piping											
66	Ventilation / Air Handling				\$100,000	\$100,000	\$100,000	\$100,000	\$100,000			
67	Temperature Controls											
68	Fire protection											
69	Plumbing fixtures											
70	Domestic piping											
71	Dom. Water heating						\$50,000			\$50,000		
72	Water conditioning											
73	Sensor Flushing	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	
74	Other			\$35,000								Re-Commissioning
75	Other								\$200,000			Kitchen Equipment
	Subtotal	\$2,500	\$2,500	\$37,500	\$102,500	\$102,500	\$152,500	\$236,000	\$402,500	\$67,500	\$1,000	\$1,107,000
<b>Electrical</b>												
76	Service											
77	Distribution / Panels								\$35,000			
78	Convenience outlets											
79	Lighting - Halls	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$100,000			Bulbs / Fixtures
80	Lighting - Classrooms											
81	Lighting - Restrooms											
82	Lighting - Offices											
83	Phone system											
84	PA system						\$30,000					
85	Clock system						\$25,000					
86	Emergency Power											
87	Generator			\$2,000				\$2,000				Tune Ups
88	Building Lighting		\$1,500				\$1,500				\$1,500	
89	Emergency Lighting Replacement											
90	Other											
91	Other											
	Subtotal	\$1,500	\$3,000	\$3,500	\$1,500	\$1,500	\$58,000	\$3,500	\$135,000	\$0	\$1,500	\$209,000
<b>Life Safety</b>												
92	Accessible entrances											
93	ADA - Bathrooms											
94	ADA - Other											
95	Fire alarm system											
96	Security system	\$5,000										
97	Hazardous Materials											
98	Other											
99	Other											
100	Other											
	Subtotal	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
<b>TOTALS</b>		<b>\$31,200</b>	<b>\$79,700</b>	<b>\$619,000</b>	<b>\$611,200</b>	<b>\$611,200</b>	<b>\$717,700</b>	<b>\$249,200</b>	<b>\$704,700</b>	<b>\$74,700</b>	<b>\$219,700</b>	

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# High School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Site and Grounds</b>												
1	Parking lots / Paving											
2	Drives and Walks											
3	Curbs		\$4,000						\$4,000			
4	Storm Sewer											
5	Landscaping				\$1,000					\$1,000		
6	Traffic / Circulation	\$780	\$780	\$780	\$780	\$780	\$780	\$780	\$780	\$780	\$780	
7	Irrigation											
8	Drainage											
9	Waterproofing											
10	Fencing											
11	Site lighting											
12	Signage											
13	Playground Equipment											
14	Other		\$2,500									Loading Dock Surface (Concrete)
15	Other						\$50,000					Track Maintenance
16	Other											
	Subtotal	\$780	\$7,280	\$780	\$1,780	\$780	\$50,780	\$780	\$4,780	\$1,780	\$780	\$70,300
<b>Exterior Envelope</b>												
17	Roofing		\$250,000					\$250,000	\$250,000	\$250,000		
18	Flashing											
19	Sealants											
20	Brick / Block			\$60,000								Pool section repair at duct chase
21	Tuck Pointing										\$50,000	
22	EFIS / Stucco											
23	Siding											
24	Painting											
25	Windows			\$15,000								Repair Clearstory windows at Cafeteria
26	Skylights											
27	Hollow Metal Doors											
28	Aluminum Entrances								\$35,000			
29	Exterior Door Hardware								\$15,000			
30	Secondary Structure											
31	Other				\$15,000							Maintance garage roof
32	Other											
33	Other											
	Subtotal	\$0	\$250,000	\$75,000	\$15,000	\$0	\$0	\$250,000	\$300,000	\$250,000	\$50,000	\$1,190,000
<b>Interior Finishes</b>												
34	Carpet	\$30,000										
35	Ceramic Tile											
36	Terrazzo											
37	VCT									\$35,000		
38	Wood Flooring	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	\$3,800	
39	Acoustical Ceilings			\$2,500			\$2,500			\$2,500		
40	Gypsum Ceilings											
41	Gypsum Walls											
42	Wall Paint	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	
43	Wall Paper											
44	Millwork											
45	Wood Doors			\$10,000								
46	Hollow Metal Doors			\$8,500								
47	Door Frames											
48	Wood Casework											
49	Plastic Laminate Casework											
50	Toilet partitions						\$50,000					
51	Signage											
52	Sealants				\$10,000						\$5,000	
53	Lockers											
54	Hook and Rail											
55	Accordian Partitions - Classroom	\$5,000										Wall at PAC/Café
56	Folding Partitions - Gym			\$100,000								
57	Other						\$55,000					Pool deck and bowl crack repairs
58	Other											
59	Other											
	Subtotal	\$40,300	\$5,300	\$126,300	\$15,300	\$5,300	\$112,800	\$5,300	\$5,300	\$42,800	\$10,300	\$369,000

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# High School

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Mechanical</b>												
60	Boilers							\$700,000				
61	HW pumps		\$5,000		\$5,000			\$35,000				
62	Chillers			\$100,000								
63	Condensing units											
64	CHW pumps											
65	System piping											
66	Ventilation / Air Handling	\$10,000		\$400,000								Pool Duct / Finish ventilation to Music & Cafe
67	Temperature Controls											
68	Fire protection											
69	Plumbing fixtures		\$5,500				\$5,500					
70	Domestic piping											
71	Dom. Water heating				\$50,000							
72	Water conditioning											
73	Sensor Flushing	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	
74	Other					\$450,000						
75	Other			\$3,500							\$3,500	
	Subtotal	\$11,000	\$11,500	\$504,500	\$56,000	\$451,000	\$6,500	\$736,000	\$1,000	\$1,000	\$4,500	\$1,783,000
<b>Electrical</b>												
76	Service											
77	Distribution / Panels											
78	Convenience outlets											
79	Lighting - Halls											
80	Lighting - Classrooms										\$150,000	
81	Lighting - Restrooms											
82	Lighting - Offices											
83	Phone system											
84	PA system							\$70,000				
85	Clock system							\$20,000				
86	Emergency Power											
87	Generator											
88	Building Lighting			\$1,500				\$1,500				
89	Emergency Lighting Replacement											
90	Other											
91	Other											
	Subtotal	\$0	\$0	\$1,500	\$0	\$0	\$0	\$1,500	\$90,000	\$0	\$150,000	\$243,000
<b>Life Safety</b>												
92	Accessible entrances											
93	ADA - Bathrooms											
94	ADA - Other											
95	Fire alarm system											
96	Security system											
97	Hazardous Materials											
98	Other											
99	Other											
100	Other											
	Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTALS</b>		<b>\$52,080</b>	<b>\$274,080</b>	<b>\$708,080</b>	<b>\$88,080</b>	<b>\$457,080</b>	<b>\$170,080</b>	<b>\$993,580</b>	<b>\$401,080</b>	<b>\$295,580</b>	<b>\$215,580</b>	<b>\$0</b>

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ECFE / DO

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Site and Grounds</b>												
1	Parking lots / Paving										\$25,000	
2	Drives and Walks			\$20,000								
3	Curbs											
4	Storm Sewer											
5	Landscaping											
6	Traffic / Circulation	\$500	\$500	\$500	\$5,000	\$500	\$500	\$500	\$500	\$500	\$500	Stripping and Eliminate old emergency access
7	Irrigation											
8	Drainage											
9	Waterproofing											
10	Fencing											
11	Site lighting				\$1,500				\$1,500			
12	Signage	\$2,000										
13	Playground Equipment											
14	Other											
15	Other											
16	Other											
	Subtotal	\$2,500	\$500	\$20,500	\$6,500	\$500	\$500	\$500	\$2,000	\$500	\$25,500	\$59,500
<b>Exterior Envelope</b>												
17	Roofing	\$270,000										
18	Flashing											
19	Sealants		\$10,000								\$10,000	
20	Brick / Block											
21	Tuck Pointing	\$65,000									\$25,000	
22	EFIS / Stucco											
23	Siding											
24	Painting											
25	Windows		\$10,000									Repairs
26	Skylights											
27	Hollow Metal Doors											
28	Aluminum Entrances			\$25,000								
29	Exterior Door Hardware			\$8,500								
30	Secondary Structure											
31	Other											
32	Other											
33	Other											
	Subtotal	\$335,000	\$20,000	\$33,500	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$423,500
<b>Interior Finishes</b>												
34	Carpet										\$25,000	
35	Ceramic Tile											
36	Terrazzo											
37	VCT		\$60,000									Halls
38	Wood Flooring											
39	Acoustical Ceilings											
40	Gypsum Ceilings											
41	Gypsum Walls											
42	Wall Paint				\$10,000							
43	Wall Paper											
44	Millwork											
45	Wood Doors		\$35,000									Hardware
46	Hollow Metal Doors											
47	Door Frames											
48	Wood Casework											
49	Plastic Laminate Casework											
50	Toilet partitions								\$50,000			
51	Signage	\$5,000										
52	Sealants											
53	Lockers											
54	Hook and Rail											
55	Accordian Partitions - Classroom											
56	Folding Partitions - Gym											
57	Other											
58	Other											
59	Other											
	Subtotal	\$5,000	\$95,000	\$0	\$10,000	\$0	\$0	\$0	\$0	\$50,000	\$25,000	\$185,000

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ECFE / DO

Item #	Item Description	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Project Description
<b>Mechanical</b>												
60	Boilers					\$25,000						
61	HW pumps	\$1,500	\$1,500	\$1,500	\$1,500	\$20,000	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	
62	Chillers		\$200,000									Replace both chillers
63	Condensing units										\$75,000	
64	CHW pumps		\$60,000									
65	System piping		\$100,000									
66	Ventilation / Air Handling		\$350,000									Replace AHUs
67	Temperature Controls		\$100,000									
68	Fire protection											
69	Plumbing fixtures			\$10,000				\$10,000				
70	Domestic piping											
71	Dom. Water heating				\$35,000							
72	Water conditioning											
73	Sensor Flushing	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	
74	Other											
75	Other											
	Subtotal	\$2,500	\$812,500	\$12,500	\$37,500	\$46,000	\$2,500	\$12,500	\$2,500	\$2,500	\$77,500	\$1,008,500
<b>Electrical</b>												
76	Service											
77	Distribution / Panels		\$50,000									
78	Convenience outlets		\$75,000									
79	Lighting - Halls	\$1,000	\$60,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	
80	Lighting - Classrooms		\$75,000									
81	Lighting - Restrooms											
82	Lighting - Offices											
83	Phone system		\$65,000									
84	PA system											
85	Clock system											
86	Emergency Power											
87	Generator			\$2,000					\$2,000			
88	Building Lighting					\$1,500					\$1,500	
89	Emergency Lighting Replacement											
90	Other											
91	Other											
	Subtotal	\$1,000	\$325,000	\$3,000	\$1,000	\$2,500	\$1,000	\$1,000	\$3,000	\$1,000	\$2,500	\$341,000
<b>Life Safety</b>												
92	Accessible entrances											
93	ADA - Bathrooms											
94	ADA - Other				\$175,000							Elevator
95	Fire alarm system								\$45,000			
96	Security system								\$15,000			
97	Hazardous Materials											
98	Other											
99	Other											
100	Other											
	Subtotal	\$0	\$0	\$0	\$175,000	\$0	\$0	\$0	\$60,000	\$0	\$0	\$235,000
<b>TOTALS</b>		<b>\$346,000</b>	<b>\$1,253,000</b>	<b>\$69,500</b>	<b>\$230,000</b>	<b>\$49,000</b>	<b>\$4,000</b>	<b>\$14,000</b>	<b>\$67,500</b>	<b>\$54,000</b>	<b>\$165,500</b>	

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# Princeton Public Schools New Primary Elementary School Design Update

November 4, 2014

designers and  
researchers  
for public  
environments

- The building's atmosphere should be warm, **friendly** and inviting.
- The building should be **welcoming** to the community.
- The building and grounds should provide a **safe environment** for students, staff, and the community.
- The building and grounds should be functional and **easy to navigate**.
- The project should represent the best value and investment for the Princeton District and community, and be a source of community pride.
- Learning spaces in the building should be **flexible** and **diverse**.
- The building should reinforce Princeton **'Tiger Pride'**.
- Design should be **age appropriate**.

- The building and grounds should provide enough space for circulation and promote **easy traffic flow**.
- There should be efficient flow in the cafeteria and kitchen / serving areas.
- The building should **incorporate colors** appropriate for a learning environment.
- The building should be designed for possible future expansion and/or changes.

- Building should be designed with a “secure vestibule” to allow for control of visitors during school hours.
  - Mindful use and quantity of glass should be considered
  - Benches should be provided
  - There should be waiting areas for visitors during inclement weather (secure Vestibule).
  
- Building should have a sufficient and appropriate amount of the following:
  - Bathrooms (both staff & students)
  - Drinking fountains and bottle fillers
  - Storage
  
- The Building should include the following operational components:
  - Dehumidification
  - Options for lighting control at classrooms (including daylighting)
  - Views to the outside at all classroom areas
  - Assisted listening devices at classrooms
  - ADA accessibility
  - [Adequate] ventilation

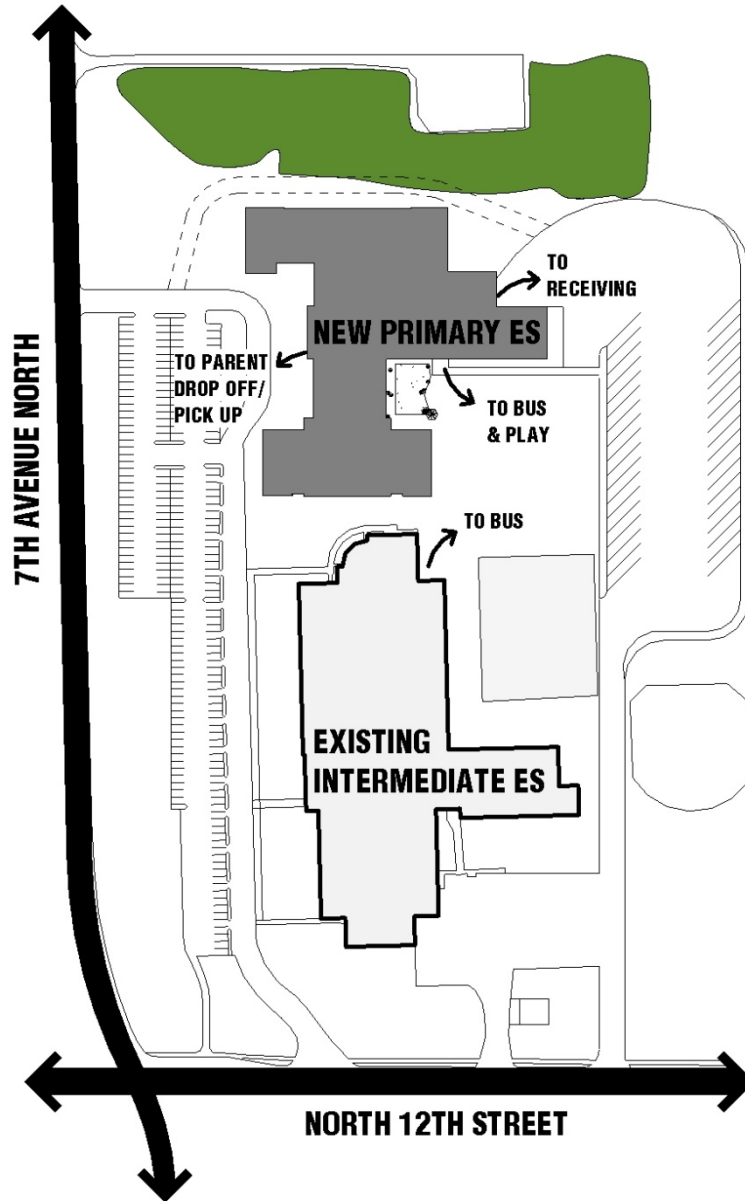


- Bus Loop and parent pick-up/ drop-off should be separate
- There should be dedicated visitor and staff parking
- There should be a secure parent pick-up location within the building office area
- The main office shall include a panic/ duress button to activate in an emergency. Button shall activate wings and Media Center.
- The Stage should be located between the gym and cafeteria so that it can be accessed from both spaces.
- The Cafeteria shall be an organizational element and a centralized pub.
- Art should be adjacent to science, and the outdoor learning area.
- Music should be adjacent to the stage.
- Special Education spaces should be dispersed and centrally located.

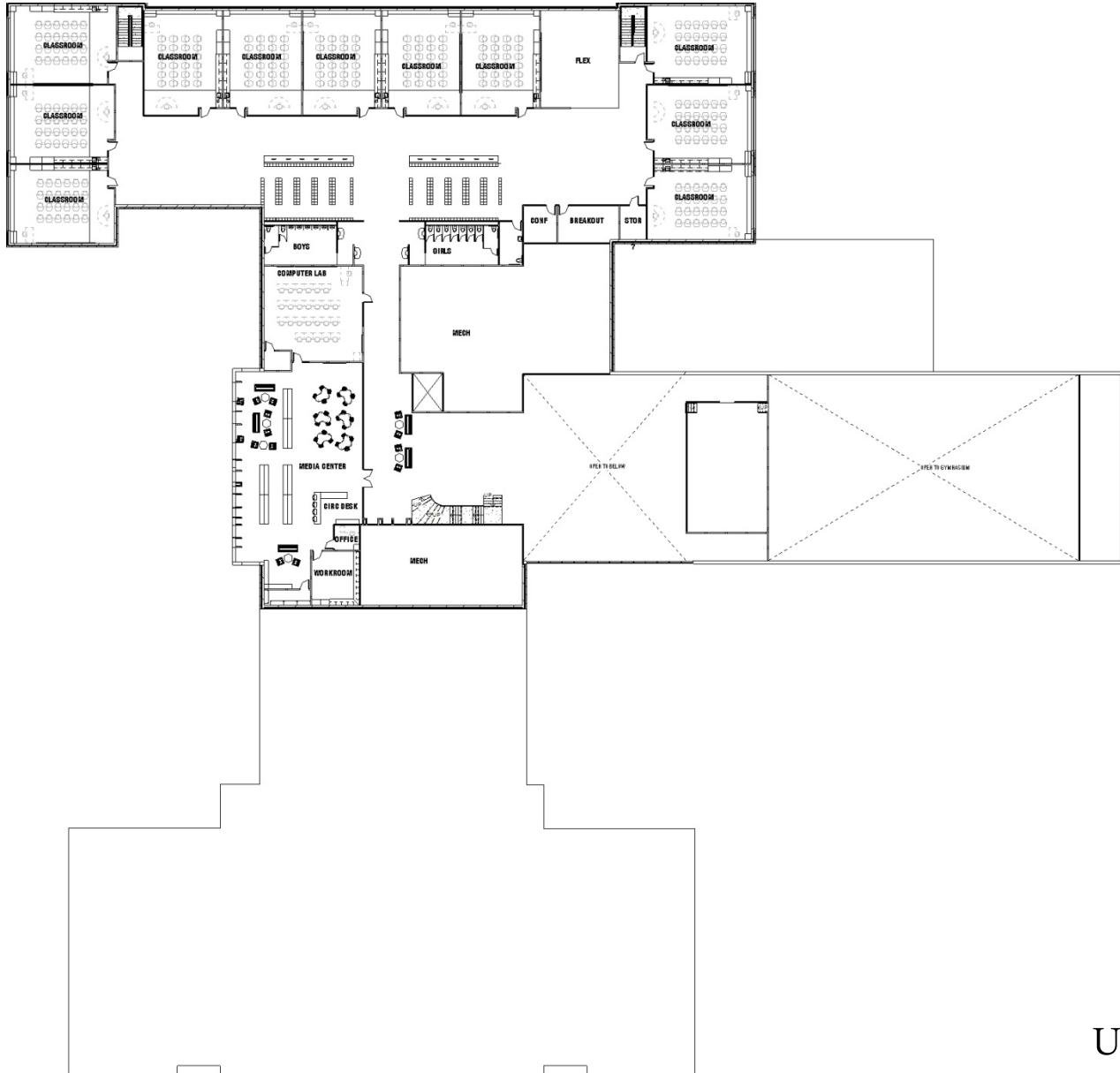
- The building should be able to be secured in the following ways:
  - By event space
  - By wing or Cluster
  - By Classroom
  
- Cafeteria Should have:
  - Direct playground exit
  - Easy in/out circulation at hooks, etc.
  
- One computer lab should be adjacent to the Media Center, and Accessible from both Media Center and Corridor. A second computer lab should be on the first floor and accessible to the community
  
- Building should be designed to accommodate a 12<sup>th</sup> Classroom for each grade to be used as a flex room.
  
- Cafeteria, Gym, Music, and EBD areas shall be acoustically isolated from classrooms.
  
- The Media Center shall be a centrally located destination on the 2<sup>nd</sup> floor.

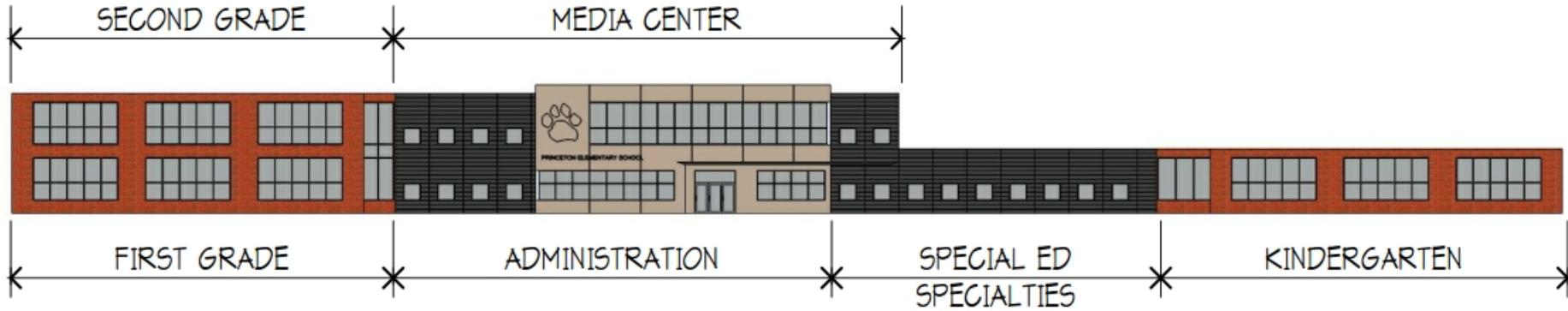


- K-2 and 3-5 playgrounds should be separated if the new school is built adjacent to the North.
  
- There should be an outdoor learning environment adjacent to school and easily accessible from the classrooms.
  
- The following areas should be available to the community after school hours:
  - Cafeteria
  - Stage
  - Gym Toilets
  - Specialists areas (Music, Art, Science)
  - Conference Rooms
  - Computer lab
  
- 1<sup>st</sup> and 2<sup>nd</sup> grade shall have lockers outside the classrooms.
  
- Kindergarten shall have cubbies outside the classrooms.
  
- Locate the playground in a safe location, near cafeteria, that also minimizes distractions to other users.



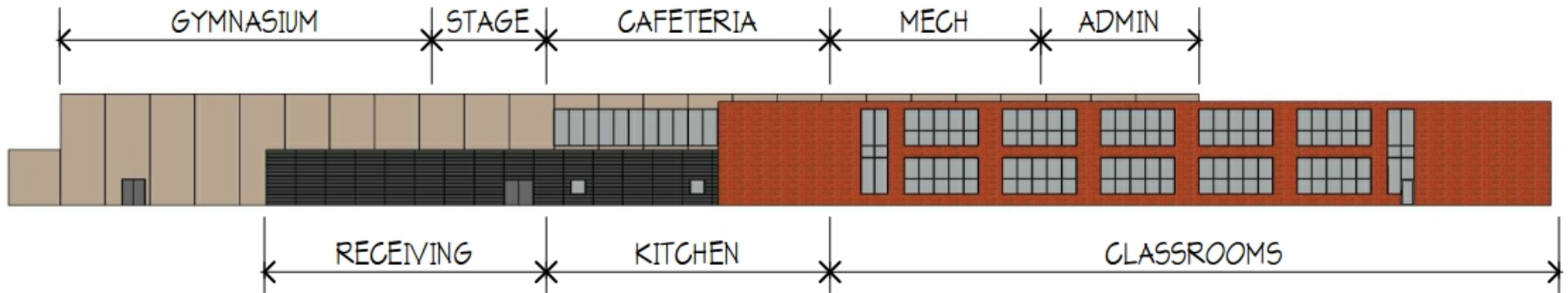




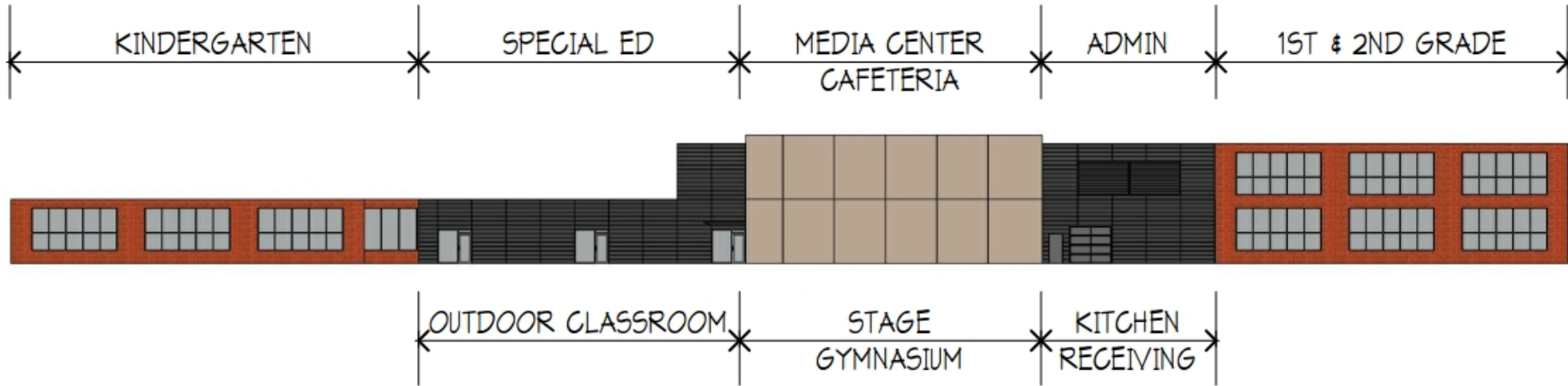


West Elevation

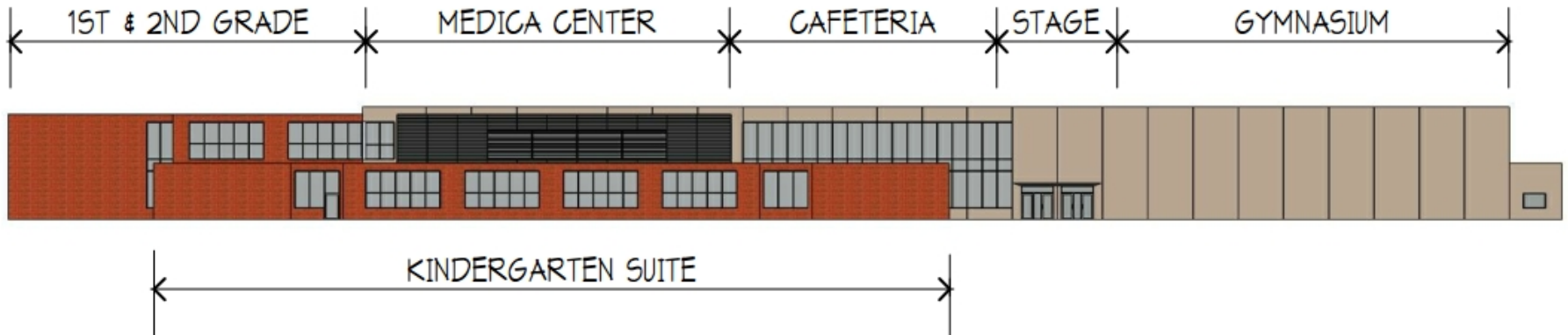
40



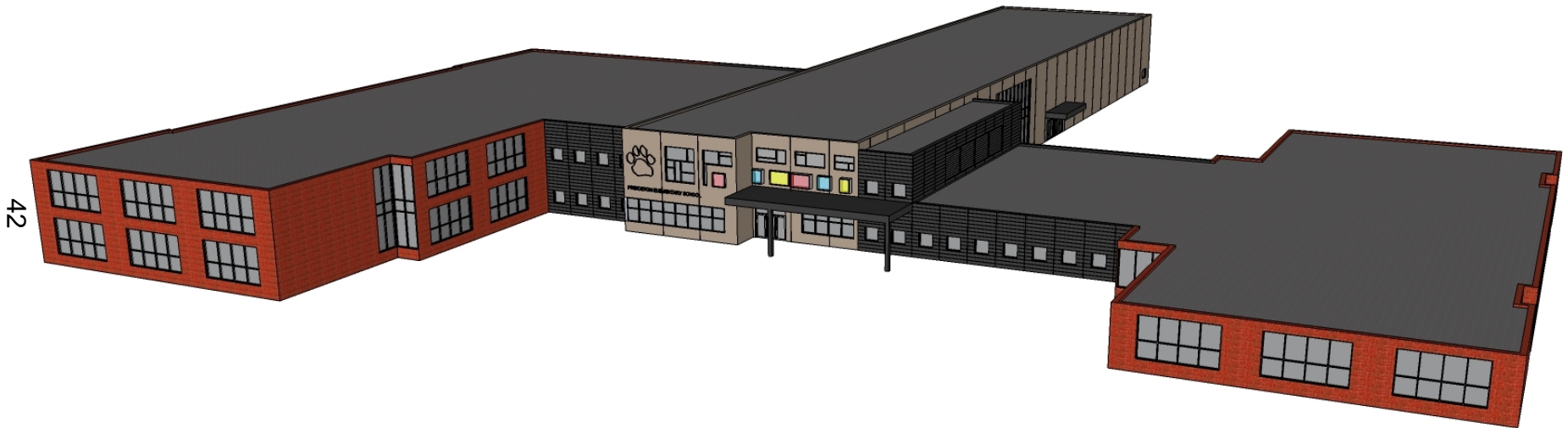
North Elevation



→ East Elevation



South Elevation



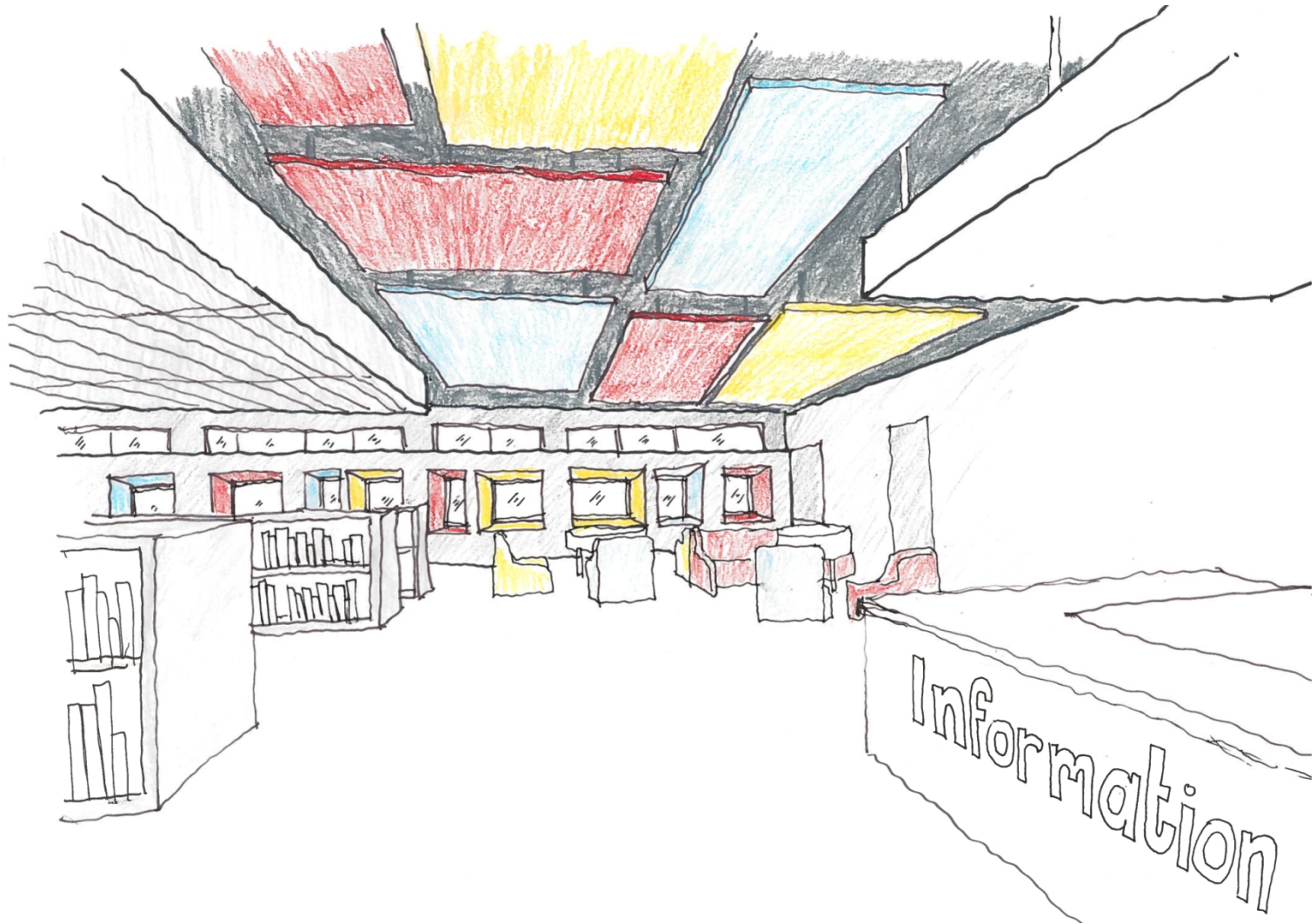
42





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## Resource Area



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Media Center



Looking at Media Center  
and Front entry



### NEW K-2 (At North)

#### Construction Costs

New K-2 Building 102,000 sf \$ 16,525,000

#### Site Work

Field Development \$ 400,000

Re-Design Parking / Drop Off \$ 500,000

Road / Access Improvements \$ 600,000

Water / Utility / Infrastructure Improvements \$ 300,000

\$ 1,800,000

#### Furniture / Fixtures / Equipment

Kitchen / Food Service \$ 400,000

Technology Infrastructure (Hard & Soft) \$ 200,000

Classroom Furniture (Repair / Replace) \$ 500,000

\$ 1,100,000

#### Decommission of South Elementary

\$ 600,000

Construction Sub-Total \$ 20,025,000

#### Project Costs

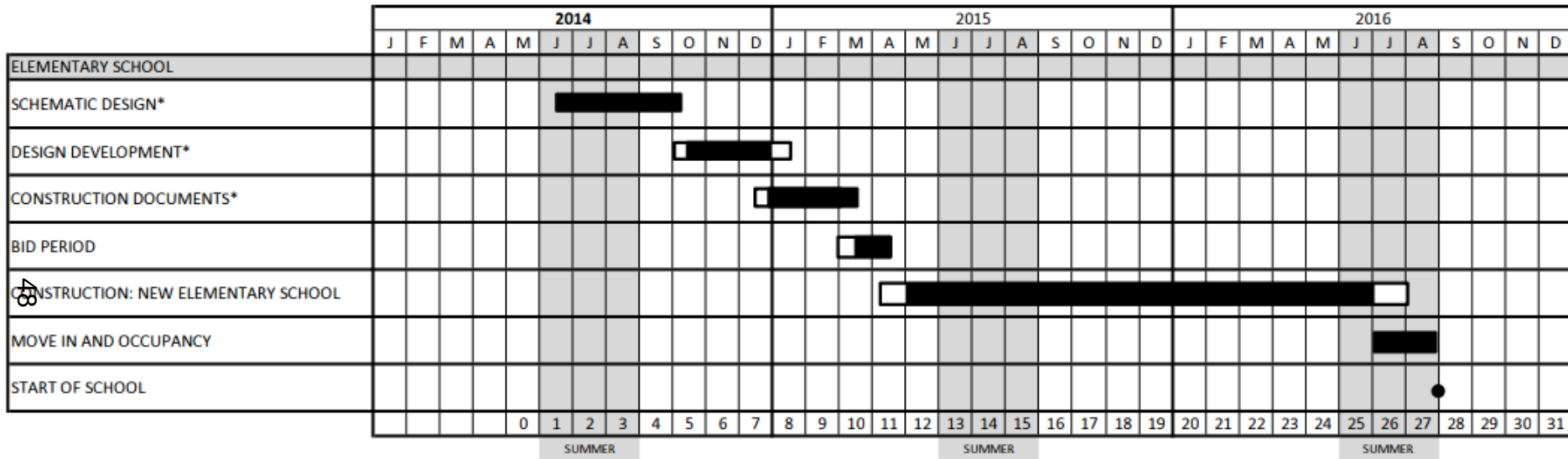
Contingency (5%) \$ 1,000,000

Design / Permits / Testing / etc. \$ 2,450,000

Moving / Phasing \$ 80,000

\$ 3,530,000

**New Elementary - Total \$ 23,555,000**

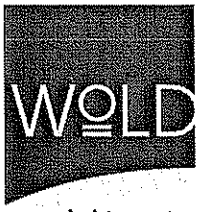


\* Design Phase Descriptions:

Schematic Design - Phase in which information is gathered, design options are developed and reviewed, and the existing buildings and sites are analyzed.

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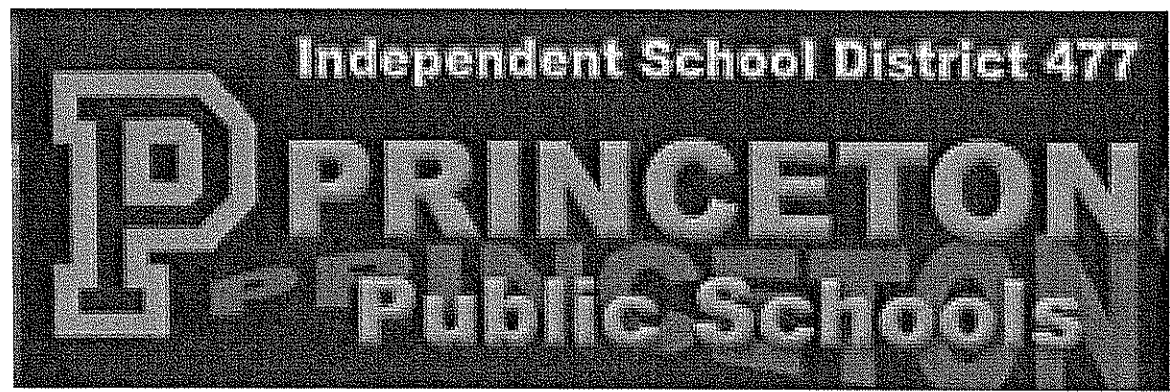
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ics | CONSULTING, INC

# Schematic Design Submittal

## Princeton Primary Elementary School



### INDEPENDENT SCHOOL DISTRICT #477

Princeton, MN  
November 4, 2014

Minnesota  
Illinois  
Michigan  
Colorado  
Iowa

Comm No: 142087

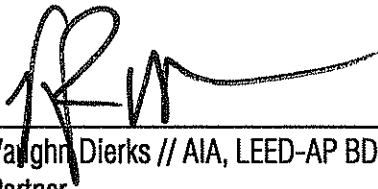
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**INTRODUCTION**

Wold Architect and Engineers is pleased to submit to the Board of Education of Independent School District #477, the Schematic Design Submittal for the New K-2 Elementary School Project. We wish to thank the Core Planning Group and the School District's Administration and Staff for the exhaustive efforts in providing the Design Team with the information necessary to advance to this state of development in a timely fashion.

The Design Team is commencing the Design Development/ Construction Documents Phases of this project. This report has been prepared to update the Board of education. Thank You for your consideration of this design presentation.



Vaughn Dierks // AIA, LEED-AP BD+C  
Partner

WOLD ARCHITECTS AND ENGINEERS



Sara Guyette // AIA, EFP, LEED-AP

WOLD ARCHITECTS AND ENGINEERS



## CORE PLANNING GROUP MEMBERS

Susan Bartholomaus  
John Beach  
Lisa Bekius  
Faith Connors  
Erin Dohrmann  
Jack Edmonds  
Greg Finck, Principal  
Todd Frederick, SRO  
Megan Hagen  
Guy Havelka  
Christine Hazelton  
Ken Henchen  
Michelle Lindell  
Brian Noack  
Annie Porttiin  
Tom Ostroot  
Kortney Schwartz  
Deb Ulm  
Howard Vaillancourt  
Mary F. Ward, teacher

## CORE PLANNING GROUP'S GUIDING PRINCIPLES

- The building's atmosphere should be warm, friendly and inviting.
- The building should be welcoming to the community.
- The building and grounds should provide a safe environment for students, staff, and the community.
- The building and grounds should be functional and easy to navigate.
- The project should represent the best value and investment for the Princeton District and community, and be a source of community pride.
- Learning spaces in the building should be flexible and diverse.
- The building should reinforce Princeton 'Tiger Pride'.
- Design should be age appropriate.
- The building and grounds should provide enough space for circulation and promote easy traffic flow.
- There should be efficient flow in the cafeteria and kitchen / serving areas.
- The building should incorporate colors appropriate for a learning environment.
- The building should be designed for possible future expansion and/or changes.

**CORE PLANNING GROUP'S FACILITIES CRITERIA:**

- Building should be designed with a "secure vestibule" to allow for control of visitors during school hours.
  - Mindful use and quantity of glass should be considered.
  - Benches should be provided.
  - There should be waiting areas for visitors during inclement weather (secure Vestibule)
- Building should have a sufficient and appropriate amount of the following:
  - Bathrooms (both staff & students)
  - Drinking fountains and bottle fillers
  - Storage
- The Building should include the following operational components:
  - Dehumidification
  - Options for lighting control at classrooms (including daylighting)
  - Views to the outside at all classroom areas
  - Assisted listening devices at classrooms
  - ADA accessibility
  - [Adequate] ventilation
- Bus Loop and Parent pick-up / drop-off should be separate
- There should be dedicated visitor and staff parking.
- There should be a secure parent pick-up location within the building office area.
- The main office shall include a panic / duress button to activate in an emergency. Button shall activate wings and Media Center.
- The Stage should be located between the gym and cafeteria so that it can be accessed from both spaces.
- The Cafeteria shall be an organizational element and a centralized hub.
- Art should be adjacent to science, outdoor learning area.
- Music should be adjacent to the stage.
- Special Education spaces should be dispersed and centrally located.
- The building should be able to be secured in the following ways:
  - By event space
  - By wing or Cluster
  - By Classroom
- Cafeteria should have:
  - Direct playground exit
  - Easy in/out circulation at hooks, etc.

**CORE PLANNING GROUP'S FACILITIES CRITERIA:**

- One computer lab should be adjacent to the Media Center, and Accessible from both Media Center and Corridor.
- A second computer lab should be on the first floor and accessible to the community
- Building should be designed to accommodate a 12th Classroom for each grade to be used as a flex room.
- Cafeteria, Gym, Music and EBD areas shall be acoustically isolated from classrooms.
- The following areas should be available to the community after school hours:
  - Cafeteria
  - Stage
  - Gym
  - Toilets
  - Specialist areas (Music, Art, Science)
  - Conference Rooms
  - Computer Lab
- K-2 and 3-5 playgrounds should be separated if the new school is built adjacent to North.
- There should be an outdoor learning environment adjacent to school and easily accessible from the classrooms.
- 1st and 2nd grade shall have lockers outside the classrooms.
- Kindergarten shall have cubbies outside the classrooms.
- Locate the playground in a safe location, near cafeteria, that also minimizes distractions to other users.
- The Media Center shall be a centrally located destination on the 2nd Floor.

**NEW (K-2) ELEMENTARY SCHOOL  
SPACE SUMMARY**

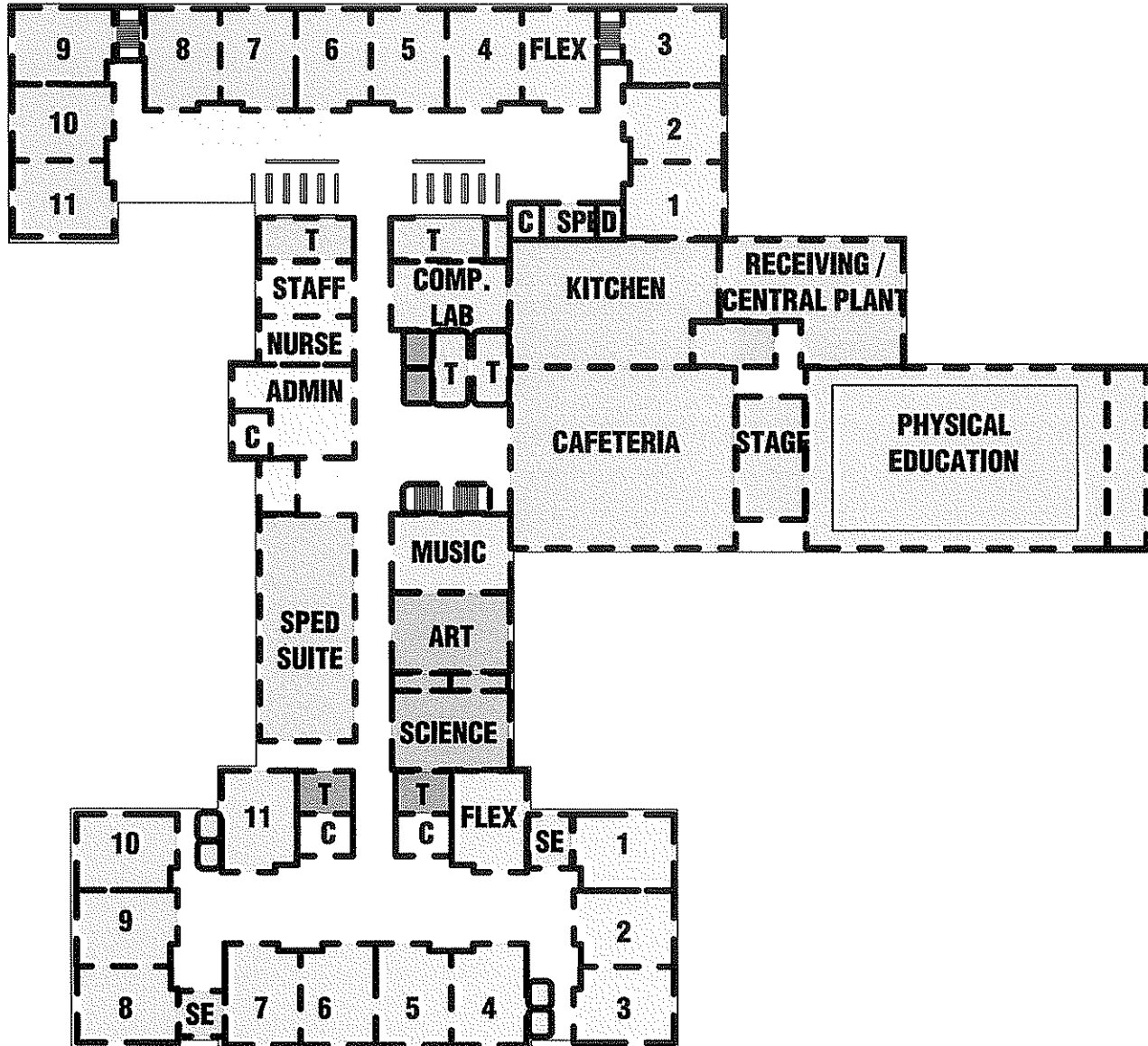
	<u>February 2014 Review and Comment</u>		<u>Schematic Design</u>		<u>Design Development</u>	<u>Construction Documents</u>
<b>Classrooms</b>						
1st-2nd Grade Classrooms	22 @ 900	19,800 SF	24 @ 900	21,600 SF	SF	SF
Conference Rooms	4 @ 200	800 SF	4 @ 159	636 SF	SF	SF
Resource Areas	4 @ 600	2,400 SF	2 @ 3155	6,310 SF	SF	SF
Lockers		N/A	2 @ 1363	2,726 SF	SF	SF
		<u>23,000 SF</u>		<u>31,272 SF</u>	<u>SF</u>	<u>SF</u>
<b>Kindergarten</b>						
Classrooms	11 @ 1200	13,200 SF	12 @ 900	10,800 SF	SF	SF
Toilets	11 @ 65	715 SF	4 @ 75	300 SF	SF	SF
Seats	44 @ 75	825 SF		N/A		
Resource Area		N/A		2,331 SF	SF	SF
Lockers		N/A		1,740 SF	SF	SF
		<u>14,740 SF</u>		<u>15,171 SF</u>	<u>SF</u>	<u>SF</u>
<b>Applied / Specialists</b>						
Art Lab		1,200 SF		1,100 SF	SF	SF
Storage		100 SF		70 SF	SF	SF
Kiln		60 SF		62 SF	SF	SF
Science / Multi Purpose Lab		1,200 SF		1,100 SF	SF	SF
Storage		120 SF		110 SF	SF	SF
Music Classroom		1,200 SF		1,100 SF	SF	SF
Storage		420 SF		N/A		
Computer Lab	2 @ 900	1,800 SF	2 @ 900	1,800 SF	SF	SF
Server		60 SF		60 SF	SF	SF
		<u>5,860 SF</u>		<u>5,402 SF</u>	<u>SF</u>	<u>SF</u>
<b>Special Education</b>						
Main Suite		4,000 SF		2,585 SF	SF	SF
1st and 2nd grade breakout		N/A	2 @ 291	582 SF	SF	SF
Resource/ storage		N/A	2 @ 117	234 SF		
Kindergarten Breakout		N/A	2 @ 276	552 SF	SF	SF
		<u>4,000 SF</u>		<u>3,953 SF</u>	<u>SF</u>	<u>SF</u>

**NEW (K-2) ELEMENTARY SCHOOL  
SPACE SUMMARY**

	<u>February 2014 Review and Comment</u>	<u>Schematic Design</u>	<u>Design Development</u>	<u>Construction Documents</u>
<b>Media Center</b>				
Circulation/Stacks/Reading Area	3,000 SF	2,797 SF	SF	SF
Media Workroom	240 SF	221 SF	SF	SF
Media Production / Editing	440 SF	N/A	SF	SF
Conference Room (Large)	240 SF	N/A	SF	SF
Conference Room (Small)	120 SF	N/A	SF	SF
Storage	160 SF	126 SF	SF	SF
Video Control	180 SF	N/A SF	SF	SF
Office	120 SF	110 SF	SF	SF
	<u>4,500 SF</u>	<u>3,254 SF</u>	<u>SF</u>	<u>SF</u>
<b>Physical Education</b>				
Gymnasium	6,500 SF	6,500 SF	SF	SF
Stage	1,200 SF	1,175 SF	SF	SF
Office	160 SF	127 SF	SF	SF
Indoor Storage	500 SF	175 SF	SF	SF
Outdoor Storage	200 SF	175 SF	SF	SF
Community Ed Storage	N/A SF	171 SF	SF	SF
Adaptive Phy Ed	N/A SF	170 SF	SF	SF
	<u>8,560 SF</u>	<u>8,493 SF</u>	<u>SF</u>	<u>SF</u>
<b>Administration</b>				
General Office / Waiting	400 SF	436 SF	SF	SF
Principal Office	200 SF	188 SF	SF	SF
Conference Room	250 SF	220 SF	SF	SF
Workroom/Copy/Mailroom	500 SF	263 SF	SF	SF
Storage	250 SF	N/A	SF	SF
Social Worker	N/A SF	121 SF	SF	SF
Parent/Volunteer Room	400 SF	108 SF	SF	SF
Tiger Club Office	N/A SF	96 SF		
Tiger Club Storage	N/A SF	121 SF		
	<u>2,000 SF</u>	<u>1,553 SF</u>	<u>SF</u>	<u>SF</u>
<b>Health / Nurse</b>				
Cof Room	240 SF	260 SF	SF	SF
Office / Exam	180 SF	183 SF	SF	SF
Toilet	75 SF	60 SF	SF	SF
	<u>495 SF</u>	<u>503 SF</u>	<u>SF</u>	<u>SF</u>

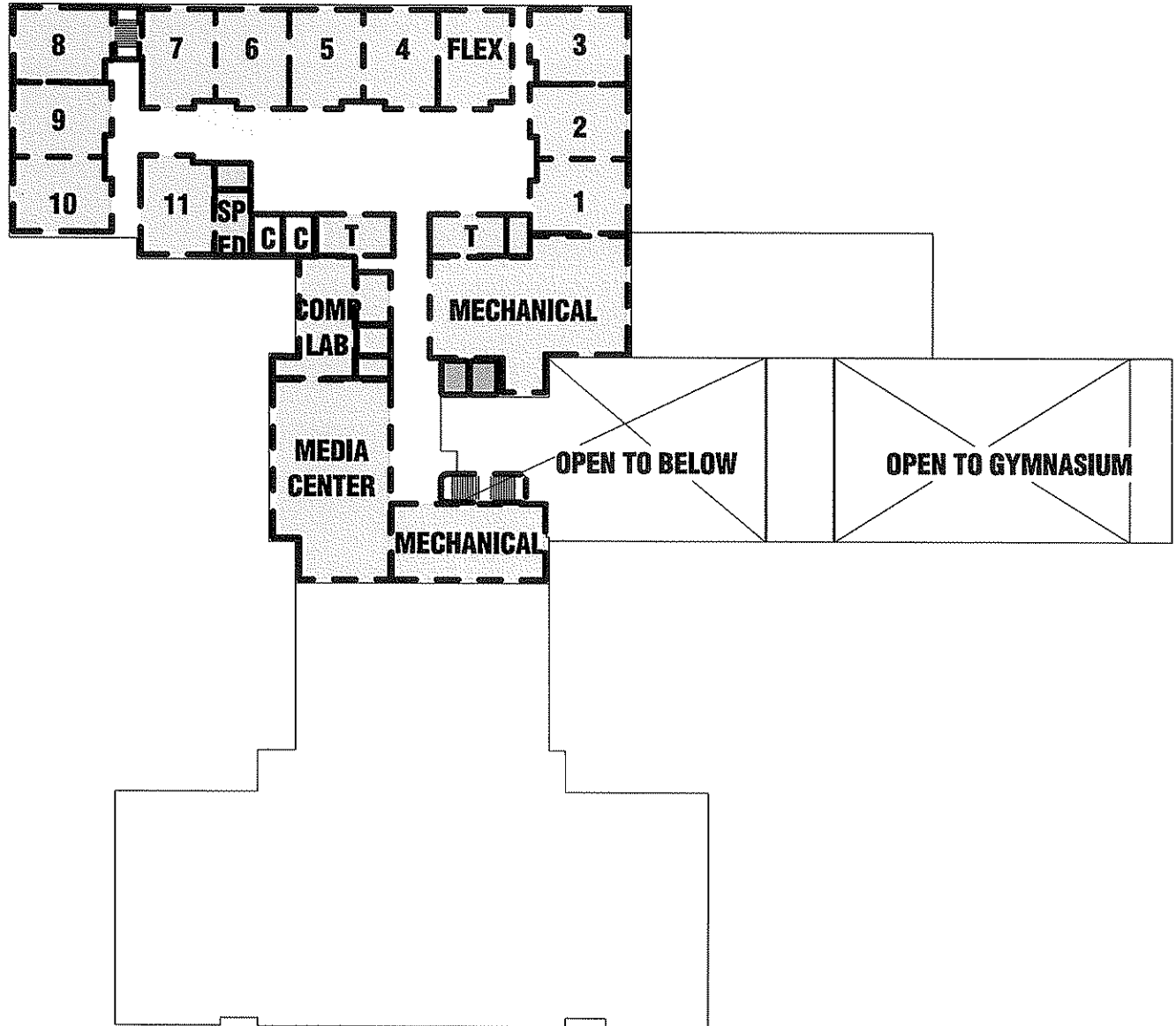
**NEW (K-2) ELEMENTARY SCHOOL  
SPACE SUMMARY**

	<u>February 2014 Review and Comment</u>	<u>Schematic Design</u>	<u>Design Development</u>	<u>Construction Documents</u>
<b>Staff Space</b>				
Faculty Staff Room	480 SF	552 SF	SF	SF
Toilets (6 @ 60)	360 SF	60 SF	SF	SF
	<u>840 SF</u>	<u>612 SF</u>	SF	SF
<b>Cafeteria</b>				
Seating Area (3 Shifts)	3,200 SF	(3 Shifts) 3,200 SF	SF	SF
Table Storage	450 SF	435 SF	SF	SF
	<u>3,650 SF</u>	<u>3,635 SF</u>	<u>SF</u>	<u>SF</u>
<b>Kitchen / Food Services</b>				
Serving Lines	450 SF	641 SF	SF	SF
Prep Area	800 SF	882 SF	SF	SF
Dry Storage	400 SF	307 SF	SF	SF
Freezer / Cooler	600 SF	477 SF	SF	SF
Dishwash Area	300 SF	329 SF	SF	SF
Office/Lockers/Custodial	350 SF	206 SF	SF	SF
	<u>2,900 SF</u>	<u>2,842 SF</u>	<u>SF</u>	<u>SF</u>
<b>Receiving / Central Plant</b>				
Receiving Area	600 SF	511 SF		
Workroom / Office	200 SF	88 SF		
Outdoor Storage	250 SF	237 SF		
Boiler	1,000 SF	1,048 SF		
	<u>2,050 SF</u>	<u>1,884 SF</u>		
<b>TOTAL NET SQUARE FOOTAGE</b>	<b>72,595 SF</b>	<b>78,574 SF</b>	<b>SF</b>	<b>SF</b>
<b>NET TO GROSS FACTOR</b>	<u>x 1.4</u>	<u>x 1.29</u>	<u>x 1.4</u>	<u>x 1.4</u>
(Includes mechanical, electrical, public toilets, circulation, and maintenance / janitorial spaces)				
<b>TOTAL GROSS SQUARE FOOTAGE</b>	<b>102,000 SF</b>	<b>102,000</b>		
<b>SF PER STUDENT</b>	<b>134</b>	<b>134</b>		

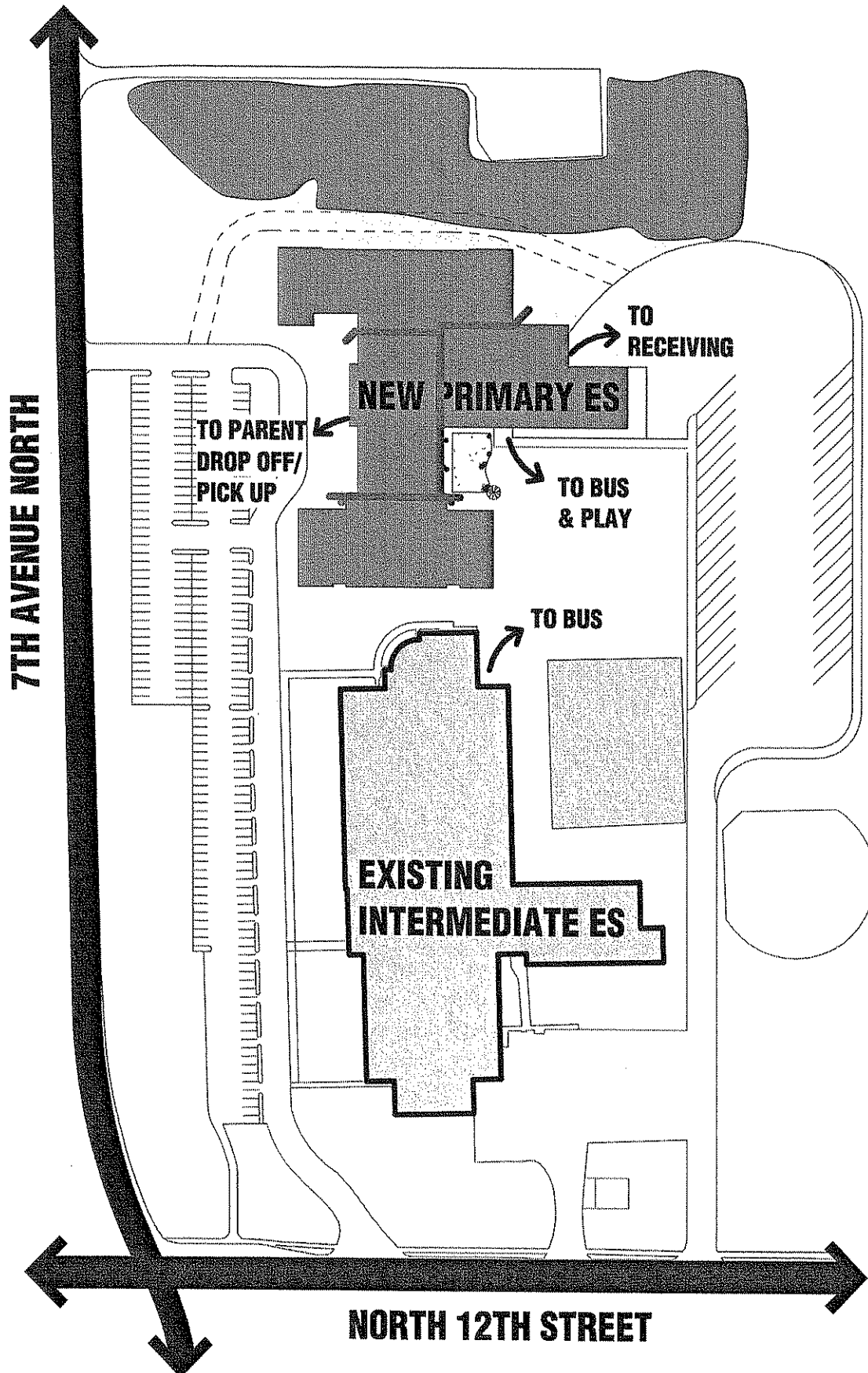


**MAIN LEVEL FLOOR PLAN**

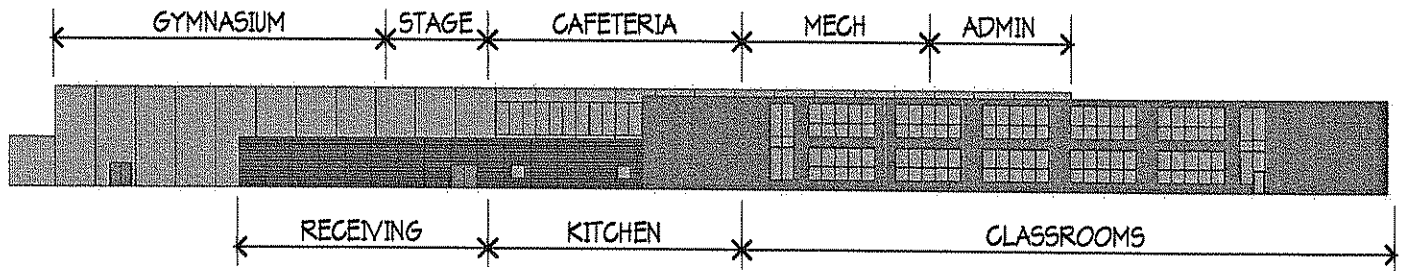




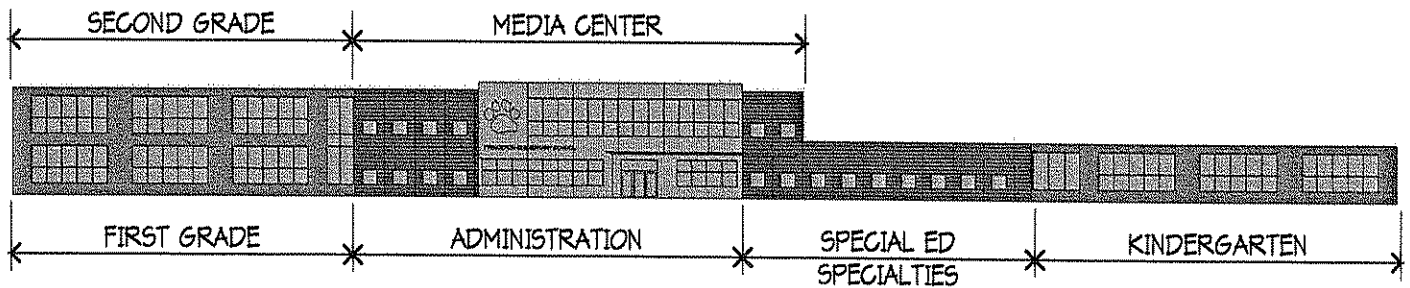
**UPPER LEVEL FLOOR PLAN** 



**PRELIMINARY ELEVATIONS**

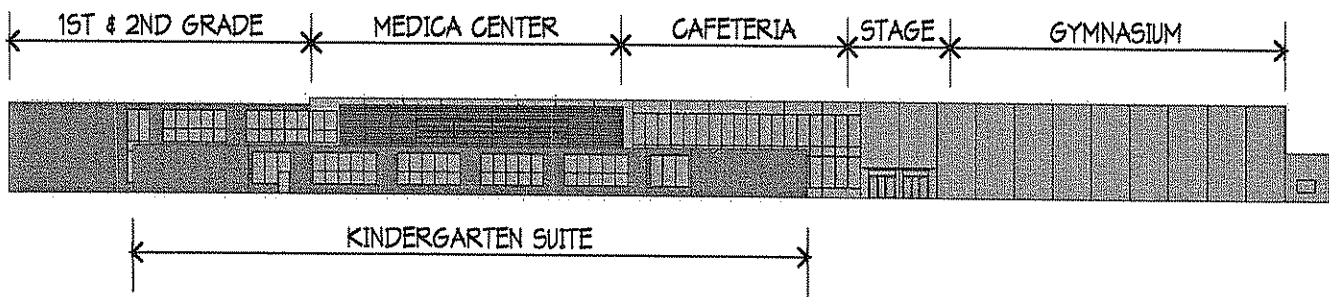


WEST ELEVATION

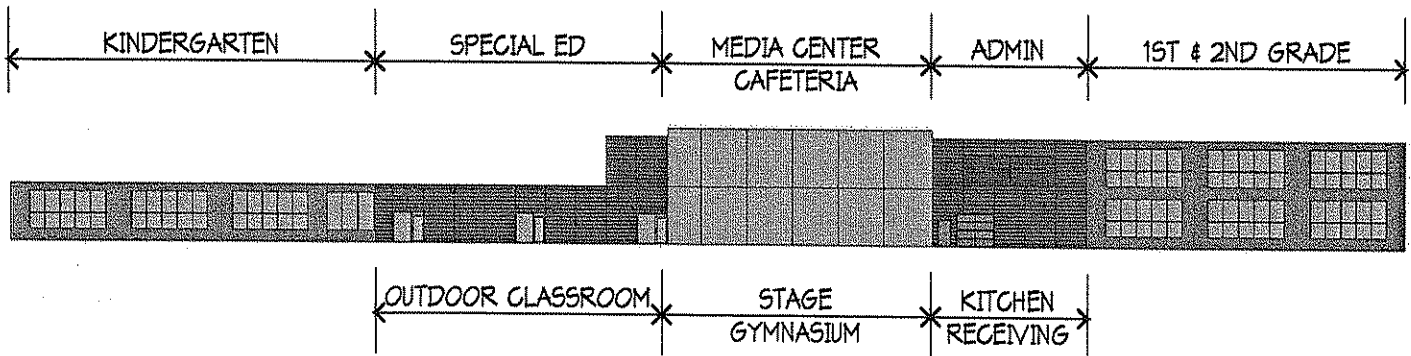


SOUTH ELEVATION

**PRELIMINARY ELEVATIONS**

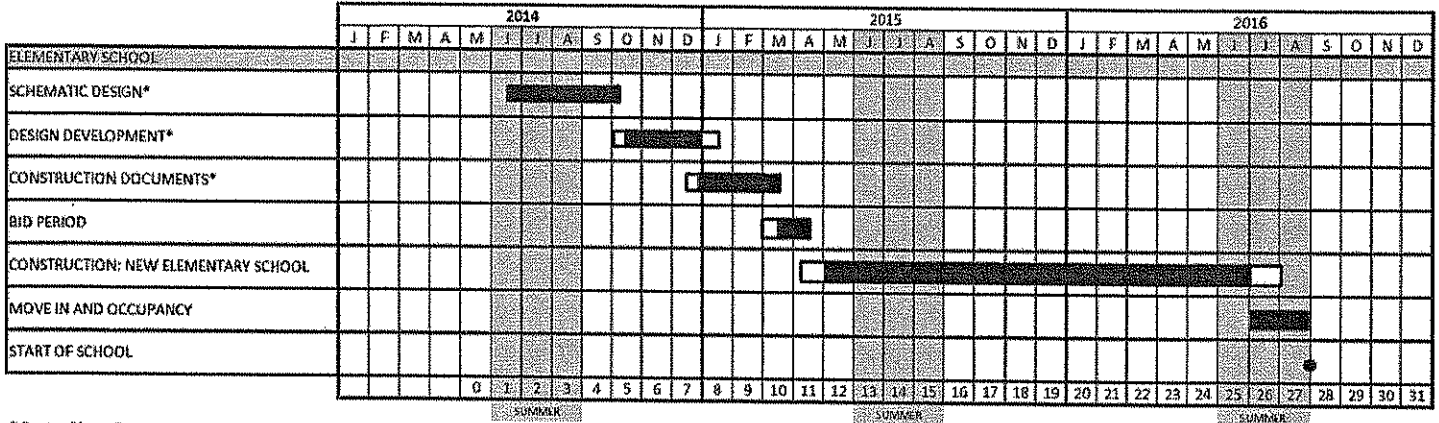


SOUTH ELEVATION



EAST ELEVATION

**Project Schedule**



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## **Early Entrance Policy**

### **I. Purpose:**

A student must be five years of age on or before September 1 of any year to be eligible to enroll in kindergarten classes. Princeton Public Schools views this age requirement as developmentally appropriate for a child to function successfully in the kindergarten program.

### **II. General Statement of Policy**

Princeton Public Schools is in compliance with the Minnesota Statutes 2002, 120A.20, subdivision 1, which states that no person shall be admitted to any public school as a kindergarten pupil, unless the pupil is at least five years of age on or before September 1 of the calendar year in which the school year for which the pupil seeks admission commences [or as a 1st grade student unless the pupil is at least six years of age on or before September 1 of the calendar year in which the school year for which the pupil seeks admission commences or has completed kindergarten;] except that any school board may establish a process for admission of selected students at an earlier age. The early entrance process and criteria have been established for students that request admission at an earlier age.

Legal Reference: M.S. 120A.20

### **III. Criteria**

To be eligible for early entrance to school the student must meet the criteria in the prioritized list below.

- A. Birthday is prior to October 15 of the year student seeks early entrance.
- B. Competency in academic skills is demonstrated by the student on the school readiness assessments which will be conducted by school personnel.
- C. Demonstrated success in a preschool program validated by a letter of recommendation from pre-school teacher/director/child care provider etc.

If Student successfully completes A, B, and C, then they will move onto:

- D. The student must demonstrate social and emotional maturity and be free of any serious adjustment issues, as document by professionally trained staff.
- E. The student must achieve a minimum Full Scale I.Q. score of 130, using an individually administered technically adequate instrument.
- F. Must participate in Slide into Kindergarten program the final week of July or first week of August.

Adopted on: October 21, 2014

## Princeton Public Schools

**BULLYING PROHIBITION POLICY****I. PURPOSE**

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 students' student's ability to learn and/or a teachers' 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, ~~it is~~ the school district's intent 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. 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.

**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, ~~or at school-related 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 employees 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 misuse of technology including, but not limited to, teasing, intimidating, defaming, threatening, or terrorizing another student, teacher, administrator, volunteer, contractor, or other employee of the school district by sending or posting e-mail messages, instant messages, text messages, digital pictures or images, or website postings, including blogs, also may constitute an act of bullying. This policy also applies to an act of cyberbullying~~ regardless of whether such ~~acts are~~ 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 (See MSBA/MASA Model Policy 506). 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 and/or termination of services and/or contracts.

- 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.

~~[Note: As the purpose of the policy is to ensure the safety and well-being of students, school districts should review those individuals in their district who may have responsibility for its students, whether formal or informal, to ensure that this purpose is met. Accordingly, school districts may wish to exclude or add certain individuals as being subject to its policy. For example, if a school district is providing visitors with extensive contact with students, the school district may wish to include visitors as individuals subject to the policy to ensure the access the school district has permitted is not being abused. Alternatively, a school district may wish to remove contractors from the policy if the individuals with whom it contracts have little or no contact with students to avoid unnecessary application of the policy.]~~

### III. DEFINITIONS

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

~~A. “Bullying” means any written or verbal expression, physical act or gesture, or pattern thereof, by a student that is intended to cause or is perceived as causing distress to a student or a group of students and which substantially interferes with another student’s or students’ educational benefits, opportunities, or performance. Bullying includes, but is not limited to, conduct by a student against another student or a group of students that a reasonable person under the circumstances knows or should know has the effect of:~~

- ~~1. harming a student or a group of students;~~
- ~~2. damaging a student’s or a group of students’ property;~~
- ~~3. placing a student or a group of students in reasonable fear of harm to person or property;~~
- ~~4. creating a hostile educational environment for a student or a group of students; or~~
- ~~5. intimidating a student or a group of students.~~

~~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.
- ~~B 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.
- ~~C E.~~ “On school premises, on school district property, or at school-related school functions or activities, or on school transportation” means all school district buildings, 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.

#### IV. 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’s ability to take action against an alleged perpetrator based solely on an anonymous report may be limited~~ 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 ~~from~~ 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, ~~observes,~~ 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, ~~or~~ 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.

## V. SCHOOL DISTRICT ACTION

- A. ~~Upon~~ 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 ~~school district officials~~ 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 ~~its~~ 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.
- ~~E~~ D. Upon completion of ~~the~~ 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 ~~behavior~~ 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 (See MSBA/MASA Model Policy 506) and other

applicable school district policies; and applicable regulations.

~~D 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 ~~and of~~ the remedial or disciplinary action taken, to the extent permitted by law, ~~based on a confirmed report.~~

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.

## VI. 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, or against any person who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or against any person 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.

## VII. TRAINING AND EDUCATION

A. The school district ~~annually will provide information~~ shall discuss this policy with school personnel and volunteers and ~~any applicable~~ provide appropriate training to school district ~~staff~~ 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.

~~B 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.

~~E 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.
- D.F.** The school district may implement violence prevention and character development education programs to prevent ~~and~~ 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 (See MSBA/MASA Model Policy 515) in the student handbook.

## **VIII. 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 (See MSBA/MASA Model Policy 506) 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.

## **IX. POLICY REVIEW**

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minn. Stat. § 121A.031 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

**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.0695~~ 121A.031 (School Board Policy; Prohibiting Intimidation and 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. 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)

**Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 413 (Harassment and Violence)  
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)  
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)  
MSBA/MASA Model Policy 423 (Employee-Student Relationships)  
MSBA/MASA Model Policy 501 (School Weapons Policy)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 507 (Corporal Punishment)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)  
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)

MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)

MSBA/MASA Model Policy 525 (Violence Prevention)

MSBA/MASA Model Policy 526 (Hazing Prohibition)

MSBA/MASA Model Policy 529 (Staff Notification of Violent Behavior by Students)

MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)

MSBA/MASA Model Policy 711 (Video Recording on School Buses)

MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

Adopted: January 27, 2004

Revised: November 24, 2009

Revised: August 10, 2010

Revised: March 22, 2011

Revised: October 21, 2014

## **Criminal Background Check**

### **I. PURPOSE**

The purpose of this policy is to maintain a safe and healthful environment in the School District in order to promote the physical, social, and psychological well being of its students, employees and the public.

### **II. GENERAL STATEMENT OF POLICY**

- A. The School District shall require that applicants for School District positions who receive an offer of employment and all individuals, except enrolled student volunteers, who are offered the opportunity to provide services to students of the School District, regardless of whether any compensation is paid, submit to a criminal history background check. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the School District that an applicant's criminal history does not preclude the applicant from employment with, or provision of services to, the School District.
- B. The School District specifically reserves any and all rights it may have to conduct background checks regarding current employees, applicants, or service providers without the consent of such individuals.
- C. Adherence to this policy by the School District shall in no way limit the School District's right to require additional information, or to use procedures currently in place or other procedures to gain additional background information concerning employees, applicants, and volunteers, service providers, independent contractors, and student employees.
- D. The School District, at its discretion, may charge a fee to the applicant.

### **III. CONDITIONAL OFFER OF EMPLOYMENT**

- A. An offer of employment to a final candidate shall be conditioned upon a determination by the School Board that a candidate's criminal history does not preclude the candidate from employment with the School District.
- B. Determination of satisfactory employment status will be determined by the administration and a recommendation will be made to the School Board.
- C. Final employment will be approved by the School Board.

### **IV. ADMINISTRATION OF THE PROGRAM**

- A. Criminal background checks will be administered by the Human Resource Department.
- B. Criminal background checks will be conducted by a vendor approved by the School District and/or the Federal Bureau of Investigation (FBI).

V. LIMITATIONS OF THE POLICY

- A. Adherence to this policy shall not limit the School Board's right to require and obtain additional information or to use other procedures in lieu of criminal background checks to attain information relating to criminal activities of final candidates.

Legal References:   Minn. Stat. 123B.03 (Background Checks)  
                          Minn. Stat. 299C.60 to 299C.64 (Minnesota Child Protection Background  
                          Check)  
                          Minn. Stat. 364 (Criminal Offenders Rehabilitation Act)

Revised: October 21, 2014

## PRINCETON PUBLIC SCHOOLS

# ACTIVITIES PROGRAM

### Purpose

The purpose of this policy is to support development and implementation of a quality student activities program. This will assure a wide range of opportunities, experiences and expectations to meet the needs and interests of students in the Princeton Public Schools.

### Definition of Activity

“Activity” refers to any activity whether athletic, academic or fine arts. It also applies to all levels, including elementary, middle, senior high levels and Community Education sponsored activities.

### General Statement of Policy

The Princeton School District will provide opportunities for students to safely participate, enjoy and excel in a quality activities program. In order to accomplish this mission:

1. Students will strive to achieve their personal best and compete at the most challenging level appropriate to their abilities.
2. The activities program will provide staff, leadership and resources to support student opportunities.
3. Coaches/Advisors will, on an annual basis or at the end of a season, submit a written evaluation on the program to the district Activities Director. This evaluation, including anonymous parent and student input, will be written on a form developed by the Activities Director.
4. The Activities Director will evaluate all head coaches/advisors on a bi-annual basis and all new head coaches during their first year. Head coaches will be responsible for evaluating the assistants of their respective programs at the end of each season and submit a written evaluation to the appropriate building principal. Additional and periodic evaluations will occur as needed.

### Belief Statements

1. A variety of activities should be available to accommodate a wide range of students’ interests. All students should have support to achieve their full potential. Everyone who wants to participate in a specific activity should be able to participate at a level appropriate to his or her ability.
2. The activities program should be **FUN** for all who work and participate in it.

3. Teamwork and respect should be the foundation of all aspects of the activities program.
4. Competition is valued and consists of commitment to success, working hard, and achieving one's personal best.
5. Commitment to communication by parents, students and the school district is required for positive and successful relationships.
6. Participation complements, rather than compromises, students' academic responsibilities.
7. All activities will provide opportunities for students to enhance self-esteem and self-confidence. Understanding expectations and experiencing encouragement are important to building self-esteem.
8. All activities will have equal value and should have appropriate access to resources and support. Expectations for students and recognition of achievements should also be equal.
9. Consistent processes and procedures for starting, evaluating, modifying or eliminating programs must be applied to all activities.
10. Striving for excellence will include a commitment to achieving goals and the self-discipline to work toward continuous improvement.
11. All students are responsible for their own behavior, work ethic, and positive attitude before, during and after participation in their chosen activity.
12. All students, coaches, parents, and supporters should abide by the Conference Code of Ethics:
  - As an **athlete/participant**, I will respect the rights and property of others. I will accept responsibility for my actions and follow the rules of my sport. I will respect and obey the rules of my school, community, state and country.
  - As a **coach/advisor**, I will constantly uphold the honor and dignity of the profession. I will coach each athlete/participant to the best of my ability, knowing that sports and activities are an extension of my community's accepted educational program.
  - As a **fan**, I will show positive support for my school's teams and coaches. I will respect opponents and abide by the decisions of officials. I will keep in mind that I represent my family, my school and my community.
13. Minnesota State High School League policies and regulations and District 477 policies and regulations will guide eligibility, participation and conduct and must be followed.
14. Rehearsals and practices will be scheduled to run no later than 10:00 p.m. on school nights for high school students and no later than 9:00 p.m. for ~~middle school~~ **K-8**

students. When rehearsals are scheduled for extended periods of time, coaches/advisors/staff will find ways to allow students to study during periods of time when they are not directly involved.

15. In the event rehearsals/practices for middle school and elementary students are scheduled to extend beyond the times designated above, staff must ask for the permission of parents and guardians to allow such students to participate. Such instances must be necessary and infrequent. Extended rehearsals/practices should not exceed one hour beyond the original time restraint.
16. Every effort will be made to leave Wednesday evenings and Sundays open so that students may participate in nonschool activities. There will be no practices, rehearsals, or activities after 6:00 p.m. on Wednesdays. Any exceptions must be approved by the school board prior to the event occurring.
17. Must follow Policy 902 – Facility Use Policy.

### **Activities Communication**

#### STUDENT OR PARENT/STAFF COMMUNICATION:

1. The following is recommended to resolve communication issues and to insure the concerns are resolved at the appropriate level. This communication protocol specifies the person who should be contacted first when there is a concern about a coach/advisor's action or decisions. When a concern is expressed, the following communication protocol should be followed as listed. If resolution of the issue is not achieved at the first level of communication, the next person in the communication protocol can be contacted. The discussion and decision will be documented and filed at each level. All parties involved in addressing the situation will receive a copy of the final resolution:

<b>Level 1</b>	Coach/Advisor directly involved with the student
<b>Level 2</b>	Head Coach/Advisor
<b>Level 3</b>	Activities Director
<b>Level 4</b>	Principal
<b>Level 5</b>	Superintendent
<b>Level 6</b>	School Board

2. If the concern arises at an event, contact with the coach/advisor should be made the following school day. The person with the concern should make a telephone contact or schedule an appointment.
3. All staff members in the communication protocol following coach/advisor are obligated to follow the policy and determine that the line(s) of communication have been followed.

#### STAFF/STAFF COMMUNICATION:

1. Activities Director and Coach/Advisor communications should address concerns in a one-on-one conference. If resolution is not reached, the issue should be referred to the next level in the protocol (i.e. Principal, Superintendent, School Board).
2. All affected staff may be asked to participate in the discussion.

### **Activity Schedule Conflicts**

1. When conflicting activity schedules occur, the event with the highest level of performance/competition takes precedence. The following performance/competition levels are listed in order from lowest to highest:
  - Rehearsal or practice
  - Scrimmage
  - Non-conference, non-sectional or invitational meet/game
  - Extended student field trip
  - Conference or sectional game and a regularly scheduled performance (i.e., seasonal concert or play production)
  - Sectional or conference play-offs
  - State competition
2. All extended student field trips may not conflict with conference championship, MSHSL sub-section, section or state tournaments.
3. When schedule conflicts occur at the same level of performance, the coaches/advisors will work out the conflict with the Activities Director. Student athlete/participant will not be punished for missing a lower level activity (i.e., being forced to sit out a game/meet/concert for missing a practice due to participation in another activity).
4. School calendar events with annual corresponding dates will dictate that competing major events cannot be scheduled on those dates (i.e., seasonal concerts, play performances, prom).
5. Events properly scheduled on the district events calendar will take precedence over events not scheduled or added to the calendar.
6. Events which need to be rescheduled due to school closings or weather will be handled on a case-by-case basis with sensitivity to dates already scheduled.

### **Activity Start-Up/Modification/Elimination**

The following process will be followed to start, modify or eliminate an activity (ies):

#### ACTIVITY START-UP

1. Notification of Activities Director.
2. Demonstrated student interest at an earlier age through intramurals, club, community education/middle school/elementary school participation, interest survey, consistent participation (2-4 years).
3. Expenditure Evaluation.
  - Advisory Staff: Qualified/certified – number of staff required
  - Facilities
  - Equipment
  - Transportation: Lodging – travel
4. Activities Director recommendation to the School Board.
5. School Board evaluation and decision.
6. Probation for 3 years.

#### ACTIVITY MODIFICATION

1. Add a level.
  - Add a coach/advisor.
  - Add an appropriate schedule.
  - Review participation (prior year).
  - Examine facilities.
  - Activities Director recommendation to the School Board.
  - School Board evaluation and decision.

#### ACTIVITY ELIMINATION

1. Activities Director notifies coach/advisor.
2. The activity is being placed on probation.
  - Probationary period 2-3 years or less.
  - Continued decreasing participation.
  - Review of middle school program.
  - Lack of competitive opportunities.

3. Cooperative opportunities will be investigated.
4. The activity is being dropped.
  - Temporary situation (lack of participation at combined levels).
  - When participation increases, the activity will be reactivated.
5. The activity is being eliminated.
  - Recommendation by Activities Director to the School Board.
  - School Board evaluation and decision.

**Legal References:** Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

**Cross References:** Policy 413 (Harassment and Violence)  
 Policy 423 (Employee /Student Relationships)  
 Policy 503 (Student Attendance)  
 Policy 505 (Distribution of Nonschool Sponsored Materials on School Premises by Students and Employees)  
 Policy 506 (Student Discipline)  
 Policy 597 (Interscholastic Eligibility)  
 Policy 610 (Field Trips)  
 Policy 902 (Facility Use)  
 MSBA Service Manual, Chapter 5, Various Educational Programs

Adopted: December 19, 2000  
 Updated: July 20, 2004  
 Revised: July 19, 2005  
 Revised: October 10, 2007  
 Revised: January 13, 2009  
 Revised: December 8, 2009  
 Revised: March 23, 2010  
 Revised: October 21, 2014

## PRINCETON PUBLIC SCHOOLS

### FIELD TRIPS

#### I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

#### II. GENERAL STATEMENT OF POLICY

It is the general expectation of the school board that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Every effort will be made to leave Sundays and Wednesday Evenings open so that students may participate in non-school activities. Any exceptions must be approved by the school board. Student trips will be categorized within three general areas:

##### A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal, and shall be financed by school district funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, Prohibited Fees)

##### B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which usually take place outside the regular school day. Examples of trips in this category involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, Authorized Fees)

##### C. Extended Trips

1. An extended field trip is any trip that covers more than 400 miles (round trip) or involves at least one overnight stay. An extended trip may be instructional or supplementary to the school curriculum. Exceptions to this policy may be granted as teams/individuals advance through MSHSL tournament play or in cases where a group/individuals advance as a result of winning an official school activity or competition, e.g., D.E.C.A.,

F.F.A., National Conventions or Historical Events. These trips are subject to review and approval of the Superintendent and School Board.

2. Extended Field Trips may take place on a regular schedule in a rotation established by the staff and administrators.

~~2. Extended Field Trips for Band and Choir will alternate as follows:~~

~~Band 2012~~

~~Choir 2013~~

~~No Trips 2014~~

~~(Repeat above)~~

~~\_\_\_\_\_~~

~~Only students in grades 10-12 may participate in this type of extended field trip.~~

3. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.

### III. REGULATIONS

- A. All requests for extended trips and/or Sunday or Wednesday Evening trips are to be submitted to the superintendent on the Field Trip Request form.
- B. The teacher/sponsor must first secure approval from the building principal. If approved by the principal, the plan is then to be submitted to the superintendent for approval and shall then be presented to the school board. Approval at each appropriate level is required before organizing with students.
- C. Attending students must submit a permission slip/medical release signed by their parent or guardian. The slips are to be collected by the teacher/sponsor who is to file the slips with the building principal before the trip begins. Slips will define details of trip. No slip - no trip.
- D. Safety instructions and conduct expectations shall be explained at a trip orientation meeting involving students, chaperones, and parents.
- E. Proposals shall include plans for supervision. Supportive personnel or other adults (over 21) may act as chaperones. The recommended ratio is no less than 1 chaperone per 10 students. Background checks are required (see policy 404 Employment Background Checks).
- F. The teacher/sponsor shall check to make sure insurance and liability coverage is available.
- G. All trips are limited to a maximum of two school days' absence unless dates of participation are dictated by the event, making the limit impossible to meet.

- H. All rules of school shall apply. In the event a serious discipline problem develops, the supervisor in charge shall contact the home and advise the parents of the problem and that the student may be returned home immediately at the parents' expense.\*

\* *This is to be noted on parent permission slips.*

- I. All extended student field trips must conform to Princeton Public Schools Activities Program, Policy 510, and may not conflict with conference championship MSHSL sub-section, section or state tournaments.
- J. Transportation shall be furnished through a commercial carrier or school-owned vehicle. In the event a private vehicle is approved for use, a certificate of insurance must be on file in the school district office.

#### IV. SCHOOL BOARD REVIEW

The superintendent shall at least annually report to the school board upon the utilization of trips under this policy.

**Legal References:** Minn. Stat. § 123B.36 (Authorized Fees)  
Minn. Stat. § 123B.37 (Prohibited Fees)  
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities; Insurance)  
*Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721*, 327 F.3d 675 (8<sup>th</sup> Cir. 2003)  
*Lee v. Pine Bluff Sch. Dist.*, 472 F.3d 1026 (8<sup>th</sup> Cir. 2007)

**Cross References:** Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
Policy 404 (Employment Background Checks)  
Policy 423 (Employee – Student Relationships)  
Policy 506 (Student Discipline)  
Policy 510 (Activities Program)  
Policy 707 (Transportation of Public School Students)  
Policy 709 (Student Transportation Safety Policy)  
Policy 710 (Extracurricular Transportation)

Adopted: August 23, 1983  
Revised: January 12, 1999  
Revised: August 9, 2005  
Revised: December 8, 2009  
Revised: March 11, 2010  
Revised: October 26, 2010  
Revised: October 25, 2011  
Revised: October 21, 2014

## Princeton Public Schools

**MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE****I. PURPOSE**

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

**II. GENERAL STATEMENT OF POLICY**

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

**III. DEFINITIONS**

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence or event which:
  - 1. is not likely to occur and could not have been prevented by exercise of due care; and
  - 2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of event.
- B. “Child” means one under age 18 and, for purposes of Minn. Stat. Ch. 260C (Child Protection) and Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care pursuant to Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18).
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.
- D. “Mandated reporter” means any school personnel who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.

E. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:

1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health, medical, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health when reasonably able to do so;
3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors such as the child’s age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance or the presence of a fetal alcohol spectrum disorder;
6. medical neglect as defined by Minn. Stat. § 260C.007, Subd. 4, Clause (5);
7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child’s basic needs and safety; or
8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child’s behavior, emotional response, or cognition that is not within the normal range for the child’s age and stage of development, with due regard to the child’s culture.

Neglect does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child’s care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child’s health.

- F. “Nonmaltreatment mistake” means: (1) at the time of the incident, the individual was performing duties identified in the center’s child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar nonmaltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.
- G. “Physical abuse” means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child’s care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child’s history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § 121A.67 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following that are done in anger or without regard to the safety of the child: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child’s breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child’s behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (9) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (10) in a school facility or school zone, an act by a person responsible for the child’s care that is a violation under Minn. Stat. § 121A.58.

- H. “School personnel” means professional employee or professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement, or child care services.
- I. “Sexual abuse” means the subjection of a child by a person responsible for the

child's care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Subd. 15), or by a person in a position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration as well as sexual contact. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation which requires registration under Minn. Stat. § 243.166, Subd. 1b(a) or (b) (Registration of Predatory Offenders).

- J. "Mental injury" means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child's ability to function within a normal range of performance and behavior with due regard to the child's culture.
- K. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- L. "Threatened injury" means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child's care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

#### **IV. REPORTING PROCEDURES**

- A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years to the local welfare agency, police department, county sheriff, or agency responsible for assisting or investigating maltreatment.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the

nature and extent of the abuse or neglect and the name and address of the reporter.

C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred and may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

D.C. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.

E.D. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.

F.E. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.

G.F. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school.

H.G. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, and the reckless making of a false report may result in discipline. The court may also award attorney's fees.

## V. INVESTIGATION

A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification

or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.

- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.
- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

## **VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE**

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.

- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

## **VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE**

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, the duties relating to the reporting and investigation of such harassment or violence may be applicable.

## **VIII. DISSEMINATION OF POLICY AND TRAINING**

- A. This policy shall appear in school personnel handbooks.
- B. The school district will develop a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.58 (Corporal Punishment)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 121A.67 (Aversive and Deprivation Procedures)  
Minn. Stat. § 243.166, Subd. 1b(a)(b) (Registration of Predatory Offenders)  
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)  
Minn. Stat. § 260C.007, Subd. 4, Clause (5) (Child in Need of Protection)  
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)  
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)  
Minn. Stat. § 609.02, Subd. 6 (Definitions – Dangerous Weapon)  
Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)  
Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)  
Minn. Stat. § 609.379 (Reasonable Force)  
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)  
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

**Cross References:** MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

Adopted: May 22, 1984  
Revised: August 26, 1997  
Revised: May 24, 2005  
Revised: August 26, 2008  
Revised: November 24, 2009  
Revised: December 21, 2010  
Revised: June 28, 2011  
Revised: October 8, 2013  
Revised: October 21, 2014

**Princeton Public Schools****STUDENT MEDICATION****I. PURPOSE**

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students at school.

**II. GENERAL STATEMENT OF POLICY**

The school district acknowledges that some students may require prescribed drugs or medication during the school day. The school district's licensed school nurse, trained health clerk, principal, or teacher will administer prescribed medications in accordance with law and school district procedures.

**III. REQUIREMENTS**

- A. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.
- B. An "Administering Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs.
- C. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label.
- D. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
- E. Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part J.5. below), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).
- F. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.

- G. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.
- H. The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.
- I. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party (if appropriately contracted by the school district under Minn. Stat. § 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.
- J. Specific Exceptions:
  - 1. Special health treatments and health functions such as catheterization, tracheostomy suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine;
  - 2. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;
  - 3. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy;
  - 4. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;
  - 5. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
    - a. the school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication;
    - b. the inhaler is properly labeled for that student; and
    - c. the parent has not requested school personnel to administer the medication to the student.

The parent must submit written authorization for the student to self-

administer the medication each school year. In a school that does not have a school nurse or school nursing services, the student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.

If the school district employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers;

6. Medications:
  - a. that are used off school grounds;
  - b. that are used in connection with athletics or extracurricular activities; or
  - c. that are used in connection with activities that occur before or after the regular school day are not governed by this policy.
  
7. Nonprescription Medication. A secondary student may possess and use nonprescription pain relief in a manner consistent with the labeling, if the school district has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. The school district may revoke a student's privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Except as stated in this paragraph, only prescription medications are governed by this policy.
  
8. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan for a student who is prescribed nonsyringe injectors of epinephrine auto-injectors that enables the student to:
  - a. possess nonsyringe injectors of epinephrine auto-injectors; or

- b. if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to ~~nonsyringe injectors of~~ epinephrine auto-injectors in close proximity to the student at all times during the instructional day.

The plan must designate the school staff responsible for implementing the student’s health plan, including recognizing anaphylaxis and administering ~~nonsyringe injectors of~~ epinephrine auto-injectors when required, consistent with state law. This health plan may be included in a student’s § 504 plan.

K. “Parent” for students 18 years old or older is the student.

L. Districts and schools may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine.

A district or school may enter into arrangements with manufacturers of epinephrine auto-injectors to obtain epinephrine auto-injectors at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school’s supply of epinephrine auto-injectors.

**Legal References:** Minn. Stat. § 13.32 (Student Health Data)  
Minn. Stat. § 121A.21 (Hiring of Health Personnel)  
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)  
Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)  
Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by Secondary Students)  
Minn. Stat. § 121A.2205 (Possession and Use of Epinephrine Auto-Injectors; Model Policy)  
Minn. Stat. § 121A.2207 (Life-Threatening Allergies in Schools; Stock Supply of Epinephrine Auto-Injectors)  
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)  
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)  
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)

**Cross References:** MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)

Adopted: November 10, 1988  
Revised: June 22, 1999  
Revised: October 11, 2005  
Revised: October 21, 2014

## PRINCETON PUBLIC SCHOOLS

### STUDENT DISABILITY NONDISCRIMINATION

#### I. PURPOSE

The purpose of this policy is to protect disabled students from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

#### II. GENERAL STATEMENT OF POLICY

- A. Disabled students who meet the criteria of Paragraph C. below are protected from discrimination on the basis of a disability.
- B. The responsibility of the school district is to identify and evaluate learners who, within the intent of Section 504, need services, accommodations, or programs in order that such learners may receive a free appropriate public education.
- C. For this policy, a learner who is protected under Section 504 is one who:
  - 1. has a physical or mental impairment that substantially limits one or more of such person's major life activities; or
  - 2. has a record of such an impairment; or
  - 3. is regarded as having such an impairment.
- D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even though they are not eligible for special education pursuant to the Individuals with Disabilities Education Act.

#### III. COORDINATOR

Persons who have questions or comments, ~~or complaints~~ should contact Julie Williams, Director of Teaching & Learning, 706 1<sup>st</sup> St. Princeton, MN 55371 phone 763-389-7278. ~~Regarding grievances or hearing requests regarding disability issues.~~ This person is the school district's Americans with Disabilities Act/Section 504 coordinator. **Persons who wish to make a complaint regarding a disability discrimination matter may use the accompanying Student Disability Discrimination Grievance Report Form. The form should be given to the ADA/Section 504 coordinator.**

**Legal References:** Pub. L. 110-325, 122 Stat. 3553 (ADA Amendments Act of 2008, § 7)  
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)  
34 C.F.R. Part 104 (Section 504 Implementing Regulations)

**Cross References:** MSBA/MASA Model Policy 402 (Disability Nondiscrimination)

Adopted: May 11, 2004  
Revised: August 10, 2010  
Revised: October 21, 2014

October 29, 2014

## Sale Day Report for

Independent School District No. 477  
(Princeton), Minnesota  
\$9,120,000 General Obligation School Building  
Refunding Bonds, Series 2014B



Prepared by:

Gary Olsen  
Senior Financial Advisor

and

Jodie Zesbaugh  
Financial Advisor

# Sale Day Report – October 29, 2014

Independent School District No. 477 (Princeton), Minnesota  
 \$9,120,000 General Obligation School Building Refunding Bonds, Series  
 2014B

**Purpose:** To finance a current refunding of the 2016 through 2024 maturities of the District's \$13,380,000 General Obligation School Building Refunding Bonds, Series 2005A, dated April 14, 2005.

**Rating:** Credit Enhanced Rating: Moody's Investor's Service "Aa2"  
 Underlying Rating: Moody's Investor's Service "Aa3"

**Number of Bids:** 4

**Low Bidder:** FTN Financial Capital Markets, Memphis, Tennessee

<b>Comparison from Lowest to Highest Bid: (TIC as bid)</b>	<b>Low Bid</b>	<b>High Bid</b>	<b>Interest Difference</b>
	1.8067%*	1.8606%	\$33,911

<b>Summary of Results:</b>	<b>Results of Sale</b>
Principal Amount*:	\$9,120,000
Underwriter's Discount:	\$45,607
Reoffering Premium:	\$1,677,999
True Interest Cost*:	1.8295%
Costs of Issuance:	\$49,982
Yield:	0.300% -2.200%
Future Value \$ Savings:	\$1,581,902
Present Value \$ Savings:	\$1,446,495
Savings Percentage:	11.816%
<b>Total Net P&amp;I</b>	<b>\$11,884,371</b>

\* The winning bidder submitted a bid with a premium price (a price greater than the par amount of the bonds), and the premium will be used to partially finance the prepayment of the 2005A Bonds. The principal amount of the bonds was decreased from our estimate prior to the sale of \$10,295,000 to \$9,120,000, which also caused a slight change in the True Interest Cost.

**Notes:** Interest rates have decreased since Ehlers prepared the Pre-Sale Report in early October. As a result the True Interest Cost is lower than the Pre-Sale estimates, and the savings in future debt service is greater. The refunding will reduce debt service payments in fiscal years 2016 through 2024 by a total of **\$1,581,902**. This will cause a decrease in property tax levies of approximately \$185,000 per year for each of the next 9 years, beginning with taxes payable in 2015.

**Closing Date:** November 25, 2014



**School Board Action:** Pursuant to the resolution adopted on October 7, the Chair and Superintendent have already accepted the proposal from FTN Financial Capital Markets on behalf of the district. At the November 4 meeting, the Board will be asked to approve a resolution ratifying the award of the Refunding Bonds and authorizing their issuance.

**Attachments:**

- A. Bid Tabulation
- B. Sources and Uses of Funds
- C. Prior Debt Service Schedule
- D. New Debt Service Schedule
- E. Refunding Savings Analysis
- F. Rating Report
- G. Bond Resolution (Distributed in School Board Packets)





## BID TABULATION

**\$10,295,000\* General Obligation School Building Refunding Bonds, Series 2014B**

**Independent School District No. 477 (Princeton Public Schools), Minnesota**

**SALE:** October 29, 2014

**AWARD:** FTN FINANCIAL CAPITAL MARKETS

**MN Credit Enhancement Rating:** Moody's Investor's Service "Aa2"

**Underlying Rating:** Moody's Investor's Service "Aa3"

**BBI:** 3.90%

NAME OF BIDDER	MATURITY (February 1)	RATE	REOFFERING YIELD	PRICE	NET INTEREST COST	TRUE INTEREST RATE
FTN FINANCIAL CAPITAL MARKETS Memphis, Tennessee	2016	2.000%	0.300%	\$12,080,864.65	\$1,221,886.18	1.8067%
	2017	3.000%	0.520%			
	2018	5.000%	0.800%			
	2019	5.000%	1.100%			
	2020	5.000%	1.390%			
	2021	5.000%	1.630%			
	2022	5.000%	1.870%			
	2023	5.000%	2.070%			
	2024	5.000%	2.200%			
SOUTHWEST SECURITIES, INC. New York, New York	2016	2.000%		\$11,990,271.50	\$1,235,442.67	1.8321%
	2017	3.000%				
	2018	3.000%				
	2019	5.000%				
	2020	5.000%				
	2021	5.000%				
	2022	5.000%				
	2023	5.000%				
	2024	5.000%				

\* Subsequent to bid opening the issue size was decreased to \$9,120,000.

Adjusted Price - \$10,752,392.44

Adjusted Net Interest Cost - \$1,134,787.56

Adjusted TIC - 1.8295%



<b>NAME OF BIDDER</b>	<b>MATURITY (February 1)</b>	<b>RATE</b>	<b>REOFFERING YIELD</b>	<b>PRICE</b>	<b>NET INTEREST COST</b>	<b>TRUE INTEREST RATE</b>
HUTCHINSON, SHOCKEY, ERLEY & CO. Chicago, Illinois	2016	5.000%		\$12,083,409.05	\$1,255,211.78	1.8581%
	2017	5.000%				
	2018	5.000%				
	2019	5.000%				
	2020	5.000%				
	2021	5.000%				
	2022	5.000%				
	2023	5.000%				
	2024	5.000%				
BAIRD Milwaukee, Wisconsin	2016	2.000%		\$12,036,473.30	\$1,255,797.53	1.8606%
	2017	2.000%				
	2018	5.000%				
	2019	5.000%				
	2020	5.000%				
	2021	5.000%				
	2022	5.000%				
	2023	5.000%				
	2024	5.000%				



# I.S.D. No. 477 (Princeton), MN

\$9,120,000 G.O. School Building Refunding Bonds, Series 2014B  
Current Refunding of Series 2005A

## Sources & Uses

Dated 11/25/2014 | Delivered 11/25/2014

### Sources Of Funds

Par Amount of Bonds	\$9,120,000.00
Reoffering Premium	1,677,999.00
<b>Total Sources</b>	<b>\$10,797,999.00</b>

### Uses Of Funds

Total Underwriter's Discount (0.500%)	45,606.56
Costs of Issuance	49,982.00
Deposit to Current Refunding Fund	10,699,601.33
Rounding Amount	2,809.11
<b>Total Uses</b>	<b>\$10,797,999.00</b>

# I.S.D. No. 477 (Princeton), MN

\$13,380,000 G.O. School Building Refunding Bonds, Series 2005A

## Debt Service To Maturity And To Call

Date	Refunded Bonds	D/S To Call	Principal	Coupon	Interest	Refunded D/S
02/01/2015	10,700,000.00	10,700,000.00	-	-	-	-
02/01/2016	-	-	460,000.00	4.000%	469,638.76	929,638.76
02/01/2017	-	-	475,000.00	4.100%	451,238.76	926,238.76
02/01/2018	-	-	1,210,000.00	4.200%	431,763.76	1,641,763.76
02/01/2019	-	-	1,270,000.00	4.250%	380,943.76	1,650,943.76
02/01/2020	-	-	1,325,000.00	4.250%	326,968.76	1,651,968.76
02/01/2021	-	-	1,390,000.00	4.375%	270,656.26	1,660,656.26
02/01/2022	-	-	1,460,000.00	4.375%	209,843.76	1,669,843.76
02/01/2023	-	-	1,525,000.00	4.375%	145,968.76	1,670,968.76
02/01/2024	-	-	1,585,000.00	5.000%	79,250.00	1,664,250.00
<b>Total</b>	<b>\$10,700,000.00</b>	<b>\$10,700,000.00</b>	<b>\$10,700,000.00</b>	<b>-</b>	<b>\$2,766,272.58</b>	<b>\$13,466,272.58</b>

## Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	11/25/2014
Average Life	5.956 Years
Average Coupon	4.4755977%
Weighted Average Maturity (Par Basis)	5.956 Years

## Refunding Bond Information

Refunding Dated Date	11/25/2014
Refunding Delivery Date	11/25/2014

# I.S.D. No. 477 (Princeton), MN

\$9,120,000 G.O. School Building Refunding Bonds, Series 2014B

Current Refunding of Series 2005A

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/25/2014	-	-	-	-	-
08/01/2015	-	-	302,580.00	302,580.00	-
02/01/2016	230,000.00	2.000%	221,400.00	451,400.00	753,980.00
08/01/2016	-	-	219,100.00	219,100.00	-
02/01/2017	315,000.00	3.000%	219,100.00	534,100.00	753,200.00
08/01/2017	-	-	214,375.00	214,375.00	-
02/01/2018	1,035,000.00	5.000%	214,375.00	1,249,375.00	1,463,750.00
08/01/2018	-	-	188,500.00	188,500.00	-
02/01/2019	1,100,000.00	5.000%	188,500.00	1,288,500.00	1,477,000.00
08/01/2019	-	-	161,000.00	161,000.00	-
02/01/2020	1,155,000.00	5.000%	161,000.00	1,316,000.00	1,477,000.00
08/01/2020	-	-	132,125.00	132,125.00	-
02/01/2021	1,220,000.00	5.000%	132,125.00	1,352,125.00	1,484,250.00
08/01/2021	-	-	101,625.00	101,625.00	-
02/01/2022	1,290,000.00	5.000%	101,625.00	1,391,625.00	1,493,250.00
08/01/2022	-	-	69,375.00	69,375.00	-
02/01/2023	1,355,000.00	5.000%	69,375.00	1,424,375.00	1,493,750.00
08/01/2023	-	-	35,500.00	35,500.00	-
02/01/2024	1,420,000.00	5.000%	35,500.00	1,455,500.00	1,491,000.00
<b>Total</b>	<b>\$9,120,000.00</b>	<b>-</b>	<b>\$2,767,180.00</b>	<b>\$11,887,180.00</b>	<b>-</b>

## Yield Statistics

Bond Year Dollars	\$55,782.00
Average Life	6.116 Years
Average Coupon	4.9607042%
Net Interest Cost (NIC)	2.0343257%
True Interest Cost (TIC)	1.8295261%
Bond Yield for Arbitrage Purposes	1.7512629%
All Inclusive Cost (AIC)	1.9157930%

## IRS Form 8038

Net Interest Cost	1.6268101%
Weighted Average Maturity	6.200 Years

## I.S.D. No. 477 (Princeton), MN

\$9,120,000 G.O. School Building Refunding Bonds, Series 2014B

Current Refunding of Series 2005A

### Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2015	-	(2,809.11)	-	2,809.11
02/01/2016	753,980.00	753,980.00	929,638.76	175,658.76
02/01/2017	753,200.00	753,200.00	926,238.76	173,038.76
02/01/2018	1,463,750.00	1,463,750.00	1,641,763.76	178,013.76
02/01/2019	1,477,000.00	1,477,000.00	1,650,943.76	173,943.76
02/01/2020	1,477,000.00	1,477,000.00	1,651,968.76	174,968.76
02/01/2021	1,484,250.00	1,484,250.00	1,660,656.26	176,406.26
02/01/2022	1,493,250.00	1,493,250.00	1,669,843.76	176,593.76
02/01/2023	1,493,750.00	1,493,750.00	1,670,968.76	177,218.76
02/01/2024	1,491,000.00	1,491,000.00	1,664,250.00	173,250.00
<b>Total</b>	<b>\$11,887,180.00</b>	<b>\$11,884,370.89</b>	<b>\$13,466,272.58</b>	<b>\$1,581,901.69</b>

### PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	1,443,685.47
Net PV Cashflow Savings @ 1.751%(Bond Yield).....	1,443,685.47
Contingency or Rounding Amount.....	2,809.11
Net Present Value Benefit	\$1,446,494.58
Net PV Benefit / \$12,241,684.46 PV Refunded Debt Service	11.816%
Net PV Benefit / \$10,700,000 Refunded Principal...	13.519%
Net PV Benefit / \$9,120,000 Refunding Principal..	15.861%

### Refunding Bond Information

Refunding Dated Date	11/25/2014
Refunding Delivery Date	11/25/2014

**New Issue: Moody's assigns Aa3 underlying/Aa2 enhanced to Princeton ISD 477, MN's GO Bonds Ser. 2014B**

Global Credit Research - 27 Oct 2014

**Maintains Aa3 underlying on \$50M GO debt post-sale**

PRINCETON INDEPENDENT SCHOOL DISTRICT 477, MN  
Public K-12 School Districts  
MN

**Moody's Rating**

ISSUE	UNDERLYING RATING	RATING
General Obligation School Building Refunding Bonds, Series 2014B	Aa3	Aa2
<b>Sale Amount</b>	\$10,295,000	
<b>Expected Sale Date</b>	10/29/14	
<b>Rating Description</b>	General Obligation	

**Moody's Outlook** NOO

**Opinion**

NEW YORK, October 27, 2014 --Moody's Investors Service has assigned a Aa3 underlying rating and a Aa2 enhanced rating to Princeton Independent School District (ISD) 477's (MN) \$10.3 million General Obligation (GO) School Building Refunding Bonds, Series 2014B. Debt service on the bonds is secured by the district's GO unlimited tax pledge which benefits from a dedicated property tax levy not limited by rate or amount. The bonds are further secured by the State of Minnesota's School District Credit Enhancement Program (MSDE). Proceeds from the bonds will current refund the 2016 through 2024 maturities of the district's Series 2005A bonds for estimated savings. Concurrently, Moody's maintains the Aa3 underlying rating on the district's outstanding GO debt and the A1 rating on the district's outstanding certificates of participation (COPs). Post-sale, the district will have \$50 million of outstanding GO debt and \$2.5 million of outstanding certificates.

**SUMMARY RATINGS RATIONALE**

The Aa2 enhanced rating is pursuant to the district's participation in the MSDE loan program. The program, established and designed by the State of Minnesota (Aa1 stable), secures qualifying bonds with the state's pledge of an unlimited appropriation from its General Fund should the district be unable to meet debt service requirements. Moody's has received a copy of the draft program application submitted to the state for the Series 2014B bonds. The district expects to receive final approval by the Minnesota Department of Education before the sale of the bonds.

The Aa3 underlying GO rating reflects the district's moderately sized tax base located 40 miles north of the Twin Cities; recent enrollment declines; history of General Fund operating surpluses and sizable General Fund cash position; above average debt burden; and moderate exposure to unfunded pension liabilities.

The A1 rating on the outstanding COPs reflects the district's GO credit characteristics, the annual appropriation risk for payment of the COPs, and the essential nature of the pledged asset, one of the district's elementary schools.

**STRENGTHS**

- History of General Fund operating surpluses

- Strong General Fund balance and cash balance

## CHALLENGES

- Recent enrollment declines, driven by net open enrollment losses
- Several district school buildings are operating at capacity and are in need of replacement and renovations, which have driven an above average debt burden

## DETAILED CREDIT DISCUSSION

### ENHANCED RATING BASED ON STATE RATING AND STRONG PROGRAM MECHANICS

The enhanced Aa2 rating is due to the additional security provided by the State of Minnesota's School District Enhancement Program (MSDE). Under the MSDE loan program, established and designed by the State of Minnesota, the bonds are secured by the state's pledge of an unlimited appropriation from its General Fund (the state's GO debt is rated Aa1 with a stable outlook) should the district be unable to meet debt service requirements. The appropriation mechanism allows for continuing unlimited advances from the state's General Fund to avert default for qualified school districts. District repayment is either from state aid withholding or a required special school district levy outside normal levy limits. Key program components also include third-party notification of pending deficiency. Under Minnesota statutes, if the district believes it is unable to make a timely debt service payment, it must notify the Department of Education at least 15 working days prior to the due date. The Commissioner, after consultation with the district and the paying agent, and the verification of information, will notify the Commissioner of Finance who issues a warrant and authorization for direct payment to the paying agent. Should a district fail to notify the state of an impending non-payment of debt covered by the program, the paying agent will undertake notification. The agent is to notify the State directly, three days prior to the payment date of the needed amounts. State funds equal to the request are then transferred directly to the paying agent. If the state makes a payment on behalf of a district, the district must submit a plan to the Commissioner of Education specifying the steps the district intends to take to resolve current and future funding problems. Moody's has received a copy of the draft program application submitted to the state for the Series 2014B bonds. The district expects to receive final approval by the Minnesota Department of Education before the sale of the bonds.

### MODERATELY SIZED DISTRICT LOCATED 40 MILES NORTH OF TWIN CITIES

We expect the district's tax base to benefit over the long term from its relatively close proximity to the cities of Minneapolis (Aa1 stable) and St. Paul (Aa1 stable). Located 40 miles north of the Twin Cities, the district operates two elementary schools, a middle school, and a high school. The tax base, fully valued at \$1.5 billion, is mostly residential (52% of assessed valuation), followed by commercial (16%). Following years of appreciation, full valuation (as measured by the assessor's estimated market value) began to decline in levy year 2010. Since that time, valuation has declined at an average annual pace of 7.2%. Favorably, the most recent year's decline was a more modest 0.6%. Management expects that valuations will remain stable in the next year and anticipates modest growth in valuations in several years given development currently underway.

Fairview Northland Medical Center is the largest employer (459 employees) followed by the district (448 employees) and Crystal Cabinet Works (300 employees). Officials note that several businesses are expanding their factory space, including United States Distilled Products, which employs 300 workers and is the district's largest tax payer. Additionally, Wal-Mart Stores, Inc. (Aa2 stable) recently opened a store in the district, and Fairview Northland Medical Center completed the construction of a new medical clinic. Officials note that many residents commute to work in the Twin Cities area, which offers a diverse array of employment opportunities. Two of the district's four service counties, Sherburne and Isanti (Aa3), are located within the Minneapolis-St. Paul-Bloomington Metropolitan Area. At 6.3%, the district's July 2014 multi-county unemployment rate is above the state's rate 4.3% but similar to the national rate of 6.5% for the same time period.

The district's population grew rapidly over the last decade, driven by the annexation of land. Between 2000 and 2010 the population increased 33% to 20,347 residents in 2010, according to the U.S. Census Bureau. The district's resident income profile is roughly average; median family income is 103% of the national average, according to 2008 to 2012 estimates by the American Community Survey.

Despite population growth, the district has experienced modest enrollment declines, which officials report have been driven by students open enrolling out of the district. Over the past five years, enrollment has declined on average 1.6% annually through fiscal 2014. Favorably, based on the October count, the district's enrollment is up 0.8% to 3,234 students. Enrollment figures are not finalized until the end of the year, and the district may lose

some students over the course of the year, but enrollment is expected to be better than the 2% decline that management had conservatively budgeted in fiscal 2015. Two of the district's school buildings are operating at full capacity and are utilizing mobile classrooms. Officials note that due to capacity constraints and location considerations, the district has difficulty retaining elementary school students, some of whom enroll in the neighboring Elk River Independent School District 728 (Aa3), which is closer to the Twin Cities. Officials are hopeful that various program enhancements, including expanded pre-kindergarten offerings, will improve retention rates. Additionally, the district recently issued debt for a new elementary school and renovations to the high school in order to relieve capacity concerns and improve the district's desirability.

#### STABLE FINANCIAL PROFILE SUPPORTED BY CONSERVATIVE BUDGETING AND AVAILABLE EXCESS OPERATING LEVIES

The district's financial position is expected to remain satisfactory despite planned draws on General Fund reserves due to the district's history of conservative budgeting and potential new revenues pending board approval. The district generated consecutive General Fund operating surpluses from fiscals 2005 to 2012 driven in part by a voter-approved excess operating levy of \$325 per pupil, which was first levied in fiscal 2007 and reapproved for fiscals 2012 through 2018. For fiscal 2014, officials conservatively budgeted for a General Fund operating deficit of \$1.3 million. Factors driving the budgeted deficit include the institution of all day, every day pre-kindergarten, increased technology expenditures, and increased teachers' salaries. Favorably, fiscal 2014 enrollment outperformed budgeted expectations and the district had other positive budget variances. As a result, the fiscal 2014 General Fund operating deficit was a more modest \$626,000. The available General Fund balance was \$9.7 million, or a still healthy 33.0% of revenues, and the unassigned General Fund balance was \$4.4 million, or 15.1% of revenues. The district has a formal fund balance policy to maintain at least 10% of budgeted expenditures in unassigned General Fund reserves, a level it currently exceeds.

For fiscal 2015, management is again conservatively budgeting for \$1.3 million General Fund operating deficit due to a projected 2% decline in enrollment. However, officials believe the actual General Fund operating deficit for the year will be closer to half the budgeted amount due to enhancements to General Fund revenues. The district was able to levy an additional \$212 per pupil in Location Equity Revenue (LER) that expected to generate \$500,000. Officials also expect to receive an additional \$540,000 of state aid in fiscal 2015 to fund all-day kindergarten. For fiscal 2016, the state has changed renamed the LER to Local Option Revenue (LOR) and increased the amount by \$212 to \$424 per pupil through board approval. If the board approves the additional \$212 per pupil, it would generate approximately an additional \$725,000 annually, which could help to offset revenue pressures if enrollment declines persist.

The district is highly reliant on intergovernmental aid, which comprised 90% of General Fund revenues in fiscal 2014. State aid is largely dependent on enrollment and the district's trend of declining enrollment is a credit negative. Despite state aid delays in recent years, the district's cash position has remained sound, and the district has not needed to cash flow borrow unlike many other Minnesota school districts. In fiscal 2013, the state began making more timely distributions to schools, causing the district's General Fund cash position to more than double from a healthy \$6.1 million in fiscal 2012 to an even stronger \$12.4 million in fiscal 2013. The district's fiscal 2014 General Fund cash position was \$13.4 million, or 46% of revenues.

#### HIGH DEBT BURDEN WITH SLOW PRINCIPAL AMORTIZATION

The district's direct and overall debt burdens are high at 3.5% and 3.9% of full valuation, respectively. Amortization is slow with only 46% of principal repaid within ten years, though payout is in line with the useful life of the assets financed. The district's Series 2014A bonds issued earlier this year financed the district's major capital needs, and management does not have plans to issue additional debt in the near to medium-term. All of the district's debt is fixed rate and the district is not a party to any interest rate swap agreements.

#### ABOVE AVERAGE EXPOSURE TO UNFUNDED PENSION LIABILITIES

The district has an above average exposure to unfunded pension liabilities burden, based on its participation in two multiple-employer cost sharing plans, the General Employees Retirement Fund and the Teachers Retirement Association of Minnesota. Moody's has allocated liabilities of state cost-sharing plans in proportion to its contributions to each plan for analytic purposes. The district's annual contribution to the two retirement plans in fiscal 2014 was \$1.3 million, equal to 3.7% of operating expenditures.

Moody's three year average adjusted net pension liability (ANPL) for the district through fiscal 2012 related to the two plans, is \$55.9 million, or an above average 1.74 times operating revenues and 3.75% of full value. Moody's ANPL reflects certain adjustments we make to improve comparability of reported pension liabilities. The

adjustments are not intended to replace the district's reported liability, but to improve comparability with other rated entities.

#### WHAT COULD MOVE THE RATING UP:

- Moderation in debt levels
- Diversification and expansion of the district's tax base

#### WHAT COULD MOVE THE RATING DOWN:

- Deterioration in the district's tax base and resident income profile
- Material declines in General Fund reserves
- Sustained, significant declines in enrollment

#### KEY STATISTICS

2013 Full value: \$1.5 billion (economic market value)

2013 Full value per capita: \$73,182

2008-2012 Median Family Income (American Community Survey 5-Year Estimates): 103% of US average

Fiscal 2013 available operating fund balance: 30.3% of operating revenues

Five-year change in available operating fund balance as % of operating revenues: 12.5%

Fiscal 2013 operating fund cash balance: 41.8% of operating revenues

Five-year change in operating fund net cash balance as % of operating revenues: 12.5%

Institutional Framework: A

Five-year average of operating revenues / operating expenditures: 1.01 times

Net direct debt as % of full value: 3.5%

Net direct debt/operating revenues: 1.63 times

Three-year average of Moody's adjusted net pension liability as % of full valuation: 3.8%

Three-year average of Moody's adjusted net pension liability / operating revenues: 1.74 times

#### RATING METHODOLOGIES

The principal methodology used in the underlying rating was US Local Government General Obligation Debt published in January 2014. The principal methodology used in the enhanced rating was State Aid Intercept Programs and Financings: Pre and Post Default published in July 2013. Please see the Credit Policy page on [www.moodys.com](http://www.moodys.com) for a copy of these methodologies.

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CERTIFICATION OF MINUTES RELATING  
TO  
GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2014B

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 477  
(PRINCETON PUBLIC SCHOOLS)  
STATE OF MINNESOTA

BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING: A regular meeting held on  
November 4, 2014, at 8:05 o'clock p.m., in the District.

MEMBERS PRESENT:

MEMBERS ABSENT:

DOCUMENTS ATTACHED: Extract of Minutes of said meeting.

**RESOLUTION RATIFYING THE AWARD OF THE SALE, DETERMINING THE  
FORM AND DETAILS, AUTHORIZING THE EXECUTION, DELIVERY AND  
REGISTRATION, AND PROVIDING FOR THE PAYMENT OF GENERAL  
OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2014B**

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

WITNESS MY HAND officially as such recording officer this \_\_\_\_ day of  
November, 2014.

\_\_\_\_\_  
School District Clerk

EXTRACT OF MINUTES OF A MEETING  
OF THE SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 477  
(PRINCETON PUBLIC SCHOOLS)  
STATE OF MINNESOTA

HELD: NOVEMBER 4, 2014

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 477, State of Minnesota, was duly held on November 4, 2014, at 8:05 o'clock p.m., for the purpose, in part, of ratifying the award of the sale of the General Obligation School Building Refunding Bonds, Series 2014B of the District.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION RATIFYING THE AWARD OF THE SALE, DETERMINING THE FORM AND DETAILS, AUTHORIZING THE EXECUTION, DELIVERY AND REGISTRATION, AND PROVIDING FOR THE PAYMENT OF GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2014B**

BE IT RESOLVED by the School Board of Independent School District No. 477, State of Minnesota, as follows:

**Section 1. Authorization and Sale.**

**1.01 Authorization.** At a meeting held October 7, 2014, this Board determined to sell and issue approximately \$10,295,000 principal amount of general obligation refunding bonds of Independent School District No. 477 (the "Issuer" or the "District"). Said Bonds shall hereinafter be referred to as the "Bonds" or the "Refunding Bonds". In the Terms of Proposal, the District reserved the right, after proposals were opened and prior to award, to increase or decrease the principal amount of the Bonds offered for sale, with the increase or decrease to occur in multiples of \$5,000 in any of the maturities. The Refunding Bonds, together with other available funds of the Issuer, shall provide funds for a current refunding of the Refunded Bonds and to prepay on February 1, 2015, the 2016 to 2024 maturities, aggregating \$10,700,000 in principal amount, of the Issuer's General Obligation School Building Refunding Bonds, Series 2005A, bearing a date of original issue of April 14, 2005 (the "Refunded Bonds"). The Refunded Bonds were originally issued to provide funds for the crossover refunding of the District's General Obligation School Building Bonds, Series 1997, bearing a date of original issue of December 1, 1997.

**1.02 Sale.** The Board, having been advised by Ehlers & Associates, Inc., its independent financial advisor, has determined that this issue shall be privately sold after receipt of written proposals, as authorized pursuant to Minnesota Statutes, Section 475.60, Subdivision 2. The Chair and the Superintendent have publicly received and considered all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, which are hereby ratified and confirmed in all respects and are incorporated herein by reference as though fully specified in this paragraph. The proposal of FTN Financial Capital Markets (the "Purchaser") to purchase the Bonds at a price of \$10,752,392.44 plus interest accrued to settlement, and upon the further terms and conditions set forth in the Terms of Proposal contained in the Official Statement was accepted on October 29, 2014, by the Chair and the Superintendent pursuant to the October 7, 2014, resolution of the Board and the execution of the proposal and award of the sale of the Bonds is hereby ratified by the Board

**1.03 Execution of Documents.** The endorsement of the acceptance on the proposal by the Chair and the Superintendent is ratified in all respects.

**1.04 Purpose; Compliance with Current Refunding Law; Debt Service Savings; Findings; Security.**

(a) **Compliance.** The Refunding Bonds shall provide moneys for a current refunding of the Refunded Bonds. It is hereby determined and declared that the refunding of the Refunded Bonds complies with Minnesota Statutes, Section 475.67, and is consistent with the covenants made with the holders thereof. The Issuer has observed and complied with all of the obligations and covenants made by the School Board in connection with the issuance of the Refunded Bonds.

(b) **Use of Proceeds of Refunded Bonds.** All of the proceeds, including the investment earnings thereon, of the Refunded Bonds have heretofore been expended by the Issuer for the uses and purposes for which the District issued the Refunded Bonds.

(c) **Redemption.** The Refunded Bonds are called for redemption on February 1, 2015, the earliest date on which they may be called for redemption without payment of any premium.

(d) **Security.** Until retirement and prepayment of the Refunded Bonds, all provisions made for the security of the Refunded Bonds shall be observed by the Issuer.

(e) **Supplemental Resolution.** The resolutions of the School Board authorizing the issuance of the Refunded Bonds are hereby supplemented to the extent necessary to give effect to the provisions of this resolution.

**1.05 Compliance with Law.** All acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to the issuance of the Bonds having been done, having happened and having been performed in regular and due form, time and manner as required by law, it is necessary for this Board to establish the form and terms of the Bonds, to provide for the security thereof, and to provide for the issuance of the Bonds forthwith.

**1.06 Minnesota School District Credit Enhancement Program.** (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2)

business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section.

**Section 2. Bond Terms.**

**2.01 Designation; Registration; Denomination; Maturities.** The \$9,120,000 aggregate principal amount of general obligation bonds sold on this date shall be designated General Obligation School Building Refunding Bonds, Series 2014B, shall be dated November 25, 2014, as the date of original issue, and shall be issued forthwith on or after such date using a global book-entry system. The Bonds shall be issued as fully registered bonds and shall be numbered R-1 upward, in the denomination of \$5,000 each or any integral multiple thereof of a single maturity. The Bonds shall mature on February 1 in the years and amounts set forth below, and shall bear interest from the most recent Interest Payment Date to which interest has been paid or provided for, or, if no interest has been duly paid or provided for, from the date of original issue until paid or duly called for mandatory redemption, if herein provided, at the rates per annum set forth below opposite such years and amounts, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2016	\$230,000	2.00%	2021	\$1,220,000	5.00%
2017	315,000	3.00%	2022	1,290,000	5.00%
2018	1,035,000	5.00%	2023	1,355,000	5.00%
2019	1,100,000	5.00%	2024	1,420,000	5.00%
2020	1,155,000	5.00%			

The maturities for the years N/A to N/A have been adjusted pursuant to the proposal of the Purchaser and as authorized in the Terms of Proposal. The Bonds maturing on February 1 in the years N/A and N/A are term bonds subject to mandatory redemption in the years and principal amounts specified in Paragraph 2.04(b).

These maturities, together with the maturities of all other outstanding general obligation bonds of the Issuer, meet the requirements of Minnesota Statutes, Section 475.54.

**2.02 Interest Payments.** Interest shall be payable semiannually on each February 1 and August 1 to maturity (each an "Interest Payment Date"), commencing August 1, 2015. Interest will be calculated on the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the MSRB. Interest will be payable in the manner set forth in the form of Global Certificate or Replacement Bond and Paragraph 4.06 of this resolution.

**2.03 Use of Global Book-Entry System.**

(a) **Description of System.** In order to issue obligations in "global book-entry form", the obligations are issued in certificated form in large denominations, are registered on the books of the Issuer in the name of a depository or its nominee, and are immobilized and held in safekeeping by the depository. The depository, as part of the computerized National Securities Clearance and Settlement System (the "National System"), registers transfers of ownership interests in the obligations by making computerized book entries on its own books and distributing payments on the obligations to its participants shown on its books as the owners of such interests. These participants, which include financial institutions for whom the depository effects book-entry transfers of securities deposited and immobilized with the depository, and other banks, brokers and dealers participating in the National System will do likewise if not the beneficial owners of the obligations.

(b) **Designation of Depository; Approval of Blanket Issuer Letter of Representations.** The Depository Trust Company ("DTC") of New York, New York, a Securities and Exchange Commission designated depository, a limited purpose New York trust company, a member of the Federal Reserve System, and a "clearing corporation" within the meaning of the New York Uniform Commercial Code, is hereby designated as the depository (the "Depository") with respect to the Bonds issued hereunder in global book-entry form. There has been submitted to this Board a form of letter of representations (the "Blanket Issuer Letter of Representations") between the Issuer and the Depository setting forth various matters relating to the Depository and its role with respect to the Bonds. This Blanket Issuer Letter of Representations is hereby approved. The Chair or the Clerk is hereby authorized and directed to execute the Blanket Issuer Letter of Representations in substantially the form attached hereto as EXHIBIT C, if such a letter of representations has not already been executed, with only such variations therein as may be required to complete the Blanket Issuer Letter of Representations, or which are not, in the opinion of Bond Counsel, materially adverse to the interests of the Issuer. Execution of the Blanket Issuer Letter of Representations by such official shall be conclusive evidence as to the necessity and propriety of such changes and their approval by Bond Counsel. So long as DTC is the Depository or it or its nominee is the Holder of any Global Certificate, the District shall comply with the provisions of the Blanket Issuer Letter of Representations, as it may be amended or supplemented by the District from time to time with the agreement or consent of DTC.

(c) **Global Certificates.** Upon their original issuance, the Bonds will be issued in the form of a single Global Certificate for each maturity which shall represent the aggregate principal amount of the Bonds due on a particular maturity date (the "Global Certificates"). The Global Certificates will be originally issued and fully registered as to principal and interest in the name of Cede & Co., as nominee of DTC. The Global Certificates will be deposited with the Depository by the Purchaser and will be immobilized as further provided herein. No beneficial owners of interest in the Bonds will receive certificates representing their respective interests in the Bonds except as provided below in clause (e) of this Paragraph 2.03. Except as so provided, during the term of the Bonds, beneficial ownership (and subsequent transfers of beneficial ownership) of interests in the Global Certificates will be reflected by book entries made on the records of the Depository and its participants and other banks, brokers, and dealers participating in the National System. The Depository's book entries of beneficial ownership interest are authorized to be in integral increments of \$5,000, despite the larger authorized denominations of the Global Certificates. Payment of principal of, premium, if any, and interest on the Global Certificates will be made to the Bond Registrar as paying agent, and in turn by the Bond Registrar to the Depository or its nominee as registered owner of the Global Certificates. The Depository, according to the laws and rules governing it, will receive and forward such payments on behalf of the beneficial owners of the Global Certificates.

(d) **Immobilization of Global Certificates by the Depository.** Pursuant to the request of the Purchaser to the Depository, immediately upon the original delivery of the Bonds, the Purchaser will deposit the Global Certificates representing all of the Bonds with the Depository. The Global Certificates shall be in typewritten form or otherwise as acceptable to the Depository, shall be registered in the name of the Depository or its nominee and shall be held immobilized from circulation at the offices of the Depository on behalf of the Purchaser and subsequent Bondholders. The Depository or its nominee will be the sole Holder of record of the Global Certificates and no investor or other party purchasing, selling or otherwise transferring ownership of interests in any Bond is to receive, hold or deliver any Global Certificates so long as the Depository holds the Global Certificates immobilized from circulation, except as provided below in clause (e) of this Paragraph 2.03.

**(e) Transfer or Exchange of Global Certificates; Substitute Depository; Replacement Bonds.**

Global Certificates evidencing the Bonds may not, after their original delivery, be transferred or exchanged except:

(i) Upon exchange of a Global Certificate after a partial redemption, if authorized in Paragraph 2.04 of this resolution;

(ii) To any successor of the Depository (or its nominee) or any substitute depository (a "Substitute Depository") designated pursuant to subclause (iii) of this clause (e); provided that any successor of the Depository or any Substitute Depository must be both a "clearing corporation" as defined in the Minnesota Uniform Commercial Code, Minnesota

Statutes, Section 336.8-102, and a qualified and registered "clearing agency" as provided in Section 17A of the Securities Exchange Act of 1934, as amended;

(iii) To a Substitute Depository designated by and acceptable to the Issuer upon (a) the determination by the Depository that the Bonds shall no longer be eligible for its depository services or (b) a determination by the Issuer that the Depository is no longer able to carry out its functions; provided that any Substitute Depository must be qualified to act as such, as provided in subclause (ii) of this clause (e); or

(iv) In the event that (a) the Depository shall resign or discontinue its services for the Bonds or be declared no longer able to carry out its functions and the Issuer is unable to locate a Substitute Depository within two (2) months following the resignation or discontinuance or determination of noneligibility, or (b) the Issuer determines in its sole discretion that (1) the continuation of the book-entry system described herein might adversely affect the interests of the beneficial owners of the Bonds, or (2) it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, then the Issuer shall notify the Holders of its determination and of the availability of Replacement Bonds to Holders. The Issuer, the Bond Registrar and the Depository shall cooperate in providing Replacement Bonds to Holders requesting the same and the registration, transfer and exchange of such Bonds shall thereafter be conducted as provided in Paragraph 4.04 of this resolution.

In the event of the designation of a Substitute Depository as authorized by this clause (e), the Bond Registrar, upon presentation of the Global Certificates, shall register their transfer to the Substitute Depository, and the Substitute Depository shall be treated as the Depository for all purposes and functions under this resolution. The Blanket Issuer Letter of Representations shall not apply to the Substitute Depository unless the Issuer and the Substitute Depository so agree, and the execution of a similar agreement is hereby authorized.

**2.04 Redemption. (a) Optional Redemption.** The Bonds of this Issue are not subject to optional redemption or prepayment prior to maturity.

**(b) Mandatory Redemption.** (1) The Bonds maturing in the year N/A shall be subject to mandatory redemption at a redemption price equal to the principal amount of the Bonds to be so redeemed plus interest accrued thereon to the date fixed for redemption, on February 1 in the years and principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
N/A	N/A

(2) The Bonds maturing in the year N/A shall be subject to mandatory redemption at a redemption price equal to the principal amount of the Bonds to be so redeemed plus interest accrued thereon to the date fixed for redemption, on February 1 in the years and principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
N/A	N/A

(3) Mandatory redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the Issuer shall determine the order of redemption of Bonds; and if only part of the Bonds having a common maturity date are called for prepayment, the Global Certificates to be prepaid may be prepaid in \$5,000 increments of principal and, if applicable, the specific Replacement Bonds to be prepaid shall be chosen by lot by the Bond Registrar as provided below. Bonds or portions thereof called for redemption shall be due and payable on the designated redemption date, and interest thereon shall cease to accrue from and after the redemption date.

**(c) Mandatory Redemption of Global Certificates.** Upon a partial redemption in the aggregate principal amount of a Global Certificate which results in the stated amount thereof being reduced, the Holder may in its discretion make a notation of such redemption on the panel provided on the Global Certificate stating the amount so redeemed, or may return the Global Certificate to the Bond Registrar in exchange for a new Global Certificate authenticated by the Bond Registrar, in proper principal amount. Such notation of redemption, if made by the Holder, shall be for reference only, and may not be relied upon by any other person as being in any way determinative of the principal amount of such Global Certificate outstanding, unless the Bond Registrar has signed the appropriate column of the panel.

**(d) Mandatory Redemption of Replacement Bonds.** To effect a partial redemption of Replacement Bonds having a common maturity date, the Bond Registrar, prior to giving a notice of redemption, shall assign to each Replacement Bond having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Replacement Bond. The Bond Registrar shall then select by lot from the numbers so assigned to such Replacement Bonds, using such method of selection as it shall deem proper in its discretion, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Replacement Bonds to be redeemed. The Replacement Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each such Replacement Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 of principal amount for each number assigned to it and so selected. If a Replacement Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the Issuer or the Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and the Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Bond Registrar shall

authenticate and deliver to the Holder of such Replacement Bond, without service charge, a new Replacement Bond or Bonds of the same series having the same stated maturity and interest rate and of any authorized denomination or denominations, as requested by such Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Replacement Bond so surrendered.

**(e) Notice of Mandatory Redemption of Global Certificates and Replacement Bonds.** The Bond Registrar shall call Bonds for redemption and payment as herein provided upon receipt by the Bond Registrar of a request of the Issuer. The request shall be in written form. The request shall specify the principal amount of Bonds to be called for redemption, the redemption date and the redemption price.

Published notice of redemption shall in each case be given in accordance with law, and mailed notice of redemption shall be given to the paying agent and to each affected Holder. If and when the Issuer shall call any of the Bonds for redemption and payment prior to the stated maturity thereof, the Bond Registrar shall give written notice in the name of the Issuer of its intention to redeem and pay such Bonds at the office of the Bond Registrar. The Notice of Redemption shall be given by first class mail, postage prepaid, mailed not less than thirty (30) days prior to the redemption date, to each Holder of Bonds to be redeemed, at the address appearing in the records of the Bond Registrar. For the purpose of giving notice of the redemption of Global Certificates, the Holder of the Global Certificates shall be the Depository or its nominee. In connection with any such notice, the "CUSIP" numbers assigned to the Bonds shall be used. All notices of redemption shall state:

- (i) The redemption date;
- (ii) The redemption price;
- (iii) If less than all outstanding Bonds are to be redeemed, the identification (and, if the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed;
- (iv) That on the redemption date, the redemption price will become due and payable upon each such Bond, and that interest thereon shall cease to accrue from and after said date; and
- (v) The place where such Bonds are to be surrendered for payment of the redemption price (which shall be the office of the Bond Registrar).

### **Section 3. Form of Bonds.**

The Bonds to be issued hereunder shall be in the form of Global Certificates unless and until Replacement Bonds are made available as provided herein.

**3.01 Global Certificates.** The Global Certificates to be issued hereunder, together with the Bond Registrar's Certificate of Authentication, the Register of Partial Payments, the form of Assignment, and the registration information thereon, shall be in substantially the form set forth in EXHIBIT A hereto, which exhibit is incorporated herein by reference as though fully specified in this paragraph, and may be typewritten rather than printed.

**3.02 Replacement Bonds.** If the Issuer has notified Holders that Replacement Bonds have been made available as provided in Paragraph 2.03(e) of this resolution, then for every Bond thereafter transferred or exchanged (including an exchange to reflect the partial mandatory redemption of a Global Certificate not previously exchanged for Replacement Bonds), the Bond Registrar shall deliver a bond in the form of a Replacement Bond rather than a Global Certificate, but the Holder of a Global Certificate shall not otherwise be required to exchange the Global Certificate for one or more Replacement Bonds since the Issuer recognizes that some Holders may prefer the convenience of the Depository's registered ownership of the Bonds even though the entire issue is no longer required to be in global book-entry form. The Replacement Bonds, together with the Bond Registrar's Certificate of Authentication, the form of Assignment and the registration information thereto, shall be in substantially the form set forth in EXHIBIT B hereto, which exhibit is incorporated herein by reference as though fully specified in this paragraph.

#### **Section 4. Execution; Delivery; Registration.**

**4.01 Appointment of Registrar.** Bond Trust Services Corporation in Roseville, Minnesota, is appointed to act as the bond registrar and transfer agent (the "Bond Registrar") and shall do so until a successor Bond Registrar is duly appointed, all pursuant to a contract the Issuer and Bond Registrar shall execute which is consistent herewith and which the chair and clerk are hereby authorized to execute and deliver. A successor Bond Registrar shall be a bank or trust company eligible for designation as bond registrar pursuant to Minnesota Statutes, Chapter 475. The terms of the appointment of the successor Bond Registrar and its duties shall be specified in a contract between the Issuer and such successor Bond Registrar that is consistent herewith and that the Chair and Clerk are hereby authorized to execute and deliver. The Bond Registrar, which may act through an agent, shall also serve as paying agent until and unless a successor paying agent is duly appointed. The Bond Registrar shall pay principal and interest on the Bonds to the registered Holders (or record Holder) of the Bonds in the manner set forth in the form of Global Certificate or Replacement Bond, as applicable, and Paragraph 4.06 of this resolution. The Issuer agrees to pay the reasonable and customary charges for the services of such Bond Registrar.

**4.02 Execution of Bonds.** The Bonds shall be executed on behalf of the Issuer by the manual signatures of the Chair and Clerk of the School Board; provided, however that both of such signatures may be printed facsimiles, in which event the Bonds shall also be executed manually by the authenticating agent as provided in Minnesota Statutes, Section 475.55. In the event of disability or resignation or other absence of either such officer, the Bonds may be signed by the manual or facsimile signature of that officer who may act on behalf of such absent or disabled officer. In case either such officer whose signature or

facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of the Bonds, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if that officer had remained in office until delivery. If the Issuer has adopted a corporate seal, it shall be omitted on the Bonds as permitted by law.

**4.03 Authentication; Date of Registration.** No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless and until a Certificate of Authentication on such Bond, substantially in the form set forth in the form of Global Certificate or Replacement Bond, shall have been duly executed by the manual signature of an authorized representative of the Bond Registrar. Certificates of authentication on different Bonds need not be signed by the same person. The Bond Registrar shall authenticate each Bond by execution of the Certificate of Authentication on the Bond and shall date each Bond in the space provided as of the date on which the Bond is registered. For purposes of delivering the original Bonds (Global Certificates) to the Purchaser, the Bond Registrar shall insert as the date of registration the date of original issue; and the executed Certificate of Authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution.

**4.04 Transfer or Exchange.** The Issuer will cause to be kept at the principal office of the Bond Registrar a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Bond Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged as herein provided.

A Global Certificate shall be registered in the name of the payee on the books of the Bond Registrar by presenting the Global Certificate for registration to the Bond Registrar, who will endorse his or her name and note the date of registration opposite the name of the payee in the certificate of registration on the Global Certificate. Thereafter a Global Certificate may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until a Global Certificate is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted thereon by the Bond Registrar, all subject to the terms and conditions provided in this resolution and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, the Issuer shall execute (if necessary), and the Bond Registrar shall authenticate, date (in the space designated Date of Registration) and deliver, in the name of the designated transferee or transferees, one or more new Bonds of any authorized denomination or denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Bond may be registered in blank or in the name of "bearer" or similar designation.

When any Bond is presented to the Bond Registrar for transfer, the Bond Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Bond Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

At the option of the Holder of a Replacement Bond, Replacement Bonds may be exchanged for Replacement Bonds of any authorized denomination or denominations of a like aggregate principal amount and stated maturity, upon surrender of the Replacement Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Replacement Bonds are so surrendered for exchange, the Issuer shall execute (if necessary), and the Bond Registrar shall authenticate, date (in the space designated Date of Registration) and deliver the Replacement Bonds which the Holder making the exchange is entitled to receive. Global Certificates may not be exchanged for Global Certificates of smaller denominations.

All Bonds surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Bond Registrar and thereafter disposed of as directed by the Issuer.

All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the Issuer evidencing the same debt, shall be entitled to the same benefits under this resolution as the Bonds surrendered for such exchange or transfer, and shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bonds.

Transfer of a Bond may be made on the Issuer's books by the registered owner in person or by the registered owner's attorney duly authorized in writing. Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the registered owner thereof, with signature guaranteed, or by the registered owner's attorney duly authorized in writing, and shall include written instructions as to the details of the transfer of the Bond.

The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost bonds.

Transfers shall also be subject to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates.

**4.05 Mutilated, Lost, Stolen or Destroyed Bonds.** In case any Bond shall become mutilated or be lost, stolen or destroyed, the Bond Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond lost, stolen or destroyed, upon payment of the reasonable expenses and charges of the Bond Registrar in connection therewith; and, in the case of a Bond lost, stolen or destroyed, upon filing with the Registrar of evidence satisfactory to it that such Bond was lost, stolen or destroyed, and of the ownership thereof, and upon furnishing to the Bond Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the Issuer and the Bond Registrar shall be named as obligees. All Bonds so surrendered to the Bond Registrar shall be canceled by it and evidence of such cancellation shall be given to the District. If the mutilated, lost, stolen or destroyed Bond has already matured, it shall not be necessary to issue a new Bond prior to payment.

**4.06 Interest Payments; Record Dates.** Interest on any Global Certificate shall be paid as provided in the first paragraph thereof and interest on any Replacement Bond shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Bond is registered (the "Holder") on the registration books of the Issuer maintained by the Bond Registrar and in each case at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The term "Holder" shall also include those lawfully entitled to take actions on behalf of the beneficial owners of the Bonds for purposes of any consent or approvals given by Holders.

If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

**4.07 Persons Deemed Owners.** The Issuer and the Bond Registrar may treat the person in whose name any Bond is registered as the owner of such Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in Paragraph 4.06 above), on such Bond and for all other purposes whatsoever, whether or not such Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

For the purposes of all actions, consents and other matters affecting Holders of Bonds issued under this Resolution as from time to time supplemented, other than payments, redemptions, and purchases, the Issuer may (but shall not be obligated to) treat as the Holder of a Bond the beneficial owner of the Bond instead of the person in whose name the Bond is registered. For that purpose, the Issuer may ascertain the identity of the beneficial owner of the Bond by such means as the Bond Registrar in its sole discretion deems appropriate, including but not limited to a certificate from the Depository or other person in whose name the Bond is registered identifying such beneficial owner.

**4.08 Delivery.** The Bonds when so prepared and executed shall be delivered by the Treasurer of the Issuer to the Purchaser thereof upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

## **Section 5. Creation of Fund and Tax Levies.**

**5.01 Fund.** There is hereby created within the Debt Redemption Fund of the Issuer a special fund to be designated "General Obligation School Building Refunding Bonds, Series 2014B Fund" (the "Fund") to be held and administered by the Treasurer separate and apart from all other funds of the Issuer. The Fund shall be maintained in the manner herein specified until all of the Refunded Bonds and the Bonds herein authorized and the interest thereon have been fully paid. There shall be maintained in the Fund two separate accounts to be designated the "Refunding Account" and the "Debt Service Account", respectively.

**(a) Refunding Account.** The proceeds of the sale of the Bonds herein authorized, less any accrued interest received thereon and other proceeds directed for deposit into the Debt Service Account, plus other available District funds as may be required to adequately fund the Refunding Account for the purposes set forth below, are hereby pledged and appropriated and shall be credited to the Refunding Account. The Refunding Account shall be used to pay the principal amount of each such Refunded Bond at maturity or on the date on which it has been called for redemption as herein provided, and the issuance expenses of the Bonds. The moneys in said Refunding Account shall be used solely for the purposes herein set forth and for no other purpose, except that after such payments have been made, any surplus in the Refunding Account shall be transferred to the Debt Service Account.

**(b) Debt Service Account.** There is hereby pledged and appropriated and there shall be credited to the Debt Service Account upon issuance of the Bonds (i) any uncollected taxes heretofore levied and pledged to the Debt Redemption Fund of the Issuer for the payment of the Refunded Bonds; (ii) any other unexpended moneys pledged to the Debt Redemption Fund of the Issuer for the payment of the Refunded Bonds pursuant to the Resolutions authorizing the issuance of the Refunded Bonds (unless used to fund the Refunding Account; (iii) all taxes herein levied; (iv) all accrued interest received upon delivery of the Bonds (unless used to fund the Refunding Account; (v) any premium or unused discount to the extent not otherwise deposited into the Refunding Account and used for payment of the Refunded Bonds; (vi) all investment earnings on funds held in the Debt Service Account and (vii) any and all other moneys which are properly available and which are appropriated by

the Issuer to the Debt Service Account. The Debt Service Account shall be used solely to pay the principal and interest on the Bonds and any of the bonds heretofore or hereafter authorized and made payable from said account as provided by law. If any payment of principal or interest on the Bonds shall become due when there is not sufficient money in the Debt Service Account or the Debt Redemption Fund generally to make such payment, the Treasurer shall pay the same from the General Fund of the Issuer and the General Fund shall be reimbursed for such advances out of the proceeds of the taxes levied for the payment of such Bonds.

**5.02 Cancellation of Levies.** Until prepayment of the Refunded Bonds, all provisions theretofore made for the security thereof shall be observed by the Issuer and all of its officers and agents. However, the School Board hereby finds, determines and certifies to the County Auditor of each county in which the Issuer is located, in whole or in part, that the proceeds of the sale of the Refunding Bonds to be used to refund said Refunded Bonds, together with other funds available and appropriated to the Refunding Account for said purpose, will be sufficient, together with the earnings on the investment of such funds in said Refunding Account, to pay when due or called for prepayment as herein provided all of the principal of and premium, if any, on the Refunded Bonds. Accordingly, upon Bond Closing the County Auditors of each county in which the Issuer is located in whole or in part are hereby authorized and directed to the extent and in the manner permitted by law to cancel forthwith or if necessary from year to year the taxes levied in the years 2014 payable 2015 through 2022 payable 2023 pursuant to the Resolution authorizing the issuance of the Refunded Bonds and not needed as a result of the establishment of the aforesaid Refunding Account.

**5.03 Pledge of Full Faith and Credit; Tax Levies.** For the prompt and full payment of the principal of and interest on the Bonds as the same respectively become due, the full faith and credit and taxing powers of the Issuer shall be and are hereby irrevocably pledged. In order to provide the moneys for the payment thereof required by Minnesota Statutes, Section 475.61, there is hereby levied upon all of the taxable property in the Issuer a direct annual ad valorem tax which shall be spread upon the tax rolls for collection, as a part of other general taxes of the Issuer, in the years and amounts as specified on the levy computation sheet attached hereto as EXHIBIT D and incorporated herein by reference as though fully specified in this paragraph.

The tax levies provided in this paragraph are such that if collected in full they, together with estimated collections of other revenues herein pledged for the payment of the Bonds (other than cash on hand), will produce at least five percent (5%) in excess of the amounts needed to meet when due the principal and interest payments on the Bonds, except for interest payable hereunder from cash on hand on the date of Bond closing and pledged for such purpose.

Said tax levies shall be irrevocable as long as any of said Bonds are outstanding and unpaid, provided that the Issuer reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61.

**5.04 Investment Restrictions.** No portion of the proceeds of the Bonds shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Bonds were issued and (2) in addition to the above in an amount not greater than the lesser of five percent (5%) of the proceeds of the Bonds or \$100,000. To this effect, any proceeds of the Bonds and any sums from time to time held in the Refunding Account or Debt Service Account (or any other District account which will be used to pay principal or interest to become due on the Bonds) in excess of amounts which under then-applicable federal arbitrage restrictions may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. In addition, the proceeds of the Bonds and money in those accounts shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

**5.05 Redemption of Refunded Bonds.** The Refunded Bonds which mature in 2016 and thereafter shall be redeemed and prepaid on February 1, 2015, in accordance with the terms and conditions of the Notice of Call for Redemption attached hereto as EXHIBIT E, which terms and conditions are hereby approved and incorporated herein by reference. The Notice of Call for Redemption shall be mailed to the Paying Agent for and the registered owners of the Refunded Bonds not less than thirty (30) days before the redemption date. The form of the Notice of Call may contain such additional information or different provisions concerning the redemption as may be requested by the Paying Agent for the Refunded Bonds.

The District shall also comply with all notice requirements of FSA Insurance Corporation, the bond insurer of the Refunded Bonds.

## **Section 6. Exemption from Rebate Requirements.**

**6.01 Arbitrage Rebate Exemption.** It is hereby found and determined that all gross proceeds of the Bonds (other than gross proceeds held in a bona fide debt service fund) will be expended for the governmental purpose for which the Bonds are issued within six (6) months of the date of issuance of the Bonds. Therefore, the Issuer shall not be required to comply with the arbitrage rebate requirements of Section 148(f) of the Code with respect to the Bonds.

## **Section 7. Certifications, Designations, Defeasance, Arbitrage, Reporting.**

**7.01 Filing of Resolution; County Auditor Certificate.** The Clerk is hereby authorized and directed to file with the County Auditor of each county in which the Issuer is located in whole or in part a certified copy of this resolution, together with such other information as said County Auditor shall require, and to obtain from said County Auditor a certificate that the tax required by law for the payment of said Bonds has been levied, and that said Bonds have been entered upon the County Auditor's Bond Register.

**7.02 Defeasance.** When all of the Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution shall cease. The Issuer may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The Issuer may also discharge all Bonds of said issue at any time by irrevocably depositing in escrow with the Bond Registrar, for the purpose of paying all principal and interest due on such Bonds to maturity or if subject to mandatory redemption, to an earlier date on which they may be called for mandatory redemption, a sum of cash or securities of the types described in Minnesota Statutes, Section 475.67, as amended, in such aggregate amount, bearing interest at such rates and maturing on such dates as shall be required to provide funds sufficient for this purpose.

**7.03 Nondesignation as Qualified Tax-Exempt Obligations.** The Board finds that the reasonably anticipated amount of qualified tax-exempt obligations (other than private activity bonds) which will be issued by the Issuer during calendar year 2014 will exceed \$10,000,000. Thus, the Bonds of this issue are not designated as "Qualified Tax-Exempt Obligations" for the purposes of Section 265 of the Code relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

**7.04 Authentication of Transcript.** The officers of the Issuer and each said County Auditor are hereby authorized and requested to prepare and furnish to the Purchaser of said Bonds, and to the attorneys approving legality of the issuance thereof, certified copies of all proceedings and records of the Issuer relating to said Bonds and to the financial condition and affairs of the Issuer, and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of said Bonds as they appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the Issuer as to the facts recited therein.

**7.05 Covenant to Continue Tax Exemption.** The Issuer covenants and agrees with the Holders from time to time of the Bonds herein authorized, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest payable on the Bonds to become subject to taxation under the United States

Internal Revenue Code, the regulations promulgated thereunder, or any other applicable federal tax law or regulation, and that it will take, or it will cause its officers, employees or agents to take, all affirmative actions within its powers which may be necessary to ensure that such interest will not become subject to taxation under the Internal Revenue Code. The term "Internal Revenue Code" or "Code" as used herein includes the Internal Revenue Code of 1986, as amended, and all regulations, amended regulations and proposed regulations issued thereunder, as now existing or as hereafter amended or proposed.

**7.06 Arbitrage Certification.** The Chair and School District Clerk, being the officers of the Issuer charged with the responsibility for issuing the Bonds pursuant to this resolution, are authorized and directed to execute and deliver to the Purchaser an arbitrage certification in order to satisfy the provisions of the Code and the regulations promulgated thereunder.

**7.07 Official Statement.** The Official Statement relating to the Bonds, on file with the Clerk and presented to this meeting, is hereby approved and deemed final, and the furnishing thereof to prospective bidders for the Bonds is hereby ratified and confirmed, insofar as the same relates to the Bonds and the sale thereof.

**7.08 Information Reporting.** For purposes of compliance with the provisions of Section 149(e) of the Code, the Issuer shall submit to the Secretary of the Treasury, not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued, a statement concerning the Bond issue which meets the requirements of Section 149(e)(2).

**7.09 Payment of Issuance Expenses.** The District authorizes the Purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota, on the closing date for further distribution as directed by the District's financial advisor, Ehlers & Associates, Inc.

**7.10 Continuing Disclosure.** The Chair and the School District Clerk are authorized and directed to execute and deliver a Continuing Disclosure Certificate to assist the Participating Underwriters in complying with SEC Rule 15c2-12(b)(5) for full disclosure (The "Rule"). The Continuing Disclosure Certificate shall be entered into for the benefit of the Holders of the Bonds and shall constitute the written undertaking required by the Rule to provide or cause to be provided to the MSRB, in an electronic format through the use of the Electronic Municipal Market Access system ("EMMA"), the annual financial information specified therein and to give notice of the occurrence of the Listed Events specified therein, each in the manner specified therein, as required by the Rule. The provisions of the Continuing Disclosure Certificate are incorporated herein as though fully specified in this paragraph.

**7.11 Nonbook-Entry Option.** Notwithstanding any contrary provision of this resolution, if the option to allow the Bonds to be issued in a nonbook-entry format was included in the Terms of Proposal and if the Purchaser specified on the proposal form that the Bonds are not to be issued in global book-entry form, they shall then be issued in nonbook-entry format in registered form in the name of the Purchaser.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

**EXHIBIT A**

**(FORM OF GLOBAL CERTIFICATE)**

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
BENTON, ISANTI, MILLE LACS AND SHERBURNE COUNTIES  
INDEPENDENT SCHOOL DISTRICT NO. 477  
(PRINCETON PUBLIC SCHOOLS)

R- \$ \_\_\_\_\_

GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BOND, SERIES 2014B

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>CUSIP</u>
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NOVEMBER 25, 2014

REGISTERED OWNER: CEDE & CO., AS NOMINEE OF THE DEPOSITORY TRUST  
COMPANY, NEW YORK, NEW YORK

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

**KNOW ALL PERSONS BY THESE PRESENTS** that Independent School District No. 477, State of Minnesota, a duly organized and existing independent school district, whose administrative offices are located in Princeton, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above or on the Certificate of Registration attached hereto, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above or, if this Bond is subject to mandatory redemption as stated below, on a date prior thereto on which it shall have been duly called for mandatory redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date") commencing August 1, 2015, at the rate per annum specified above, calculated on the basis of a 360-day year of twelve 30-day months, until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable by wire transfer (or other agreed means of payment) on each payment date no later than 12:00 noon (New York, New York time) upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation in Roseville, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer; provided, however, that upon a mandatory redemption of this Bond which

results in the stated amount hereof being reduced, the Holder may in its discretion be paid without presentation of this Bond, and may make a notation on the panel provided herein of such redemption, stating the amount so redeemed, or may return the Bond to the Bond Registrar in exchange for a new Bond in the proper principal amount. Such notation of redemption, if made by the Holder, shall be for reference only, and may not be relied upon by any other person as being in any way determinative of the principal amount of this Bond outstanding, unless the Bond Registrar has signed the appropriate column of the panel. Interest on this Bond will be paid on each Interest Payment Date (by 12:00 noon, New York, New York time) by wire transfer (or other agreed means of payment) in next day funds or its equivalent to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America.

**Date of Payment Not Business Day.** If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

**Optional Redemption.** The Bonds of this Issue are not subject to optional redemption or prepayment prior to maturity.

**Mandatory Redemption.** The Bonds maturing in the year N/A shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
N/A	N/A

The Bonds maturing in the year N/A shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
N/A	N/A

Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the Issuer shall determine the order of redemption of Bonds; and if only part of the Bonds having a common maturity date are called for prepayment, the Global Certificates to be prepaid may be prepaid in \$5,000 increments of principal and, if applicable, the specific Replacement Bonds to be prepaid shall be chosen by lot by the Bond Registrar as provided below. Bonds or portions thereof called for redemption shall be due and payable on the designated redemption date, and interest thereon shall cease to accrue from and after the redemption date.

**Issuance; Purpose.** This Bond is one of an issue in the total aggregate principal amount of \$9,120,000. The Bonds are all of like date of original issue and tenor, except as to number, denomination, maturity, redemption privilege and interest rate. All are issued to provide funds to currently refund and prepay the 2016 to 2024 maturities of the Issuer's General Obligation School Building Refunding Bonds, Series 2005A, bearing a date of original issue of April 14, 2005 (the "Refunded Bonds"). All are issued pursuant to resolutions duly adopted by the School Board and pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling. The Refunded Bonds were originally issued to provide funds for the crossover refunding of the District's General Obligation School Building Bonds, Series 1997, bearing a date of original issue of December 1, 1997.

**General Obligation.** This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

**Minnesota School District Credit Enhancement Program.** The Issuer has covenanted and obligated itself to be bound by the provisions of Minnesota Statutes, Section 126C.55 and to use the provisions of that statute to guarantee the payment of the principal and interest on the Bonds when due.

**Denominations; Exchange; Resolution.** The Bonds are issuable originally only as Global Certificates in the denomination of the entire principal amount of the issue maturing on a single date. Global Certificates are not exchangeable for fully registered bonds of smaller denominations except in the event of a partial redemption as above provided or in exchange for Replacement Bonds if then available. Replacement Bonds, if made available as

provided below, are issuable solely as fully registered Bonds in the denomination of \$5,000 and integral multiples thereof of a single maturity and are exchangeable for fully registered bonds of other denominations in equal aggregate principal amounts and in authorized denominations at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

**Replacement Bonds.** Replacement Bonds may be issued by the Issuer in the event that (a) The Depository Trust Company (“DTC”) of New York, New York (the “Depository”) shall resign or discontinue its services for the Bonds or be declared no longer able to carry out its functions and the Issuer is unable to locate a Substitute Depository within two (2) months following the resignation or discontinuance or determination of noneligibility, or (b) the Issuer determines in its sole discretion that (1) the continuation of the book-entry system described in the Resolution might adversely affect the interests of the beneficial owners of the Bonds, or (2) it is in the best interest of the beneficial owners of the Bonds that they be able to obtain certificated Bonds. The Issuer shall notify the Holders of its determination and of the availability of Replacement Bonds to Holders.

**Transfer.** This Bond shall be registered in the name of the payee on the books of the Issuer by presenting this Bond for registration to the Bond Registrar, whose representative will endorse his or her name and note the date of registration opposite the name of the payee in the certificate of registration attached hereto. Thereafter this Bond may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until this Bond is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted hereon by the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar.

**Fees Upon Transfer or Loss.** The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

**Treatment of Registered Owner.** The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

**Authentication.** This Bond shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar by the manual signature of one of its authorized representatives.

**Not Qualified Tax-Exempt Obligations.** The Bonds of this issue have not been designated by the Issuer as "qualified tax-exempt obligations" for purposes of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

**IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED** that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the Issuer enforceable in accordance with its terms, have been done, have happened and have been performed in regular and due form, time and manner as so required and that the issuance of this Bond on the date of original issue hereof and the date of its actual original issuance and delivery does not exceed any constitutional or statutory limitation of indebtedness.

**IN WITNESS WHEREOF**, Independent School District No. 477 (Princeton Public Schools), State of Minnesota, by its School Board, has caused this Bond to be executed in its behalf by the facsimile signatures of the Chair and Clerk, the Issuer having no seal or said seal having been intentionally omitted as permitted by law.

Date of Registration:

November 25, 2014

Registrable by:

BOND TRUST SERVICES CORPORATION  
ROSEVILLE, MINNESOTA

BOND REGISTRAR'S  
CERTIFICATE OF  
AUTHENTICATION

Payable at:

BOND TRUST SERVICES CORPORATION  
ROSEVILLE, MINNESOTA

This Bond is one of  
the Bonds described  
in the within mentioned  
Resolution.

INDEPENDENT SCHOOL DISTRICT NO. 477  
(PRINCETON PUBLIC SCHOOLS)  
PRINCETON, MINNESOTA

BOND TRUST SERVICES CORPORATION  
Bond Registrar

/s/ (Facsimile) \_\_\_\_\_  
Chair

By \_\_\_\_\_  
Authorized Signature

/s/ (Facsimile) \_\_\_\_\_  
Clerk

**CERTIFICATE OF REGISTRATION**

The transfer of ownership of the principal amount of the attached Bond may be made only by the registered owner or the registered owner's legal representative last noted below.

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Bond Registrar</u>
<u>November 25, 2014</u>	Cede & Co. P.O. Box 222 Bowling Green Station <u>New York, NY 10274</u>	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## REGISTER OF PARTIAL PAYMENTS

The principal amount of the attached Bond has been mandatorily redeemed and prepaid on the dates and in the amounts noted below:

<u>Date</u>	<u>Amount</u>	<u>Signature of Bondholder</u>	<u>Signature of Bond Registrar</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If a notation is made on this register, such notation has the effect stated in the attached Bond. Partial payments do not require the presentation of the attached Bond to the Bond Registrar, and a Holder could fail to note the partial payment here.

## ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations.

---

TEN COM	-	as tenants in common
TEN ENT	-	as tenants by the entireties
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common
UTMA	-	_____ CUSTODIAN _____ (Cust) (Minor)

Under Uniform Transfers to Minors Act

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(State)

Additional abbreviations may also be used though not in the above list.

**ASSIGNMENT**

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

\_\_\_\_\_ the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated \_\_\_\_\_

\_\_\_\_\_

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

\_\_\_\_\_

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Include information for all joint owners if the Bond is held by joint account.)

Please insert Social Security or other Tax Identification Number of Transferee.

**EXHIBIT B**

**(FORM OF REPLACEMENT BOND)**

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
BENTON, ISANTI, MILLE LACS AND SHERBURNE COUNTIES  
INDEPENDENT SCHOOL DISTRICT NO. 477  
(PRINCETON PUBLIC SCHOOLS)

R- \$ \_\_\_\_\_

GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BOND, SERIES 2014B

<u>INTEREST</u> <u>RATE</u>	<u>MATURITY</u> <u>DATE</u>	<u>DATE OF</u> <u>ORIGINAL ISSUE</u>	<u>CUSIP</u>
--------------------------------	--------------------------------	---	--------------

NOVEMBER 25, 2014

REGISTERED OWNER: \_\_\_\_\_

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS that Independent School District No. 477, State of Minnesota, a duly organized and existing independent school district, whose administrative offices are located in Princeton, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above or, if this Bond is subject to mandatory redemption as stated below, on a date prior thereto on which it shall have been duly called for mandatory redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date") commencing August 1, 2015, at the rate per annum specified above, calculated on the basis of a 360-day year of twelve 30-day months, until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation in Roseville, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Bond will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond

Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America.

**REFERENCE IS HEREBY MADE TO THE FURTHER PROVISIONS OF THIS BOND SET FORTH ON THE REVERSE SIDE HEREOF, WHICH PROVISIONS SHALL FOR ALL PURPOSES HAVE THE SAME EFFECT AS IF SET FORTH HERE.**

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security until the Certificate of Authentication hereon shall have been executed by the Bond Registrar.

**IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED** that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the Issuer enforceable in accordance with its terms, have been done, have happened and have been performed in regular and due form, time and manner as so required and that the issuance of this Bond on the date of original issue hereof and the date of its actual original issuance and delivery does not exceed any constitutional or statutory limitation of indebtedness.

**IN WITNESS WHEREOF**, Independent School District No. 477 (Princeton Public Schools), State of Minnesota, by its School Board, has caused this Bond to be executed in its behalf by the facsimile signatures of the Chair and the Clerk, the Issuer having no seal or said seal having been intentionally omitted as permitted by law.

Date of Registration:  
\_\_\_\_\_

Registrable by:  
BOND TRUST SERVICES CORPORATION  
ROSEVILLE, MINNESOTA

BOND REGISTRAR'S  
CERTIFICATE OF  
AUTHENTICATION  
This Bond is one of  
the Bonds described  
in the within mentioned  
Resolution.

Payable at:  
BOND TRUST SERVICES CORPORATION  
ROSEVILLE, MINNESOTA

INDEPENDENT SCHOOL DISTRICT NO. 477  
(PRINCETON PUBLIC SCHOOLS)  
PRINCETON, MINNESOTA

BOND TRUST SERVICES CORPORATION /s/ (Facsimile)  
Bond Registrar \_\_\_\_\_  
Chair

By \_\_\_\_\_ /s/ (Facsimile)  
Authorized Signature \_\_\_\_\_  
Clerk

## ON REVERSE OF BOND

**Date of Payment Not Business Day.** If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

**Optional Redemption.** The Bonds of this Issue are not subject to optional redemption or prepayment prior to maturity.

**Mandatory Redemption.** The Bonds maturing in the year N/A shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
N/A	N/A

The Bonds maturing in the year N/A shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
N/A	N/A

Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the Issuer shall determine the order of redemption of Bonds; and if only part of the Bonds having a common maturity date are called for prepayment, the Global Certificates to be prepaid may be prepaid in \$5,000 increments of principal and, if applicable, the specific Replacement Bonds to be prepaid shall be chosen by lot by the Bond Registrar as provided below. Bonds or portions thereof called for redemption shall be due and payable on the designated redemption date, and interest thereon shall cease to accrue from and after the redemption date.

**Issuance; Purpose.** This Bond is one of an issue in the total aggregate principal amount of \$9,120,000. The Bonds are all of like date of original issue and tenor, except as to number, denomination, maturity, redemption privilege and interest rate. All are issued to provide funds to currently refund and prepay the 2016 to 2024 maturities of the Issuer's

General Obligation School Building Refunding Bonds, Series 2005A, bearing a date of original issue of April 14, 2005 (the "Refunded Bonds"). All are issued pursuant to resolutions duly adopted by the School Board and pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling. The Refunded Bonds were originally issued to provide funds for the crossover refunding of the District's General Obligation School Building Bonds, Series 1997, bearing a date of original issue of December 1, 1997.

**General Obligation.** This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

**Minnesota School District Credit Enhancement Program.** The Issuer has covenanted and obligated itself to be bound by the provisions of Minnesota Statutes, Section 126C.55 and to use the provisions of that statute to guarantee the payment of the principal and interest on the Bonds when due.

**Denominations; Exchange; Resolution.** The Bonds are issuable solely as fully registered Bonds in the denomination of \$5,000 and integral multiples thereof of a single maturity and are exchangeable for fully registered bonds of other denominations in equal aggregate principal amounts and in authorized denominations at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

**Transfer.** This Bond is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Bond Registrar upon presentation and surrender hereof to the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Bond Registrar. Thereupon the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver, in exchange for this Bond, one or more new fully registered bonds in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an authorized denomination, in aggregate principal amount equal to the principal amount of this Bond, of the same maturity, and bearing interest at the same rate.

**Fees Upon Transfer or Loss.** The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

**Treatment of Registered Owner.** The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

**Not Qualified Tax-Exempt Obligations.** The Bonds of this issue have not been designated by the Issuer as "qualified tax-exempt obligations" for purposes of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

## ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations.

---

TEN COM	-	as tenants in common
TEN ENT	-	as tenants by the entireties
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common
UTMA	-	_____ CUSTODIAN _____ (Cust) (Minor)

Under Uniform Transfers to Minors Act

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(State)

Additional abbreviations may also be used though not in the above list.

**ASSIGNMENT**

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

\_\_\_\_\_ the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated \_\_\_\_\_

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

\_\_\_\_\_

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Include information for all joint owners if the Bond is held by joint account.)

Please insert Social Security or other Tax Identification Number of Transferee.

[Empty rectangular box for Social Security or Tax Identification Number]

**EXHIBIT C**

**The Depository Trust Company**

**BLANKET ISSUER LETTER OF REPRESENTATIONS**

**C-1**

**EXHIBIT D**  
**LEVY COMPUTATION SHEET**

<u>Levy Year</u>	<u>Collection Year</u>	<u>Amount</u>
2014	2015	
2015	2016	
2016	2017	
2017	2018	
2018	2019	
2019	2020	
2020	2021	
2021	2022	
2022	2023	

**EXHIBIT E**

**NOTICE OF CALL FOR REDEMPTION  
\$10,700,000  
GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2005A  
DATED: APRIL 14, 2005**

**INDEPENDENT SCHOOL DISTRICT NO. 477  
(PRINCETON PUBLIC SCHOOLS)  
BENTON, ISANTI, MILLE LACS AND SHERBURN COUNTIES, MINNESOTA**

NOTICE IS HEREBY GIVEN that, by order of the School Board of Independent School District No. 477 (Princeton Public Schools), Benton, Isanti, Mille Lacs and Sherburne Counties, Minnesota, there have been called for redemption and prepayment on February 1, 2015 those outstanding bonds of the School District designated as General Obligation School Building Refunding Bonds, Series 2005A, dated April 14, 2005 as the date of original issue, totaling \$10,700,000 in principal amount, and having the following stated maturity dates and CUSIP numbers:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>CUSIP Number</u>
February 1, 2016	\$460,000	742259 MS0
February 1, 2017	\$475,000	742259 MT8
February 1, 2018	\$1,210,000	742259 MU5
February 1, 2019	\$1,270,000	742259 MV3
February 1, 2020	\$1,325,000	742259 MW1
February 1, 2021	\$1,390,000	742259 MX9
February 1, 2023	\$2,985,000	742259 MZ4
February 1, 2024	\$1,585,000	742259 NA8

The Bonds are being called at a price of par plus accrued interest to February 1, 2015, on which date all interest on said bonds will cease to accrue.

Holders of the Bonds hereby called for redemption are requested to present their Bonds for payment to Bond Trust Services Corporation, on or before February 1, 2015 by submitting said bonds along with a completed W-9 form to the following addresses:

**BY MAIL, IN PERSON  
COURIER SERVICE OR  
OVERNIGHT MAIL:**

Bond Trust Services Corporation  
3060 Centre Pointe Drive  
Roseville, MN 55113

If the Holder requests payment of principal and/or interest via wire transfer, please be advised there is a wire transfer fee which will be deducted from the payment.

Dated: November 4, 2014

BY ORDER OF THE SCHOOL BOARD

/s/

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School District Clerk  
Independent School District No. 477  
(Princeton Public Schools)  
Princeton, Minnesota

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

\*The paying agent shall not be responsible for the selection or use of the CUSIP number, nor is any representation made as to its correctness as indicated in the Notice of Call for Redemption. It is included solely for the convenience of the holders.

Additional information may be obtained from: EHLERS & ASSOCIATES, INC., 3060 Centre Pointe Drive, Roseville, MN 55113, (651) 697-8500.